

MEMORANDUM OF UNDERSTANDING
Mount Diablo Unified School District-Mt. Diablo Adult Education
and
Catholic Charities of the East Bay (CCEB)

The Mount Diablo Unified School District (MDUSD)-Mt. Diablo Adult Education and Catholic Charities of the East Bay (CCEB) enter into this Memorandum of Understanding (MOU) for the purpose of establishing a formal working relationship between the parties for the establishment and delivery of an English as a Second Language (ESL)-Early Childhood Education (ECE) for the purpose of preparing intermediate-level and above ESL students who reside in the Monument Corridor to enter Contra Costa County community colleges to pursue Early Childhood Education (ECE) courses and to become licensed/credentialed as Early Childhood Education (ECE) providers. The class to be provided is scheduled to meet twice a week for 2.5 hours per meeting, or a total of 5.0 hours per week, during the 2010-2011 and 2011-2012 school years, depending upon continuing grant funding. Meetings for coordination/implementation of program will be scheduled as necessary and compensated at \$40 per hour.

Specifically, Catholic Charities of the East Bay (CCEB) commits to:

- funding cost of the class at \$40.00 per hour and any additional teacher meetings at the non-instructional rate of \$23.00
- course curriculum
- classroom space
- ongoing coordination/collaboration with Mt. Diablo Adult Education –Mt. Diablo Unified School District regarding program implementation and administration

Specifically, Mt. Diablo Adult Education-Mt. Diablo Unified School District commits to:

- recruitment of a qualified, credentialed teacher
- teacher and classroom support
- administration and supervision of the above-described class
- marketing/promotion of class
- intake, assessment, placement and registration of prospective qualifying students
- collect, manage and share attendance and Comprehensive Adult Student Assessment Systems (CASAS) performance data
- ongoing coordination/collaboration with Catholic Charities of the East Bay (CEE) staff regarding program implementation and administration
- monthly accounting and invoicing of services rendered

Mt. Diablo Unified School District (MDUSD)
Authorized Agent

Date

Catholic Charities of the East Bay (CCEB)
Authorized Agent

Date