MEMORANDUM of UNDERSTANDING
BETWEEN
SAN LEANDRO UNIFIED SCHOOL DISTRICT
AND
East Bay Agency for Children

PURPOSE

This memorandum of Understanding (MOU) is entered into by and between San Leandro Unified School District (SLUSD), within the context of SLUSD funders, such as Alameda County, and other relevant SLUSD partnering community based organizations (referred to as "SLUSD Partners" throughout the remainder of this document), and East Bay Agency for Children (Ebac.) for the purpose of providing mental health treatment, consultation, and service coordination services at Roosevelt Elementary School. This MOU with described services includes the following SLUSD campus: Roosevelt Elementary School. This MOU is effective December 2, 2014.

SERVICES PROVIDED

Spectrum Mental Health Services

EBAC will:

1. Provide mental health services at the following SLUSD campus below:
   a. Roosevelt Elementary School
2. Provide mental health trainee 16 hours per week, which will involve direct clinical services on campus. EBAC will also provide weekly clinical supervision and training for the trainee assigned to the campus. Note: if computer access on campuses is not available to trainees for clinical documentation, such documentation will need to occur at one of EBAC's center locations, resulting in a decrease of weekly direct services hours for completing required case documentation.
3. Assist in conducting outreach to inform school staff, students, and families about the services available and procedures for accessing services/making referrals.
4. Provide individual mental health services to students and to their families as appropriate.
5. Work In collaboration with SLUSD COST Procedures, SLUSD partners, and campus administration to develop a system for receiving and responding to referrals for counseling services.
6. Act as a mental health resource to school staff and to families of students deliver formal and informal mental health consultation services to school personnel.
7. Offer (when applicable) mental health support groups for students and/or families on relevant topics as identified by students, families, and school staff.
8. Maintain clinical records in accordance with professional standards. The clinical record will be EBAC's and housed at one of EBAC's center locations.
9. Work with students, families, faculty, campus administration, SLUSD, and SLUSD partners to enhance program improvement of service delivery in coordination with EBAC Supervisors.
10. Work collaboratively to share space and maintain client confidentiality.
11. Routinely and frequently evaluate the amount of mental health services utilization and delivery hours at each campus on a weekly basis.
12. Ensure that mental health trainees providing services at school sites submit fingerprints in a manner authorized by the Department of Justice, together with the requisite fees as set forth in Education Code Section 45125.1
13. Ebac shall not permit any trainee to come in contact with students until the Department of Justice has ascertained that the mental health trainee has not been convicted of serious or violent felony.

SCREENING REQUIREMENT:

a. Screening: AGENT (EBAC) will provide the DISTRICT with a list of employees that have cleared a fingerprint scan by the United States Department of Justice and the FBI. All pre-employment screening including but not limited to NCLB testing, and tuberculosis testing for staff members will be conducted pursuant to the regulations already in use by the AGENT Personnel Policies and Practices. By execution of this MOU, the DISTRICT and AGENT acknowledge that Education Code Section 45125.1 applies to services under all school programs. Section 45125.1 requires that employees of entities providing such services to school district must be fingerprinted by the California Department of Justice and the FBI for a criminal records check.
   i. AGENT Expressly acknowledge that:
      1. AGENT and all of AGENT'S employees working on the school site must submit fingerprints in a manner authorized by the Department of Justice, together with the requisite fees as set in Education Code Section 45125.1;
      2. AGENT shall not permit any employee or contractor to come in contact with students until the Department of Justice has ascertained that the employee or contractor has not been convicted of a serious or violent felony;
      3. AGENT shall certify in writing to the DISTRICT that none of its employees or contractors who may come in contact with students have been convicted of a serious or violent felony.
      4. AGENT shall provide to DISTRICT a list of names of its employees who may come in **contact with students. The AGENT shall fulfill these requirements at its own expense.**

SLUSD, SLUSD Partners and Participating SLUSD Campus administrations will:

1. Conduct outreach to identify those students in need of mental health services.
2. Provide mentoring function for EBAC. Mental Health trainees participating on COST and related tasks
3. Work in collaborating with the EBAC to develop a system for receiving and responding to referrals for counseling services.
4. Refer students to mental health services as appropriate.
5. Help to facilitate the receipt of referrals by school staff, families and the community to EBAC mental health services.
6. Ensure that a private, confidential space is made available for all regularly scheduled mental health service hours.
7. Ensure that the designated mental health space includes a telephone (or other reliable device or process for calling students from class), as well as computer access for required clinical case documentation.
8. Ensure that EBAC trainees are provided with a current campus disaster/emergency plan and evacuation procedure protocols.
9. Obtain and distribute keys for EBAC staff as needed.
10. Direct concerns regarding EBAC. mental health policies, procedures and requests for modification to agree upon services to the EBAC clinical supervisor.

Ensure that Girls Inc. will have at minimum 15 hours providing a minimum of 6 direct services hours per week on campuses for mental health services delivery for the duration of this agreement, unless otherwise jointly determined by the EBAC Director, SLUSD, SLUSD partners and relevant campus administration.

BILLING AND COLLECTIONS

The overall cost of services are $5000. SLUSD will cover all of those program cost. The Cost will be separated into two payment. $2500 will be paid in December 2015 and the other $2500 will be paid in May 2016.

INSURANCE AND LIABILITY

EBAC will be responsible for liability and malpractice insurance for all EBAC staff. Upon request by SLUSD and/or participating campuses, EBAC will furnish copies of its Certificate or Insurance which specifies levels of relevant insurance coverage.

EBAC will indemnify and hold harmless SLUSD and participating campus against all liability, including liability for attorneys' fees and court costs arising out of, or in connection with, EBAC performance of its duties under this agreement. SLUSD and participating campuses will indemnify and hold harmless EBAC against all liability, including liability for attorneys' fees and court cost arising out of in connections with, SLUSD and/or participating campuses' performance of its duties under this agreement. Each partner will give the other prompt notice of any demand, claim, or suing against it.

DURATION

This agreement shall commence December 2, 2015 and shall continue for the remaining of the 2015-2016 school year ending June 1st, 2016.

San Leandro Unified School District
14735 Juniper Street
San Leandro, Ca 94579

_____
Rosanna Mucetti,
Deputy Superintendent,
Educational Services

Date: _____

East Bay Agency for Children

303 Van Buren Ave
Oakland, Ca. 94610

_____
Josh Leonard
Chief Executive Officer

Date: _____

_____
Victoria Forrester
Department of Student Services-
Special Education-Community Wellness

Date: _____

San Leandro Unified School District
Behavioral Health Provider Agreements

Maintain SLUSD Behavioral Health Provider Agreements by:	**Coordination of Services Team (COST)**
● Engaging in professional relationships with Teachers, Staff, Administrators, and Behavioral Health Consultants	COST is a multidisciplinary team of school staff and school-based providers who come together on a regular basis to build and coordinate individualized systems of supports for students. COST's can look different within every school (size, membership, meeting frequency, staff, etc.), however, regardless of their setting or size, COST members work together to tackle four major tasks:
● Establishing agency as a visible part of the school culture by attending lunchtime, after school programs, etc. ● Ensuring that all students have access, and understand that group therapy is essential and highly encouraged	1) Identify students who may be struggling in school or in life through a comprehensive referral system 2) Assess referred student cases, and discuss the strengths and additional supports that may help that student flourish in school and in life 3) Link referred students to appropriate supports using the full scope of resources available in the school and/or community, tracking and supporting student progress over time 4) Identify the broader learning resource needs of the school, make recommendations for current resource allocation, and set goals for new resources the school will benefit from attaining
● Providing opportunities for teacher trainings, parent education, and school-wide improvement efforts as needed ● Providing classroom, playground, or community consultation to teachers as needed ● Providing a level of crisis work (5150's CPS, Emergencies) and education to school staff and parents ● Participating in COST and overall vision of full-service community schools	**The Behavioral Health Provider Agrees to:** a. Attend COST (assigned provider or representative) b. Receive referrals from COST process **ONLY** c. Maintain accurate and current caseload numbers d. Share treatment progress, case updates, provide clinical insight and offer suggestions for interventions for any student discussed at COST e. Immediate and efficient follow-through with referrals (i.e. open a case within two weeks of receiving of referral, and report back to COST Coordinator if unable) f. Work collaboratively with COST members to address whole school culture, as well as individual student needs g. Share in holding COST meetings as confidential entities h. Collaborate and consult with COST members in seeking solutions for supporting the whole child i. Provide and maintain transparency of schedule (time on campus and direct service hours) j. Provide appropriate outside referrals and report to COST if client does not meet agency eligibility or provider or if provider is unable to serve client k. Direct communication with COST Coordinator and Behavior Health Consultant with concerns/questions

	l. Attend provider meetings and workshops to increase collaboration and strengthen partnerships