

Memorandum of Understanding

Friends of Vision Literacy

Sobrato Center for Nonprofits
540 Valley Way, Bldg. 4
Milpitas, CA 95035
408.676.7323
Pat Lawson-North

and

Mountain View Whisman School District

750-A San Pierre Way
Mountain View, CA 9403
408.526.3546

It is mutually agreed that FRIENDS OF VISION LITERACY, a 501 (c)(3) nonprofit corporation, shall provide services listed in this agreement: not to exceed \$36,825 for 35 weeks - 70 hours of instruction, for the term of service, September 29, 2018-June 30, 2019, unless adjusted with the consent of both parties. Ernesto Nassau, School and Community Engagement Facilitator, under the direction of Heidi Smith, will be the program contacts.

Term: September 29, 2018-June 30, 2019

The **Together We Learn** program is provided by Vision Literacy, in partnership with the Mountain View Whisman School District in Mountain View, CA. The goal is to provide up to 40 Limited English-speaking adults instruction.

Services include parenting skills, and literacy-focused child development activities for the children.

Interactive play and learn sessions, allow families to engage in learning opportunities that can easily be replicated at home to reinforce that the home is a learning place.

Services include but are not limited to the following:

Specifications of Project

Objectives:

Recruit 30-40 parents during open enrollment opportunities and plan for approximately 10-15 school aged children to participate in age appropriate activities.

Coordinate Community Outreach and Marketing strategies to increase awareness of the, **Together We Learn** program for the next school year.

Coordination and Management:

Members of the team, program coordinator, advisors, child development and literacy specialist will coordinate elements of the program to meet the goals of the participants and the objectives of the total program. The program advisors and coordinators recommend that 30-40 people be enrolled in the **Together We Learn** Program for one day a week for two hour sessions which will provide a variety of learning opportunities for each participate to listen, speak, read and write English.

Vision Literacy will provide literacy education and parent engagement opportunities for adults. Child Development staff will coordinate programming for the children with the child-care providers. Instruction will be provided once a week for 2 hours each session for a total of 35 weeks.

Data Collection and Reporting:

Vision Literacy will collect data and conduct program evaluation with program participants. CASAS – Comprehensive Adult Student Assessment System), pre and post–evaluations for adult participants. Data for required reporting will be provided, including Attendance Figures, Progress Reports, Financials, Participant Questionnaires and Success Stories.

The projected fee of \$36,825 dollars for the **Together We Learn** program from September 29, 2018 - June 30, 2019 that is to be disbursed in four equal installments: November 2018, December 2018, May 2019, and a final payment is due by July 30, 2019 for a 5- week summer session. The total of \$36,825.00. This cost includes the cost of instruction, assessments, **News for You** current events news subscription materials to support enrolled learners and data management services.

By agreement the Mt. View Whisman School District will provide the following resources to support the **Together We Learn** program.

- Appropriate learning spaces and furnishings for adults and children.
- Healthy snacks provided for the 35 sessions for both parents and children.
- Arrangements for Vision Literacy staff, if needed, to support small group sessions for adults and supervision and program activities for children.
- Learning materials and toys for children. Vision literacy provides learning materials for adults.

Note: Either party may terminate this agreement for any reason 30 days after date of notice to the other party. Upon termination the service Provider may issue a final invoice for unpaid services rendered up to the date of termination.

A current certificate of insurance and verification of staff fingerprinting clearance will maintained be provided upon request.

Mountain View Whisman School District

Pat Lawson-North
Vision Literacy - Executive Director

Print Name

Signature

Signature

Date

Date