



HOLLISTER SCHOOL DISTRICT

Memorandum of Understanding

This document constitutes a Memorandum of Understanding (MOU) between the Hollister School District and the Youth Alliance regarding the After School Education and Safety Program.

The purpose of this agreement is to set the primary roles and responsibilities of the Youth Alliance in partnership with the Hollister School District for the After School Education and Safety Program (ASES).

The following information is required from the Youth Alliance for each Expenditure Report. Please read all Documentation Procedures before preparing the Expenditure Report.

Detailed backup documentation needs to accompany expenditure reports. Acceptable expenditure documentation includes, bank statements, check register showing amounts of each check and budget classification of the expenditure, journal entries or accounting spreadsheets with check numbers, amounts and budget classifications, administrative (separate) etc.

A clear audit trail must be maintained for each source of funding. Receipts, expenditures and disbursements must be individually accounted for from each source of funds.

The primary roles and responsibilities of the Youth Alliance for this program will be to:

- Provide safe, constructive opportunities and educationally enriching alternatives for children during non-school hours consistent with the program elements listed as ASES requirements at Marguerite Maze Middle School, Calaveras Elementary School, and R.O. Hardin Elementary School.
- Maintain at least 85% student attendance rate
- Maintain attendance and fiscal records and engage in data collection as necessary
- Provide HSD with an in-kind letter
- Be an active member and attend collaborative meetings with the Region V consultants, Hollister School District ASES Coordinator, and other local partnerships as necessary

Collaborative meetings with the ASES Coordinator of the Hollister School District will ensure the quality of service delivered by the Youth Alliance.

Funding Level for Contracted Services Budget Pending Grant Award Letter. \$463,505 for the 2021-2022 School Year. Administrative cost not to exceed \$27,069.

This agreement is entered into for the duration of the grant period and may be modified at any time by mutual agreement.

Signature: [Signature]
Title: Superintendent
Hollister School District

Signature: [Signature]
Title: Director
Youth Alliance

Date: 9/22/2021

Date: 9/21/2021

Governing Board
Jan Grist
Elizabeth Martinez • Lisa Marks
Cathy Toste • Carla Torres-DeLuna

Superintendent
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