



community school of music and arts

MEMORANDUM OF UNDERSTANDING
between
Independent Study Program and the Community School of Music and Arts.

This non-binding Memorandum of Understanding ("MOU") summarizes the principal terms that the **Independent Study Program** located at **460 Thompson Ave, Mountain View, CA 94043** ("Independent Study Program") and **The Community School of Music and Arts** located at 230 San Antonio Circle, Mountain View, CA 94040 ("CSMA") have been discussing with respect to implementing the Music4Schools Program ("Program") at Independent Study Program during the **2017-2018 school year**.

1. Program Description. CSMA will hold sequential, skills-based in-school music classes, specifically Classroom music, for the number of days specified in the attached Addendum provided, from **9/26/2017** through **12/05/2017**. The program will be held at the Monta Loma Elementary School location, in Mountain View, California, unless the parties agree otherwise.
2. Instructors. The students will receive a music curriculum by professional musicians or music educators ("Instructors") selected and vetted by CSMA. Before being allowed to teach at Independent Study Program, all Instructors will be given a tuberculosis test, fingerprinted and undergo a criminal background check in accordance with Department of Justice guidelines.
3. Rescheduling of classes. If the Instructor is unavailable to teach a scheduled class and no substitute is available, the class will be made up at a later date within the school year. If Independent Study Program or a Classroom Teacher needs to cancel a class, they must provide at least 24-hours' notice to receive a make-up class. If Independent Study Program or a Classroom Teacher cancels a class with less than 24-hours' notice, no make-up class will be given. If, after all attempts have been made to make-up a class and no make-up time was found, there will be no refund for the missed class(es).
4. CSMA Responsibilities. In connection with the Program, CSMA will: (a) develop the Program's contract curriculum such that it meets the California Visual and Performing Arts Standards; (b) supply the necessary materials for each class it conducts; (c) hire and pay the Instructors; (d) perform any necessary project management related to the program; and (e) organize .
5. Independent Study Program Responsibilities. In connection with the Program, Independent Study Program will (a) provide facilities, either a classroom-setting, music-room setting, or multi-purpose room; (b) participate with CSMA in the planning and implementation of the program; and (c) set clear guidelines for student behavior.
6. Insurance Coverage. CSMA agrees to maintain an insurance policy in the minimum amount of \$1,000,000 to cover any negligent acts committed by CSMA or its Instructors while providing services to Independent Study Program and shall name Independent Study Program as an additional insured.
7. Non-Solicit. Independent Study Program agrees that during the Program and for twelve (12) months thereafter, Independent Study Program will not, directly or indirectly, recruit, or attempt to recruit any Instructor.
8. Limitation of Liability. Under no circumstances will either party be liable to the other party in connection with this MOU for any consequential, incidental, indirect, special, or reliance damages (or any loss of revenue or profits), however caused, whether for breach of contract, negligence or under any other legal theory, whether foreseeable or not and whether or not the other party has been advised of the possibility of such damages.

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- 9. Governing Law. This MOU will be governed by California law without regard to conflicts of laws principles.
- 10. Entire Agreement; Amendment. This MOU sets forth the entire agreement between the parties with respect to the subject matter hereof and may only be amended in writing signed by both parties.
- 11. Assignment. Neither party may assign this MOU or any right, interest or benefit under this MOU without the prior written consent of the other party. Notwithstanding the foregoing, either party may assign this MOU without the other party's consent to any person or entity that acquires or succeeds to all or substantially all of such party's business or assets.
- 12. Termination of MOU. Except with respect to Sections 7-12, either party may terminate this MOU at any time upon written notice to the other party, and the parties will have no further obligations hereunder unless and until a definitive agreement is signed.
- 13. Non-Binding. Except for this Section 12, this MOU is a statement of the parties' present intentions only, and is not legally binding upon either Independent Study Program or CSMA, with no agreement being created by estoppel, reliance or otherwise. Neither party will have any obligation to negotiate a definitive agreement regardless of the existence of this MOU.

IN WITNESS WHEREOF, as of the Effective Date, an authorized representative of each party has duly executed this MOU. The Effective Date will be the latter of the two signatures below.

X Carmen R. Skypels
Independent Study Program
Representative

Carmen Skypels
Printed Name

1/23/18
Date

Vickie Scott Grove
Vickie Scott Grove
Executive Director, CSMA
9/26/17
Date

Person Responsible for
Invoice Payment

Email

Phone

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9/22/2017

MEMORANDUM OF UNDERSTANDING: **ADDENDUM**
Music4Schools Program

Addendum I: Facilities Support for the M4S Program

Independent Study Program provides the location(s) and facilities for the M4S program:

- Either a Multi-purpose room, Music Room, or Classroom setting provided for Music Teachers to conduct instruction to students, such that adequate space is allocated for class size of up to 10 students.
- A teacher-preparation space

Addendum II: School Contribution to Program Costs

This is an agreement between the Community School of Music and Arts and Independent Study Program confirming that CSMA will provide classroom music, as described below:

Music4Schools In-school Music Program	K - 8th Grade classroom music
Duration of class	30 minutes
Cost per class	\$47.50
# of classrooms	1
# of classes per week	1
# of weeks	10
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Total cost for Music4Schools :	\$475

Total Fees due from Independent Study Program: \$475

For these services, Independent Study Program will pay the Community School of Music and Arts the total amount of **\$475**.

Payment will be made in one installment, upon completion of classes, as follows:

\$475 due upon receipt of invoice



