



# County of Monterey

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

## Board Report

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**File #:** 17-0856, **Version:** 1

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- a. Approve a Memorandum of Understanding (MOU) between Pajaro Valley Unified School District (PVUSD) and Monterey County to implement the PVUSD's Migrant Education Program (MEP) at the Monterey County Free Libraries' (MCFL) Pajaro branch, for an initial term retroactive to September 1, 2017 through August 31, 2018.
- b. Authorize the Library Director, or her Designee, to sign the MOU on behalf of the County:
- c. Authorize the Library Director, or her Designee, to execute a maximum of three (3) amendments to the MOU, subject to County Counsel review, to extend the initial term by one (1) year each and to adjust PVUSD's costs, as necessary.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve a Memorandum of Understanding (MOU) between Pajaro Valley Unified School District (PVUSD) and Monterey County to implement the PVUSD's Migrant Education Program (MEP) at the Monterey County Free Libraries' (MCFL) Pajaro branch, for an initial term retroactive to September 1, 2017 through August 31, 2018.
- b. Authorize the Library Director, or her Designee, to sign the MOU on behalf of the County:
- c. Authorize the Library Director, or her Designee, to execute a maximum of three (3) amendments to the MOU, subject to County Counsel review, to extend the initial term by one (1) year each, and to adjust PVUSD's costs, as necessary.

### SUMMARY/DISCUSSION:

The MCFL's Pajaro branch, also known as Porter Mansion, in Pajaro provides a convenient and ideal location for Pajaro Valley Unified School District (PVUSD) to conduct classroom sessions and activities pursuant to the PVUSD's Migrant Education Program (MEP). The Memorandum of Understanding (MOU) recommended for the Board's approval enables the PVUSD to offer pre-school services to migrant children and to offer English development classes to their parents on library premises. Migrant children will also have access to playground equipment located at the MCFL's Pajaro branch.

The MOU specifies the roles and responsibilities of each party as they relate to the delivery of these services to migrant families. For the initial term of one year, MCFL will provide access to and the use of two (2) meeting rooms in the MCFL's Pajaro branch for parent education meetings and preschool classes at designated times, and will provide access to playground equipment to migrant children. The PVUSD will compensate MCFL for the use of these facilities and for cleaning charges at a combined cost of \$5,000 for the initial term of one year. In the MOU, PVUSD agrees to indemnify and hold harmless the County and to observe MCFL's meeting room usage rules.

The MOU also provides that the initial term of one year may be extended three times, by one year per extension, through formal amendment executed by the parties. These amendments may adjust PVUSD's costs to reflect changes in MCFL's costs and are subject to review by County Counsel.

MCFL recommends that the Board of Supervisors authorize the Director of MCFL, or her designee, to execute the MOU and up to three amendments to support delivery of these important services to migrant families.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed the MOU as to form. Risk Management has approved the insurance and indemnification provisions.

FINANCING:

There will be no additional cost to MCFL through the implementation of this MOU. There is no impact on the County General Fund associated with this MOU.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Monterey County Free Libraries continue to provide a safe and conducive environment for community programs and provides the youth of Monterey County a place for learning.

Check the related Board of Supervisors Strategic Initiatives:

- Economic Development
- Administration
- Health & Human Services
- Public Safety

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Approved by: Jayanti Addleman, Library Director/County Librarian, (831) 883-7573

Attachment:

Memorandum of Understanding between Monterey County and Pajaro Valley Unified School District and attachment (Meeting Room Policy - MCFL)