

KINGS CANYON UNIFIED SCHOOL DISTRICT

MEMORANDUM OF UNDERSTANDING

KINGS CANYON UNIFIED SCHOOL DISTRICT & CITY OF REEDLEY

SEPTEMBER 8, 2015

This Memorandum of Understanding, herein referred to as "MOU," is entered into by and between Kings Canyon Unified School District and City of Reedley for the purposes of expanding services for the ASES Proposition 49 after school programs at the following site in KCUSD; Washington Elementary School.

Roles and Responsibilities

City of Reedley will bill KCUSD for the amount of actual expenses incurred during the quarterly period, not to exceed the total school site budget allotted to them for personnel and payroll costs incurred by the school site's additional staff who serve to reduce the student to adult ratio to 10:1 and who provide Literacy and "Change" (physical activity/health) services to participating students in the after school programs as allowable in the Save the Children Budget. Total payments to the City of Reedley are not to exceed \$45,893.00 and will be processed immediately upon KCUSD's receipt of quarterly invoices and backup reports.

City of Reedley will generate and submit to KCUSD a quarterly budget ledger report of actual expenditures. Reports due October 15, 2015, January 15, 2016, April 15, 2016, and July 15, 2016.

Term of this MOU

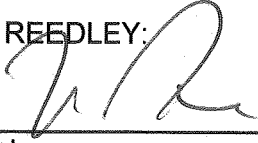
By entering into this MOU all parties recognize and agree to:

- i. Work collaboratively as partners to ensure the success of this program.
- ii. That this agreement may be modified at any time by written consent.
- iii. That certain information received in the course of business is confidential according to law and policy and agrees to respect requirements in this regard.
- iv. That availability of funds may have a bearing on the ability to implement all or parts of this agreement.
- v. That City of Reedley and KINGS CANYON shall comply with all applicable Federal, State, and local laws in the performance of these services.

This MOU shall be in effect July 1, 2015 to June 30, 2016.

WITNESS WHEREOF, the parties hereto have executed this MOU as of the day and year first written below:

CITY OF REEDLEY:



Nicole Zieba
City of Reedley Manager
Date: 9/9/15

KINGS CANYON UNIFIED SCHOOL DISTRICT:



Monica Benner, Assistant Superintendent
Kings Canyon Unified School District
Date: 8/27/15



REEDLEY CITY COUNCIL

- Consent**
- Regular Item**
- Workshop**
- Closed Session**
- Public Hearing**

ITEM NO: _____

DATE: September 8, 2015

TITLE: APPROVE AND AUTHORIZE DOCUMENTS PERTAINING TO AFTER SCHOOL PROGRAMS:

- A) AUTHORIZE THE CITY MANAGER TO SIGN A MEMORANDUM OF UNDERSTANDING WITH KINGS CANYON UNIFIED SCHOOL DISTRICT (KCUSD) TO EXPAND SERVICES WITHIN THE AFTER SCHOOL PROGRAM AT WASHINGTON SCHOOL WITH SAVE THE CHILDREN FUNDING
- B) AUTHORIZE THE CITY MANAGER TO SIGN A MEMORANDUM OF UNDERSTANDING WITH COMMUNITY YOUTH MINISTRIES (CYM) TO PROVIDE FUNDING TO SUPPORT THE SAVE THE CHILDREN SPONSORSHIP PROGRAM AT ALTA, JEFFERSON AND SHERIDAN SCHOOL SITES
- C) ADOPT RESOLUTION NO. 2015-086 AMENDING THE 2015-16 ADOPTED BUDGET APPROPRIATING \$12,347 IN THE GENERAL FUND FOR THE SAVE THE CHILDREN SPONSORSHIP PROGRAM

BY: Sarah Reid, Community Services Superintendent

SUBMITTED: Joel Glick, Community Services Director

APPROVED: Nicole R. Zieba, City Manager

RECOMMENDATION

Approve and authorize the City Manager to sign the Memorandum of Understanding (MOU) with Kings Canyon Unified School District (KCUSD) to expand services within the After School Program at Washington School with Save the Children Funding, authorize City Manager to sign the MOU with Community Youth Ministries (CYM) to provide funding to support the Save the Children Sponsorship Program at Alta, Jefferson and Sheridan School sites, and adopt Resolution No. 2015-086 amending the 2015-16 Adopted Budget appropriating \$12,347 in General Fund to the Save the Children Sponsorship Program.

BACKGROUND

There are two components to the Save the Children Program, Literacy and Sponsorship.

Literacy:

Since 2008, the City of Reedley has incorporated the Save the Children literacy program allowing the expansion of services to the after school program at Washington School. The Memorandum of Understanding with KCUSD outlines the reporting and reimbursement processes.

During the 2015-16 budget process, a final decision had not been made by Save the Children and City staff regarding the costs associated with the Literacy Program. At that time, City staff submitted their best estimate based on last year's program. Once the final Literacy budget was agreed upon by Save the Children and City staff, the City of Reedley budget was already adopted. At this time, it appears that the budget accurately reflects expenditures and revenues. Any adjustments will be made at mid-year.

Sponsorship:

After discussions between Save the Children, CYM and City staff, all parties agreed that the approach for monitoring the sponsorship portion of the program at Washington, Alta, Jefferson and Sheridan school sites will be served by two part-time City employees. Because each school site has a portion of the sponsorship budget, the City will invoice CYM for reimbursement of all costs related to the programs that take place at Alta, Jefferson, and Sheridan that are CYM's after school programs.

During the 2015-16 City budget process, a decision had not yet been made on the monitoring of the sponsorship program. After the adoption of the budget, Save the Children, CYM and City staff decided that the sponsorship program would continue to be supervised by City staff. Because of this, the City of Reedley budget needs to be amended to reflect actual numbers for the sponsorship portion of the program.

FISCAL IMPACT

All part time personnel, supplies, and administrative costs related to the program will be reimbursed, including \$12,347 in contract revenue to cover the City's supervision and administrative costs.

PRIOR COUNCIL ACTIONS

The after school program is comprised of three different funding sources. On June 9, 2015, City Council approved the ASES (Fresh) funding which has been the main funding source for the after school program. On August 11, 2015 City Council approved the funds that KCUSD contributes to expand services at the Washington School program. Save the Children is the final funding source that contributes to the after school programs.

ATTACHMENTS

1. Budget Amendment Resolution No. 2015-086.
2. Memorandum of Understanding Kings Canyon Unified and City of Reedley dated September 8, 2015.
3. Memorandum of Understanding City of Reedley and Community Youth Ministries dated September 8, 2015.