MEMORANDUM of UNDERSTANDING

BETWEEN

SAN LEANDRO UNIFIED SCHOOL DISTRICT

AND

DAVIS STREET FAMILY RESOURCE CENTER (DSFRC)

This Memorandum of Understanding (MOU) is entered into by and between San Leandro Unified School District (SLUSD) and Davis Street Family Resource Center (DSFRC) for the purpose of providing mental health services for SLUSD students during the 2015-2016 school-year. MOU is effective as of August 19th, 2015.

SERVICES PROVIDED

Davis Street Family Resource Center will:

1. Provide district with 8 mental health interns who will provide direct therapeutic services to SL students on school campuses. Students will be referred to individual, family, or group therapy from SLUSD counseling staff, and delivered by a mental health trainee. The goal of therapeutic services is to support students experiencing emotional, social, or behavioral challenges that are hindering their academic success. The mental health trainee will use applicable strength-based and culturally relevant therapeutic interventions and practical strategies/tools that students can utilize at home, school, and in their communities to support a reduction in symptomology.
2. DSFRC will also provide weekly clinical supervision and training for the clinician assigned to each school. The mental health trainee will be supervised by a clinician licensed with the California Board of Behavioral Science, under whose license the trainee will deliver services. Note: If computer access on campus is not available to the clinician for clinical documentation, such documentation will need to occur at the DSFRC office. Interns will provide individual mental health services to students and to their families as appropriate at the following schools:
    - San Leandro High School Including FTK (9th grade campus)
    - McKinley Elementary
    - Monroe Elementary
    - Washington Elementary
3. Routinely and frequently evaluate the amount of mental health service utilization and delivery hours at the school sites through collaboration with Coordination of Services Team (COST) members and participation in COST meetings as schedules permit.
4. Act as a mental health resource to school staff and to families of students at their respective sites as needed. Deliver informal mental health consultation services to school personnel.
5. Explore the possibility of providing mental health support groups for students and/or families on relevant topics as identified by DSFRC mental health clinician, students, families, and school staff.
6. Maintain clinical records in accordance with professional standards.
7. Work collaboratively to share space and maintain client confidentiality.
8. Provide SLUSD Office with names and schedules of interns prior to their beginning services and update as changes in these schedules occur.
9. Participate in district-wide intern orientation at beginning of school year and 3 additional trainings on dates to be determined throughout the school year.
10. Ensure that mental health Interns providing services on the school site 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
11. Not permit any Intern to come in contact with students until the Department of Justice has ascertained that the mental health I*ntern* has not been convicted of a serious or violent felony.

SCREENING REQUIREMENTS:

A. Screening: AGENT (DSFRC) 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 GEAR UP 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 the ASSETS PROGRAM. Section 45125.1 requires that employees of entities providing such services to school districts must be fingerprinted by the California Department of Justice and the FBI for a criminal records check.

i. AGENT expressly acknowledges 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 forth 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, Alameda County Behavioral Health Consultants and Participating SLUSD campus administration will:

1. Conduct outreach to identify those students in need of mental health services.
2. Refer students to mental health services as appropriate and help to facilitate the receipt of referrals by school staff, families and the community through the COST process.
3. Ensure that a private, confidential space is made available for all regularly scheduled mental health service hours.
4. Ensure that the designated mental health space includes a telephone (or other reliable device or process for calling students from class).
5. Ensure that the DSFRC clinician is provided with a current campus disaster/emergency plan and evacuation procedure protocols.
6. Obtain and distribute keys for DSFRC intern as needed.
7. Direct concerns regarding DSFRC mental health policies, procedures, and requests for modifications to agreed upon services to the DSFRC Program Manager.

BILLING AND COLLECTIONS

SLUSD will pay Davis Street Family Resource Center $2,500 per intern for a total of **$20,000**. The remainder of costs will be covered by Davis Street Family Resource Center.

INSURANCE AND LIABILITY

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

DSFRC will indemnify and hold harmless SLUSD against all liability, including liability for attorneys' fees and court costs arising out of, or in connection with, DSFRC's performance of its duties under this agreement. SLUSD will indemnify and hold harmless DSFRC against all liability, including liability for attorneys' fees and court costs arising out of, or in connection with, SLUSD's performance of its duties under this agreement. Each partner will give the other prompt notice of any demand, claim, or suit against it.

DURATION

This agreement shall commence on August 18, 2015 and shall continue for the remainder of the 2015-2016 school year (June 30, 2016).

San Leandro Unified School District

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Mike McLaughlin, Ed.D, Superintendant
San Leandro Unified School District
August _____, 2015

Davis Street Family Resource Center

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Rose Padilla Johnson, Executive Director
Davis Street Family Resource Center
August _____, 2015

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