



Board Target Date: _____

Request for Board Approval of Contract

Vendor/Contractor/Consultant: Bryan Price, Consultant for CPR/First Aid Certification of Athletic Coaches

SCHOOL SITE/DEPARTMENT USE ONLY

Select one of the following: Professional Services**

- * Any person, business, or organization that will be providing non-professional services to the District
- ** Any person, business, or organization that will be providing professional services to the District (Usually as a result of an RFP, i.e., services that require extensive technical knowledge or training in their particular area of expertise.) Engineers, Financial Advisors, Architects, Auditors, Surveyors, Inspectors, etc.
- *** Two or more persons, businesses, corporations, or organizations that will be partnering with the District to perform certain services with the District

SCHOOL SITE/DEPARTMENT USE ONLY

Funding Source (Code): 01 - 1100 - 0 - 1500 - 4200 - 5800 - 249 - 5195 % 100 vb
 _____ - _____ - _____ - _____ - _____ - _____ - _____ - _____ % _____
 _____ - _____ - _____ - _____ - _____ - _____ - _____ - _____ % _____
 _____ - _____ - _____ - _____ - _____ - _____ - _____ - _____ % _____

Funding Category: Base Supplemental Concentration
 Restricted: _____ Other: _____

For Billing (if applicable): Bill to: _____ Billing frequency: _____

Contract is: Renewal Contract Amount: 9,109.50

School Site/Department: Santa Rosa High Number of Individuals Served: 150

Approved at Site by*: _____ Date: _____

* Signature - **FOR CONTRACTS ORIGINATED BY SCHOOL SITE**

Departmental Approval**: Vicki Zands Date: 11/04/2025

** Signature - **DISTRICT OFFICE DEPT. SIGNATURE**

Contract Created by: Ida Woldeslassie Role: Department Secretary

Site/Dept: Human Resources Phone #: 707-890-3800

Proposed Contract Start Date: 07/01/2025 Proposed Contract End Date: 06/30/2026

Requisition #: _____

BUSINESS SERVICES USE ONLY

Verified Receipt of: Insurance(s) W-9 Form HR Clearance, if applicable

Board Approval Date: _____

Attach Signed Vendor Contract: 1 Vendor Contract

**SANTA ROSA CITY SCHOOL DISTRICTS
AGREEMENT- CONSULTANT FOR CERTIFICATION OF ATHLETIC COACHES**

I, **Bryan Price**, agree to serve as CONSULTANT FOR CERTIFICATION OF ATHLETIC COACHES, effective the 2025-2026 school year, under the direction of the Assistant Superintendent, Human Resources.

I have read and agree to provide the resource and support services specified in the consultant job description and the 150 hours maximum contracted are to be completed by June 30, 2026.

I will maintain and submit the Consultant Time Log to the Assistant Superintendent, Human Resources for review approximately three (3) days before the payment date.

The agreed upon stipend of \$9,109.50 (150 hours x \$60.73) will be paid on the following dates as long as the minimum hours are maintained:

Date	Total Maximum Hours	Payment
November 10, 2025	50	\$3,036.50
February 10, 2026	50	\$3,036.50
May 08, 2026	50	\$3,036.50
Total Minimum Hours	150	\$9,109.50

11/04/2025

Bryan Price

Bryan Price (Nov 4, 2025 13:27:22 PST)

Date

Bryan Price, Consultant

11/04/2025

Vicki Zands

Vicki Zands (Nov 4, 2025 16:25:40 PST)

Date

Dr. Vicki Zands, Assistant Superintendent, HR

Board Approved: _____

Lisa August

Lisa August (Nov 6, 2025 13:56:04 PST)

Lisa August, Interim Superintendent



Board Target Date: _____

Request for Board Approval of Contract

Vendor/Contractor/Consultant: Career Technical Education Foundation of Sonoma County

SCHOOL SITE/DEPARTMENT USE ONLY

Select one of the following: Independent Contractor/Business/Organization*

- * Any person, business, or organization that will be providing non-professional services to the District
- ** Any person, business, or organization that will be providing professional services to the District (Usually as a result of an RFP, i.e., services that require extensive technical knowledge or training in their particular area of expertise.) Engineers, Financial Advisors, Architects, Auditors, Surveyors, Inspectors, etc.
- *** Two or more persons, businesses, corporations, or organizations that will be partnering with the District to perform certain services with the District

SCHOOL SITE/DEPARTMENT USE ONLY

Funding Source (Code): 00 - 0000 - 0 - 0000 - 0000 - 0000 - 0000 - 000 - 0 % 0 vb
 _____ - _____ - _____ - _____ - _____ - _____ - _____ - _____ % _____
 _____ - _____ - _____ - _____ - _____ - _____ - _____ - _____ % _____
 _____ - _____ - _____ - _____ - _____ - _____ - _____ - _____ % _____

Funding Category: Base Supplemental Concentration
 Restricted: _____ Other: No Cost

For Billing (if applicable): Bill to: _____ Billing frequency: _____

Contract is: New Contract Amount: 0.00

School Site/Department: Ed Services Number of Individuals Served: 6 High Sch

Approved at Site by*: _____ Date: _____
 * Signature - **FOR CONTRACTS ORIGINATED BY SCHOOL SITE**

Departmental Approval**: Debi Cardozo Date: 10/24/2025
 ** Signature - **DISTRICT OFFICE DEPT. SIGNATURE**

Contract Created by: Debi Cardozo Role: Department Administrator
 Site/Dept: Ed Services Phone #: 707-890-3800

Proposed Contract Start Date: 10/22/2025 Proposed Contract End Date: 10/22/2028

Requisition #: _____

BUSINESS SERVICES USE ONLY

Verified Receipt of: Insurance(s) W-9 Form HR Clearance, if applicable

Board Approval Date: _____

Attach Signed Vendor Contract: 1 Vendor Contract

Memorandum of Understanding (MOU) for Path to Purpose Youth Internship Program

This agreement is made on 10/22/2025 (date) between the Career Technical Education Foundation Sonoma County (CTE Foundation) and Santa Rosa City Schools (School District), hereinafter collectively referred to as “the parties”.

Purpose:

This Memorandum of Understanding (MOU) outlines the terms and conditions for a collaborative partnership between CTE Foundation and the School District to provide high school students with valuable internship experiences through Path to Purpose Youth Internship program (Path to Purpose).

1. Program Goals and Objectives:

- a. Manage the centralized application, placement, and support process to connect high school juniors and seniors with internships aligned to their individual interests, skills, and career goals.
- b. Provide students with meaningful, work-based learning experiences that promote career exploration, foster essential employability skills, and offer exposure to real-world professional environments.
- c. Maintain a centralized system that enables consistent, equitable, and fair access to internship opportunities for all eligible students across Sonoma County.
- d. Structure internship placements to serve as educational and career preparatory experiences, designed primarily for the benefit of the student.
- e. Implement a thorough vetting process to ensure placements are well-matched to both student learning objectives and employer needs, promoting a mutually beneficial experience.
- f. Provide employers with streamlined, guided support to help build and successfully implement internships at their site.

2. Term

This MOU agreement becomes effective upon the signing of the parties and will expire 3 years from the effective date. This MOU agreement may be modified in writing by mutual consent of the parties. The MOU agreement may be cancelled by either party by giving thirty (30) days advance written notice prior to the date of termination. Renewal of the MOU agreement may be accomplished by written agreement of the parties.

3. Roles and Responsibilities

This section defines the key responsibilities of each Party.

A. CTE Foundation Responsibilities

- **Employer Engagement:** CTE Foundation will recruit and vet employers to host student internships. This includes assessing the quality of the internship experience and ensuring it aligns with career technical education goals.
- **Program Promotion:** CTE Foundation will collaborate with the District to promote the Path to Purpose program to students, parents, and the community.
- **Student Support:** CTE Foundation will support the District in preparing students for internships through workshops on topics such as workplace readiness, professional conduct, and resume building.
- **Communication & Coordination:** CTE Foundation will serve as the primary liaison between the District and the employer. This includes facilitating communication, addressing performance issues, and monitoring student attendance and progress.
- **Administrative Oversight:** CTE Foundation will manage all employer-related paperwork, including internship descriptions and host agreements.
- **Safety and Compliance:** CTE Foundation will provide a supportive internship environment. We require all employers to adhere to the following safety protocols and will confirm their compliance before placing any student. We will communicate any issues to the District as outlined in Section 4.
 - **Work Permits:** We will verify that employers have confirmed that any intern under the age of 18 has a valid California work permit on file.
 - **Fingerprinting & Background Checks:** CTE Foundation will serve as the custodian for the fingerprinting and background check process for all designated intern supervisors/mentors. We will provide instructions and confirm that a clear background check has been completed before the student's start date.
 - **Mandatory Reporter Training:** We will confirm that any supervisor/mentor of a student under 18 has completed California's mandated reporter training.

B. District Responsibilities

The District will, through its central office and/or individual school sites, support the Path to Purpose program. The District acknowledges that school sites have varying capacities, and the following responsibilities will be fulfilled by the District, or by the District in collaboration with the schools, using a best-effort approach to address any barriers that may arise.

- **Program Promotion:** The District will support the promotion of the Path to Purpose program by distributing program information to school staff, students, and parents, and by facilitating communication with its school sites.
- **Student Preparation:** The District will work with CTE Foundation to facilitate student preparation for internships. The District will, to the best of its ability, provide access for students to workshops on topics such as workplace readiness, professional conduct, and resume building. This preparation may be supported by either District or school site personnel.
- **Enrollment and Consent:** The District will assist CTE Foundation in the enrollment process by facilitating the distribution and collection of student enrollment

information and parental/guardian consent forms. CTE Foundation is responsible for the final management of this information.

- **Academic Credit:** The District will grant academic credit or other forms of recognition for students who successfully complete their internships, based on the District's policies and the internship's alignment with academic standards.
- **Work Permits:** The District will provide students with the necessary support and procedures to obtain a valid California work permit prior to the start of their internship. The District will also ensure students are instructed on the importance of providing this permit to their employer for verification and filing.
- **Communication:** The District will designate a point of contact (e.g., a Career Counselor or Administrator) to communicate regularly with CTE Foundation and act as a liaison between the Foundation and the school sites.
- **Student Issues:** The District will assist in addressing any student-related issues, including but not limited to, absences, tardiness, performance concerns, or grievances. The District and CTE Foundation will collaborate to resolve such issues.

4. Safety, Confidentiality, and Communication of Findings

CTE Foundation's top priority is working with the employers to ensure that they provide for the safety and well-being of every student. We understand the District's concern regarding the integrity of all individuals who interact with students. Accordingly, CTE Foundation will serve as the primary party responsible for facilitating and verifying that all employer supervisors and mentors have successfully completed the required background checks and mandatory reporter training.

- **Communication of Findings:** CTE Foundation will communicate to the District's designated point of contact if an employer's background check or other safety requirement yields a finding that would prevent a student placement. **CTE Foundation will not place a student with any employer or supervisor who does not meet all required safety and compliance standards.**
- **Confidentiality:** CTE Foundation will act as the custodian of all confidential background check information. This information will not be shared with the District, but CTE Foundation will confirm that the requirements have been met and that the placement is approved from a safety standpoint.
- **Partner Agency Background Check Monitoring:** CTE Foundation may partner with entities through a monitoring and communication agreement that already require Live Scan background checks for their employees. These entities must have a designated Custodian of Record who actively monitors the background check status of their staff. In such cases, CTE Foundation may rely on the entity's monitoring process, provided the entity promptly removes any individual who becomes ineligible to work with youth from contact with interns and immediately notifies CTE Foundation of the occurrence. **Emergency Contact Information:** Both Parties agree to exchange and maintain a list of emergency contacts for use in urgent situations.

5. Liability, Insurance, and Risk Management

- **Independent Contractor Status:** The Parties agree they are independent entities. No employer–employee relationship is created between the District and CTE Foundation or between the District and any employer or student participating in the program.

- **Liability**
 - **Paid Internships:** For students participating in paid internships, an employer–employee relationship is established. In such cases, the employer assumes responsibility for compliance with all applicable employment laws and regulations, including those related to liability and workplace protections.
 - **Employer Responsibility:** The employer is solely responsible for the student as an employee. This includes securing workers' compensation insurance and providing any other legally required employee benefits. The employer must also ensure compliance with all labor laws governing wages, hours, and workplace safety.
 - **CTE Foundation and District Responsibility:** CTE Foundation and the District are not responsible for the student as an employee, nor are they responsible for the employer's compliance with labor laws, payment of wages, or provision of workers' compensation. Their role is limited to program coordination and academic support.
 - **Unpaid Internships:** Students participating in unpaid internships must be enrolled in a Work Experience Education Course (WEE) course during the internship to ensure liability coverage for the student. This could be a high school or post secondary WEE course.
 - **District Responsibility:** If enrolled in a WEE course at the high school, the District shall be primarily responsible for a student's safety and conduct during an unpaid internship, as the student is considered to be under the District's supervision. The District will maintain its general liability insurance to cover any claims of negligence by its employees or the students.
 - **Post-Secondary School Responsibility:** If not enrolled in a high school WEE course, Path to Purpose will ensure the student is enrolled in a post-secondary school WEE course. In this case, the post-secondary institution shall be primarily responsible for a student's safety and conduct during an unpaid internship, as the student is considered to be under the their supervision. The post-secondary institution will maintain its general liability insurance to cover any claims of negligence by its employees or the students.
 - **Employer Responsibility:** The employer is expected to provide a safe work environment for the student. While the employer is not required to provide workers' compensation for unpaid interns, they must hold general liability insurance, and they may be liable for injuries that occur due to their negligence.

- **CTE Foundation Responsibility:** CTE Foundation will maintain its own general liability insurance to cover any negligence by its employees during program-related activities.
- **Hold Harmless Clause:** Each Party agrees to indemnify, defend, and hold harmless the other Party, its officers, employees, and agents from any and all claims, liabilities, damages, or expenses (including attorney's fees) arising from the actions, errors, or omissions of the indemnifying Party in the performance of this MOU.

6. Confidentiality

Both Parties agree to maintain the confidentiality of all student records and information in accordance with the **Family Educational Rights and Privacy Act (FERPA)**. No student information will be shared with employers without explicit, written consent from the student and/or their parent/guardian. CTE Foundation and its staff will not receive access to a student's full academic record unless it is specifically needed for the program and with the proper consent.

7. Termination

This MOU may be terminated by either Party, with or without cause, upon [Number, e.g., **thirty (30)**] days prior written notice to the other Party. In the event of termination, the Parties will work together to ensure a smooth transition and minimize disruption to any students currently placed in an internship.

8. Miscellaneous

- **Entire Agreement:** This MOU applies exclusively to the Path to Purpose program. It does not supersede, modify, or terminate any other existing or future agreements, contracts, or MOUs between the CTE Foundation and the District.
- **Governing Law:** This MOU shall be governed by the laws of the State of California and the County of Sonoma.
- **Amendments:** Any modification to this MOU must be made in writing and signed by both Parties.

In Witness Whereof, the Parties have executed this MOU as of the Effective Date.

This Memorandum of Understanding is hereby approved by the duly authorized representatives of the Parties:

Career Technical Education Foundation

Dated: 10/22/2025

Signature: _____

Signed by:

Eli Weinzveg

B0BD1E55818443B...
Eli Weinzveg, Executive Director

District: Santa Rosa City Schools

Dated: 10/22/2025

Signature: _____

Print Name: Lisa August

Title: Interim Superintendent

DocuSigned by:

Lisa August

31F05FEDDA4E409...



Board Target Date: _____

Request for Board Approval of Contract

Vendor/Contractor/Consultant: California Agricultural Teachers' Induction Program (CATIP)

SCHOOL SITE/DEPARTMENT USE ONLY

Select one of the following: Independent Contractor/Business/Organization*

- * Any person, business, or organization that will be providing non-professional services to the District
- ** Any person, business, or organization that will be providing professional services to the District (Usually as a result of an RFP, i.e., services that require extensive technical knowledge or training in their particular area of expertise.) Engineers, Financial Advisors, Architects, Auditors, Surveyors, Inspectors, etc.
- *** Two or more persons, businesses, corporations, or organizations that will be partnering with the District to perform certain services with the District

SCHOOL SITE/DEPARTMENT USE ONLY

Funding Source (Code): 01 - 6266 - 0 - 3800 - 1000 - 5800 - 214 - ee01 % 37.00 vb
01 - 9422 - 0 - 3800 - 1000 - 5800 - 253 - 5140 % 63.00 vb
 _____ - _____ - _____ - _____ - _____ - _____ - _____ - _____ % _____
 _____ - _____ - _____ - _____ - _____ - _____ - _____ - _____ % _____

Funding Category: Base Supplemental Concentration
 Restricted: _____ Other: ARPA Grant, Ed. Eff Grant

For Billing (if applicable): Bill to: _____ Billing frequency: _____

Contract is: Renewal Contract Amount: \$8,100.00

School Site/Department: Elsie Allen High Number of Individuals Served: 2
Teachers

Approved at Site by*: _____ Date: _____
* Signature - **FOR CONTRACTS ORIGINATED BY SCHOOL SITE**

Departmental Approval**: Debi Cardozo Date: 10/23/2025
** Signature - **DISTRICT OFFICE DEPT. SIGNATURE**

Contract Created by: Debi Cardozo Role: Department Administrator
Site/Dept: Ed Services Phone #: 707-890-3800

Proposed Contract Start Date: 09/01/2025 Proposed Contract End Date: 06/30/2026

Requisition #: R26-01988

BUSINESS SERVICES USE ONLY

Verified Receipt of: Insurance(s) W-9 Form HR Clearance, if applicable

Board Approval Date: _____

Attach Signed Vendor Contract: 1 Vendor Contract

2025-2026 MEMORANDUM OF UNDERSTANDING



for the
**California Agricultural Teachers'
Induction Program**
between
Davis Joint Unified School District
and



Santa Rosa City Schools

(Participating District or LEA)

School District/LEA Name Here

General

This Memorandum of Understanding (MOU) is entered into between the Davis Joint Unified School District (DJUSD) – Local Educational Agency (LEA) for the California Agricultural Teachers' Induction Program (CATIP) – and the participating district or LEA listed above (referred to as "District" in this MOU) to participate in the California Agricultural Teachers' Induction Program.

The effective date of this MOU is **September 1, 2025 – June 30, 2026**. The terms of this agreement shall remain in force unless mutually amended.

Purpose

The purpose of this Memorandum of Understanding is to establish a formal working relationship between the parties of agreement and to set forth the operative conditions that govern this partnership. The assumption of continued partnership for the **2025-2026** school year is made unless the District notifies the CATIP in writing on or **prior to January 31, 2025**. **Our Induction Program is designed to provide a two-year, individualized, job-embedded system of mentoring, support and professional learning that begins in the teacher's first year of teaching.**

Responsibilities – General

A) CATIP agrees to:

- 1) Provide support for direct program administration to conduct the accredited induction program per guidelines set forth by the Commission on Teacher Credentialing (CTC) and California Department of Education (CDE);
- 2) Provide office space, equipment, and meeting space for program activities;
- 3) Facilitate a process for equitable distribution of services to Teacher Candidates and Mentors in all participating districts and schools;
- 4) Convene a Teacher Induction Program Advisory Committee, establish regular meetings, and provide data on program requirements and clear credentialing;
- 5) Establish and maintain accurate program records and reports;
- 6) Maintain State of California approval and accreditation as an Induction Program and Credentialing Agency;
- 7) Advise Teacher Candidates about their involvement in the Induction Program and provide formative feedback about candidates' progress toward completion of the program;
- 8) Recommend for the California Clear Credential and process all credential applications for eligible Teacher Candidates;
- 9) Arrange for and monitor University of California, Davis Extension continuing education units for Teacher Candidates and 1st and 2nd year Mentors;
- 10) Provide the California Agricultural Teachers' Induction Program Assessment System materials to Teacher Candidates and Mentors (e.g. individualized learning plans, weekly conversation logs, curriculum, etc.);
- 11) Provide training in the California Agricultural Teachers' Induction Program coursework, including the Teaching Performance Expectations (TPE), California Standards for the Teaching Profession (CSTP), student academic and CTE content standards, Agriculture and Natural Resources Model Pathway Standards, and Induction Standards to Teacher Candidates and Mentors;
- 12) Provide relevant and research-based mentoring skills training to Mentors;
- 13) Provide induction program information to site administrators/district coordinator;
- 14) Select, monitor, and supervise professional development facilitators in accordance with Induction Program Standards;
- 15) Provide materials, facilitation, and presentation support for professional development facilitators;
- 16) Develop and establish contracts with outside vendors for professional services as needed Teacher Candidates/Mentors professional development and support;
- 17) Provide the Advisory Board, district superintendents and site administrators with information, clarify roles and responsibilities, and provide verification and accountability specific to the teacher credential process;

California Agricultural Teachers' Induction Program (CATIP)

2025-2026 MEMORANDUM OF UNDERSTANDING

- 18) Communicate with and advise District Human Resources departments, credential analysts, and school personnel regarding Induction, hiring implications, and procedures for compliance;
- 19) Establish and maintain an accountability system for all participants;
- 20) Collaborate with the Capital Region Induction Network Team, the Induction Consortium (Bay Area), and state-wide agricultural education stakeholders regarding the Induction Program;
- 21) Collaborate with Cluster Region One and California Commission on Teacher Credentialing for appropriate support and training and ensure participation at Cluster and Statewide program meetings; and
- 22) Supply reports and other information to the California Commission on Teacher Credentialing (CTC) and the California State Department of Education (CDE) as requested on all matters related to program requirements and activities.

B) The District agrees to:

- 1) Appoint a liaison who serves as the programmatic contact in the district, who normally oversees all activities within the district related to induction services and assumes the responsibilities of communicating with the California Agricultural Teachers' Induction Program (including notifying CATIP when a candidate leaves before the end of the school year, providing follow-up on Mentors and Candidates not meeting requirements, etc):

Debi Cardozo

dcardozo@srcs.k2.ca.us

Name of District Coordinator
707-890-3800 x 80310

Coordinator's Email Address

110 Stony Point Rd, Suite 210, Santa Rosa, CA 95401

Phone

Mailing Address

- 2) Establish a point of contact in District Accounts Payable for invoicing communication:

Virginia Bagley

vbagley@srcs.k12.ca.us

Name
707-890-3800 x 80213

Email Address

110 Stony Point Rd, Suite 210, Santa Rosa, CA 95401

Phone

Mailing Address

- 3) Establish a Purchase Order for invoicing coordination:

R26-01988

\$5,100 (Pgrm Fee - 2 candidates)

PO #

PO Amount (\$2,550/Candidate/Year)

(If candidate will be paying for the program themselves indicate that here)

- 4) Confirm candidate availability for program participation according to criteria established by the Commission on Teacher Credentialing and the California Agricultural Teachers' Induction Program.
- 5) Separate CATIP formative assessment information from district employment evaluations.
- 6) Provide an update about participation with CATIP to the district's governing board during the tenure of this MOU.
- 7) Participate in CATIP evaluation.
- 8) Superintendent or designee coordinator/administrator maintains an informal position on the Teacher Induction Advisory Board for program networking, implementation, compliance, and program evaluation;
- 9) The Administrative member of the Advisory Board or District coordinator/ administrator may bring concerns or suggestions for change to the Advisory Board for discussion by submitting proposals no later than two weeks prior to the next Advisory Board meeting for inclusion on the agenda;
- 10) Advisory Board Representative and/or District Coordinator disseminate program information to site and district administrators, clarify roles and responsibilities of all program participants, and communicates program information to participants;
- 11) Upon hire, advise eligible Teachers about their responsibilities for Induction, enroll eligible candidates, and gather candidate credentialing information as needed by the Induction office. All teacher candidates who are teaching on a preliminary credential should be evaluated for eligibility. CTE Teachers are eligible to complete credential requirements, including

California Agricultural Teachers' Induction Program (CATIP)

2025-2026 MEMORANDUM OF UNDERSTANDING

- application for preliminary credential with prerequisites met. Teachers who have intern credentials may also be eligible if they have recently completed the intern program and have been granted a preliminary credential;
- 12) Ensure that Human Resources personnel and credential analysts are appropriately trained in protocols of advice and assistance to Induction Candidates;
 - 13) Provide appropriate credential and advisement information to the CATIP office;
 - 14) Select Mentors according CATIP Standards Qualifications¹;
 - 15) Approve a Mentor to each Teacher Candidate according to CATIP Policies and in a timely way, within 30 days of program enrollment, that allows the pair to begin working together when teaching begins and not less than an average of 1 hour per week;
 - 16) Conduct early site and/or district-based program information orientations that include information designated on the California Agricultural Teachers' Induction Program "Administrator Meeting" form;
 - 17) Ensure that all staff administrators with Mentor(s) and/or Teacher Candidate(s) on staff complete the Program's annual survey regarding the Induction Program;
 - 18) Establish working conditions for Teacher Candidates aligned with CATIP Standards;
 - 19) Ensure that Teacher Candidates have core curriculum materials and appropriate content frameworks;
 - 20) Encourage that all Teacher Candidates have course assignments with English Language Learners sufficient to allow completion of the English Language requirements of the Clear Credential and accordance with CATIP policies and accreditation;
 - 21) Provide Teacher retention data to Induction Program upon request;
 - 22) Provide Mentor release time for observation of the Teacher Candidates as required by the Induction activities (2 observations required each year);
 - 23) Provide Teacher Candidates release time for observation of colleagues, reflection, and professional development activities tied to their Individual Learning Plan (ILP) as required by the Induction activities (2 observations required each year);
 - 24) In the event of need, provide Mentor release time for Mentor training as required by the Induction program (for the Mentor's first and second years);
 - 25) Develop and maintain a budget that allocates amounts sufficient to meet the costs of implementing its program responsibilities;
 - 26) Process payment for authorized contracted services; and
 - 27) Provide projection estimates of participating Teachers for the 2024-2025 school year to California Agricultural Teachers' Induction Program by **May 15, 2026** for continuing participants and in a timely manner, **June 30, 2026** onward, for new participants.

Responsibilities – Fiscal

- A) CATIP, in its association with YSCTC and DJUSD (accrediting agency with certification capacity as LEA), agrees to the overall fiscal responsibility for the funding of the administration of the program, including:
- 1) Invoice the District through the Accounts Payable contact (named in 'Responsibilities-General B.2') for each credential candidate per billing method selected below:
 - Billing will occur in October for \$2,550 per academic year with a **Net 30-day**.
 - Billing will occur in October for the amount of \$1,275 and January in the amount of \$1,275 to total \$2,550 per academic year with a **Net 30-day** return on each billing.
 - Candidate Self-Pay: Billing will occur monthly, beginning October through March with a **Net 30-day** return. 6- installments in the amount of \$425, to total \$2,550 per academic year.
 - District and Candidate will split costs in the following manner (to total \$2,550):
 - District agrees to be responsible for the following amount:
 - Candidate Teacher agrees to be responsible for the following amount:
 - 2) Assume overall fiscal responsibility for the administration of Induction funds and documentation required by the CDE and CCTC;
 - 3) Develop and maintain a balanced budget that reflects program priorities and implementation of the approved induction plan;
 - 4) Abide by the Teacher Expenditure Guidelines;
 - 5) Provide a stipend payment for each program Facilitator in accordance with CATIP Consortium and Facilitator memorandum of understanding.

California Agricultural Teachers' Induction Program (CATIP) 2025-2026 MEMORANDUM OF UNDERSTANDING

B) The District agrees to:

- 1) Approve the designation of a Mentor¹, by CATIP, to each credential candidate (novice teacher) within the first 30 days of the participant's enrollment in the program;
- 2) Coordinate any potential compensation of the identified Mentor¹ at the District's rates and policies. Any remuneration to the mentor will be outside of CATIP's purview, and above the annual program cost named herein;
 - i) Compensation to the mentor is suggested to be \$2,000/candidate/year, but is at the absolute discretion of the District's policies, hiring practices, and collective bargaining obligations.
- 3) Compensate the identified Mentor for each Teacher Candidate according to rates, policies and procedures at the District-level.
- 4) The California Agricultural Teachers' Induction Program must be informed of any changes to this language at least two weeks prior to the start of the Mentor's obligation to their candidate(s);
- 5) Payment for services from the California Agricultural Teachers' Induction Program to be **\$2,550** per Teacher Candidate per year, non-refundable, no proration;
- 6) Process Mentor and other payments in a timely way based upon approved MOUs and other budget documents; and
- 7) Provide Mentors and Teacher Candidates release time for training and observation in accordance with CTC regulations and program (CATIP) guidance.

Program Participation

Insofar as permitted by law, Davis Joint Unified School District (LEA for YSCTC and CATIP) shall assume the defense and hold harmless District and/or any of its officers, agents or employees from any liability, damages, costs, or expenses of any kind whatsoever, including attorneys' fees, which may arise by reason of the sole fault or negligence of Davis Joint Unified School District, its officers, agents or employees, arising out of its performance under the terms of this agreement.

Insofar as permitted by law, the District shall assume the defense and hold harmless the Davis Joint Unified School District and/or any of its officers, agents or employees from any liability, damages, costs, or expenses of any kind whatsoever, including attorneys' fees, which may arise by reason of any harm to person(s) or property received or suffered by reason of the sole fault or negligence of the District, its officers, agents or employees, arising out of their performance under the terms of this agreement.

Compliance with Applicable Laws

This Memorandum of Understanding shall comply with all federal, state and local laws, rules, regulations and ordinances that are now or may in the future become applicable.

Other Conditions

Any and all products developed by California Agricultural Teachers' Induction Program are the exclusive property of the California Agricultural Teachers' Induction Program. Schools, districts, their employees, staff and subcontractors shall not have the right to disseminate, market, or otherwise use the products without the written permission of the California Agricultural Teachers' Induction Program.

¹ The District approves Mentors who:

- Possess a valid Professional Clear Teaching Credential and a minimum of 5 years of verified effective teaching experience in the context and content area of the candidate's teaching assignment (i.e. similar teaching assignment, grade level, type of school, etc.);
- Have been identified by CATIP, attend professional development organized by CATIP, and are agricultural educators in good standing with CATIP;
- Have a demonstrated commitment to professional learning and collaboration;
- Have the time, ability, willingness, and flexibility to meet candidates' needs for support; and
- Will act as an ambassador of the California Agricultural Teachers' Induction Program.

California Agricultural Teachers' Induction Program (CATIP)

2025-2026 MEMORANDUM OF UNDERSTANDING

Signing Process:

- 1. The School District gains approval and completes appropriate signatures through district processes and policies;
- 2. The School District Returns signed MOU to CATIP office via email (Jessica Cardoso - jcardoso@yscenter) OR regular postal service (DJUSD, c/o Jessica Cardoso YSCTC, 526 B Street, Davis, CA 95616); OR uploaded to this [Google Folder](#)
 - a. This shall be completed by September 1st for candidates enrolling in the program by September 1st, and by February 1st for those candidates enrolling mid-year.
- 3. CATIP will place MOU on DJUSD Board of Education Agenda for consent and signature;
- 4. CATIP will return a fully executed copy of this document to the School District for its records.

The parties signed below, as the signatory representatives for their associated organizations, affirm their commitment to the stipulations outlined in pages 1 through 4 above.

Signature

Lisa August

Printed Name

Interim Superintendent

Title

laugust@srcs.k12.ca.us

Email

Santa Rosa City Schools

Organization

Signature

Tim Rahill

Printed Name

Associate Superintendent of Business Services

Title

Date

Davis Joint Unified School District

Organization

PRESENTATION AGREEMENT
Common Ground Society™

THIS PRESENTATION AGREEMENT ("Agreement"), dated as of 10/21/25, is made by and between Common Ground Society™, Inc. a California public benefit nonprofit corporation ("CGS") and Shelly Schubert, Rincon Valley Middle School a ("Client").

CGS is a nonprofit organization which provides diversity and equity presentations promoting inclusion of all people (a "Presentation") to schools and other organizations.

Client desires to engage CGS to provide a Presentation on the terms set forth in this Agreement.

NOW THEREFORE, CGS and Client agree as follows:

Service Offering:

CGS will provide up to a three hour Presentation (half-day) in person at Client's facility on 11/17/25 located at 4650 Badger Rd Santa Rosa, CA 95409. The Presentation will include a question and answer session and attendees will be provided with take home materials and a link to follow up activities to further the conversation . If the presentation is virtual, the client can send in questions and will receive a video response back.

Fee: Payment:

Client agrees to pay Common Ground Society™ (CGS) a presentation fee based on the 2024–2025 CGS Presentation Fee Schedule (see attached). Fees may be paid by check, money order, cashier's check, or credit card (note: credit card payments are subject to a convenience fee based on current processing rates).

Payment of \$500 is due on or before the day of the presentation scheduled on 11/17/25. Presentations must be paid in full by the scheduled date unless other arrangements have been agreed upon in writing.

If the Client chooses to pay by mail or via credit card, payment should be submitted in advance to ensure it is received and processed by the presentation date.

If payment is not received by the day of the presentation, CGS reserves the right to either cancel the presentation or charge a 10% late fee at its sole discretion.

If CGS must cancel the presentation, the Client may request a full refund or reschedule for a mutually agreed-upon date. If the Client cancels within 14 days of the scheduled presentation, CGS will make every effort to reschedule. If rescheduling is not possible, any prepaid fees are non-refundable.

Travel Fees: While Common Ground Society makes every effort to schedule presenters located within the City of Santa Rosa, this is not always possible. If a presenter must travel from outside the Santa Rosa city limits to fulfill your engagement, mileage will be billed at the current IRS mileage reimbursement rate (per mile) for travel to and from the presentation location. Mileage charges will not apply if the presentation takes place in the presenter's city of residence.

For presentations held outside of Sonoma County, Common Ground Society will charge a travel fee to cover reasonable expenses.

- These expenses may include, but are not limited to:
 - Mileage at the current IRS standard rate.
 - Tolls.
 - Parking.
 - Public transportation (train, bus, etc.).
 - Lodging (if an overnight stay is required).
 - Meals (per diem, if applicable).
- The exact travel fee will be determined based on the distance, duration, and specific requirements of the presentation.
- A detailed estimate of travel expenses will be provided to the requesting organization prior to the presentation.
- We attempt to keep these fees as low as possible.
- In some cases where there are multiple presentations within a close geographical area, the travel fees may be able to be split between the organizations.

Surveys: As a part of this contract, we request that all attendees fill out a survey upon completion of the presentation to help further develop our program. The survey will be provided in a follow up email after the presentation date. In the event a Presentation scholarship is received, it is required that 80% of the staff fills out the survey.

Intellectual Property: Client acknowledges and agrees that the information and materials provided in the Presentation is the proprietary information of CGS which is subject to Copyright and other protections under applicable law. Client agrees that it shall not copy, re-present, distribute, post, or otherwise use or make any such information available to third parties without the express written consent of CGS, whose consent may be withheld, conditioned or delayed in CGS' sole discretion.

Insurance: CGS will maintain general liability coverage with limits greater than or equal to \$2 million in the aggregate and \$1 million per occurrence and an Umbrella occurrence based policy at \$1 million, at all times during the performance of services under this Agreement.

Mutual Indemnification: Each party, shall indemnify, defend and hold harmless the other party and its respective, directors, officers, employees, representatives, agents, and each of them, from and against any and all claims, demands, damages, losses, lawsuits, judgments, liabilities, liens, civil or criminal penalties and charges, costs and expenses (including, without limitation, reasonable attorneys' fees) arising out of or in connection with: (i) a breach by a party of any provision of this Agreement; or (ii) any willful or grossly negligent acts, omissions or errors of a party in connection with the performance of its duties hereunder. This Section shall survive the Presentation date for one year.

Limitation of Liability: CGS' liability to Client in connection with the provision of the Presentation under this Agreement, whether asserted in contract, tort or otherwise, shall not exceed the Fee actually paid by Client to CGS. In no event shall CGS be liable for consequential, incidental, special, indirect, punitive or exemplary damages, either in contract or tort, whether or not the possibility of such damages has been disclosed to Client in advance or could have been reasonably foreseen by Client.

Entire Agreement; Amendment: This Agreement represents the entire agreement of the parties and supersedes all prior discussion or agreements (verbal or written) concerning the subject matter hereof. This Agreement may be amended or altered only by a written instrument duly executed by the Parties.

California Law; Venue: This Agreement shall be governed by and construed in accordance with the laws of the State of California. Any dispute arising out of or concerning this Agreement shall be subject to the jurisdiction of the Sonoma County Superior Court.

No Waiver: No provision of this Agreement may be waived except by an agreement in writing signed by the waiving party.

Assignment: This Agreement is for CGS' services and shall not be assigned or transferred by CGS to any other person or entity for any reason.

Severability: If any provision of this Agreement is declared by any court of competent jurisdiction to be invalid for any reason, such invalidity shall not affect the remaining provisions.

Legal Fees: If either party shall institute an action to enforce or interpret the terms and provisions of this Agreement, the party prevailing in such action shall be entitled to recover (in addition to any other legal relief to which such party may be entitled) all reasonable legal fees, costs and disbursements associated with such action.

Counterparts; Execution: This Agreement may be executed in one or more counterparts, each of which shall constitute an original and all of which, when taken together, shall constitute one and the same document. Electronic transmission of any signed original counterpart (i.e. a PDF document) and/or retransmission of any electronic transmission shall be deemed the same as the delivery of an original.

Inclusivity: We kindly request the school's support in enhancing the inclusivity of our presentations by incorporating (if applicable) provisions for your school's special day class to attend Common Ground Society presentations. Recognizing and celebrating the diverse cultural backgrounds and significant events within our audience contributes to a more inclusive and engaging environment. Including these classes will foster a sense of connection and relevance for all attendees. We appreciate your consideration and commitment to creating an inclusive space for our community.

IN WITNESS WHEREOF, the Parties have entered into this Presentation Agreement to be effective as of the Effective Date.

CGS:


Common Ground Society™, Inc.,
a California public benefit nonprofit corporation

By: Larkin O'Leary
Larkin O'Leary, COO

CLIENT:

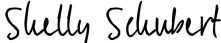
Shelly Schubert

Santa Rosa City Schools



Lisa August (Nov 6, 2025 13:49:57 PST)

Lisa August, Interim Superintendent

Signed by:

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