

MEMORANDUM OF UNDERSTANDING

Placer County Office of Education and Tahoe Truckee Unified School District

This Memorandum of Understanding (MOU) is between the **Placer County Office of Education**, referred to as "PCOE" and the **Tahoe Truckee Unified School District**, referred to as "TTUSD". Once signed by both parties, this MOU is in effect from July 1, 2023 through December 31, 2024.

The purpose of this MOU is to outline the roles and responsibilities of PCOE and TTUSD to collaboratively support the expansion of the TTUSD Wellness Center Program through the Student Behavioral Health Incentive Program (SBHIP).

PCOE primary contacts:

Allison Murphy
Director, Mental Health and Wellness
(916) 206-9514
amurphy@placercoe.org

Stephanie Kaiser
Coordinator, Mental Health and Wellness
(530) 745-1314
skaiser@placercoe.org

PCOE Program Director:

Luke Anderson
Executive Director, Prevention Supports and Services
530.745.1362
luanderson@placercoe.org

(continues on next page)

PCOE agrees to:

- Provide funding to TTUSD in the amount up to \$1,400,000.00 from July 1, 2023 through December 31, 2024.
- Provide consultation and conduct or attend meetings to facilitate timely completion of tasks.
- Collaborate with district to complete the scope of work within the timeline and to produce deliverables of the highest possible quality as outlined in the Behavioral Health and Wellness Programs and Technical Assistance for Contracts project plans.
- Provide guidance on requirements or deliverables for SBHIP collaboration as outlined in the Behavioral Health and Wellness Programs and Technical Assistance for Contracts project plans.
- Collect information for and submit SBHIP reports on the following dates:
 - December 30, 2023
 - June 30, 2024
 - December 30, 2024

(continues on next page)

TTUSD primary contact:

TTUSD agrees to:

- Collaborate with PCOE Program Coordinator to ensure timely delivery of SBHIP requirements.
 - This includes but is not limited to in person or virtual meetings with PCOE Coordinator, ongoing Wellness team meetings with an identified agenda that includes SBHIP topics.
- Complete all deliverables outlined in the Behavioral Health and Wellness Programs and Technical Assistance for Contracts project plans
- Complete bi-quarterly reports and submit to PCOE. Adhere to the following due dates:
 - December 8, 2023
 - June 7, 2024
 - December 6, 2024

(continues on next page)

Fiscal Reporting

1. TTUSD shall submit an invoice and required supporting data to PCOE on the following schedule:
 - a. (July 1, 2023 - Sept 31, 2023) - Due by October 15, 2023
 - b. (October 1, 2023 - December 31, 2023) - Due by January 15, 2024
 - c. (January 1, 2024 - March 31, 2024) - Due by April 15, 2024
 - d. (April 1, 2024 - June 30, 2024) - Due by July 15, 2024
 - e. (July 1, 2024 - Sept 31, 2024) - Due by October 15, 2023
 - f. (October 1, 2024 - December 31, 2024) - Due by January 15, 2025
2. PCOE will only reimburse the TTUSD for work already performed to the extent permitted by its SBHIP Agreement. If the Managed Care Plans payments to PCOE are reduced, delayed, or terminated at any time during the term of this agreement, PCOE's payment to TTUSD will be similarly reduced, delayed, or terminated. Note, *indirect cannot be taken on these funds.*

Payment Schedule

Quarter	Funding amount	Scheduled payment
Q1 Payment 23-24	\$233,333.34	October 2023
Q2 Payment 23-24	\$233,333.34	January 2024
Q3 Payment 23-24	\$233,333.33	May 2024
Q4 Payment 23-24	\$233,333.33	August 2024
Q1 Payment 24-25	\$233,333.33	October 2024
Q2 Payment 24-25	\$233,333.33	January 2025



IN WITNESS WHEREOF, the parties do hereby certify that they are duly authorized to execute this MOU.

PLACER COUNTY OFFICE OF EDUCATION


Gayle Garbolino-Mojica

Placer County Superintendent of Schools

Title

7/13/23
Date

TAHOE TRUCKEE UNIFIED SCHOOL DISTRICT

Signature of Agency Representative

Title

Date