**Memorandum of Understanding Between**

**Yuba City and Yuba City Unified School District**

THIS MEMORANDUM OF UNDERSTANDING (hereinafter "MOU") is made and entered into effective upon the date signed by the parties: Yuba City and Yuba City Unified School District, hereinafter referred to as “YCUSD”. YCUSD has its principal place of business at 750 Palora Avenue, Yuba City, CA 95991.

The purpose of this MOU is to memorialize the intent, agreement and roles of services of the “Summer at City Hall” civic engagement effort co-sponsored by Yuba City and YCUSD.

1. **GOAL AND VISION** 
   1. Vision: Yuba City, YCUSD and other community adults support all students in becoming active citizens who vote, volunteer, lead, give back and are committed to improving their communities.
   2. Goal: Yuba City and YCUSD partner to help students gain 21st century skills, learn about and increase interest in careers in local government, provide opportunities for students to become civic minded, and increase youth voice in real city issues.
2. **OBJECTIVES**
   1. Students learn about how local government operates;
   2. Students understand what active citizenship means;
   3. Student learn 21st century and civic skills;
   4. Students become involved in improving their community;
   5. Students register to vote, volunteer their time and step up to be leaders;
   6. Students learn how to advocate for themselves and others; and
   7. Students explore and experience careers in city government, gain work experience and reflect on how this program impacts their course and college choices.
3. **OUTCOMES**
   1. Youth Outcomes
      1. Youth increase awareness and knowledge of how government works and its role in the community;
      2. Youth make connections to adults in city government and with community stakeholders;
      3. Youth develop 21st century skills that will help them in school, life and work;
      4. Youth understand role of government in helping them improve their community;
      5. Youth identify ways they can impact their community and act on them;
      6. Youth become involved in their community by registering to vote, volunteering, leading, giving back and advocating for changes; and
      7. Youth become aware and interested in careers in public service.
   2. Organizational Outcomes
      1. Yuba City and YCUSD strengthen their partnerships;
      2. Yuba City creates a pipeline for a more diverse workforce;
      3. Teachers learn about government and how to employ experientially based teaching practices;
      4. Adults see youth as resources to the community; and
      5. Opportunities for youth to inform city policies increase.
4. **ROLES OF PARTNERS**
   1. City.Hosts and coordinates the program, handles all logistics (facilities, set up of planning meetings, food, program speakers, job shadow opportunities), interviews and selects a teacher from the district to develop and teach the program, partners with district to  recruit and interview students and co-develop curriculum with the teacher,  supports implementation of the curriculum by the teacher, supports the teacher in the daily implementation of the program including organizing all speakers, job shadow placements, field trips,  the graduation and city staff support for the mock council meeting and program evaluation.
   2. YCUSD. Recommends teachers for the program, assigns the selected teacher to teach the program, leads student recruitment, partners with city on student selection and curriculum development, is involved in the planning and development meetings for SACH. Note: the selected teacher shall be the lead in developing the curriculum, all class materials and learning activities, leads the class each day, addresses student issues, oversees student job shadow experience and field trips, and participates in the planning meetings.
5. **GENERAL PROVISIONS**
   1. Information Security and Confidentiality. Both Yuba City and YCUSD (employees, contractors, and/or students) agree to hold information passed between partners confidential unless prior release is provided.
   2. Student liability. Yuba City and YCUSD assume shared liability of any student while engaged in any Summer at City Hall activity.
   3. Termination. Either Yuba City or YCUSD may elect to terminate this MOU prior to the start of the planning of SACH each year, and after the program ends each year by providing written notice of intent to terminate the MOU.
   4. Funding: YCUSD Shall fund the program at $30,000 from CPT Grant funds for Summer 2016. Yuba City shall bill YCUSD at end of the program with a documented invoice for expenses in line with the attached budget. Yuba City shall report all in kind support as part of the final document submission to YCUSD.
   5. Term. This MOU shall be effective starting February 2016 and renewal annually through December 2019 per mutual agreement of the parties.

IN WITNESS WHEREOF, the parties hereto have caused this MOU to be duly executed as the day and year first written above.

By \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nancy AaBerg, Superintendent

Yuba City Unified School District

By \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

John Dukes, Mayor

Yuba City