

**LETTER OF PARTNERSHIP AGREEMENT**  
**between**  
**Chabot-Las Positas Community College District**  
**and**  
**California State University East Bay**  
**Math and Science Teaching Initiative (MSTI)**  
**Affiliate Scholars Program**

**I. Introduction.** California's economy depends upon having a good supply of mathematics and science graduates for the State's science and technology jobs. This supply requires high quality mathematics and science instruction in the elementary and secondary schools that, in turn, requires well prepared teachers in these critical subjects. The East Bay Area, which includes Alameda and Contra Costa Counties, supports an ethnically and racially diverse population. STEM professionals are in high demand but there are significant shortages in the workforce of those possessing competence in science and math. The future economic health of the region depends increasingly on an educational system capable of preparing teachers to respond successfully to the needs of students who require intensive and effective educational programs in science and math.

The MSTI (Math and Science Teaching Initiative) Program is a CSU Chancellor's Office initiative is designed to increase throughout the CSU system the number of science and mathematics majors entering the teaching profession as science and math teachers. MSTI provides operational funds for the MSTI Affiliate Scholars Teaching Assistant Program. The MSTI Affiliate Scholars Teaching Assistant [TA] Program provides early field experience for potential future middle and high school math and science teachers. These TAs serve one or more teachers directly in the classroom.

**II. Parties to Agreement.** The CSU East Bay [CSUEB] MSTI Affiliate Scholars Program and **Chabot-Las Positas Community College District** [CLPCCD] have created this partnership to provide a positive early field experience for these Teaching Assistants. TAs will be placed in middle and high school STEM classrooms. This Agreement sets forth the conditions of the Partnership, including the responsibilities for CSUEB and CLPCCD.

**III. Term of the Agreement Partnership.** This Agreement between CSUEB and CLPCCD establishes a MSTI Affiliate Scholars Program at Chabot College for a term of three years from October 1, 2020 to August 30, 2023 and will apply to all Affiliate Scholars placed during this term. This Agreement may be extended and/or modified by mutual consent by executing a new Letter of Partnership Agreement. This Agreement may be terminated by either of the partners upon a written notice received 30 days prior to the effective termination date. An email to the CSUEB MSTI Coordinator and the CSUEB MSTI Director, as set forth on the signature page below, will suffice as written notice.

**IV. What will TAs do?** TAs may assist supervising teachers with co-planning or co-delivering instruction, facilitating student activities, tutoring, grading papers, recording attendance and grades, managing small groups, general classroom management, and other teaching-like activities. Each

Chabot TA will be paid by Chabot College for up to 10 hours of work per week. For example, if a TA works 10 hours, their work could be distributed approximately as follows:

- Contact hours -- 8hrs/week
- Class preparation -- 1 hr/week
- Grade and record homework -- 1 hr/week

**V. CSU East Bay Commits to:**

1. Providing funding to CLPCCD to cover hourly pay for Affiliate Scholars for classroom work and for attending mandatory meetings;
2. Provide funding to CLPCCD to cover any costs for TB testing and Livescan fingerprinting;
3. Placing Chabot Affiliate Scholars in HUSD middle and high school STEM classrooms;
4. Providing a total of up to \$12,000 per year; to be paid as follows:
  - \$11,000 (per year) for Affiliate Scholars for teacher assisting, tutoring, and attending mandatory meetings;
  - \$1,000 (per year) for Chabot College staff to administer the program.

**VI. Chabot College commits to:**

1. Hiring and paying TA's for hourly work in middle and high school math and science classrooms. Hourly rate of pay to be set according to Chabot-Las Positas policies.
2. Conducting and verifying a standard background check and TB test check for each TA;
3. Maintaining secure, confidential records of all TB and Livescan results;
4. Providing payment for Livescan fingerprinting or any other further checks;
5. Providing an administrator, teacher, or staff member as the Affiliate Scholar's supervisor and to administer the program at Chabot College;
6. Interviewing Affiliate Scholars and verifying that he or she is appropriate for placement;
7. Having supervising teacher(s) or administrator(s) verify student hours by signing the monthly timecards.
8. Exploring the establishment or continuance of appropriate education coursework at Chabot College for potential pre-education students;

**VII. Affirmative Action and Non-Discrimination.** The parties agree that all students receiving field experience pursuant to this Agreement shall be selected without discrimination on account of race, color, religion, national origin, ancestry, disability, marital status, gender, gender identity, sexual orientation, age or veteran status.

**VIII. Indemnification.** CLPCCD agrees to indemnify, hold harmless, and defend the State of California, the Trustees of The California State University, California State University East Bay and their employees, officers, directors, volunteers and agents (collectively "University") from and against all loss or expense (including costs and attorney fees) resulting from liability imposed by law upon the University because of bodily injury to or death of a person or an account of damages to property, including loss of use thereof, arising out of or in connections with this Agreement and due or claimed to be due to the negligence of the District, its agents, or employees

The University agrees to indemnify, hold harmless, and defend CLPCCD, its agents, and employees from and against all loss or expense (including costs and attorney fees) resulting from liability imposed by law upon the District because of bodily injury to or death of a person or an account of damages to property, including loss of use thereof, arising out of or in connections with this Agreement and due or claimed to be due to the negligence of the University, its agents, employees, or students.

**IX. COVID-19** District is aware of and informed about the hazards currently known to be associated with the novel coronavirus referred to as "COVID-19". District is familiar with and informed about the Centers for Disease Control and Prevention ("CDC") current guidelines regarding COVID-19 as well as applicable federal, state, and local governmental directives regarding COVID-19. District to the best of its knowledge and belief, is in compliance with state and local guidelines and applicable governmental directives. If the current CDC guidelines or applicable government directives are modified, changed or updated, District will take steps to comply with the modified, changed or updated guidelines or directives. If at any time District becomes aware that it is not in compliance with state or local directives or guidelines, it will notify the University of that fact.

IN WITNESS WHEREOF, this Agreement has been executed by and on behalf of the parties hereto.

**DISTRICT: Chabot-Las Positas Community College District**

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*Signature of Authorized CLPCC Representative*

Title:

Name: Vice Chancellor, Business Services

Address: 7600 Dublin Blvd., 3<sup>rd</sup> Floor Dublin, CA 94568

Phone: 925.485.5201

Email: [dneideffer@clpccd.org](mailto:dneideffer@clpccd.org)

**CSU EAST BAY:**

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*Signature of CSUEB MSTI Director*

Name: Dr. Julia Olkin, Professor of Mathematics and MSTI Director

Phone: (510) 885-7487

Email: [julia.olkin@csueastbay.edu](mailto:julia.olkin@csueastbay.edu)

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*Signature of Authorized CSUEB Representative*

Name & Title: Jon Medwin, Director of Procurement and Support Services

Phone: (510) 885-2775

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