

MEMORANDUM OF UNDERSTANDING BETWEEN

Youth Policy Institute

AND

YPI - Charter Schools

This MOU (the "Agreement") is effective July 1, 2016 and made between Youth Policy Institute ("YPI") and YPI-Charter Schools (School), (collectively, the "Parties")

RECITALS

WHEREAS SCHOOL, a California Nonprofit Public Benefit Corporation, has established a Charter School, to provide an educational program.

WHEREAS, the primary mission of YPI is to transform Los Angeles neighborhoods using a holistic approach by ensuring families have access to high quality schools, and enable a successful transition from cradle to college and career.

WHEREAS, the Parties share a vision to improve the quality of instruction and learning for student participants;

AGREEMENTS

1. DEFINITIONS

- a. N/A

2. GRANT(S) - See Attachment B.

3. LEGAL RELATIONSHIP

- a. Separate Legal Entity. The parties acknowledge that YPI and School are separate legal entities under the control and direction of independent Board of Directors or Charter School as outlined in their respective Articles of Incorporation, Bylaws, and the California Charter Schools Act.
- b. Independent Capacity. YPI and School are acting in their independent capacity under the Agreement. YPI and School shall not act or represent that they are an agent(s) and/or employee(s) of the other party.
- c. No partnership. Nothing in the Agreement is intended or deemed to constitute a partnership or joint venture between the parties as defined under the law.

4. TERM AND RENEWAL

- a. TERM. The term of the Agreement shall be effective July 1, 2016 and shall continue until June 30, 2018 (the "Term"), unless it is renewed, amended, or terminated as set forth in the Agreement.
- b. TERMINATION. Either party may terminate the Agreement without cause with ninety (90) days written notice to the other party.

5. SERVICES

- a. Youth Policy Institute (YPI) agrees to:
 - i. Provide necessary personnel, materials and supervision to establish and maintain a quality Expanded Learning Program.
 1. Any program supplies purchased with **21st Century** grant funding should be used to support the program and will remain property of the Youth Policy Institute. Programs are prohibited from using 21st CCLC funds to pay for existing levels of service. Grant funds must supplement, not supplant, existing services (21st CCLC Non-Regulatory Guidance, Section G-7)
 2. Any program supplies purchased with **ASES** grant funding should be used to support the program and will remain property of the School.
 - ii. Provide additional staff, technical support and infrastructure to implement and monitor a successful Expanded Learning Program.
 - iii. Maintain open communication and collaboration with school liaison to align program with school's academic curriculum.
 - iv. Obtain prior approval from the school liaison for any communications that will be sent out to parents about the program, activities or events.
 - v. Consult with the school liaison prior to finalizing staffing decisions.
 - vi. Provide the school liaison with a schedule and calendar of program activities.
 - vii. Provide a grant information sheet to the school liaison.
 - viii. Provide training for all Expanded Learning Program staff as stipulated by the grant guidelines.
 - ix. Provide monthly professional development to the Site Coordinator.
 - x. Monitor and track program attendance on a regular basis.
 - xi. Monitor and track program supply inventory.
 - xii. Regional Supervisor will conduct monthly site observations to monitor progress.
 - xiii. Conduct data and program evaluations to ensure program reporting compliance.
- b. YPI-Charter Schools agrees to:
 - i. Designate one administrator to be the liaison between the regular school day and the Expanded Learning Program, and meet with Regional Supervisor and Site Coordinator on a regularly scheduled basis.
 - ii. Host the YPI Expanded Learning Program by identifying and providing:

1. Office space to be used before, during, and after the regular school day hours, with access to phone, fax, and computer internet connection;
 2. Storage space to be used to safely store Expanded Learning Program supplies (including but not limited to curriculum, sports and enrichment equipment, etc.);
 3. Share use of learning resources and school space (including but not limited to classroom (1 for each tutor), computer lab, cafeteria, library, gymnasium, multi-purpose room, auditorium, restrooms, athletic fields, etc.
- iii. Assist the Site Coordinator with referral, recruitment and assignment of students to the program by:
1. Participating in the promotion of YPI Expanded Learning Program activities among students, teachers, counselors, and parents/guardians;
 2. Providing access to regular day teachers, counselors, students and parents/guardians through meetings and written school communications (including but not limited to parent meetings, faculty meetings, school newsletter, school bulletin, PA announcements, automated communication methods, etc.);
 3. Providing assistance in identifying students who will most benefit by participating in Expanded Learning Program activities;
 4. Assisting with meeting attendance goals as stated in the "Attendance Goals and Grade Levels per School" attached hereto as Attachment B for the YPI Expanded Learning Program on a daily basis, in order to sustain Grant funding stream.
 5. Coordinating 1:1 services and other reasonable accommodations for special needs students through local resource center and other community resources.
- iv. Support the implementation of the Expanded Learning Program as stipulated by the grant
- v. Support and adhere to YPI's requirements related to attendance and program operating hours
- vi. Ensure that appropriate grade level of students, as stated Attachment B, attend program every day the program is run
- vii. Allow for a 20:1 student to staff ratio to take place
- viii. Follow operational requirements: program must commence immediately upon the conclusion of the regular school day, and operate a minimum of 15 hours per week, and remain open until at least 6:30 PM on every regular school day.
- ix. Contributing in kind, pro bono, and leverage resources to the program including custodial services, leasing agreements and associated costs

- x. Ensure that leasing agreements for co-located campuses will include Youth Policy Institute Expanded Learning programs at no cost to the Youth Policy Institute

6. DATA COLLECTION AND MANAGEMENT

- a. School agrees to provide appropriate staff support to create and transmit to YPI Primary Data Sets as specified in Attachment A. School agrees to allow YPI to collect and manage data in accordance with the requirements as stated in the "Master Data Sharing Procedures" attached hereto as Attachment A and incorporated into this Agreement. YPI agrees to provide appropriate staff support to execute its data stewardship, data management, custodial responsibilities, and analysis under this Agreement.

7. COMPENSATION

- a. See Attachment B.

8. INSURANCE AND RISK MANAGEMENT

- a. Required Insurance Coverage: Both YPI and School will maintain at their own expense the following insurance coverage from reputable insurance provider:
 - i. General liability insurance in the amount of at least one (1) million dollars and two (2) million aggregate.
 - ii. Workers compensation in the amount of at least one (1) million dollars.
 - iii. Sexual misconduct insurance,
 - iv. Automobile insurance, and
 - v. Appropriate directors and officers liability insurance
- b. Additional Insured. The Parties shall both list each other as additional insured on their respective insurance policies.
- c. Certificates of Insurance. The Parties shall both provide each other with certificates of proof of insurance, and shall provide additional certificates of insurance upon each renewal of such insurance.
- d. Notice of Change. The Parties shall both provide prompt notice of each other of any material change in the nature of any insurance policy, including any changes in the level of coverage or any material exclusions from coverage.

9. NOTIFICATIONS

- a. Notices. Any notices from either party to the other shall be given in writing to the attention of the persons listed below, or to other such addresses or addresses as may hereafter be designated in writing for notices by either party to the other. A notice shall be deemed received when delivered or five business days after deposit in the US Mail, postage prepaid, whichever is earlier.

Youth Policy Institute:

Dixon Slingerland, President & CEO
Youth Policy Institute
6464 Sunset Blvd. Suite 650
Hollywood, CA 90028
Phone: 213-688-2802
Email: dslingerland@ypiusa.org

School:

Yvette King-Berg
Executive Director
YPI - Charter Schools
10660 White Oak Ave.
Granada Hills, CA 91344
Phone: (818) 729-8883
Email: ykingberg@ypics.org

10. MANAGEMENT AND ADMINISTRATION

- a. Section 504 Compliance. It is understood that all students will have physical access to School and no student shall be denied admissions due to a disability. School hereby represents to YPI its intention and agreement to comply with section 504 of the Rehabilitation Act of 1973.
- b. No Discrimination. The Parties recognize and agree that School shall admit all students regardless of race, religion, sex, sexual orientation, gender, mental or physical disability or ethnic origin and any other legally protected status and such provisions of non-discrimination shall apply to employment as well.
- c. Employees. The Parties agree to hire, supervise, and compensate its employees in accordance with the law and comply with State and Federal background check requirements.
- d. Debts and Obligations. The parties agree and acknowledge that YPI shall not be liable for the debts and obligations of School, and that neither School shall be liable for the debts and obligations of YPI.
- e. Operational Changes. School shall provide YPI with 60 days notice of changes in operation that shall affect student participants or the Agreement such as change in charter school status, change in key personnel, change in affiliated board of education agency, closure or relocation of charter school site and loss of accreditation status. For purposes of the Agreement, the Chief Executive Officer of School shall be deemed key personnel.
- f. Reporting and Evaluation. YPI shall collect data to fulfill monitoring and reporting requirements, and to evaluate services rendered pursuant to the Agreement at its own expense.

11. INDEMNIFICATION

- a. Mutual Indemnification. With respect to its operations under the Agreement, both YPI and School shall, to the fullest extent permitted by law, mutually hold harmless, indemnify, and defend each other, their respective officers, directors, agents, suits, losses, liability expenses and costs including without limitation, attorneys' fees and costs arising out of injury to any persons, including death or damage to any property caused by, connected with, or attributable to the willful misconduct, negligent acts, errors omissions of either organization or its officers, employees, agents and consultants under the Agreement.

12. RECORD KEEPING

- a. Maintenance of Records. YPI shall maintain original records regarding student participants for five (5) years after termination of the Agreement for reporting and auditing purposes. Records may be retained longer than five (5) years, as required by law.
- b. Access to Records. School shall provide YPI with data regarding student participants and education services for reports, audits, or monitoring reviews. For purposes of the Agreement, data includes, but is not limited to, information regarding student enrollment and attendance, demographics and academic outcomes, such as credit recovery records (specific data variables needed for the purposes listed above are included in Attachment A). School shall comply with the Family Educational Rights and Privacy Act, the California Education Code, and any applicable privacy laws regarding the release of information. The Parties recognize that School shall not be obligated to release information that is determined by applicable law or by the California Education Code to be confidential in nature, and/or that will interfere with the orderly educational activities of the school nor compromise the safety and privacy rights of students and staff. Such information will not be subject to third party release, and the CEO of School shall be the sole arbiter of such.

13. MISCELLANEOUS PROVISIONS

- a. Compliance with Law. The Parties agree to comply with all required local, state, and federal laws in the performance of services under the Agreement.
- b. Assignment. Neither party shall assign or transfer any of its rights and interests hereunder through contract or otherwise, without prior written consent of the other party. Any attempted assignment without the other party's prior written consent shall be void and of no force or effect.
- c. Binding Effect. The Agreement shall be binding upon, and inure to the benefit of, the Parties hereto and their successors and assigns.
- d. Construction of Agreement. The Agreement shall be governed by and interpreted in accordance with the laws of the State of California. No waiver by any party or breach of any term hereunder shall be construed as a waiver

of any subsequent breach of that term or of any other term of the same or different nature.

- e. Counterparts. The Agreement may be executed in two or more counterparts, each of which shall be deemed an original for all purposes and all of which, when taken together, shall constitute one agreement.
- f. Severability. In the event that any covenant, condition, or other paragraph or provision of the Agreement is held to be inoperative, invalid, void or illegal by any court, administrative body, or arbitrator of competent jurisdiction, such term or condition shall be deemed severable from the remainder of the Agreement and shall in no way affect impair or invalidate any other covenant or other provision shall be deemed invalid due to its/their scope or breadth, such covenant, condition, or other provision(s) shall be deemed valid to the extent of the scope or breadth permitted by law.
- g. Applicable Law. The Agreement, and the rights and obligations contained herein shall be governed by and construed in accordance with the laws of the State of California, without regard to any conflicts of law principles that would require the application of the laws of any other jurisdiction.
- h. Arbitration. In the event any dispute should arise between the parties to the Agreement as to the validity, construction, enforceability or performance of the Agreement or any provision hereof, such dispute shall be settled by binding arbitration in accordance with the rules of the American Arbitration Association with the seat of such arbitration in Los Angeles, California. Judgment upon the arbitration award may be entered in any court of competent jurisdiction. The arbitrator shall have the discretion to award reasonable attorneys' fees and costs to the prevailing party.
- i. Entire and Final Agreement. The Agreement is intended to be and is final and binding, regardless of any claims of misrepresentation, concealment of fact, or mistake of law fact. This is the entire Agreement between the Parties and it supersedes any previous negotiations, agreements and understandings concerning this subject matter.
- j. No Waiver of Modification. The Agreement may not be modified, altered or amended except in writing and signed by each of the parties. No waiver of any provision of the Agreement will be valid unless in writing and signed by the party against whom such waiver is charged.

IN WITNESS WHEREOF, the Parties hereto have executed the Agreement as of Effective Date. The undersigned certify that by signing the Agreement they are duly authorized to execute the Agreement.

YOUTH POLICY INSTITUTE

By: _____
Print Name: Dixon Slingerland
Title: President & CEO
Date: _____

YPI - Charter Schools

By: _____
Print Name: _____
Title: _____
Date: _____

Attachment A

Master Data-Sharing Procedures

1. PURPOSE AND INTENDED USE OF DATA SHARING is to facilitate the creation and maintenance of individual level datasets and a linked Master Data Set by YPI and Participation in this Agreement on the part of School entails providing individual-level and individually identifiable data to YPI. These data will be used for the following purposes:

- a. **For inclusion in YPI case management system**, which is used by YPI to internally coordinate, manage, and track the services provided by YPI to individuals and families.
- b. **For reporting measures of participant characteristics, program participation, and outcomes to the designated parties as stated in the funding agreement.** Data reported externally, as required by law to the California Department of Education (CDE) and funder(s) may include:
 - (i) aggregated summary indicators of participant characteristics, program participation, and outcomes and, when specified, (ii) de-identified individual-level data.

2. DESCRIPTION OF DATA.

a. **Primary Data Set.** Data shared by School with YPI under the Agreement shall be limited to the data elements specifically defined as listed in this Attachment. The specific record and file formats of the Primary Data Set will be as negotiated between designated representatives of School and YPI.

b. **Adding to the Primary Data Set.** Subject to applicable law, and provided there is mutual agreement of the Parties to this Agreement, content of the Primary Data Set(s) may also include other records mutually agreed upon by School and YPI to be necessary and appropriate for the proper execution of this Data-Sharing Agreement. Records as listed in subsequent sections may be modified as required by funding grant.

3. TIMING AND FREQUENCY OF UPDATES. School agrees to provide the data as specified in this Attachment to this Agreement, with specific timing of updates to be negotiated between designated representatives of School and YPI.

4. CUSTODIAL RESPONSIBILITY AND DATA STEWARDSHIP.

- a. The parties mutually agree that upon receipt of data, YPI will be designated as Custodian of the raw and linked data sets and will be responsible for the observance of all conditions for use and for establishment and maintenance of security arrangements as specified in this Agreement to prevent unauthorized use.
- b. Unless otherwise stated or modified in this Agreement, data will be managed, linked, and stored as specified in **YPI's Data Security Plan**. While YPI will make its best efforts to facilitate the secure transmission of data from School to YPI, YPI is not responsible for ensuring the internal or network security of School or

for any breaches of security occurring prior to the confirmed receipt of data by YPI.

c. YPI is hereby informed and agrees that School will release data under this Agreement only upon the condition that YPI will not disclose the information to any unauthorized party and will not use the information for any purpose other than the purposes specified in this Attachment. Further, YPI agrees to fully cooperate with School in the event that a student or the parent or guardian of a child under 18 years old requests the opportunity to review his/her personally identifiable information disclosed to YPI by School or wishes to revoke their consent to data sharing with YPI.

5. CONTACTS

a. The following YPI staff members are assigned to roles related to the proper management, processing, and distribution of the data under this Agreement.

Role	Name, Title, and Organization	Contact Information
Youth Policy Institute Data Steward	Tara Watford, PhD Director of Research and Evaluation Youth Policy Institute	E-mail: tarawatford@ypiusa.org Phone: 213-797-4890
Youth Policy Institute Data Steward/Manager	Gemma North Assistant Director of Research and Evaluation Youth Policy Institute	E-mail: gnorth@ypiusa.org Phone: 213-797-4851
Youth Policy Institute Data Steward/Manager	Marianne Chen Research and Evaluation Manager Youth Policy Institute	Email: mchen@ypiusa.org Phone: 323-978-1570

b. Data will be shared as required by the original funding grant. Information may be shared among authorized YPI staff and appropriate city, state, and or federal government agencies as is necessary.

c. The following person(s) will serve as primary contact(s) at YPI and the School for matters relating to the transfer and management of School data:

Youth Policy Institute Contact	School Contact
<p>Gemma North Assistant Director of Research and Evaluation Youth Policy Institute 6464 Sunset Blvd. Suite 650 Los Angeles, CA 90028 E-mail: gnorth@ypiusa.org Phone: 213-797-4851</p> <p>Marianne Chen Research and Evaluation Manager Youth Policy Institute 6464 Sunset Blvd. Suite 650 Los Angeles, CA 90028 E-mail: mchen@ypiusa.org Phone: 323-978-1570</p>	<p>Yvette King-Berg Executive Director YPI - Charter Schools 10660 White Oak Ave. Granada Hills, CA 91344 Phone: (818) 729-8883 Email: ykingberg@ypics.org</p>

d. The following person(s) will serve as primary contact(s) at YPI and School for matters relating to the administration of this Agreement:

Youth Policy Institute Contact	School Contact
<p>Tara Watford, PhD Director of Research and Evaluation Youth Policy Institute 6464 Sunset Blvd. Suite 650 Los Angeles, CA 90028 E-mail: tarawatford@ypiusa.org Phone: 213-797-4890</p> <p>Dawn Williams Program Compliance Manager Youth Policy Institute 6464 Sunset Blvd. Suite 650 Los Angeles, CA 90028 E-mail: dwilliams@ypiusa.org Phone: 323-978-1571</p>	<p>Yvette King-Berg Executive Director YPI - Charter Schools 10660 White Oak Ave. Granada Hills, CA 91344 Phone: (818) 729-8883 Email: ykingberg@ypics.org</p>

6. PERMISSIBLE DATA USE, LINKING AND SHARING UNDER THIS AGREEMENT. All data shared as part of this Agreement and any related Data Use Agreements remain the property of the supplying School. This Agreement represents and warrants further that data covered under this Agreement shall not be disclosed,

released, revealed, showed, sold, rented, leased, or loaned to any person or organization except as (1) specified herein, (2) approved in an executed Data Use Agreement, (3) otherwise authorized in writing by School, or (4) required by law. Access to the data covered by this Agreement shall be limited to the minimum number of individuals necessary to achieve the purpose stated in this section and to those individuals on a need-to-know basis only. Notwithstanding these exceptions, YPI understands and agrees that it will not, under any circumstances, disclose personally identifiable information from the records it receives from School to any other party not authorized by this Agreement without the prior written consent, and YPI understands and agrees that it will not use the information for any purpose other than the purposes for which the disclosure was made.

a. **Authorized Linkage and Data Transfers of Data-Contributing Organizations for Program and Site Management.** Access to limited identifiable individual-level data will be restricted to a tightly controlled data stream of “need to know” users at end service points and carefully selected organizational administrators to see this data. Only records with a signed consent or authorization agreement will be transmitted for this purpose.

Attachment B (2016 - 2017)
YPI - Charter Schools
Attendance Units Benchmark and Grade Levels per School

		21st Century Before School Base		21st Century After School Base		21st Century After School ASSET's		21st Century Before School Supplemental		21st Century After School Supplemental		ASES		21 st Century Family Literacy
Grant Amount		\$34,460.80		\$150,000		\$30,000		\$10,338.24		\$45,000		\$150,000 (Bert Corona) \$120,060 (MORCS)		\$25,000
School		Grades	Attendance Units Benchmark	Grades	Attendance Units Benchmark	Grades	Attendance Units Benchmark	Grades	Attendance Units Benchmark	Grades	Attendance Units Benchmark	Grades	Attendance Units Benchmark	Unduplicated Adults
1	Bert Corona Charter MS	6-8	6,892	6-8	20,000			6-8	2,068	6-8	6,000	6-8	20,000	100
2	Monsenor Oscar Romero Charter MS											6-8	16,008	
3	Bert Corona HS					9-11	3,000							

COMPENSATION:

- 21st Century CCLC / ASSET's** - Neither of the Parties shall receive any monetary compensation for the services detailed in Section 5 of the Agreement.
 - School agrees to subcontract Youth Policy Institute (YPI) to operate the Expanded Learning program at YPI - Charter Schools
 - Monsenor Oscar Romero Charter MS
 - Bert Corona Charter MS
 - Bert Corona Charter HS
 - YPI was awarded a grant from the California Department of Education to operate the program(s) at the School.
 - YPI will complete fiscal reporting through ASSIST
 - School will work with YPI to ensure that all reporting through ASSIST and that all fiscal requirements are met by deadlines.
 - Collaborate to meet attendance and other goals in order to sustain the 21st Century Grant funding stream.

Attachment B (2017 - 2018)
YPI - Charter Schools
Attendance Units Benchmark and Grade Levels per School

		21st Century Before School Base		21st Century After School Base		21st Century After School ASSET's		21st Century Before School Supplemental		21st Century After School Supplemental		ASES		21 st Century Family Literacy
Grant Amount		\$16,572		\$150,000		\$30,000		\$4,971		\$45,000(Bert Corona MS) \$36,021.15 (MORCS)		\$150,000 (Bert Corona) \$149,770.50 (MORCS)		\$25,000
School		Grades	Attendance Units Benchmark	Grades	Attendance Units Benchmark	Grades	Attendance Units Benchmark	Grades	Attendance Units Benchmark	Grades	Attendance Units Benchmark	Grades	Attendance Units Benchmark	Unduplicated Adults
1	Bert Corona Charter MS	6-8	3,314	6-8	20,000			6-8	663	6-8	6,000	6-8	20,000	100
2	Monsenor Oscar Romero Charter MS									6-8	4,803	6-8	19,969	
3	Bert Corona HS					9-11	3,000							

COMPENSATION:

- ❑ **21st Century CCLC / ASSET's** - Neither of the Parties shall receive any monetary compensation for the services detailed in Section 5 of the Agreement.
 - School agrees to subcontract Youth Policy Institute (YPI) to operate the Expanded Learning program at YPI - Charter Schools
 - Monsenor Oscar Romero Charter MS
 - Bert Corona Charter MS
 - Bert Corona Charter HS
 - YPI was awarded a grant from the California Department of Education to operate the program(s) at the School.
 - YPI will complete fiscal reporting through ASSIST
 - School will work with YPI to ensure that all reporting through ASSIST and that all fiscal requirements are met by deadlines.
 - Collaborate to meet attendance and other goals in order to sustain the 21st Century Grant funding stream.

Attachment C: Data Sharing Process and Specification

Data Sharing Process

The following provides a more detailed description of the data sharing process as agreed upon by YPI and the School.

- YPI will collect the following information from students using the agency Enrollment Form: first, middle and last names; date of birth; grade level; race/ethnicity and gender. This information will be stored in YPI’s database and linked to students’ participation data in YPI programs.
- YPI will send student names and date of birth to be validated by the School three times a year to ensure clean data (according to the schedule outlined in the Specification section below). YPI will also request the following information needed for reporting purposes at the same intervals as above: State Student Identification Number (SSID), Free and Reduced Lunch Eligibility status, Individualized Education Plan status, English Language Support/Limited English Proficiency status, grade level, race/ethnicity and gender, and Smarter Balanced Assessment Consortium (SBAC) English and Math Summative Assessment Math levels. YPI will limit sharing data for validation and reporting purposes, and request data from the School only for the students who started receiving YPI EXL services between each data request window (as outlined below).
- To fulfill CDE reporting requirements, YPI will request at the conclusion of the academic year the student SSID, grade, and total days attended regular school for each student that attended the School.
- The School will validate the data received from YPI, and send this and additional requested variables to YPI within a month of receiving the request to do so (according to the schedule listed below in the Specification section.)
- YPI will submit validation or data requests a month prior to the receipt deadline dates (see Specification section below for more details). All data will be transferred between YPI and the School using a File Transfer Protocol (FTP) system. Each party will have a logon and will limit access to the system to those individuals designated to manage the transfer of information between YPI and the School.

Item/Field Description	Purpose
State Student Identification Number (SSIDs)	Required for CDE reporting
Student Free & Reduced Lunch Eligibility Status (Y/N)	Required for CDE reporting
Individualized Education Plan (Y/N)	Required for CDE reporting
English Language Support/ Limited English Proficiency (Y/N)	Required for CDE reporting
Days Attended Regular School	Required for CDE reporting
Student Last, Middle and First Names	Data validation and merging YPI participation data and data collected by School
Student Date of Birth	Data validation and merging YPI participation data and data collected by School
Student Race/Ethnicity	Required for CDE reporting and data validation
Student Grade	Required for CDE reporting and data validation
Student Gender	Required for CDE reporting and data validation

Student English Language Arts/Literacy SBAC results	Required for CDE reporting
Student Mathematics SBAC results	Required for CDE reporting

Specification

This matrix lists the data elements to be shared on a rolling basis with YPI under this MOU. Data is used to export, match, and validate student demographic data; and complete the following reports:

- California Department of Education (CDE) Annual Performance Review (APR) for 21st CCLC grants,
- CDE Semi-Annual Report for 21st CCLC, ASSETS and ASES grants,
- CDE Outcome Based Data Report for 21st CCLC, ASSETS and ASES grants.

YPI will have access to data listed for students served between each request. The School will provide access to all CDE required student data fields only (see table above). Personal identifiable information will be validated.

Individually-identifiable and aggregate-level data

Item/Field Description	Type	Population	Deadline
<ol style="list-style-type: none"> 1. Student Last Name 2. Student First Name 3. Student Middle Name 4. Student Date of Birth 5. Student Grade 6. Student Race/Ethnicity* 7. Student Gender 	Validate	All YPI After School Participants Served Between July 1 – September 30	October 31
<ol style="list-style-type: none"> 1. Student Last Name 2. Student First Name 3. Student Middle Name 4. Student Date of Birth 5. Student Grade 6. Student Race/Ethnicity* 7. Student Gender 	Validate	Only new YPI After School Participants Served Between October 1 – February 28	March 31
<ol style="list-style-type: none"> 1. Student Free & Reduced Lunch Eligibility Status (Y/N) 2. Individualized Education Plan (Y/N) 3. English Language Support/Limited English Proficiency (Y/N) 4. Students not proficient on English Language Arts/Literacy SBAC for year <i>before</i> prior academic year (grades PreK-5 only, or grade levels tested at elementary school level) 5. Students not proficient on Mathematics SBAC for year <i>before</i> prior academic year (grade 6-12 only, or grade levels tested at middle and high school level) 6. Students who improved to proficient or above on English Language Arts/Literacy SBAC in prior year (grades PreK-5 only, or grade levels tested at elementary school level) 7. Students who improved to proficient or above on Mathematics SBAC in prior year (grade 6-12 only, or grade levels tested at middle and high school level) 	Request Aggregate-level	All 21 st CCLC student participants enrolled between July 1-December 31	March 31*

<ol style="list-style-type: none"> 1. Student Last Name 2. Student First Name 3. Student Middle Name 4. Student Date of Birth 5. Student Grade 6. Student Race/Ethnicity* 7. Student Gender 	<p>Validate</p>	<p>Only new YPI After School Participants Served Between March 1 – June 30</p>	<p>July 31</p>
<ol style="list-style-type: none"> 1. Student Free & Reduced Lunch Eligibility Status (Y/N) 2. Individualized Education Plan (Y/N) 3. English Language Support/Limited English Proficiency (Y/N) 4. Students not proficient on English Language Arts/Literacy SBAC for year <i>before</i> prior academic year (grades PreK-5 only, or grade levels tested at elementary school level) 5. Students not proficient on Mathematics SBAC for year <i>before</i> prior academic year (grade 6-12 only, or grade levels tested at middle and high school level) 6. Students who improved to proficient or above on English Language Arts/Literacy SBAC in prior year (grades PreK-5 only, or grade levels tested at elementary school level) 7. Students who improved to proficient or above on Mathematics SBAC in prior year (grade 6-12 only, or grade levels tested at middle and high school level) 	<p>Request Aggregate-level</p>	<p>All 21st CCLC student participants enrolled between January 1 - June 30</p>	<p>July 31*</p>
<ol style="list-style-type: none"> 1. State Student Identification Number (SSIDs) 2. Days Attended Regular School 	<p>Request Individual-level</p>	<p>All students enrolled between the start and end of the school year</p>	<p>July 31*</p>

*Reporting dates may change to reflect CDE deadlines. YPI will communicate state report due dates as soon as they are made available, as well as the updated deadline for receiving data from the school site.