

Santa Clara County  Office of Education

Mary Ann Dewan, Ph.D.
County Superintendent of Schools

**AGREEMENT
BETWEEN
SANTA CLARA COUNTY OFFICE OF EDUCATION
AND
MOUNTAIN VIEW-WHISMAN SCHOOL DISTRICT**

Santa Clara County Office of Education (SCCOE) and Mountain View-Whisman School District (MVWSD) agree that SCCOE will support MVWSD by providing credentialed Librarian of Record services for the 2018-2019 school year. The terms and conditions for this collaboration are described below.

I. TERMS OF AGREEMENT

This agreement shall commence on Jul 1, 2018 and end on Jun 30, 2019.

II. RESPONSIBILITIES

SCCOE shall provide the following:

- A. District Library Meetings – Librarian of Record is available to provide guidance, reports and updates, and will attend district library meetings, schedules allowing.
- B. Collection Development – Librarian of Record is available to *advise* on developing book orders with titles that correlate the district's needs and the standards-based curriculum. The district is further advised that any paraprofessionals not previously trained in collection development whose duties will include selection of materials should take Basic Training or Beyond Basic Training (refresher course) through SCCOE or the district should arrange for a half-day or full-day district-based training for their paraprofessionals on collection development through separate contract with SCCOE or with another certificated teacher-librarian with collection development expertise to support this work.
- C. Consultation – Librarian of Record will be available to provide school library technical support, and answer school and district library related questions and concerns as they arise.
- D. Workshops – This contract includes Basic Training for school library paraprofessionals in MVWSD who are new (in their first or second year) or Beyond Basic Training for MVWSD school library paraprofessionals who could benefit from a refresher course. Other school

library professional development is provided at additional cost through SCCOE. District-based library trainings are available through separate Memorandum of Understanding.

- E. SCCOE will work exclusively as a consultant for your district library programs. Our professional advice and recommendations are for your district consideration; final decision making will be left for MVWSD. By no means will SCCOE be liable for purchases made or procedures and tasks performed in your district.

III. COMPENSATION

- A. SCCOE will provide these services at the rate of \$.50 per enrolled student; enrollment figures found on DataQuest (<https://data1.cde.ca.gov/dataquest/>).
- B. According to DataQuest, MVWSD has an enrollment of 5,132 students.
- C. $5,132 \times \$.50 = \$2,566.00$; amount will be payable 30 days after receipt of invoice.

IV. INSURANCE/HOLD HARMLESS

- A. Insurance: SCCOE and MVWSD shall maintain a certificate of insurance in the business office of each respective office.
- B. Indemnity: SCCOE and MVWSD shall each hold one another harmless from and against any and all claims arising from the work performed herein.

V. APPROVALS

- A. This agreement shall become effective upon its approval by the undersigned.

MOUNTAIN VIEW-WHISMAN SCHOOL DISTRICT		
_____	_____	_____
PRINTED NAME/TITLE	SIGNATURE	DATE

SANTA CLARA COUNTY OFFICE OF EDUCATION		
_____	_____	_____
PRINTED NAME/TITLE	SIGNATURE	DATE

SCCOE USE ONLY: Initiator: _____ Manager/Director: _____ Chief: _____
