

**AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING
BETWEEN
WESTERN JUSTICE CENTER AND AZUSA UNIFIED SCHOOL DISTRICT**

On August 5, 2020, a Memorandum of Understanding (MOU) was made and entered into between the WESTERN JUSTICE CENTER FOUNDATION, located at 55 South Grand Avenue, Pasadena, CA 91105 (“WJC”), and the AZUSA UNIFIED SCHOOL DISTRICT, 546 South Citrus Avenue, Azusa, CA 91702 (“AUSD”), for an original period of five (5) years, starting with the 2020-2021 academic school year and continuing through the 2023-2024 academic school year.

The MOU was amended for the 2021-2022 academic school year, during which time WJC increased its program support for AUSD and AUSD provided funding support for WJC in the amount of \$60,000.

WJC and AUSD hereby affirm our commitments under the original MOU and the previous amendment and further amend as follows:

1. Length of MOU: AUSD and WJC hereby agree to extend the overall length of the MOU. Rather than ending with the 2023-2024 academic school year, the MOU will now extend through the 2025-2026 academic school year.
2. Compensation: In recognition of the increased services and staffing that will be provided by WJC, AUSD will increase WJC’s annual compensation from \$60,000 per academic school year to \$125,000 per academic school years as follows:
 - a. For the academic school year starting in August 2022 and continuing through June 2023, AUSD will pay WJC in the amount of \$125,000. Payments shall be made at the rate of \$11,363.64 per month. The total for the Fall 2022 semester shall be \$56,818.20, and the total for the Spring 2023 semester shall be \$68,181.80 (with final month reduced by \$0.04 to reach an even \$125,000).
 - b. The same rate of pay and payment schedule shall apply for the 2023-2024, 2024-2025, and 2025-2026 academic school years.

3. Clarification of Definitions:

- a. As set forth on page 2 of the 2021-2022 Amended MOU, the term “Discipline Designee” is meant to reference the “Student Guidance Designee” or other point person at the school site who is primarily responsible for addressing student disciplinary issues.
- b. As set forth on page 2 of the 2021-2022 Amended MOU, the term “CSI” refers to the person responsible for implementing the “Community Schools Initiative” plan at a school site, also known as the “Community Schools Coordinator” or “CSC.” For instance, Azusa High School has been designated as a CSI School by the LA County Office of Education (LACOE), which has assigned a CSC to AUSD. AUSD also plans to hire a Director of Community Schools.
- c. As set forth on page 3 of this MOU Amendment, “adults” as referenced immediately below may include certified and classified AUSD staff, AUSD administrators, parents, after school providers and other groups of stakeholders as mutually agreed upon by AUSD and WJC.
- d. As set forth on page 3 of this MOU Amendment, “school site CRE leadership teams” are responsible for working collaboratively with WJC staff and for coordinating peer mediation programs and community-building circle work on their campus. WJC recommends that each team include, at a minimum, a member of the school administration, a counselor, a classroom teacher, and a CSC, if there is one at that school.
- e. As set forth on page 4 of this MOU Amendment, the “designated representative” shall be Norma Camacho, Assistant Superintendent for Educational Services, and, when she is not available, Paul Hernandez, Director of Student Support Services.

4. Evaluation of WJC Programs and Services:

- a. WJC will arrange for evaluation of its services. For the 2022-2023 academic school year, program evaluation is being performed by WJC will be entering into a Research Agreement with the USC Rossier School of Education’s Center for Policy, Equity and Governance (CEPEG).
 - i. CEPEG will focus on the collection of qualitative data through surveys, focus groups and other related methods. CEPEG will also aim to add quantitative data analysis to their efforts. In preparation, CPEG will need to consult with AUSD to understand what quantitative data is currently being collected by the district. If it is feasible for AUSD to begin collection of certain quantitative data in the 2022-2023 academic year, AUSD agrees to do so. For example, AERIES has been used by Foothill

Middle School to track the number of student peer mediators trained, the number of students participating in formal peer mediations and whether disputes continue to become involved in conflicts.

- ii. To conform to academic standards for protecting the privacy of human subjects and particularly minors, USC will require AUSD to provide access to staff and students and to facilitate the signing of necessary release forms. AUSD agrees to participate accordingly.
- iii. WJC has secured funds to underwrite this work. If and/or when preliminary data is ready to share in a public setting, WJC and CEPEG will make themselves available to present such findings to the Azusa School Board of Education.

5. Amended Description of WJC Programs and Services:

- a. WJC will provide appropriate staffing for its Conflict Resolution Education (CRE) services, including an Azusa Unified Project Manager (the “Manager”) and a Program Assistant. At the time of this MOU Amendment, the Manager is Arturo Magaña. The Program Assistant, who will be hired in 2023, will be supervised by the Manager.
- b. The Manager will:
 - i. Serve as a member of AUSD’s Community Schools Initiative Advisory Committee.
 - ii. Work closely with the AUSD Assistant Superintendent of Educational Services and the Director of Student Support Services. Coordination will include, but not be limited to, selection of participating schools, recruitment and training of school site CRE leadership teams, recruitment and training of key districtwide staff and/or community stakeholders, collection of data, and navigation of special circumstances that require additional CRE support.
 - 1. Key districtwide staff shall include, but not be limited to, the Director of Student Support Services and the Director of Community Schools.
 - iii. Provide ongoing CRE training, coaching and other supports for the AUSD participating schools and districtwide staff each academic school year, including through the following WJC programs and services:
 - 1. ABCs of Conflict and Mini-ABCs (adult CRE training)
 - 2. Mediation Boot Camp (student CRE training)

3. Community-Building Circles (student and adult training plus supportive facilitation)
 4. Peer Mediation Invitational (student and adult attendance at WJC's regional peacemaking summit)
 5. Storytelling and Data Collection (student and adult engagement to allow AUSD and WJC to describe the impact of this work)
 6. Ongoing coaching and strategic planning for CRE implementation
- iv. Submit invoices to the care of AUSD's designated representative by the 10th of each month and provide a cumulative progress report to AUSD at the end of school semester.
6. Participating AUSD Schools: The following schools may be considered for participation in AUSD's partnership with WJC (see Paragraph 5(b)(ii)). Scope of services and programs deployed on each school campus are dependent upon the level of participation and involvement of each school.
- a. Elementary Schools
 - i. Lee Elementary School
 - ii. Magnolia Elementary School
 - iii. Murray Elementary School
 - iv. Powell Elementary School for the Arts
 - v. Valleydale Elementary School
 - b. Middle Schools
 - i. Center Middle School (2022-2023 academic school year only)
 - ii. Foothill Middle School (2022-2023 academic school year only)
 - iii. Gladstone Middle School (2023-2024 / following consolidation)
 - iv. Slauson Middle School (2022-2023 academic school year only)
 - c. High Schools
 - i. Azusa High School
 - ii. Gladstone High School (2022-2023 academic school year only)
 - iii. Sierra Continuation High School

THE PARTIES HEREBY AGREED TO THE FOREGOING.

THE WESTERN JUSTICE CENTER
FOUNDATION, a California non-profit
corporation

AZUSA UNIFIED SCHOOL DISTRICT

Dated: Dec. 20, 2022

Dated: _____

By: Elissa Barrett

By: _____

Name: Elissa Barrett

Name: Norma Carvajal Camacho

Its: Executive Director

Its: Assistant Superintendent, Ed. Services