

## MEMORANDUM OF UNDERSTANDING

For provision of services between Mount Diablo Unified School District and Contra Costa County Office of Education, Youth Services Department

This MOU is by and between the Contra Costa County Office of Education Youth Services, (hereinafter referred to as "CCCOE-YS"), whose address is 77 Santa Barbara Road, Pleasant Hill, California 94523, and **Mount Diablo Unified School District**, (hereinafter referred to as "MDUSD"), whose address is **1936 Carlotta Drive, Concord, CA 94519, Telephone 925-682-8000**, for education case management services for MDUSD foster youth students.

### **Mount Diablo Unified School District and CCCOE-YS will:**

- Consent the purposes of the services provided under this agreement are to improve student academic achievement, increase rates of student attendance, and reduce behaviors that interfere with educational success;
- Agree to promote school stability, best interest determination, transportation, education rights holder identification and engagement, partial credit attainment, coordinated school transfers (when necessary), appropriate information sharing, and consistent and appropriate use of local graduation requirement exemptions;
- The CCCOE-YS Specialist and District Foster Youth Liaison will be knowledgeable of requirements of the AB 490 Educational Rights for Foster Youth and promote advocacy trainings to district staff and school staff
- Develop, with the District Foster Youth Liaison, an appropriate process for cross referrals;
- Collaborate and communicate foster youth protocols for school enrollment to provide immediate supportive services to students;
- Maintain monthly and or quarterly meetings to exchange information, analysis and make decisions about implementation and success of the program;
- Maintain accountability and responsibility for its own organizational processes and services;
- Each LEA will assume full responsibility for its respective costs associated with the terms of this MOU. In no event shall either LEA be obligated to pay or reimburse any expense incurred by the other agency in this MOU;
- Fulfill their responsibilities under this MOU in accordance with the laws and regulations that govern their activities. Nothing in this MOU negates or otherwise renders ineffective such provisions or operating procedures. If at any time either agency is unable to perform its functions under this MOU consistent with its statutory or regulatory mandates, the affected agency shall so notify the other agency. Both agencies will work mutually to resolve the conflict;

**Mount Diablo Unified School District will:**

- Under the guidelines of MDUSD policies, provide the CCCOE-YS Specialist access to campuses and students by:
  1. Co-locating the CCCOE-YS Specialist at MDUSD high schools no less than three (3) days per week on site to provide Foster Youth Services Coordinating Program (FYSCP) case management.
  2. Allow access to student information system to monitor student's progress and attendance;
  3. Allow school staff to refer potentially eligible students to the CCCOE-YS Specialist.
- Provide information regarding participation in MDUSD school services for FYSCP participants;
- Provide academic achievement opportunities to all youth, including referrals to on-site after school tutoring, mental health services and other MDUSD student services;
- Provide office space, equipment, and support as in-kind contribution to facilitate interrelated services between CCCOE-YS Specialist, school districts, group home staff<sup>57</sup> and/or foster parents as necessary for effective service delivery;
- The Foster Youth District Liaison will coordinate and collaborate with the YS Specialist to ensure successful delivery of service;
- Maintain sufficient contact with CCCOE-YS to ensure that FYSCP participants successfully complete FYSCP program activities, and to ensure a cooperative and mutually beneficial working relationship between the parties on this MOU.

**The CCCOE-YS will:**

- Comply with all terms and conditions of the Contra Costa County Office of Education, Youth Services Foster Youth Services Coordinating Program contract with the California Department of Education. (Terms and conditions to follow upon allocation of funding, as requested).
- Provide education case management services for MDUSD foster youth students including supporting 12th grade students in exploring and applying for post-secondary options and financial aid;
- Take lead responsibility for maintaining sufficient contact with MDUSD to ensure that participants successfully complete program activities and to ensure a cooperative and mutually beneficial working relationship between both parties on this MOU;
- Determine FYSCP eligibility and conduct all required enrollment, services, activities, and data reporting for participants;
- Maintain records for all participants according to FYSCP requirements;
- Enhance and support the ability of each LEA to achieve its educational goals for foster youth;
- Facilitate and support coordination and communication between district staff, school administration, caregivers, and across public agencies;



**Approval of this Memorandum of Understanding:**

The undersigned agencies bind themselves to the faithful performance of this MOU. It is mutually understood that this MOU shall not become effective until approved by agencies involved and funded by the California Department of Education.

Contra Costa County Office of Education

Mount Diablo Unified School District

By \_\_\_\_\_

By \_\_\_\_\_

Bill Clark, Deputy Superintendent

Dr. Adam Clark, Superintendent