SAN LEANDRO UNIFIED SCHOOL DISTRICT
CONTRACTED SERVICES AGREEMENT

INSTRUCTIONS:
1. Submit Contracted Services Agreement for Board Approval at least 1 month prior to services.
2. Forms must be completed with all required signatures and have Board approval before the consultant/independent contractor can perform services for the District. (Requests submitted after services are performed will jeopardize payment.)
3. Clearances must be obtained with Human Resources Dept. (if applicable) prior to the start of services. Originating Dept. will follow up with HR once the contract is received.

Requested by: JOANNE Clark / _____ / 7/17/17
(SLUSD) Print Name — Signature — Date

Name of Consultant/Organization: Community Youth Courts – Karen Halfon Prog. Director

P.O. Box 1135 — Livermore — CA — 94551-1135
Address — City — State — Zip

925-337-2758 — 510-262-4680 — karenhalfon@communityyouthcourts.com
Telephone Number — Fax Number — Cell # or E-Mail Address

SCOPE OF WORK: Providing restorative justice measures to at risk students for the 2017-18 school year. Diversion services include the following: community service, case management, expulsion contract support, and counseling. Program intended to promote emotional development and reduce recidivism and disproportionate disciplinary consequences.

LOCATION OF SERVICES: Barbara Lee Center, 2251 Bancroft Ave, San Leandro 94577

DATE(S) OF SERVICE: First Monday of each month with the exception of BLC closures, school holidays, etc. Additional dates may be scheduled to accommodate additional student referrals.

ESTIMATED COST: $1,600.00 per month not to exceed $16,000 annually)

NAME OF PROGRAM: Community Youth Courts

BUDGET NUMBER: _____ (or ASB funds____)

Administrator/Program Manager Approval:
Joanne Clark / _____ /Date: 7/24/17
Print Name — Signature

Consultant/Contractor:
Karen Halfon / _____ /Date: 7/17/16
Print Name — Signature

Business Manager: Initial: _____ Date: _____ Human Resources: Initial: _____ Date: _____

The Contracted Services Agreement must include the following before going to Purchasing Dept. for processing. Check off and attach all documentation that applies.

___ BOARD APPROVAL DATE: _____
___ Clearances with Human Resources: _____Fingerprinting ___TB
___ Add as Vendor ___W-9 Tax Form ___EDD form (Employment Development Dept.)
___ Copy of Requisition ___Invoice Attached

Note: District staff cannot be employed as a consultant/independent contractor.
Distribution:
___Originating Department ___Human Resources ___Purchasing Departmen

REVISED 4-16-14 RA/RM/vkc

Mike McLaughlin, Ed.D. Superintendent

SAN LEANDRO UNIFIED SCHOOL DISTRICT

Student Services
2255 Bancroft Ave, San Leandro, CA, 94577
Telephone (510) 667-3503
Fax: 510-614-1075/510-297-0508

This MEMORANDUM OF UNDERSTANDING (MOU), dated as of August 1, 2017 (Effective Date), is by and between the SAN LEANDRO UNIFIED SCHOOL DISTRICT (DISTRICT) and Community Youth Courts (CYC).

a. The DISTRICT and Community Youth Courts intend to implement and operate jointly an Intervention Program. The program will be offered at the San Leandro Unified School District Office or designated site.

b. The purpose of this MOU is to set forth terms and conditions on which the DISTRICT requests special services to provide students in SLUSD positive student interventions using restorative justice measures to at-risk students. Services to include but not limited to: referring students to targeted community service projects; case management and counseling. The plan will improve our district's capacity for servicing students at risk for future disciplinary conduct.

Shared Vision:

Community Youth Courts offers a disciplinary option (diversion program) to at-risk SLUSD students. We offer youth a second chance via restorative justice, positive peer support and interaction, and person growth opportunities. Services to include but not limited to: referring students to targeted community service projects; case management and counseling. The plan will improve our district's capacity for servicing students at risk for future disciplinary conduct.

Community Youth Courts will conduct regular youth court sessions to address the early stages of juvenile delinquency by bringing students before a jury of their peers. "Sentencing" includes restorative sanctions such as community service, jury duty, Life Choices class, apologies and/or restitution using restorative justice principles. Emphasis is placed on engaging students in character building experiences and maintaining respectful treatment of offenders and victims. Participating youth learn about making responsible choices and accepting the consequences for their actions.

NOW, THEREFORE, intending to be legally bound hereby, the parties agree as follows:

1 Responsibilities of CYC under this MOU

- Community Youth Courts (CYC) will facilitate the implementation of a diversionary Youth Court for SLUSD students and families.
- CYC will participate in the development of Youth Court referral criteria.
- Once the criteria are established, Youth Court Program Director and staff will coordinate, manage, and facilitate monthly (or as needed) Youth Court sessions.
- CYC will organize, run, and monitor the sanctioned classes for the youth.
- CYC staff will conduct the jury and advocate trainings to ensure a prepared Youth Court experience.
- CYC will provide case management for each case and share the necessary data (Progress updates).
- CYC will meet regularly with the partners (Administrators and District Representatives) to maintain a constant process of monitoring youth progress, discussing program adjustments, etc.

Compensation:

DISTRICT agrees to pay VENDOR for services rendered upon VENDOR submitting an invoice.

- Partial Payments: Monthly fee
- **TOTAL AMOUNT: Not to exceed $16,000.**

Notice

- Any notice required by the MOU shall be in writing and shall be conclusively deemed given and received when personally delivered or deposited in the United States mail, registered or certified, postage prepaid, addressed to the other party at the following respective address, or at such other addresses or to such other persons as the parties may from time to time designate by written notice to the other:

San Leandro Unified School District
Administrative Office
14735 Juniper Street
San Leandro, CA 94579

Community Youth Courts
P.O Box 1135
Livermore, CA 94551-1135

*Attached Program Outline and Restorative Sanctions Guidelines

IN WITNESS WHEREOF, the parties hereto have duly executed this MOU as of the date first written above.

SAN LEANDRO UNIFIED SCHOOL DISTRICT

By: ----------

Date:

COMMUNITY YOUTH COURTS

By: ----------

Date: 7/19/17