



excellence in research, development, and service

October 10, 2014

Nellie Meyer Ed.D.
Superintendent
Mt. Diablo Unified School District
1936 Carlotta Dr.
Concord, CA 94519

Dear Dr. Meyer:

Thank you for the invitation to partner with Mt. Diablo Unified School District (MDUSD) to support taking the 2014-15 Local Control and Accountability Plan (LCAP) from concept into practice. We are excited by the opportunity to continue to work with you and your team to support high-quality technical assistance to support the implementation of MDUSD's LCAP and to create platforms of success to support improved outcomes for all students including designing and facilitating a work plan for each of the LCAP goals, progress monitoring and the annual update.

ABOUT WESTED

WestEd (www.wested.org) is a preeminent educational research, development, and service organization with 600 employees and 17 offices nationwide. WestEd has been a leader in moving research into practice by conducting research and development programs, projects, and evaluations; by providing training and technical assistance; and by working with policymakers and practitioners at state and local levels to carry out large-scale school improvement and innovative change efforts. WestEd's mission—to work with education and other communities to promote excellence, achieve equity, and improve learning for children, youth, and adults—is addressed through a full range of projects. Over the past 45 years, WestEd and its two predecessors, Far West Laboratory for Educational Research and Development and Southwest Regional Laboratory, have carried out nearly 2,000 successful projects representing major contributions to the nation's R&D resources. WestEd has from 450 to 700 active contracts and grants at any given time.

WestEd has provided school and district improvement services for over 15 years in several states, with demonstrated success in turning around low-performing schools and districts. These experiences, combined with its well-earned reputation for high-quality research and evaluation over the past 45 years, make WestEd a valuable guide and partner in improving student achievement. WestEd staff work within the culture and context of each school and district, adapting our school transformation or turnaround approach to address specific challenges and take advantage of existing assets while building on proven strategies to support student learning.

This project will be led by Ginni Davis with other members of our team that have been involved with planning and LCFF implementation. Our team has indepth knowledge of LCFF and the LCAP and experience working with numerous districts and schools to support planning processes, program evaluations, and other organizational consulting. The WestEd team's collective experiences allow them to offer a comprehensive set of knowledge and skills to support LCFF/LCAP implementation.

SCOPE OF SUPPORT

Our support is designed to reflect a partnership with MDUSD to support moving the LCAP from concept into practice. Following are the key activities that WestEd will support in partnership with MDUSD:

- Consultation, coaching and technical assistance to support the MDUSD Leadership Team implement the LCAP
- Developing a work plan/s to support specific goals, actions and services in the LCAP

To support our approach requires commitments from our partners. As a result, to support the activities outlined above involves the following expectations for MDUSD:

- Calendaring all meeting dates and arranging related logistics for each meeting with the WestEd staff
- Preparing all internal communications
- Completing agreed upon preplanning activities to support and inform consultation/planning meetings with WestEd staff
- Completing all follow-up activities that are determined as a result of each consultation/planning session

ANTICIPATED TIMELINES

The outlined assistance will commence and conclude within an agreed-upon timeframe. Services will commence on October 20, 2014 and will conclude on or before June 30, 2015.

COST OF PROJECT

Our fee for the proposed assistance is \$40,000 inclusive of all project staff time which includes up to 18 on site consultant days and expenses. If additional meetings are required that are not described in this proposal (for example, additional days of follow-up), actual time and reasonable expenses will be billed. After reviewing the proposal, if you decide the proposed scope and timeframe should be altered, we would be happy to make modifications and provide a revised estimated fee. If the proposal meets with your approval, please send an approved purchase order or contact our offices and we can send a contract for services. Our proposal is valid for 60 days for the date of this letter.

We appreciate the confidence you have in our office and look forward to working with MDUSD on the upcoming project. If you have questions about our proposal, please contact Ann Hern at ahern@wested.org or 209-482-0577.

Sincerely,



Ginni Davis
Senior Program Associate, WestEd



Ann Hern
Senior Program Associate, WestEd