Information Sheet – 05/09/2023 - Board of Trustees Meeting

TO: Board of Trustees Item: 5.1

FR: Jim Bridges

DATE: May 5, 2023

RE: SJCOE- Professional Services Agreement ELOP- Jefferson School

The District is in need of administrative support, tracking, and reporting for the use of ELOP funds. SJCOE has provided such services for other after school grants throughout the county and has transitioned to include ELOP support. The District does not have the staffing to complete these tasks and sought the support of SJCOE.

Recommendation:

Approve the professional services agreement with SJCOE for the ELOP grant.

SAN JOAQUIN COUNTY OFFICE OF EDUCATION
Troy A. Brown, Ed.D., County Superintendent of Schools

P.O. Box 213030
Stockton, CA 95213-9030
(209) 468-4800
www.sjcoe.org

AGREEMENT FOR EXPANDED LEARNING OPPORTUNITIES PROGRAM
JEFFERSON SCHOOL DISTRICT 2023-2024

This Agreement by and between the San Joaquin County Office of Education, hereinafter referred to as "**SJCOE**" and **JEFFERSON SCHOOL DISTRICT** for consultant and/or special services to be performed by an employee of SJCOE on behalf of SJCOE. The two parties, **SJCOE** and **JEFFERSON SCHOOL DISTRICT**, mutually agree to the following terms and conditions:

1. CONSULTANT AND/OR SERVICE DEFINED:

This Agreement calls for **indirect services** of San Joaquin County Office of Education, to provide the following services which include but are not limited to; professional development, CPR/First Aid Certifications, attendance tracking and reporting to the California Department of Education, Federal Program Monitoring, development of program plan, technical assistance, onsite coaching, Annual Data Outcome Report, Quality Improvement Plan assistance, CSTARS attendance tracking systems, enrollment assistance with CAL Pads, additional grant writing, summer school planning and school based mental health services support and health services support.

II. TERM OF AGREEMENT:

Services, which include participation in Expanded Learning Opportunities Program (ELOP).
Services will start on or about **July 1, 2023,** and will be concluded on **June 30, 2024.**

III. COMPENSATION:

In consideration of the services provided by the SJCOE Comprehensive Health Programs the sum of ***$133,904.00** includes salary and benefits, contracted services, and all other costs for services provided. *The amount and flexible percentage rate are based on the 2023-24 Preliminary Allocations and may be revised with an addendum once the final 2023-24 funding is released. Payments to SJCOE by **JEFFERSON SCHOOL DISTRICT** for these services will be made upon written request. All approved expenses incurred by SJCOE Comprehensive Health Department in the performance of assigned responsibilities will be the responsibility of SJCOE. Payment must be in compliance with the San Joaquin County Office of Education Administrative Regulation 41323.

IV. **TERMINATION OF AGREEMENT:**

This agreement shall terminate as set out in Article II. Except:

(a) SJCOE may terminate at any time if CONTRACTOR/CONSULTANT does not perform, or refuses, according to this agreement.
(b) SJCOE may terminate services CONTRACTOR/CONSULTANT at any time, if the professional judgement of the PROJECT MANAGER, named herein, CONTRACTOR/CONSULTAN'S performance is unsatisfactory as to the manner of performance or the product of said performance fails to meet the SJCOE's requirements as specified in Article I.
(c) Either party may terminate by January 2, 2024, for the following fiscal year beginning July 1, 2024.
(d) In the event of early termination, CONTRACTOR/CONSULTANT shall be paid for all work or services performed to the date of termination, based on PROJECT MANAGER'S determination of product delivered.

V. EXTENSION OF TERM:

By mutual consent of the parties hereto, the term of services described herein in Article I may be extended by reformation of this Agreement and attached hereto of an addendum mutually executed setting forth the extended term.

Warren Sun

Warren Sun, Division Director, Operations
San Joaquin County Office of Education
04/11/2023

Date

James Bridges, Ed.D. Superintendent
Jefferson School District

Date

NH