

**MEMORANDUM OF UNDERSTANDING FOR SERVICES**  
**Chabot-Las Positas Community College District and**  
**Livermore Valley Joint Unified School District**  
**for a High School Math Tutoring Program at Las Positas College**

**A. Purpose and Intent**

This Agreement is entered into by the **Chabot-Las Positas Community College District (CLPCCD)** and **Livermore Valley Joint Unified School District (LVJUSD)**. The purpose and intent of this Agreement is to formalize funding of a High School math tutoring program located at Las Positas College (LPC) and supported by the California Department of Education (CDE) College and Career Readiness Block Grant, not to exceed \$50,000 total for Academic Years 2017-18 and 2018-19.

**B. Scope of Work**

LPC and LVJUSD staff will facilitate the implementation of the scope of work as described below.

**C. LPC responsibilities:**

1. Meet with LPC staff to plan and implement tutoring program
2. Engage in timely communications via agreed upon channels (email, phone, meetings)
3. Provide designated staff person to plan and facilitate all implementation activities. Staff person will also spearhead collaborative efforts between students, staff, faculty and partners
4. Provide facilities, faculty, student tutors for tutoring services, with faculty and tutor costs not to exceed \$25,000 per academic year (AY 2017-18 and AY 2018-2019)
5. Provide quarterly invoice for services provided
6. Provide support to students with enrollment process and services as related to the tutoring program
7. Support the scope and the objectives of the project as designed and approved by LPC and LVJUSD staff

**D. LVJUSD responsibilities:**

8. Meet with LPC staff to plan and implement tutoring program
9. Recruit high school students to participate
10. Facilitate delivery of high school student applications and other documents, as required, to LPC Admissions & Records
11. Engage in timely communications via agreed upon channels (email, phone, meetings)
12. Provide textbooks and instructional materials
13. Submit data and grant reporting as required by CDE
14. Support the scope and the objectives of the project as designed and approved by LPC and LVJUSD staff

**E. Liability, Limitation of Liability and Termination**

The Chabot-Las Positas Community College District has comprehensive general and professional liability insurance for the implementation and facilitation of the project. No special conditions are added or do exist for this MOU.

**F. Complete Agreement**

This agreement constitutes the entire understanding of the parties and any changes shall be agreed to in writing. There are no oral agreements regarding the subject of this Agreement not contained herein.

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Lorenzo Legaspi, Vice Chancellor  
Chabot-Las Positas Community College District

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Date

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Mike Biondi, Assistant Superintendent  
Livermore Valley Joint Unified School District

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Date