HOLLISTER SCHOOL DISTRICT

Memorandum of Understanding

This document constitutes a Memorandum of Understanding (MOU) between the Hollister School District (DISTRICT) and the YMCA of San Benito County (CONTRACTOR) regarding the DISTRICT"s Expanded Learning Programs.

The purpose of this agreement is to set the primary roles and responsibilities of the CONTRACTOR in partnership with the DISTRICT for one universal before, after school, intersession, and/or summer program funded by state Expanded Learning Opportunities Program (ELO-P).

The primary roles and responsibilities of the CONTRACTOR for this program will be to:

- **Provide 180 days of safe, constructive opportunities and educationally enriching alternatives for children consistent with the program elements pursuant to grant requirements, including:**
  - **Provide a program until 6 pm each school day with an additional 30 days outside of the school year (ie, intersession and summer) at all schools, and before school care beginning at 7:00am at 2 schools**
    - **Cerra Vista Elementary (after school only)**
    - **Ladd Lane Elementary (before and after school)**
    - **Rancho Santana (before and after school)**
  - **Provide a teacher-to-student ratio of 1 teacher to 10 for Transitional Kindergarten/Kindergarten and/or 1 teacher to every 20 1st-6th grade or to 8th grade if applicable**
- **Maintain daily attendance records of students and staff**
- **Maintain thorough and complete fiscal records to**
  - **Provide a monthly invoice to the DISTRICT by the 30th of each month with supporting documentation for each expenditure**
- **Work in tandem with the District's Extended Learning Coordinator, Site Leader, and Site Paraprofessionals to ensure productive recruitment and implementation of the program**
- **Provide the DISTRICT with a service proposal describing services and anticipated costs**
- **Attend collaborative meetings with the Region 5 System of Support Team, Hollister School District ASES/ELO-P Coordinator, and other local partnerships as necessary**

The primary roles and responsibilities of the DISTRICT for this program will be to:

- **Provide at least one classroom per group of 20 students at each site**
- **Ensure routine custodial services are provided**

Governing Board
Jan Grist
Elizabeth Martinez • Lisa Marks
Cathy Toste • Jose Perez, Jr.

Superintendent
Erika Sanchez

District Administrative Office
2690 Cienega Road • Hollister, CA 95023
Telephone: (831) 630-6300

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Funding Level for Contracted Services Budget Pending Grant Award Letter not to exceed $1,155,000 for the 2023-2024 School Year based on the estimates below:

- **Cerra Vista Elementary $350 per student, up to 100 students per month**
- **Ladd Lane Elementary $350 per student, up to 100 students per month**
- **Rancho Santana Elementary $350 per student, up to 100 students per month**

The administrative cost is not to exceed 5% or $57,750.

This agreement is entered into for the duration of one year, subsequent to grant funding. Each party reserves the right to provide 60 days' notice prior to the termination of any services described within the agreement. This agreement may be modified at any time by mutual understanding.

Signature: _____ **Signature:** _____

Title: Superintendent
Hollister School District

Title: Director
Youth Alliance

Date: 4/22/23 **Date:** _____

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