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INTEGRITY CUSTOMER SERVICE ACCOUNTABILITY TEAMWORK INNOVATION PASSION

Contract # \_\_\_\_\_

**Memorandum of Understanding  
Mendocino County Office of Education  
State Preschool Consortium**

**July 1, 2022 - June 30, 2023**

**Arena Union Elementary School District** agrees to enter into this Memorandum of Understanding with the **Mendocino County Office of Education** for participation in the **Mendocino County State Preschool Consortium**.

The purpose of this agreement is to outline the roles of **Arena Union Elementary School District (AUESD)** and the **Mendocino County Office of Education (MCOE)**. The services to be rendered and the terms and conditions of the Memorandum of Understanding are as follows:

**The Mendocino County Office of Education shall:**

- Provide a CSPP Program Lead and program secretarial support
- Serve as Coordinator for Consortium districts
- Act as Lead Educational Agency (LEA)
- Act as Community Care Licensing (CCL) Liaison and complete CCL applications
- Provide training, support, and technical assistance
- Plan, coordinate, and conduct in-service activities
- Provide information on relevant professional development opportunities
- Provide guidance for continuous program improvement to ensure objectives are met
- Draft and submit mandated State reports
- Participate on selection committees for Site Supervisor and Lead Teacher positions
- Provide input on Site Supervisor and Lead Teacher evaluations
- Provide joint fiscal monitoring
- Charge no more than 3% indirect costs to the State Preschool grant
- Maintain equipment inventory lists on all purchases made with allocation dollars that are over \$500 per item; these items belong to the State Preschool Consortium, as per State grant regulations
- Provide funds for the operations of the program as follows:  
AUESD will be reimbursed at the rate of **\$27.69** per child, per day of attendance up to full entitlement, not to exceed actual expenditures, subject to the final 2022/23 grant allocation. AUESD will be reimbursed at the rate of **\$42.54** for students with IEPs.
- Provide technical assistance on grant participation in **Quality Counts California**, to district preschool staff and administrators.