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## SERVICES ACCEPTANCE

# MEMORANDUM OF UNDERSTANDING

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**To:** Dr. Robert Clark, Mountain View Whisman School District, Chief Business Officer  
Mr. Michael Hermosillo, Graham Middle School Principal

**From:** Ms. Libier Gonzalez, PIQE Interim Executive Director

**Date:** June 2018

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NOW, THEREFORE, in consideration of the recitals and mutual obligations of the parties herein expressed, The Parent Institute for Quality Education (PIQE) and Mountain View Whisman School District agree as follow:

### RECITALS

- A. Scope of Services: PIQE will provide a parent training course for the parents of the children enrolled in the school noted in this contract. PIQE will recruit parents by phone, provide a needs-assessment session, a series of weekly training sessions for parents culminating in a graduation ceremony with certificates given to parents who attend four sessions or more. The training is designed to develop skills and techniques which will enable parents to address the educational needs of their school-aged children. In addition, PIQE will provide the second level curriculum instruction to parents who have already graduated from the first tier of the Parent Engagement Program. In addition, PIQE will provide an additional curriculum, 2 workshop training that will be selected at a later date. All recruitments for each of these sessions will be conducted by PIQE.
- B. Curriculum: Middle School Curriculums Level 1, Level 2 plus a PIQE Additional Module
- C. Location: Graham Middle School located at 1175 Castro St, Mountain View, CA 94040
- D. Period of Performance: 2018/2019 School Year, Fall Quarter. Sept. 11, 2018=Nov. 29, 2018
- E. Partnering site logistical responsibilities: To ensure a successful partnership, every site that agrees to partner with PIQE, is agreeing to provide the following: student-parent data for recruitment, classroom space set up with technology necessary for workshops (projector, screen and computer), child care for every session. Snacks are optional and at the schools' discretion.



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- F. Compensation: A flat fee of \$5,500.00 for one language, with up to 30 parent graduates for the first level. For the second level there shall be a flat fee of \$2,750.00 for up to 15 parent graduates. Additional parent graduates will be charged at \$150.00 each. In addition, there shall be a flat fee of \$5,000 for the additional module that will be open to all participating parents. A parent graduate consists of a parent who registers and attends four or more of the core classes during the nine-week course. School is not responsible for parents who do not graduate from the course. For a total of up to \$13,250.
- G. All members of our team who perform at the school site had gone through background check. PIQE may provide insurance policy proof upon request

School funding from: Mountain View Whisman School District/Graham Middle School

Signatures below confirm all parties are in acceptance of indicated services and requirements to partner at Graham Middle School under the terms and conditions noted in this contract.

\_\_\_\_\_  
Mr. Robert Clark Ed. D, Chief Business Officer  
Mountain View Whisman School District

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Date

\_\_\_\_\_  
Mr. Michael Hermosillo  
Graham Middle School Principal

\_\_\_\_\_  
Date

Parent Institute Representative: \_\_\_\_\_

Ms. Libier Gonzalez, PIQE Interim Executive Director