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Enactment Date	9/11/2024 os



Board Cover Memorandum

To Board of Education

From Kyla Johnson-Trammell, Superintendent
Sondra Aguilera, Chief Academic Officer
Vanessa Sifuentes, High School Network Superintendent

Meeting Date September 11, 2024

Subject Amendment No. 5 - Memorandum of Understanding - Alameda County Probation Department - High School Network

Ask of the Board Approval by the Board of Education of Amendment No. 5 of the Memorandum of Understanding (MOU) between the District and Alameda County Probation Department (ACDP) for ACDP to increase funding for the Cross-Age Mentoring Program (CAMP) by \$1,072,200.00 for a total grant award of \$1,787,984.00, and extending the term of the agreement from June 1, 2019, through September 30, 2026. All other terms and conditions of the MOU remain in effect.

Background The District and the Alameda County Probation Department are working in collaboration to implement the Cross-Age Mentoring Program (CAMP), a school-based program through which high school students at McClymonds High School and Oakland High School participate in a credit-bearing leadership development course and mentor students at West Oakland Middle School and Edna Brewer Middle school, respectively.

Fiscal Impact A total grant amount of \$1,787,984.00 to be allocated to OUSD schools upon approval of Amendment No. 5.

Attachment(s)

- Amendment No. 4, Legislative File ID #24-0217
- Amendment No. 3, Legislative File ID #22-2368
- Amendment No. 2, Legislative File ID #21-3107
- Amendment No. 1, Legislative File ID #21-0850
- Original MOU, Legislative File ID #19-1378

**FIFTH AMENDMENT TO THE
MEMORANDUM OF UNDERSTANDING BETWEEN
OAKLAND UNIFIED SCHOOL DISTRICT
AND THE
ALAMEDA COUNTY PROBATION DEPARTMENT**

This Fifth Amendment (this "Fifth Amendment") to the Memorandum of Understanding signed and dated August 14, 2019 (OUSD Enactment No. 19-1306) ("MOU") as amended by the First Amendment dated April 28, 2021 ("First Amendment") (OUSD Enactment No. 21-0671), and as amended by the Second Amendment executed on or about January 12, 2022 ("Second Amendment") (OUSD Enactment No. 22-0060), and as amended by the Third Amendment dated November 15, 2022 ("Third Amendment"), (OUSD Enactment No. 22-1835), and as amended by the Fourth Amendment dated February 26, 2024 ("Fourth Amendment") (OUSD Enactment No. 24-0315), and hereinafter referred to together with MOU as "Amended MOU" is made as of the date of full execution by the Oakland Unified School District ("DISTRICT") and the Alameda County Probation Department ("PROBATION" and collectively with DISTRICT, the "Parties").

RECITALS:

WHEREAS, the Parties desire to extend the Program until September 30, 2026 and increase the total amount of the MOU from \$715,784 to \$1,787,984 (an increase of \$1,072,200).

NOW THEREFORE, the Parties agree as follows:

1. The foregoing recitals are hereby incorporated in this Fifth Amendment and made a part thereof by this reference.
2. All terms used in this Fifth Amendment, but not defined herein, shall have the meaning given such terms in the Amended MOU.

3. Section II of the MOU (Purpose) shall be amended to include the following:

The new Student Program for Academic and Athletic Transitioning (SPAAT) Extended Day Program shall be provided to McClymond's High School for the 2022-23 and 2023-24 School Years. PROBATION acknowledges and agrees that the DISTRICT will not provide SPAAT at McClymond's High School beyond the 2022-2024 School Years.

4. Section III of the MOU (MOU TERM) is removed in its entirety and replaced with the following:

This MOU originally commenced on June 1, 2019 and was first amended on April

28, 2021. Subsequent Second, Third and Fourth Amendments were added on January 12, 2022, November 15, 2022 and February 26, 2024. This Fifth Amendment shall extend the original 2019 MOU until September 30, 2026. The term may be extended with the written consent of both parties.

5. Section IV of the MOU (PAYMENT) is amended and replaced in its entirety by the following:

The compensation payable to DISTRICT shall not exceed *One Million Seven Hundred Eighty-seven Thousand and Nine Hundred Eighty-Four dollars (\$1,787,984)* for the term of this Amended MOU. A total of *One Million Seven Hundred Fifteen Thousand and Six Hundred Fifty dollars \$1,715,650* to fund CAMP for the 2019-2026 School Years and *Seventy-Two Thousand and Three Hundred Thirty-Four dollars (\$72,334)* to fund the SPAAT Extended Day Program at McClymonds High School for the 2022-24 School Years. All payments shall be made upon issuance of an invoice by DISTRICT. PROBATION shall pay approved invoices within 45 days of receipt. The attached Exhibit - 3 (Budget) is incorporated into this MOU by this reference.

DISTRICT shall submit quarterly invoice with supporting documentation which include but are not limited to payroll register and purchase receipts for expenditures incurred.

6. Section V of the MOU (RESPONSIBILITIES) as amended by the Fourth Amendment is amended to update the first sentence and second sentence on the first paragraph to:

DISTRICT will implement the CAMP at Oakland High School during the 2019-2020, 2020-2021, 2021-2022, 2022-2023, 2023-2024, 2024-2025 and 2025-2026 School Years. The District will also implement the CAMP at McClymonds High School, West Oakland Middle School and Edna Brewer Middle School during the 2023-2024, 2024-2025 and 2025-2026 School Years.

7. Section V of the MOU (RESPONSIBILITIES) as amended by the Fourth Amendment is amended to replace the phrase "Submit final report regarding CAMP evaluation to PROBATION by September 30, 2024" with "Submit final report regarding CAMP evaluation to PROBATION by September 30, 2026".
8. Except as expressly amended by this Fifth Amendment, all other terms, conditions, and provisions of the Amended MOU are hereby ratified and confirmed and shall continue in full force and affect. In the event of a conflict between this Fifth Amendment and the Amended MOU, the provisions of this Fifth Amendment shall control.

IN WITNESS WHEREOF, the Parties have caused this Fifth Amendment to the Memorandum of Understanding to be executed by their duly authorized representatives as of the Amendment.

Oakland Unified School District

Alameda County Probation Department



Benjamin "Sam" Davis
President, Board of Education

Brian K. Ford
Acting Chief Probation Officer

9/12/2024

Date

Date

Oakland Unified School District

**APPROVED AS TO FORM:
Donna Ziegler,
County Counsel**



Kyla Johnson-Trammell, Ed.D.
Superintendent

Signed by:


K. Joon Oh
Deputy County Counsel

9/12/2024

Date

8/16/2024

Date

APPROVED AS TO FORM: OUSD



Jenine Lindsay
General Counsel

8/16/2024

Date

Exhibit - 3 (Budget)
 CAMP School Years 2019-2024
 SPAAT School Years 2022-2024

Cross Age Mentoring Program Budget			
Oakland High School	Unit Cost	No. of Units	Total Cost
Instructor salary	\$ 70,000	2	\$ 140,000
Instructor benefits	\$ 30,800	2	\$ 61,600
Curriculum development + training	\$ 75,000	1.5	\$ 112,500
Payment to Jason Seals	\$ 25,000	1	\$ 25,000
Evaluation	\$ 25,000	2	\$ 50,000
Stipends for HS students	\$ 1,000	80	\$ 80,000
Incentives for MS students	\$ 100	80	\$ 8,000
Excursions/events	\$ 2,000	6	\$ 12,000
Program supplies	\$ 3,400	1.5	\$ 5,100
Computers	\$ 300	80	\$ 24,000
Sub-total			\$ 518,200
McClymonds High School	Unit Cost	No. of Units	Total Cost
Curriculum development + training	\$ 75,000	0.25	\$ 18,750
Stipends for HS students	\$ 1,000	60	\$ 60,000
Incentives for MS students	\$ 100	60	\$ 6,000
Excursions/events	\$ 2,000	6	\$ 12,000
Program supplies	\$ 3,000	1.5	\$ 4,500
Computers	\$ 300	80	\$ 24,000
Sub-total			\$ 125,250
Total Budget - CAMP			\$ 643,450
SPAAT Skills Center			
Head Academic Coach	Provides academic coaching, training and violence prevention support for students and staff (5 days per week)		\$ 20,000
Tech Center Manager	Provides technology training and coaching for students (5 days per week)		\$ 18,000
Tutor Stipends (2)	stipends for afterschool academic skill training and homework help (\$2,500 x2)		\$ 5,000
Peer Tutor Stipends	stipend for afterschool academic skill trining and homework help (\$500 x 4)		\$ 2,000
Educational Supplies & Incentives	Gift cards, snacks, raffle tickets, prizes for citizenship, academic performance and community leadership activities		\$ 3,500
Tech Equipment	4 video cameras, 4 audio cameras, 5 oculus virtual reality headsets		\$ 6,300
Computers (6 Desktops)	6 @ \$589 each desktop computers for homework assignments and art projects		\$ 3,534
Office/Room Supplies	2 laser printers, 4 computer desks, desk organizers, fidlers, binders, game batteries, calendars, staplers		\$ 2,800
Cleaning Supplies	brooms, mops, vacuum cleaner		\$ 1,200
Paint Project	paint supplies for delapedated furniture, paint to repaint the domestic violence, gun violence and traumatic situations		\$ 10,000
Total Budget - SPAAT Skills Center			\$ 72,334
GRAND TOTAL			\$ 715,784

CAMP School Year 2024-2025

OUSD Cross Age Mentoring Program (CAMP) Budget Request 2024-2025			
High School Network	Unit Cost	No. of Units	Total Cost
Program Evaluation	\$25,000.00	1	\$25,000.00
Curriculum development + training	\$75,000.00	1	\$75,000.00
SUB-TOTAL			\$100,000.00
Oakland High School:	Unit Cost	No. of Units	Total Cost
Instructor Salary	\$95,000.00	1	\$95,000.00
Instructor Benefits	\$36,000.00	1	\$36,000.00
Stipends for high school students	\$1,000.00	30	\$30,000.00
Stipends for high school students (administrative fee)	\$3,000.00	1	\$3,000.00
Stipends for Middle School students	\$500.00	30	\$15,000.00
Stipends for middle school students (administrative fee)	\$1,500.00	1	\$1,500.00
Student Incentives	\$5,000.00	1	\$5,000.00
Excursions	\$4,000.00	4	\$16,000.00
Program supplies	\$5,000.00	1	\$5,000.00
Meeting refreshments	\$5,000.00	1	\$5,000.00
SUB-TOTAL			\$211,500.00
McClymonds High School	Unit Cost	No. of Units	Total Cost
Instructor Salary	\$95,000.00	1	\$95,000.00
Instructor Benefits	\$36,000.00	1	\$36,000.00
Stipends for HS students	\$1,000.00	30	\$30,000.00
Stipends for HS students (administrative fee)	\$3,000.00	1	\$3,000.00
Stipends for Middle School students	\$500.00	30	\$15,000.00
Stipends for middle school students (administrative fee)	\$1,500.00	1	\$1,500.00
Student Incentives	\$5,000.00	1	\$5,000.00
Excursion/events	\$4,000.00	4	\$16,000.00
Program supplies	\$5,000.00	1	\$5,000.00
Meeting refreshments	\$5,000.00	1	\$5,000.00
SUB-TOTAL			\$211,500.00
TOTAL BUDGET REQUEST 2024-2025			\$523,000.00

CAMP School Year 2025-2026

OUSD Cross Age Mentoring Program (CAMP) Budget Request 2025-2026			
High School Network	Unit Cost	No. of Units	Total Cost
Program Evaluation	\$25,000.00	1	\$25,000.00
Curriculum development + training	\$75,000.00	1	\$75,000.00
SUB-TOTAL			\$100,000.00
Oakland High School:	Unit Cost	No. of Units	Total Cost
Instructor Salary	\$104,500.00	1	\$104,500.00
Instructor Benefits	\$39,600.00	1	\$39,600.00
Stipends for high school students	\$1,000.00	30	\$30,000.00
Stipends for high school students (administrative fee)	\$3,000.00	1	\$3,000.00
Stipends for Middle School students	\$500.00	30	\$15,000.00
Stipends for middle school students (administrative fee)	\$1,500.00	1	\$1,500.00
Student Incentives	\$5,000.00	1	\$5,000.00
Excursions	\$4,000.00	4	\$16,000.00
Program supplies	\$5,000.00	1	\$5,000.00
Meeting refreshments	\$5,000.00	1	\$5,000.00
SUB-TOTAL			\$224,600.00
McClymonds High School	Unit Cost	No. of Units	Total Cost
Instructor Salary	\$104,500.00	1	\$104,500.00
Instructor Benefits	\$39,600.00	1	\$39,600.00
Stipends for HS students	\$1,000.00	30	\$30,000.00
Stipends for HS students (administrative fee)	\$3,000.00	1	\$3,000.00
Stipends for Middle School students	\$500.00	30	\$15,000.00
Stipends for middle school students (administrative fee)	\$1,500.00	1	\$1,500.00
Student Incentives	\$5,000.00	1	\$5,000.00
Excursion/events	\$4,000.00	4	\$16,000.00
Program supplies	\$5,000.00	1	\$5,000.00
Meeting refreshments	\$5,000.00	1	\$5,000.00
SUB-TOTAL			\$224,600.00
TOTAL BUDGET REQUEST 2025-2026			\$549,200.00

Board Office Use: Legislative File Info.	
File ID Number	24-0217
Introduction Date	2/14/24
Enactment Number	24-0315
Enactment Date	2/14/2024 er



Board Cover Memorandum

To Board of Education

From Kyla Johnson-Trammell, Superintendent
Sondra Aguilera, Chief Academic Officer
Vanessa Sifuentes, High School Network Superintendent

Meeting Date February 14, 2024

Subject Amendment No. 4 - Memorandum of Understanding - Alameda County Probation Department - High School Network

Ask of the Board Approval by the Board of Education of Amendment No. 4 to the Memorandum of Understanding (MOU) by and between District and Alameda County Probation Department, a division of the County of Alameda, to continue support of the Cross-Age Mentoring Program (CAMP), a school-based mentoring program through which high school students provide one-on-one mentoring to middle school students, as described in the MOU, adding 20 pupils of McClymonds High School to train and mentor middle school students, as described in the MOU, and implement CAMP at McClymonds High School, Oakland High School, Westlake Middle School and Roosevelt Middle School, and other amended provisions stated in Agreement, incorporated herein by reference as though fully set forth, in the amount of \$190,450.00, increasing the MOU not to exceed amount from \$525,334.00 to \$715,784.00, and extending the term of the agreement from term June 1, 2019 through September 30, 2024. All other terms and conditions of the MOU remain in full force and effect.

Background The District and the Alameda County Probation Department are collaborating to launch the Cross-Age Mentoring Program (CAMP), a school-based mentoring program through which high school students provide one-on-one mentoring to middle school students, as described in the MOU, for pupils at Oakland High School, Westlake Middle School and Roosevelt Middle School, McClymonds High School, and West Oakland Middle School.

Fiscal Impact The total amount of grant to be provided to OUSD schools is \$190,450.00.

Attachment(s)

- Amendment No. 3, Legislative File ID #22-2368
- Amendment No. 2, Legislative File ID #21-3107
- Amendment No. 1, Legislative File ID #21-0850
- Original MOU, Legislative File ID #19-1378

**FOURTH AMENDMENT TO THE
MEMORANDUM OF UNDERSTANDING BETWEEN
OAKLAND UNIFIED SCHOOL DISTRICT
AND THE
ALAMEDA COUNTY PROBATION DEPARTMENT**

This Fourth Amendment (this "Fourth Amendment") to the Memorandum of Understanding signed and dated August 14, 2019 (OUSD Enactment No. 19-1306) ("MOU") as amended by the First Amendment dated April 28, 2021 ("First Amendment") (OUSD Enactment No. 21-0671), and as amended by the Second Amendment executed on or about January 12, 2022 ("Second Amendment") (OUSD Enactment No. 22-0060), and as amended by the Third Amendment dated November 15, 2022 hereinafter referred to together with MOU as "Amended MOU" is made as of the date of full execution by the Oakland Unified School District ("DISTRICT") and the Alameda County Probation Department ("PROBATION" and collectively with DISTRICT, the "Parties").

RECITALS:

WHEREAS, the Parties desire to extend the MOU until September 30, 2024 and increase the total amount of the MOU from \$525,334 to \$715,784 (an increase of \$190,450).

NOW THEREFORE, the Parties agree as follows:

1. The foregoing recitals are hereby incorporated in this Fourth Amendment and made a part thereof by this reference.
2. All terms used in this Fourth Amendment, but not defined herein, shall have the meaning given such terms in the Amended MOU.
3. Section III of the MOU (MOU TERM) is removed in its entirety and replaced with the following:

This MOU commence on June 1, 2019 and end on September 30, 2024. The term may be extended with the written consent of both parties.

4. Section IV of the MOU (PAYMENT) is amended and replaced in its entirety by the following:

The compensation payable to DISTRICT shall not exceed *Seven Hundred Fifteen Thousand and Seven Hundred Eighty-Four dollars (\$715,784)* for the term of this

Amended MOU. A total of *Six Hundred Forty-Three Thousand and Four Hundred Fifty dollars* (\$643,450) to fund CAMP and *Seventy-Two Thousand and Three Hundred Thirty-Four dollars* (\$72,334) to fund the SPAAT Extended Day Program at McClymonds High School. All payments shall be made upon issuance of an invoice by DISTRICT. PROBATION shall pay approved invoices within 45 days of receipt. The attached Exhibit -2 (Budget) is incorporated into this MOU by this reference.

DISTRICT shall submit quarterly invoice with supporting documentation which include but are not limited to payroll register and purchase receipts for expenditures incurred.

5. Section V of the MOU (RESPONSIBILITIES) as amended by the Third Amendment is amended to update the first sentence and second sentence on the first paragraph to:

DISTRICT will implement the CAMP at Oakland High School, Westlake Middle School, and Roosevelt Middle School during the 2019-2020, 2020-2021, 2021-2022, 2022-2023, and 2023-2024 school years. The District will also implement the CAMP at McClymonds High School and West Oakland Middle School during the 2022-2023 and 2023-2024 school years.

6. Section V of the MOU (RESPONSIBILITIES) as amended by the Third Amendment is amended to replace the phrase "Submit final report regarding CAMP evaluation to PROBATION by September 30, 2023" with "Submit final report regarding CAMP evaluation to PROBATION by September 30, 2024".

7. Section V of the MOU (RESPONSIBILITIES) as amended by the Third Amendment is amended first sentence of the last paragraph to:

The DISTRICT will also implement the Student Program for Academic and Athletic Transitioning (SPAAT) Extended Day Program at McClymond High School during the 2022-2023 and 2023-2024 school years, pursuant to a separate Board-approved contract (Enactment No. 22-1296).

8. Except as expressly amended by this Fourth Amendment, all other terms, conditions, and provisions of the Amended MOU are hereby ratified and confirmed and shall continue in full force and affect. In the event of a conflict between this Fourth Amendment and the Amended MOU, the provisions of this Fourth Amendment shall control.

IN WITNESS WHEREOF, the Parties have caused this Fourth Amendment to the Memorandum of Understanding to be executed by their duly authorized representatives as of the Amendment.

Oakland Unified School District



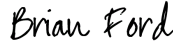
Benjamin Davis
President, Board of Education

2/15/2024

Date

Alameda County Probation Department

DocuSigned by:



Marcus Dawal
Chief Probation Officer

1/8/2024

Date

Oakland Unified School District



Kyla Johnson-Trammell, Ed.D.
Superintendent

2/15/2024

Date

**APPROVED AS TO FORM:
Donna Ziegler,
County Counsel**

DocuSigned by:



K. Joon Oh
Deputy County Counsel

9/18/2023

Date

**Approved as to form by OUSD
Staff Attorney Lynn Wu**

DocuSigned by:



12/19/2023

EXHIBIT - 2 (Budget)

Cross Age Mentoring Program Budget			
Oakland High School	Unit C.ost	No. of Units	Total Cost
Instructor salary	\$ 70,000	2	\$ 140,000
Instructor benefits	\$ 30,800	2	\$ 61,600
Curriculum development+training	\$ 75,000	1.5	\$ 112,500
Payment to Jason Seals	\$ 25,000	1	\$ 25,000
Evaluation	\$ 25,000	2	\$ 50,000
Stipends for HSstudents	\$ 1,000	80	\$ 80,000
Incentivesfor MS students	\$ 100	80	\$ 8,000
Excursions/events	\$ 2,000	6	\$ 12,000
Program supplies	\$ 3,400	1.5	\$ 5,100
Computers	\$ 300	80	\$ 24,000
Sub-total			\$ 518,200
McClyrnonds High School	Unit Cost	No. of Units	Total Cost
Curriculum development+training	\$ 75,000	0.25	\$ 18,750
Stipends for HSstudents	\$ 1,000	60	\$ 60,000
Incentivesfor MS students	\$ 100	60	\$ 6,000
Excursions/events	\$ 2,000	6	\$ 12,000
Program supplies	\$ 3,000	1.5	\$ 4,500
Computers	\$ 300	80	\$ 24,000
Sub-total			\$ 125,250
TotalBudget - CAMP			\$ 643,450
SPAATSkills Center			
Head Acedemic Coach	Providesacademic coaching, training andviolence prevention support for students and staff (5 days per week)		\$ 20,000
TechCenter Manager	Providestechnology training and coaching for students (5 days per week)		\$ 18,000
Tutor Stipends (2)	stipends for afterschool academic skill training and homework help (\$2,500 x2)		\$ 5,000
Peer Tutor Stipends	stipend for afterschool academic skill triningand homework help (\$500x 4)		\$ 2,000
Educational Supplies &Incentives	Gift cards, snacks, raffle tickets, prizes for citenzenship, academicperformance andcommunity leadership activities		\$ 3,500
TechEquipment	4 video cameras, 4 audio cameras, 5oculus virtual reality headsets		\$ 6,300
Computers (6 Desktops)	6@ \$589 each desktop computers for homework assignments and art projeru		\$ 3,534
Office/Room Supplies	2 laser printers, 4 computer desks, desk organizers, fidrs, binders, gamebaneries, calendars, staplers		\$ 2,800
Cleaning Supplies	brooms, mops, vacuum cleaner		\$ 1,200
Paint Project	paint suppliesfor delapedated furniture, paint to repaint the domestic violence, gun violence andtraumatic situations		\$ 10,000
TotalBudget -SPAAT Skills Center			\$ 72,334
GRANO TOTAL			\$ 715,784

Board Office Use: Legislative File Info.	
File ID Number	22-2368
Introduction Date	10/26/22
Enactment Number	22-1835
Enactment Date	10/26/2022 er



Board Cover Memorandum

To Board of Education

From Sondra Aguilera, Acting Superintendent
Vanessa Sifuentes, High School Network Superintendent

Meeting Date October 26, 2022

Subject Amendment No. 3 - Memorandum of Understanding - Alameda County Probation Department - High School Network

Ask of the Board Approval by the Board of Education of Amendment No. 3 to the Memorandum of Understanding (MOU) by and between District and Alameda County Probation Department, a division of the County of Alameda, to continue support of the Cross-Age Mentoring Program (CAMP), a school-based mentoring program through which high school students provide one-on-one mentoring to middle school students, as described in the MOU, for 20 pupils at McClymonds High School to train and mentor middle school students, as described in the MOU, in the amount of \$135,334.00, increasing the agreement from \$390,000.00 to \$525,334.00, for the period of June 1, 2019 through September 23, 2023. All other terms and conditions remain in full force and effect.

Background and Recommendation The District and the Alameda County Probation Department are collaborating to launch the Cross-Age Mentoring Program (CAMP), a school-based mentoring program through which high school students provide one-on-one mentoring to middle school students. During the 2022-23 School Year, 20 students from McClymonds High School will be enrolled in one regular period class that will train students to mentor middle school students. From August through December, high school mentors will receive classroom instruction in mentoring and leadership skills delivered by two instructors. In January, high school students will be matched with mentees from a local middle school (1:1 ratio) and begin meeting once a week. In April, mentoring sessions will increase to twice a week through the end of the school year. All mentoring sessions will take place during the typical CAMP class period. High school students whose parents/guardians have provided written consent will be transported to the respective middle school for mentoring sessions. The program will involve occasional excursions and service projects that are designed to expand youths' view of the world and expectations of self, as well as foster connectedness between mentors and mentees; these excursions will comply with OUSD field trip policies and approval procedures.

Fiscal Impact The total amount of the grant provided to OUSD schools is \$135,334.00, increasing the agreement from \$390,000.00 to \$525,334.00.

- Attachment(s)**
- Amendment No. 2, Legislative File ID #21-3107
 - Amendment No. 1, Legislative File ID #21-0850
 - Original MOU, Legislative File ID #19-1378

**THIRD AMENDMENT TO THE
MEMORANDUM OF UNDERSTANDING BETWEEN
OAKLAND UNIFIED SCHOOL DISTRICT
AND THE
ALAMEDA COUNTY PROBATION DEPARTMENT**

This Third Amendment (this "Third Amendment") to the Memorandum of Understanding signed and dated August 14, 2019 (OUSD Enactment No. 19-1306) ("MOU") as amended by the First Amendment dated April 28, 2021 ("First Amendment") (OUSD Enactment No. 21-0671), and as amended by the Second Amendment executed on or about January 12, 2022 ("Second Amendment") (OUSD Enactment No. 22-0060), hereinafter referred to together with MOU as "Amended MOU") is made as of the date of full execution by the Oakland Unified School District ("DISTRICT") and the Alameda County Probation Department ("PROBATION" and collectively with DISTRICT, the "Parties").

RECITALS:

WHEREAS, the Parties desire to increase the total amount of the MOU from \$390,000 to \$525,334 (an increase of \$135,334).

NOW THEREFORE, the Parties agree as follows:

1. The foregoing recitals are hereby incorporated in this Third Amendment and made a part thereof by this reference.
2. All terms used in this Third Amendment, but not defined herein, shall have the meaning given such terms in the Amended MOU.
3. Section I of the MOU (BACKGROUND) is amended to add the following:

During the 2022-23 School Year, 20 students from McClymonds High School will be enrolled in one regular period class that will train students to mentor middle school students. From August through December, high school mentors will receive classroom instruction in mentoring and leadership skills delivered by two instructors. In January, high school students will be matched with mentees from a local middle school (1:1 ratio) and begin meeting once a week. In April, mentoring sessions will increase to twice a week through the end of the school year. All mentoring sessions will take place during the typical CAMP class period. High school students whose parents/guardians have provided written consent will be transported to the respective middle school for mentoring sessions. The program will involve occasional excursions and service projects that are designed to expand youths' view of the world and expectations of self, as well as foster connectedness

between mentors and mentees; these excursions will comply with OUSD field trip policies and approval procedures.

4. Section II of the MOU (PURPOSE) is amended to include the following:

For School Year 2022-23, McClymonds High School shall be added this MOU to participate in the Cross-Age Mentoring Program (CAMP). In addition, the new Student Program for Academic and Athletic Transitioning (SPAAT) Extended Day Program shall also be provided to McClymond's High School pursuant to a separate Board-approved contract (Enactment No. 22-1296).

5. Section IV of the MOU (PAYMENT) is removed in its entirety and replaced with the following:

The compensation payable to DISTRICT as described in Exhibit – 1 (Budget) hereunder shall not exceed *Five Hundred Twenty-Five Thousand and Three Hundred Thirty-Four dollars (\$525,334)* for the term of this Amended MOU. A total of *Four Hundred Fifty-Three Thousand Dollars (\$453,000)* to fund CAMP and *Seventy-Two Thousand and Three Hundred Thirty-Four (\$72,334)* to fund the SPAAT Extended Day Program at McClymonds High School. All payments shall be made upon issuance of an invoice by DISTRICT. PROBATION shall pay approved invoices within 45 days of receipt. The attached Exhibit – 1 (Budget) is incorporated into this MOU by this reference.

DISTRICT shall submit quarterly invoice with supporting documentation which include but are not limited to payroll register and purchase receipts for expenditures incurred.

6. Section V of the MOU including in the first and second amendments (RESPONSIBILITIES) is removed in its entirety and replaced with the following

DISTRICT will implement the CAMP at Oakland High School, Westlake Middle School, and Roosevelt Middle School during the 2019-2020, 2020-2021, 2021-2022 and 2022-2023 school years. The DISTRICT will also implement the CAMP at McClymonds High School and West Oakland Middle School during 2022-2023. As part of implementation, DISTRICT will, to the extent permitted by applicable law:

- Hire consultant to develop curriculum for CAMP
- Hire two (2) staff members to provide oversight and instruction for CAMP
- Train two (2) staff members *in* CAMP curriculum delivery
- Oversee two (2) staff members who provide oversight and instruction for CAMP
- Identify and enroll eligible students from Oakland High School in CAMP class
- Identify eligible students from Westlake Middle School and Roosevelt Middle School
- Arrange mentoring logistics, including transportation of

Oakland High School students to Westlake and Roosevelt Middle mentoring sessions

DISTRICT will also collect data pertaining to student outcomes and report data to PROBATION. As part of data collection and reporting, DISTRICT will, to the extent feasible:

- Identify and contract with a reputable research partner to evaluate CAMP
- Upon research partner execution of a data sharing agreement (if required by OUSD), provide research partner with access to student records (attendance, grades, disciplinary record, etc.) as needed to evaluate CAMP, to the extent permitted by law, including but not limited to, the Family Educational Rights and Privacy Act ("FERPA," 20 U.S.C. § 1232g; 3 CFR Part 99), and the California Education Code.
- Provide research partner with access to students to complete surveys or other assessments as needed to evaluate CAMP, to the extent permitted and in compliance with all applicable state and federal laws and regulations; research partner is responsible for obtaining parental consent for student surveys, to the extent consent is required by 20 U.S.C. section 1232h, California Education Code section 51513, and/or California Education Code section 51938
- Submit final report regarding CAMP evaluation to PROBATION by September 30, 2023. Student data shall be anonymized/non-identifiable.

The DISTRICT shall acquire all right, title and interest in the CAMP Curriculum from consultant, including the right to secure and maintain the copyright, trademark, and/or patent of said matter in the name of the DISTRICT (specifically excluding any underlying pre-existing intellectual property), including, without limitation, the drawings, plans, specifications, studies, reports, memoranda, computation sheets, the contents of computer diskettes, artwork, copy, posters, billboards, photographs, videotapes, audiotapes, systems designs, software, reports, diagrams, surveys, source codes or any other original works of authorship, or other documents prepared by consultant in connection with CAMP Curriculum.

The PARTIES understand and agree that the CAMP Curriculum produced by consultant, the DISTRICT, and/or PROBATION pursuant to this MOU shall become the joint property of DISTRICT and PROBATION. To the extent the DISTRICT owns the right, title, and interest in the CAMP Curriculum, it hereby assigns such right, title, and interest in the CAMP Curriculum to PROBATION for such joint property ownership. To the extent

PROBATION owns the right, title, and interest in the CAMP Curriculum, PROBATION hereby assigns such right, title, and interest in the CAMP Curriculum to the DISTRICT for such joint property ownership. The PARTIES shall take such further steps as may be reasonably necessary implement the aforesaid assignments.

The DISTRICT shall defend, indemnify, and hold PROBATION harmless from any claim brought against PROBATION for infringement of copyright, trademark, or patent with respect to the CAMP Curriculum.

DISTRICT will also implement the Student Program for Academic and Athletic Transitioning (SPAAT) Extended Day Program at McClymond High School during 2022-2023 school year, pursuant to a separate Board-approved contract (Enactment No. 22-1296). SPAAT empowers socially and economically disadvantaged high school student-athletes by providing them with academic, community and athletic support services to increase the number of student-athletes prepared for college, careers, and life after sports. The goal of the SPAAT program, as set forth in more detail in the contract between DISTRICT and SPAAT (Enactment No. 22-1296), is to provide the following:

- a) Academic coaching, training, and violence prevention support for students and staff five (5) days a week
 - b) Technology training and coaching for students five (5) days a week
7. Except as expressly amended by this Third Amendment, all other terms, conditions, and provisions of the Amended MOU are hereby ratified and confirmed and shall continue in full force and affect. In the event of a conflict between this Third Amendment and the Amended MOU, the provisions of this Third Amendment shall control.

[Signatures appear on the following page]

IN WITNESS WHEREOF, the Parties have caused this Third Amendment to the Memorandum of Understanding to be executed by their duly authorized representatives as of the Amendment.

Oakland Unified School District

Alameda County Probation Department

850-4

Gary Yee
President, Board of Education

Marcus Dawal
Interim Chief Probation Officer

10/27/2022

Date

Date

Oakland Unified School District

**APPROVED AS TO FORM:
Donna Ziegler,
County Counsel**

Sondra Aguilera

Sondra Aguilera
Acting Superintendent

DocuSigned by:
K. Joon Oh
EEDCE3E661894A0

K. Joon Oh
Deputy County Counsel

10/27/2022

Date

8/18/2022

Date

Approved as to form by OUSD Staff
Attorney Joanna Powell on 9/21/22.

Joanna J. Powell

Exhibit 1 – Budget

Cross Age Mentoring Program Budget			
Oakland High School	Unit Cost	No. of Units	Total Cost
Instructor salary	\$ 70,000	2	\$ 140,000
Instructor benefits	\$ 30,800	2	\$ 61,600
Curriculum development + training	\$ 75,000	1	\$ 75,000
Payment to Jason Seals	\$ 25,000	1	\$ 25,000
Evaluation	\$ 25,000	1	\$ 25,000
Stipends for HS students	\$ 1,000	40	\$ 40,000
Incentives for MS students	\$ 100	40	\$ 4,000
Excursions/events	\$ 2,000	2	\$ 4,000
Program supplies	\$ 3,400	1	\$ 3,400
Computers	\$ 300	40	\$ 12,000
Sub-total			\$ 390,000
McClymonds High School			
McClymonds High School	Unit Cost	No. of Units	Total Cost
Stipends for HS students	\$ 1,000	40	\$ 40,000
Incentives for MS students	\$ 100	40	\$ 4,000
Excursions/events	\$ 2,000	2	\$ 4,000
Program supplies	\$ 3,000	1	\$ 3,000
Computers	\$ 300	40	\$ 12,000
Sub-total			\$ 63,000
Total Budget - CAMP			\$ 453,000
SPAAT Skills Center			
Head Acedemic Coach	Provides academic coaching, training and violence prevention support for students and staff (5 days per week)		\$ 20,000
Tech Center Manager	Provides technology training and coaching for students (5 days per week)		\$ 18,000
Tutor Stipends (2)	stipends for afterschool academic skill training and homework help (\$2,500 x2)		\$ 5,000
Peer Tutor Stipends	stipend for afterschool academic skill trining and homework help (\$500 x 4)		\$ 2,000
Educational Supplies & Incentives	Gift cards, snacks, raffle tickets, prizes for citenzenship, academic performance and community leadership activities		\$ 3,500
Tech Equipment	4 video cameras, 4 audio cameras, 5 oculus virtual reality headsets		\$ 6,300
Computers (6 Desktops)	6 @ \$589 each desktop computers for homework assignments and art projects		\$ 3,534
Office/Room Supplies	2 laser printers, 4 computer desks, desk organizers, fidere, binders, game batteries, calendars, staplers		\$ 2,800
Cleaning Supplies	brooms, mops, vacuum cleaner		\$ 1,200
Paint Project	paint supplies for delapedated furniture, paint to repaint the domestic violence, gun violence and traumatic situations		\$ 10,000
Total Budget - SPAAT Skills Center			\$ 72,334
GRAND TOTAL			\$ 525,334

Board Office Use: Legislative File Info.	
File ID Number	21-3107
Introduction Date	1/12/22
Enactment Number	22-0060
Enactment Date	1/12/2022 er



Board Cover Memorandum

To Board of Education

From Kyla Johnson-Trammell, Superintendent
Sondra Aguilera, Chief Academic Officer
Matin Abdel-Qawi, High School Network Superintendent

Meeting Date January 12, 2022

Subject Amendment No. 2 - Memorandum of Understanding - Alameda County Probation Department - High School Network

Ask of the Board Approval by the Board of Education of Amendment No. 2 to the Memorandum of Understanding (MOU) by and between District and Alameda County Probation Department, a division of the County of Alameda, to continue support of the Cross-Age Mentoring Program (CAMP), a school-based mentoring program through which high school students provide one-on-one mentoring to middle school students, as described in the MOU, for pupils at Oakland High School, Westlake Middle School and Roosevelt Middle School, in the amount of \$390,000.00, extending the term of the agreement from June 1, 2019 through September 30, 2021 to September 23, 2023. All other terms and conditions remain in full force and effect.

Background and Recommendation The District and the Alameda County Probation Department are collaborating to launch the Cross-Age Mentoring Program (CAMP), a school-based mentoring program through which high school students provide one-on-one mentoring to middle school students, as described in the MOU, for pupils at Oakland High School, Westlake Middle School and Roosevelt Middle School. The original term of the MOU was June 1, 2019 through September 30, 2020. The term was extended through September 30, 2021 by Amendment No. 1 in April 2021. This amendment extends the term of the agreement through September 23, 2023.

Fiscal Impact The total amount of the grant provided to OUSD schools is \$390,000.00.

Attachment(s)

- Amendment No. 2, Memorandum of Understanding
- Amendment No. 1, Legislative File ID #21-0850
- Original MOU, Legislative File ID #19-1378

**SECOND AMENDMENT TO THE MEMORANDUM OF
UNDERSTANDING BETWEEN
OAKLAND UNIFIED
SCHOOL DISTRICT
AND THE
ALAMEDA COUNTY PROBATION DEPARTMENT**

This Second Amendment (this "Second Amendment") to the Memorandum of Understanding signed and dated October 8, 2019 (OUSD Enactment No. 19-1306) ("MOU") as amended by the First Amendment dated April 28, 2021 ("First Amendment", hereinafter referred to together with MOU as "Amended MOU") is made as of the date of full execution by the Oakland Unified School District ("DISTRICT") and the Alameda County Probation Department ("PROBATION" and collectively with DISTRICT, the "Parties").

RECITALS:

WHEREAS, the Parties desire to extend the Program until September 30, 2023.

NOW THEREFORE, the Parties agree as follows:

1. The foregoing recitals are hereby incorporated in this Second Amendment and made a part thereof by this reference.

2. All terms used in this Second Amendment, but not defined herein, shall have the meaning given such terms in the MOU.

3. Section III of the MOU (MOU TERM) is removed in its entirety and replaced with the following:

This MOU will commence on June 1, 2019 and end on September 30, 2023. The term may be extended with the written consent of authorized representatives from both parties.

4. Section V of the MOU (Responsibilities) as amended by the First Amendment is amended to add the phrase "and 2021-2022 and 2022-2023 school years" to the end of the first sentence.

5. Section V of the MOU (Responsibilities) is amended to add the phrase "and September 30, 2023" to the end of the final bullet.

6. Except as expressly amended by this Second Amendment, all other terms, conditions, and provisions of the Amended MOU are hereby ratified and confirmed and shall continue in full force and affect. In the event of a conflict between this Second Amendment and the Amended MOU, the provisions of this Second Amendment shall control.

[Signatures appear on the following page.]

[Signature page to the Second Amendment to the Memorandum of Understanding]


IN WITNESS WHEREOF, the Parties have caused this Second Amendment to the Memorandum of Understanding to be executed by their duly authorized representatives as of the Amendment.


OAKLAND UNIFIED SCHOOL DISTRICT

ALAMEDA COUNTY PROBATION DEPARTMENT

Date: 1/13/2022

Date: 3/11/2022

By: 
Gary Yee, President, Board of Education

By: 
Marcus Dawal
Interim Chief Probation Officer


OAKLAND UNIFIED SCHOOL DISTRICT

Approved as to Form
ALAMEDA COUNTY COUNSEL

Date: 1/13/2022

Date: 3/8/2022

By: 
Kyla Johnson-Trammell, Ed.D.
Superintendent

By: 
DocuSigned by:
K. Joon Oh
EEFCE3E8B1B94A9
Deputy County Counsel

ALAMEDA COUNTY BOARD OF SUPERVISORS MINUTE ORDER

The following action was taken by the Alameda County Board of Supervisors on 08/03/2021

Approved as Recommended Other

Unanimous Chan: Haubert: Miley: Valle: Carson: -
Vote Key: N=No; A=Abstain; X=Excused

Documents accompanying this matter:

Documents to be signed by Agency/Purchasing Agent:

File No. 30652
Item No. 110

Copies sent to:

Binh Cao

Special Notes:



I certify that the foregoing is a correct copy of a Minute Order adopted by the Board of Supervisors, Alameda County, State of California.

ATTEST:
Clerk of the Board
Board of Supervisors

By: Rhonda Bailey
Deputy



MARCUS DAWAL
Interim Chief Probation Officer

ALAMEDA COUNTY PROBATION DEPARTMENT

P.O. Box 2059
1111 Jackson Street
Oakland, CA 94604-2059

July 13, 2021

Honorable Board of Supervisors
County of Alameda
1221 Oak Street, Suite 536
Oakland, CA 94612-4305

SUBJECT: APPROVE A SECOND AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING BETWEEN THE ALAMEDA COUNTY PROBATION DEPARTMENT AND THE OAKLAND UNIFIED SCHOOL DISTRICT TO IMPLEMENT A CROSS-AGE MENTORING PROGRAM FOR AT-PROMISE YOUTH

Dear Board Members:

RECOMMENDATIONS:

1. Approve a Second Amendment to the Memorandum of Understanding between the Alameda County Probation Department and the Oakland Unified School District to continue implementing a Cross-Age Mentoring Program for At-Promise Youth, extending the current term of 8/12/19 – 9/30/21 by two years until 9/30/23, with no increase in the current amount of \$390,000.
2. Delegate authority to the Interim Chief Probation Officer, or designee to execute the Amendment, upon review and approval as to form by County Counsel, and to return executed copies to the Clerk of the Board for filing.

DISCUSSION/SUMMARY:

On May 21, 2019 your Board approved (Item No. 41.4) a Memorandum of Understanding (MOU) between Alameda County Probation Department (ACPD) and Oakland Unified School District (OUSD) to implement a Cross-Age Mentoring Program (CAMP) for 80 at-risk middle and high school students for the period of 8/12/19 - 5/28/20, in an amount not to exceed \$390,000. On May 12, 2020, your Board approved Item No. 76, the First Amendment extending the contract through 9/30/2021, with no change in contract amount.

FINANCING:

The original MOU is funded by Juvenile Justice Crime Prevention Act (JJCPA) Funds, and there is no additional cost associated with this MOU amendment. There will be no impact to net County cost as a result of approving the above recommendation.

VISION 2026 GOAL:

Implementation of the Cross-Age Mentoring Program in the Oakland Unified School District meets the County's 10X goal pathways of a **Crime Free County** in support of the County's shared vision of a **Thriving and Resilient Population** and **Safe & Livable Communities**.

Respectfully submitted,



Marcus Dawal
Interim Chief Probation Officer

File ID Number	21-0850
Introduction Date	4/28/21
Enactment Number	21-0671
Enactment Date	4/28/2021
By	OS



OAKLAND UNIFIED SCHOOL DISTRICT
Office of the Board of Education

April 28, 2021

To: Board of Education

From: Kyla Johnson-Trammell, Superintendent
Sondra Aguilera, Chief Academic Officer
Matin Abdel-qawi, High School Network Superintendent

Subject: Amendment No. 1 - Memorandum of Understanding - Alameda County Probation Department - High School Network

ACTION REQUESTED:

Approval by the Board of Education of Amendment No. 1 to the Memorandum of Understanding (MOU) between District and Alameda County Probation Department, a division of the County of Alameda, with the district accepting a \$390,000 grant, for support of the implementation of a Cross-Age Mentoring Program (CAMP), a school-based mentoring program through which high school students provide one-on-one mentoring to middle school students, as described in the MOU, for pupils at Oakland High School, Westlake Middle School and Roosevelt Middle School, for the term June 1, 2019, through September 30, 2021, pursuant to the terms and conditions thereof, if any.

BACKGROUND:

Grant agreement for OUSD schools for the 2020-2021 fiscal year was submitted for funding as indicated in the chart below. The Grant Face Sheet and grant application packets are attached.

File ID #	Backup Document Included	Type	Recipient	Grant's Purpose	Time Period	Funding Source	Grant Amount
21-0850	Yes	Grant	Oakland Unified School District, Oakland High School, Westlake Middle School, and Roosevelt Middle School.	To implement a cross-age, school-based peer mentoring program (CAMP) serving 80 at-risk youth through which high school students provide one-on-one mentoring to middle school students. The program is designed to foster high school students' leadership and academic connectedness, while simultaneously promoting middle school mentee's self-esteem and academic achievement.	June 1, 2019 - September 30, 2021	Alameda County Probation Department	\$390,000.00

DISCUSSION:

The District created a Grant Face sheet process to:

- Review proposed grant projects at OUSD sites and assess their contribution to sustained student achievement
- Identify OUSD resources required for program success

OUSD received a Grant Face Sheet and a completed grant application for the program listed in the chart by the school.

FISCAL IMPACT:

The total amount of grants will be provided to OUSD schools from the funders.

- Grants valued at: \$390,000.00

RECOMMENDATION:

Approval by the Board of Education of Amendment No. 1 to the MOU for the Cross Age Mentoring Program for Oakland High School, Westlake Middle School and Roosevelt Middle School for the term June 1, 2019 through September 30, 2021.

ATTACHMENTS:

Grant Face Sheet

Grant Award Letter

[List any supporting documentation attached, in order]

Copy of Check [(if applicable) add check number]

OUSD Grants Management Face Sheet

Title of Grant: Cross-Age Mentoring Program (CAMP)	Funding Cycle Dates: June 1, 2019 - September 30, 2021
Grant's Fiscal Agent: (contact's name, address, phone number, email address) Matin Abdel-qawi, High School Network Superintendent Oakland Unified School District High School Office 1 000 Broadway, Suite 440 Oakland, CA 94607	Grant Amount for Full Funding Cycle: \$390,000.00
Funding Agency: Alameda County Probation Department P.O. Box 2050 1111 Jackson St. Oakland, CA 94604-2069 (510) 268-7050	Grant Focus: To implement a cross-age, school-based peer mentoring program (CAMP) serving 80 at-risk youth through which high school students provide one-on-one mentoring to middle school students. The program is designed to foster high school students' leadership and academic connectedness, while simultaneously promoting middle school mentee's self-esteem and academic achievement.
List all School(s) or Department(s) to be Served: Oakland High School, Westlake Middle School and Roosevelt Middle School	

Information Needed	School or Department Response
How will this grant contribute to sustained student achievement or academic standards?	The District and the Alameda County Probation Department are collaborating to launch the Cross-Age Mentoring Program (CAMP), a school-based mentoring program through which high school students provide one-on-one mentoring to middle school students, as described in the MOU, for pupils at Oakland High School, Westlake Middle School and Roosevelt Middle School. The grant is expected to improve the attendance, academic performance and behavior of the 80 middle and high school students who participate in the program.
How will this grant be evaluated for impact upon student achievement? (Customized data design and technical support are provided at 1% of the grant award or at a negotiated fee for a community-based fiscal agent who is not including OUSD's indirect rate of 5.56% in the budget. The 1% or negotiated data fee will be charged according to an Agreement for Grant Administration Related Services payment schedule. This fee should be included in the grant's budget for evaluation.)	Grantee shall be monitored and evaluated by the Alameda County Probation Department in terms of its effectiveness.
Does the grant require any resources from the school(s) or district? If so, describe.	No
Are services being supported by an OUSD funded grant or by a contractor paid through an OUSD contract or MOU? (If yes, include the district's indirect rate of 5.56% for all OUSD site services in the grant's budget for administrative support, evaluation data, or indirect services.)	No
Will the proposed program take students out of the classroom for any portion of the school day? (OUSD reserves the right to limit service access to students during the school day to ensure academic attendance continuity.)	No

Who is the contact managing and assuring grant compliance? (Include contact's name, address, phone number, email address.)	Matin Abdel-qawi Oakland Unified School District High School Office 1 000 Broadway, Suite 440 Oakland, CA 94607 Matin.Abdel-qawi@ousd.org
---	---

Applicant Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Principal/Administrator	Matin Abdel-qawi	<i>Matin Abdel-qawi</i>	3/10/21
Chief Academic Officer	Sondra Aguilera	<i>Sondra Aguilera</i>	3/30/2021

Grant Office Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Senior Business Officer	Lisa Grant-Dawson		
Superintendent	Kyla Johnson-Trammell		

FIRST AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING
BETWEEN
OAKLAND UNIFIED
SCHOOL DISTRICT
AND THE
ALAMEDA COUNTY PROBATION DEPARTMENT

This First Amendment (this "First Amendment") to the Memorandum of Understanding signed and dated October 8, 2019 (OUSD Enactment No. 19-1306) ("MOU") is made as of, May 26, 2020 (the "Amendment Date"), by the Oakland Unified School District ("DISTRICT") and the Alameda County Probation Department ("PROBATION"), collectively, the "Parties."

RECITALS:

WHEREAS, the Parties wish to amend the MOU to allow for an additional clause to be added to the scope of work; and

WHEREAS, the Parties desire to extend the Program for an additional year, until September 30, 2021.

NOW THEREFORE, the Parties agree as follows:

1. The foregoing recitals are hereby incorporated in this First Amendment and made a part thereof by this reference.

2. All terms used in this First Amendment, but not defined herein, shall have the meaning given such terms in the MOU.

3. Section III of the MOU (MOU TERM) is removed in its entirety and replaced with the following:

This MOU will commence on June 1, 2019 and end on September 30, 2021. The term may be extended with the written consent of both parties.

4. Section V of the MOU (Responsibilities) is amended to add the phrase "and 2020-2021 school year" to the end of the first sentence.

5. Section V of the MOU (Responsibilities) is amended to add the following paragraph below the first bullet point ("Hire consultant to develop curriculum for CAMP"):

The DISTRICT shall acquire all right, title and interest in the CAMP Curriculum from consultant, including the right to secure and maintain the copyright, trademark, and/or patent of said matter in the name of the DISTRICT (specifically excluding any underlying pre-existing intellectual property), including, without limitation, the drawings, plans, specifications, studies, reports, memoranda, computation sheets, the contents of computer diskettes, artwork, copy, posters, billboards, photographs, videotapes, audiotapes, systems designs, software, reports, diagrams, surveys, source codes or any other original works of authorship, or other documents

prepared by consultant in connection with CAMP Curriculum.

The PARTIES understand and agree that the CAMP Curriculum produced by consultant, the DISTRICT, and/or PROBATION pursuant to this MOU shall become the joint property of DISTRICT and PROBATION. To the extent the DISTRICT owns the right, title, and interest in the CAMP Curriculum, it hereby assigns such right, title, and interest in the CAMP Curriculum to PROBATION for such joint property ownership. To the extent PROBATION owns the right, title, and interest in the CAMP Curriculum, PROBATION hereby assigns such right, title, and interest in the CAMP Curriculum to the DISTRICT for such joint property ownership. The PARTIES shall take such further steps as may be reasonably necessary implement the aforesaid assignments.

The DISTRICT shall defend, indemnify and hold PROBATION harmless from any claim brought against PROBATION for infringement of copyright, trademark, or patent with respect to the CAMP Curriculum.

6. Section V of the MOU (Responsibilities) is amended to add the phrase “and September 30, 2021” to the end of the final bullet.

7. Except as expressly amended by this First Amendment, all other terms, conditions, and provisions of the MOU are hereby ratified and confirmed and shall continue in full force and affect. In the event of a conflict between this First Amendment and the MOU, the provisions of this First Amendment shall control.

[Signatures appear on the following page.]

[Signature page to the First Amendment to the Memorandum of Understanding]

IN WITNESS WHEREOF, the Parties have caused this First Amendment to the Memorandum of Understanding to be executed by their duly authorized representatives as of the Amendment.

OAKLAND UNIFIED SCHOOL DISTRICT

ALAMEDA COUNTY PROBATION
DEPARTMENT

Date: *Shanthy*

Date: *5/24/2020*

— Shanthi Gonzales, President,
Board of Education

—

By: *K. Johnson-Trammell*

By: *Wendy Still*

— Kyla Johnson-Trammell, Ed.D.
Superintendent

— Wendy Still, MAS
Chief Probation Officer

File ID Number	19-1378
Introduction Date	8/14/19
Enactment Number	19-1279
Enactment Date	8/14/19 If
By	



**OAKLAND UNIFIED
SCHOOL DISTRICT**

Community Schools, Thriving Students

**OAKLAND UNIFIED SCHOOL DISTRICT
Office of the Board of Education**

June 3, 2019

To: Board of Education

From: Kyla Johnson-Trammell, Superintendent

Subject: **MOU – Alameda County Probation Department – High School Network**

ACTION REQUESTED:

Approval by the Board of Education of a Memorandum of Understanding (MOU) between District and Alameda County Probation Department, a division of the County of Alameda, with District accepting a \$390,000.00 grant, for support of the implementation of a Cross-Age Mentoring Program (CAMP), a school-based mentoring program through which high school students provide one-on-one mentoring to middle school students, as described in the MOU, for pupils at Oakland High School, Westlake Middle School and Roosevelt Middle School, for the term June 1, 2019 through September 30, 2020, pursuant to the terms and conditions thereof, if any.

BACKGROUND:

Grant proposals for OUSD schools for the 2019-2020 fiscal year were submitted for funding as indicated in the chart below. The Grant Face Sheet and Grant Award Notification attached.

File ID #	Backup Document Included	Type	Recipient	Grant's Purpose	Time Period	Funding Source	Grant Amount
19-1378	x	Grant	Oakland Unified School District – Oakland High School, Westlake Middle School and Roosevelt Middle School	For support of the implementation of a cross age, school-based peer mentoring program serving 80 at-risk youth through which high school students provide one-on-one mentoring to middle school students	06/1/2019 thru 09/30/2020	Alameda County Probation Department	\$390,000.00

DISCUSSION

The District created a Grant Face Sheet process to:

- Review proposed grant projects at OUSD sites and assess their contribution to sustained student achievement
- Identify OUSD resources required for program success

OUSD received a Grant Face Sheet and completed grant application for the program listed in the chart by the school.

FISCAL IMPACT:

The total amount of grant will be provided to OUSD schools from the funder.

- Grants valued at: \$390,000.00

RECOMMENDATION:

Approval by the Board of Education of the MOU for the Cross Age Mentoring Program for Oakland High School, Westlake Middle School and Roosevelt Middle School for the term June 1, 2019 through September 30, 2020.

Attachments:

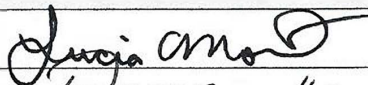
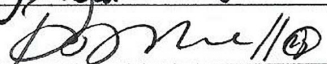
Grant Agreement Notification
Grant Face Sheet

OUSD Grants Management Face Sheet

Title of Grant: Cross-Age Mentoring Program	Funding Cycle Dates: June 1, 2019 – September 30, 2020
Grant's Fiscal Agent: Lucia Moritz Oakland Unified School District High School Office 1000 Broadway, Suite 440 Oakland, CA 94607	Grant Amount for Full Funding Cycle: \$390,000.00
Funding Agency: Alameda County Probation Department P.O. Box 2050 1111 Jackson St. Oakland, CA 94604-2069 (510)268-7050	Grant Focus: To implement a cross age, school-based peer mentoring program serving 80 at-risk youth through which high school students provide one-on-one mentoring to middle school students. The program is designed to foster high school students' leadership and academic connectedness, while simultaneously promoting middle school mentee's self-esteem and academic achievement.
List all School(s) or Department(s) to be Served: Oakland High School, Westlake Middle School and Roosevelt Middle School	

Information Needed	School or Department Response
How will this grant contribute to sustained student achievement or academic standards?	The grant is expected to improve the attendance, academic performance and behavior of the 80 middle and high school students who participate in the program.
How will this grant be evaluated for impact upon student achievement?	Grantee shall be monitored and evaluated by the Alameda County Probation Department in terms of its effectiveness.
Does the grant require any resources from the school(s) or district? If so, describe.	No
Are services being supported by an OUSD funded grant or by a contractor paid through an OUSD contract or MOU?	No
Will the proposed program take students out of the classroom for any portion of the school day?	No
Who is the contact managing and assuring grant compliance? <small>(Include contact's name, address, phone number, email address.)</small>	Lucia Moritz High School Network 1000 Broadway, Suite 440 (510) 879-8838 Email: lucia.moritz@ousd.org

Applicant Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
High School Network Deputy Superintendent	Lucia Moritz		6/4/19
Department Head <small>(e.g. for school day programs or for extended day and student support activities)</small>	Preston Thomas		6/4/19

Grant Office Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Fiscal Officer			
Superintendent	Kyla Johnson-Trammell		



ALAMEDA COUNTY PROBATION DEPARTMENT

P.O. Box 2059
1111 Jackson Street
Oakland, CA 94604-2059

WENDY STILL, MAS
Chief Probation Officer

June 4, 2019

Superintendent Kyla Johnson-Trammell
Oakland Unified School District
1000 Broadway, Suite 680
Oakland, CA 94607

RE: Grant Agreement for Cross-Age Mentoring Program

Dear Superintendent Johnson-Trammell:

On May 21, 2019, the Alameda County Board of Supervisors provided approval for the Alameda County Probation Department (ACPD) to enter into a memorandum of understanding (MOU) with OUSD to fund the Cross-Age Mentoring Program at Oakland High School, Westlake Middle School, and Roosevelt Middle School. As approved by the Board of Supervisors, ACPD will provide funding in the amount of \$390,000 to OUSD through an MOU to cover all costs associated with program development and implementation. Payment will be made upon execution of the MOU in August 2019.

We are very excited to support this important program, which we expect to reduce suspensions and youth entry into the juvenile justice system.

Sincerely,

A handwritten signature in blue ink, appearing to read "Wendy Still".

Wendy Still, MAS
Chief Probation Officer

Read and acknowledged on behalf of the Oakland Unified School District:

A handwritten signature in blue ink, appearing to read "Kyle Johnson Trammell".

Superintendent Kyle Johnson Trammell

Date: _____

MEMORANDUM OF UNDERSTANDING
Between
Alameda County Probation Department and Oakland Unified School District
For
Cross-Age Mentoring Program

This is a Memorandum of Understanding (MOU) by and between the Alameda County Probation Department, a division of the County of Alameda (“County”), hereinafter referred to as “PROBATION,” and the Oakland Unified School District, hereinafter referred to as “DISTRICT,” who mutually agree to the following:

I. BACKGROUND

PROBATION is a member of the Youth Ventures Joint Powers Authority (JPA), a partnership of public agencies that are committed to improving outcomes for youth and families in Oakland. To achieve this goal, the JPA has convened groups of public and private stakeholders to advance collaborative policies and programs in five priority areas: health, wealth, education, housing, and safety. The Chief Probation Officer serves as chair of the safety group, known as the Safety Impact Table. The mission of the Safety Impact Table is to identify citywide approaches to reducing violence and incarceration that result from increased collaboration across agencies and organizations, reallocation of public funding, and changes in public policy and procedure. Initiatives of the Safety Impact Table may include activities related to prevention, intervention, or reentry.

As part of its work, the Safety Impact Table has formed a working group in partnership with the Education Impact Table called the Alternatives to Suspension Working Group. The goal of this group is to identify and implement effective strategies for reducing suspensions in DISTRICT schools. The working group reviewed national best practices in suspension reduction and identified the Cross-Age Mentoring Program (CAMP), a school-based peer mentoring program through which high school students provide one-on-one mentoring to middle school students. The program is designed to foster high school students’ leadership and collaboration skills, interest in serving their communities, and academic connectedness while simultaneously promoting middle school mentees’ self-esteem, academic achievement, and connectedness to school, family, and the future. Prior evaluations of the model have demonstrated increases in attendance, academic performance, and behavior at school among program participants.

The Alternatives to Suspension Working Group will implement CAMP during the 2019-2020 school year in 3 DISTRICT schools. Forty (40) students will be recruited from Oakland High School to be mentors; forty (40) mentees will be enrolled from Westlake Middle School and Roosevelt Middle School. Students will be identified for participation in the program based on several indicators of disengagement from school, including total number of F grades, disciplinary actions, and absences during the 2018-2019 school year. High school mentors will be enrolled in a class that will comprise one of their 8 periods and will receive a stipend of up to \$1,000 for their participation. High school mentors who successfully complete the program will also receive a free Chromebook to support

continued educational interest and achievement. From August through December 2019, high school mentors will receive classroom instruction related to leadership and mentoring skills. In January 2020, high school mentors will be matched with their middle school mentees and meet weekly for 1.5 hours. The program will involve excursions and service projects that are designed to expand youths' view of the world and expectations of self. Two program managers will be hired to lead the program; each will manage all mentoring activities between 20 high school students and one middle school.

II. PURPOSE

The purpose of this MOU is to clarify the agreement between PROBATION and DISTRICT concerning disbursement of funds to implement CAMP during the 2019-2020 school year at Oakland High School, Westlake Middle School, and Roosevelt Middle School. This MOU also clarifies District reporting requirements regarding student outcomes.

III. MOU TERM

This MOU will commence on June 1, 2019 and end on September 30, 2020. The term may be extended with the written consent of both parties.

IV. PAYMENT

The compensation payable to DISTRICT hereunder shall not exceed *three hundred ninety thousand dollars (\$390,000)* for the term of this MOU. All payments shall be made upon issuance of an invoice by DISTRICT. PROBATION shall pay approved invoices within 45 days of receipt.

V. RESPONSIBILITIES:

DISTRICT will implement the CAMP at Oakland High School, Westlake Middle School, and Roosevelt Middle School during the 2019-2020 school year. As part of implementation, DISTRICT will, to the extent permitted by applicable law:

- Hire consultant to develop curriculum for CAMP
- Hire two (2) staff members to provide oversight and instruction for CAMP
- Train two (2) staff members in CAMP curriculum delivery
- Oversee two (2) staff members who provide oversight and instruction for CAMP
- Identify and enroll eligible students from Oakland High School in CAMP class
- Identify eligible students from Westlake Middle School and Roosevelt Middle School
- Arrange mentoring logistics, including transportation of Oakland High School students to Westlake and Roosevelt Middle Schools for mentoring sessions

DISTRICT will also collect data pertaining to student outcomes and report data to PROBATION. As part of data collection and reporting, DISTRICT will, to the extent

feasible:

- Identify and contract with a reputable research partner to evaluate CAMP
- Provide research partner with access to student records (attendance, grades, disciplinary record, etc.) as needed to evaluate CAMP, to the extent permitted by law, including but not limited to, the Family Educational Rights and Privacy Act (“FERPA,” 20 U.S.C. § 1232g; 3 CFR Part 99), and the California Education Code.
- Provide research partner with access to students to complete surveys or other assessments as needed to evaluate CAMP, to the extent permitted and in compliance with all applicable state and federal laws and regulations
- Submit final report regarding CAMP evaluation to PROBATION by September 30, 2020

VI. MODIFICATION

This MOU may be modified at any time upon written mutual agreement, executed by both Parties.

VII. TERMINATION

This MOU may be terminated without cause by either party by giving thirty (30) calendar days’ advance written notice to the other party. Such notification shall state the effective date of termination or cancellation. DISTRICT shall be compensated for unpaid services provided up to the final termination date.

VI. RELATIONSHIP OF THE PARTIES

No relationship of employer and employee is created by this MOU; it being understood and agreed that DISTRICT is an independent district. DISTRICT is not the agent or employee of the County in any capacity whatsoever, and County shall not be liable for any acts or omissions by DISTRICT nor for any obligations or liabilities incurred by DISTRICT.

DISTRICT shall have no claim under this MOU or otherwise, for seniority, vacation time, vacation pay, sick leave, personal time off, overtime, health insurance medical care, hospital care, retirement benefits, social security, disability, Workers’ Compensation, or unemployment insurance benefits, civil service protection, or employee benefits of any kind.

DISTRICT shall be solely liable for and obligated to pay directly all applicable payroll taxes (including federal and state income taxes) or contributions for unemployment insurance or old age pensions or annuities which are imposed by any governmental entity in connection with the labor used or which are measured by wages, salaries or other remuneration paid to its officers, agents or employees and agrees to indemnify and hold

County harmless from any and all liability which County may incur because of DISTRICT's failure to pay such amounts.

In carrying out the work contemplated herein, DISTRICT shall comply with all applicable federal and state workers' compensation and liability laws and regulations with respect to the officers, agents and/or employees conducting and participating in the work; and agrees that such officers, agents, and/or employees shall not be treated or considered in any way as officers, agents and/or employees of County.

DISTRICT does, by this MOU, agree to perform its said work and functions at all times in strict accordance with currently approved methods and practices in his/her field and that the sole interest of County is to insure that said service shall be performed and rendered in a competent, efficient, timely and satisfactory manner and in accordance with the standards required by the County agency concerned.

Notwithstanding the foregoing, if the County determines that pursuant to state and federal law DISTRICT is an employee for purposes of income tax withholding, County may, upon two weeks' notice to DISTRICT, withhold from payments to DISTRICT hereunder federal and state income taxes and pay said sums to the federal and state governments.

VII. INDEMNIFICATION

To the fullest extent permitted by law, DISTRICT shall hold harmless, defend and indemnify the County of Alameda, its Board of Supervisors, employees and agents from and against any and all claims, losses, damages, liabilities and expenses, including but not limited to attorneys' fees, arising out of or resulting from the performance of services under this MOU, provided that any such claim, loss, damage, liability or expense is attributable to bodily injury, sickness, disease, death or to injury to or destruction of property, including the loss therefrom, or to any violation of federal, state or municipal law or regulation, which arises out of or is any way connected with the performance of this MOU (collectively "Liabilities") except to the extent that such Liabilities are caused by the negligence or willful misconduct of any indemnitee. The County may participate in the defense of any such claim without relieving DISTRICT of any obligation hereunder. The obligations of this indemnity shall be for the full amount of all damage to County, including defense costs, and shall not be limited by any insurance limits.

In the event that DISTRICT or any employee, agent, or subcontractor of DISTRICT providing services under this MOU is determined by a court of competent jurisdiction or the Alameda County Employees' Retirement Association (ACERA) or California Public Employees' Retirement System (PERS) to be eligible for enrollment in ACERA and PERS as an employee of County, DISTRICT shall indemnify, defend, and hold harmless County for the payment of any employee and/or employer contributions for ACERA and PERS benefits on behalf of DISTRICT or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of County.

VIII. NOTICES

All notices, requests, demands, or other communications under this MOU shall be in writing. Notices shall be given for all purposes as follows:

Personal delivery: When personally delivered to the recipient, notices are effective upon delivery.

First-Class Mail: When mailed first-class to the last address of the recipient known to the party giving notice, notice is effective three (3) mail delivery days after deposit in a United States Postal Service office or mailbox.

Certified Mail: When mailed certified mail, return receipt requested, notice is effective upon receipt, if delivery is confirmed by a return receipt.

Overnight Delivery: When delivered by overnight delivery (Federal Express/Airborne/United Parcel Service/DHL WorldWide Express) with charges prepaid or charged to the sender's account, notice is effective upon delivery, if delivery is confirmed by the delivery service.

Telex or facsimile transmission: When sent by telex or facsimile to the last telex or facsimile number of the recipient known to the party giving notice, notice is effective on receipt, provided that: (a) a duplicate copy of the notice is promptly given by first-class or certified mail or by overnight delivery; or (b) the receiving party delivers a written confirmation of receipt. Any notice given by telex or facsimile shall be deemed received on the next business day if it is received after 5:00 p.m. (recipient's time) or on a non-business day.

Addresses for purpose of giving notice are as follows:

To County: COUNTY OF ALAMEDA
1111 Jackson Street
Oakland, CA 94607
Attn: Wendy Still, MAS

To District: OAKLAND UNIFIED SCHOOL DISTRICT

Oakland, CA 94609
Attn: Kyla Johnson-Trammell

Any correctly addressed notice that is refused, unclaimed, or undeliverable because of an act or omission of the party to be notified shall be deemed effective as of the first date that said notice was refused, unclaimed, or deemed undeliverable by the postal authorities, messenger, or overnight delivery service.

Any party may change its address or telex or facsimile number by giving the other party notice of the change in any manner permitted by this MOU.

IX. INSURANCE AND BOND

DISTRICT shall at all times during the term of the MOU with the County maintain in force, at minimum, those insurance policies and bonds as designated in the attached Exhibit C, and will comply with all those requirements as stated therein. The County and all parties as set forth on Exhibit C shall be considered an additional insured or loss payee if applicable. All of DISTRICT's available insurance coverage and proceeds in excess of the specified minimum limits shall be available to satisfy any and all claims of the County, including defense costs and damages. Any insurance limitations are independent of and shall not limit the indemnification terms of this MOU. DISTRICT's insurance policies, including excess and umbrella insurance policies, shall include an endorsement and be primary and non-contributory and will not seek contribution from any other insurance (or self-insurance) available to County. DISTRICT's excess and umbrella insurance shall also apply on a primary and non-contributory basis for the benefit of the County before County's own insurance policy or self-insurance shall be called upon to protect it as a named insured.

X. CONFORMITY WITH LAW AND SAFETY:

- a. In performing services under this MOU, DISTRICT shall observe and comply with all applicable laws, ordinances, codes and regulations of governmental agencies, including federal, state, municipal, and local governing bodies, having jurisdiction over the scope of services, including all applicable provisions of the California Occupational Safety and Health Act. DISTRICT shall indemnify and hold County harmless from any and all liability, fines, penalties and consequences from any of DISTRICT's failures to comply with such laws, ordinances, codes and regulations.

- b. Accidents: If a death, serious personal injury, or substantial property damage occurs in connection with DISTRICT's performance of this MOU, DISTRICT shall immediately notify the Alameda County Risk Manager's Office by telephone. DISTRICT shall promptly submit to County a written report, in such form as may be required by County of all accidents which occur in connection with this MOU. This report must include the following information: (1) name and address of the injured or deceased person(s); (2) name and address of DISTRICT's sub-district, if any; (3) name and address of DISTRICT's liability insurance carrier; and (4) a detailed description of the accident and whether any of County's equipment, tools, material, or staff were involved.

XI. DISTRICT further agrees to take all reasonable steps to preserve all physical evidence and information which may be relevant to the circumstances surrounding a potential claim, while maintaining public safety, and to grant to the County the opportunity to review and inspect such evidence, including the scene of the accident.

XII. AUDITS; ACCESS TO RECORDS

DISTRICT shall make available to the County, its authorized agents, officers, or employees, for examination any and all ledgers, books of accounts, invoices, vouchers, cancelled checks, and other records or documents evidencing or relating to the expenditures and disbursements charged to the County, and shall furnish to the County, its authorized agents, officers or employees such other evidence or information as the County may require with regard to any such expenditure or disbursement charged by the DISTRICT.

DISTRICT shall maintain full and adequate records in accordance with County requirements to show the actual costs incurred by DISTRICT in the performance of this MOU. If such books and records are not kept and maintained by DISTRICT within the County of Alameda, California, DISTRICT shall, upon request of the County, make such books and records available to the County for inspection at a location within County or DISTRICT shall pay to the County the reasonable, and necessary costs incurred by the County in inspecting DISTRICT's books and records, including, but not limited to, travel, lodging and subsistence costs. DISTRICT shall provide such assistance as may be reasonably required in the course of such inspection. The County further reserves the right to examine and reexamine said books, records and data during the three- (3) year period following termination of this MOU or completion of all work hereunder, as evidenced in writing by the County, and DISTRICT shall in no event dispose of, destroy, alter, or mutilate said books, records, accounts, and data in any manner whatsoever for three (3) years after the County makes the final or last payment or within three (3) years after any pending issues between the County and DISTRICT with respect to this MOU are closed, whichever is later.

XIII. WAIVER

No waiver of a breach, failure of any condition, or any right or remedy contained in or granted by the provisions of this MOU shall be effective unless it is in writing and signed by the party waiving the breach, failure, right, or remedy. No waiver of any breach, failure, right or remedy shall be deemed a waiver of any other breach, failure, right or remedy, whether or not similar, nor shall any waiver constitute a continuing waiver unless the writing so specifies.

XIV. TIME OF ESSENCE

Time is of the essence in respect to all provisions of this MOU that specify a time for performance; provided, however, that the foregoing shall not be construed to limit or deprive a party of the benefits of any grace or use period allowed in this MOU.

XV. SEVERABILITY

If a court of competent jurisdiction holds in a final judgment any provision of this MOU to be illegal, unenforceable, or invalid in whole or in part for any reason, the validity and enforceability of the remaining provisions, or portions of them, will not be affected,

unless an essential purpose of this MOU would be defeated by the loss of the illegal, unenforceable, or invalid provision.

XVI. ENTIRE AGREEMENT

This MOU, including all attachments, exhibits, and any other documents specifically incorporated into this MOU, shall constitute the entire agreement between County and District relating to the subject matter of this MOU. As used herein, MOU refers to and includes any documents incorporated herein by reference and any exhibits or attachments. This MOU supersedes and merges all previous understandings, and all other agreements, written or oral, between the parties and sets forth the entire understanding of the parties regarding the subject matter thereof. The MOU may not be modified except by a written document signed by both parties.

XVII. EFFECTIVE DATE AND SIGNATURE

This MOU shall be effective upon the signature of PROBATION and DISTRICT authorized officials. PROBATION and DISTRICT indicate agreement with this MOU by their signatures. By signing this MOU, signatory warrants and represents that he/she executed this MOU in his/her authorized capacity and that by his/her signature on this MOU, he/she or the entity upon behalf of which he/she acted, executed this MOU.

IN WITNESS WHEREOF, the Parties have executed this MOU by their duly authorized officers.

OAKLAND UNIFIED SCHOOL DISTRICT

ALAMEDA COUNTY PROBATION DEPARTMENT

Date: Aimee Eng 8/15/19
Aimee Eng
President, Board of Education

Date: _____

By: Kyla Johnson-Trammell 8/15/19
Kyla Johnson-Trammell, Ed.D.
Superintendent

By: _____
Wendy Still, MAS
Chief Probation Officer

APPROVED AS TO FORM

Date: July 24, 2019

By: Kelly M. Rem
OUSD Legal Counsel