

MEMORANDUM OF UNDERSTANDING  
BETWEEN  
PLACER COUNTY OFFICE OF EDUCATION  
AND TAHOE TRUCKEE UNIFIED SCHOOL DISTRICT

This Memorandum of Understanding (MOU) is entered into between the Placer County Office of Education (PCOE) and Tahoe Truckee Unified School District (TTUSD). This document is dated February 14, 2023 for reference purposes only.

I. Recitals

The purpose of this MOU is to outline the roles and responsibilities of PCOE and TTUSD for participation in the Assessment and Program planning for the Student Behavioral Health Incentive Program.

II. Terms

This MOU is entered into and effective from July 1, 2022, through June 30, 2023 unless terminated early pursuant to the provisions below.

- a. Unless otherwise agreed, this agreement may be terminated at any time by Placer County Office of Education or Tahoe Truckee Unified School District upon giving thirty (30) days advance written notice. Such notice shall be personally served or given by registered or certified mail, return receipt requested, or by a nationally recognized overnight delivery service. In the event of termination without cause, consultant shall be paid for work performed up to and including the date of termination within the scope of work as identified.
- b. In addition, Placer County Office of Education may terminate this agreement for cause should Tahoe Truckee Unified School District fail to perform any part of this agreement. Termination shall not relieve Tahoe Truckee Unified School District of any obligation or liability incurred prior to termination. In the event of a termination for cause, Placer County Office of Education may secure the agreed-upon professional services from another consultant.
- c. This agreement is contingent upon Placer County Office of Education receipt of funding from the managed care plan partners, and may be terminated or modified immediately upon Placer County Office of Education's receipt of notification that the managed care plan partners intend to reduce or eliminate such funding.
- d. Lack of reporting may result in termination of this MOU.

III. Scope of Work

- a. TTUSD shall:
  - i. Complete the Student Behavioral Health Incentive Program (SBHIP) Needs Assessment
    1. Contribute to the Needs Assessment through providing data on the mental health and behavioral health needs of the TTUSD community
    2. Respond to any follow-up questions posed by the Department of Health Care Services (DHCS) during the Needs Assessment evaluation
  - ii. Complete the SBHIP Project Plans including

1. Outline a plan for each individual targeted intervention
  2. Respond to any follow-up questions posed by DHCS during the Project Plan evaluation
  3. Take steps to develop implementation strategies for SBHIP
- b. The Placer County Office of Education shall:
- i. Complete the SBHIP Needs Assessment
    1. Contribute to the Needs Assessment through providing data on the mental health and behavioral health needs of the Roseville City School District (RCSD) and Roseville Joint Union High school (RJUHSD) communities
    2. Respond to any follow-up questions posed by DHCS during the Needs Assessment evaluation
  - ii. Complete the SBHIP Project Plans
    1. Outline a plan for each individual targeted intervention
    2. Respond to any follow-up questions posed by DHCS during the Project Plan evaluation

#### IV. Fiscal and Other Reporting

- a. PCOE shall distribute up to \$70,000 to TTUSD for successful performance of this MOU based on program and expenditure reports using the following payment schedule for the 2022/2023 school year. Any amount TTUSD cannot or does not account for under the terms of this agreement will be deemed an overpayment. Any overpayment shall be repaid by TTUSD and due to PCOE within 30 days of request in writing from PCOE. Placer County Office of Education may withhold or delay any payment if TTUSD fails to comply with any provision set forth in this agreement.
- b. TTUSD shall:
  - i. Submit a quarterly report including, but not limited to the following:
    1. Record of all expenses
    2. Back up documentation of expenses
    3. Invoice of quarterly billing
  - ii. For the period commencing July 1, 2022 and ending June 30, 2023:
 

Quarter 1 & 2:	Due upon execution of contract
Quarter 3:	Due by April 14, 2023
Quarter 4:	Due by July 12, 2023

\*Lack of reporting in a timely manner could result in termination of this MOU.
  - iii. Please note that the grant does not allow the recipient of these funds to charge an indirect rate.
    1. Indirect costs are agency-wide, general management costs {i.e., activities for the direction and control of the agency as a whole}. General management costs consist of administrative activities necessary for the general operation of the agency, such as accounting, budgeting, payroll preparation, personnel services, purchasing, and centralized data processing. The administrative indirect costs to CDE's approved indirect cost rates, which may be found on the CDE's Indirect Costs web page at: <https://www.cde.ca.gov/fg/ac/ic/index.asp>

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

**PLACER COUNTY SUPERINTENDENT OF SCHOOLS**



Gayle Garbolino-Mojica

Date: 2/24/23

**TAHOE TRUCKEE UNIFIED SCHOOL DISTRICT**

\_\_\_\_\_  
Authorized Signatory

Date: \_\_\_\_\_