

**CONTRACT NAME: AGREEMENT BETWEEN MARIN COUNTY OFFICE OF
EDUCATION AND DAVIS JOINT UNIFIED SCHOOL DISTRICT**

BRIEF DESCRIPTION OF CONTRACT: This agreement authorizes Pioneer Elementary School to participate in the outdoor science education and conservation education program of the Marin County Outdoor School and Walker Creek Rance in Petaluma, California. Pioneer students will attend Monday, November 26 to Friday, November 30.

FISCAL IMPACT: Donations fund this program.



MARIN COUNTY OFFICE OF EDUCATION

1111 Las Gallinas Avenue P.O. Box 4925
San Rafael, CA 94912-4925
www.marin.k12.ca.us

MARY JANE SUNKI
MARIN COUNTY
SUPERINTENDENT OF SCHOOLS

(415) 472-4110
FAX (415) 491-6613
TDD (415) 491-6611

June 6, 2013

Nori Raubach
Pioneer Elementary
5215 Harnel Street
Davis, CA 95618

Dear Nori,

We are pleased to confirm that the following dates have been reserved for your school's participation in the Marin County Outdoor School 5-Day program at Walker Creek Ranch:

Arrival Date: November 26, 2018 / # of Students: 92
Departure Date: November 30, 2018 / # of Days: 5

If you have any questions or concerns about these dates or your reservation, please contact us right away at (415) 491-6602. Please review and sign the attached Agreement and return it to the following address or email pgambonini@marinschools.org :

Attn: Pam Gambonini
Marin County Outdoor School
1700 Marshall-Petaluma Road
Petaluma, CA 94952

Upon receipt of your signed agreement, we will sign the agreement and return a copy to you for your records. Here are some important reminders to assist you in planning for your Outdoor School Experience.

Fee reduction for students qualifying for free and reduced meals – Please see attached memorandum regarding price reductions for students qualifying for free and reduce meals. These fee reductions will be calculated in final billing, and will require documentation; of eligibility from participating schools and districts through submission of a roster of eligible students.

Cabin Leader Recruitment – You are required to provide a minimum of 1 Cabin Leader (high school students and/or parents) per 9 students attending. Always "round up" (i.e. if you have 33 students, you should provide at least 4 Cabin Leaders). In addition, it's a good idea to have one or two extra Cabin Leaders, in case somebody doesn't show, or someone gets sick during the program. It is important to the quality and safety of the program that your Cabin Leaders are able to stay for the duration of the program, and that the male to female ratio of your Cabin Leaders reflects that of your students.

Background checks for Parent / Adult Cabin Leaders - We are seeing a growing number of schools choosing to bring parent and adult cabin leaders to provide overnight supervision and on-trail support for students. Schools who choose to provide parent / adult cabin leaders are required to obtain background checks via live scan (fingerprints) to be conducted prior to participation in the outdoor school according to school district policy.

Physical demands of Cabin Leader position - It is vital that all Cabin Leaders are prepared for and aware of the physical demands of the position, particularly that they will be expected to be hiking on steep and uneven terrain every day.

Other Schools – Attached you will find information about the other schools currently scheduled to attend with you (if any).

Changes in Dates and/or number of students – If you need to change the dates and/or the number of spaces we are holding for you, please call us immediately, so that we can check on available dates and adjust your reservation accordingly. Please note that we plan our staffing and services on the number of students listed in your reservation, and ask that you stay within 10% (+/-) of your reservation.

Information Packet – Please visit our NEW website- WalkerCreekRanch.org for: Teacher's Manuals, Cabin Leader Handbook, Parent Information Packets in English and Spanish with Health Forms, Dietary Forms, and Store Order Forms, documents are available to download on our web site (www.WalkerCreekRanch.org). You will also find a wonderful video to share with students and parents about our program before you arrive.

Please give us a call at (415) 491-6602 if you have any questions. We look forward to sharing a great week of fun and learning in the outdoors with you.

Sincerely,

MARY JANE BURKE
Marin County Superintendent of Schools

George Straiman
Ranch Manager/Outdoor School Principal
Marin County Outdoor School

Enc.

Schools you are scheduled to attend with:

Outdoor School Week #:

23

The schools you are currently scheduled to attend with (if any) are listed below. We encourage you to contact these other schools in advance, and if possible, set up a Pen Pal program. We have found that whether Cabin Groups are mixed with students from different schools or separate, having Pen Pals is a great way to break the ice on arrival day. This can go a long way to help begin to build the type of strong "community" we strive to create every week at the Outdoor School.

Also included below is specific reservation information that schools have provided, including grade level, number of students, what type of Cabin Leaders we are expecting (High School students, Adult, Chaperones, or both), and whether schools would like their students mixed with other schools in cabins or separate. Please let us know if you have any questions or concerns.

		Reservation Information
School Name	Montgomery Elementary	Arrival Date Mon, Nov 26, 2018
	1441 Danbury Street	Departure Fri, Nov 30, 2018
	Davis CA 95618	# of Days 5
Phone	530.759.2100	Grade Level 6
	Fax 530.759.2103	Request Beach Trip? No
Email	payon@djuds.net	Cabin Leader Type HS
Estimated # of Students:	52	Cabins Mixed or Separate? Separate

		Reservation Information
School Name	Patwin Elementary	Arrival Date Mon, Nov 26, 2018
	2222 Shasta Drive	Departure Fri, Nov 30, 2018
	Davis CA 95616	# of Days 5
Phone	530.757.5394	Grade Level 6
	Fax 530.757.5417	Request Beach Trip? No
Email	lbiewer@djuds.net	Cabin Leader Type HS
Estimated # of Students:	62	Cabins Mixed or Separate? Separate

		Reservation Information
School Name	Pioneer Elementary	Arrival Date Mon, Nov 26, 2018
	5215 Hamel Street	Departure Fri, Nov 30, 2018
	Davis CA 95618	# of Days 5
Phone	530.757.5480	Grade Level 6
	Fax 530.757.5482	Request Beach Trip? No
Email	nraubach@djuds.net	Cabin Leader Type HS
Estimated # of Students:	92	Cabins Mixed or Separate? Separate



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MARY JANE BURKE
MARIN COUNTY
SUPERINTENDENT OF SCHOOLS

(415) 472-4110
FAX (415) 491-6815
TDD (415) 491-6811

School Name: Pioneer Elementary
Arrival Date: Monday, November 26, 2018
Departure Date: Friday, November 30, 2018

Number of Days: 5
Fee Level: 1

AGREEMENT

THIS AGREEMENT, entered into this 6th day of June, 2018 by and between the **MARIN COUNTY OFFICE OF EDUCATION**, hereinafter referred to as "County Superintendent", and the **Davis Joint Unified School District**, hereinafter referred to as "District".

WITNESSETH:

WHEREAS, the County Superintendent, pursuant to Education Code Sections 8760-8773, maintains an outdoor science education and conservation education program at the Marin County Outdoor School at Walker Creek Ranch in Petaluma, California; and

WHEREAS, District is desirous of participating in said program;

NOW, THEREFORE, BE IT HEREBY AGREED AS FOLLOWS:

1. District shall receive the state apportionment based on Average Daily Attendance.
2. District is responsible for supervision of its students.
3. District shall pay all salaries of personnel who are regularly employed by the District and assigned to duties in connection with this program.
4. District shall pay all costs of transportation for its students and employees in connection with this program.
5. District shall pay the amounts to County Superintendent as its proportionate share of the cost of this program as stated on the attached Marin County Outdoor School Fee Schedule, and the corresponding Fee Levels - (Level 1, Level 2, Level 3) for the dates of District attendance as noted.
 - a. The cost of a five-day program is \$ 346 per student and \$ 245 per teacher.
 - b. The cost of a Four-day program is \$ 318 per student and \$ 210 per teacher.
 - c. In addition, District shall pay per person, a prorated portion thereof, for lodging and meals for any student or teacher who does not attend for the entire program.
6. District shall participate in said program for the 2018/19 school year by sending up 92 students to the program and shall comply with the regulations of the County Superintendent established for the maintenance of this program.
7. District agrees to pay the fee for the actual number of students in attendance or for 90% of the number of students set forth in paragraph #6, whichever is greater, whether or not the pupils actually attend the Marin County Outdoor School, unless notice of change has been given in writing 120 days prior to the week of attendance.

School Name: Pioneer Elementary
Arrival Date: Monday, November 26, 2018
Departure Date: Friday, November 30, 2018

Number of Days: 5
Fee Level: 1

8. County Superintendent shall pay all costs of maintaining and managing the program, including salaries of personnel, food, lodging, etc., except as herein stated. The program shall be under the direction of the County Superintendent and the final decision on its operation shall rest with the County Superintendent; however, the County Superintendent shall consult with the District and, if possible adjust the program to fit the particular requirements of the District.

9. As soon as the total costs have been determined and the charges to the respective District computed, County Superintendent shall send appropriate billing to the District. Upon confirmation by the District that this amount is correct, the District or responsible school organization shall authorize payment in the appropriate amount to the Marin County Schools Service Fund. If payment for services will be made by any organization other than the District (i.e. PTA group), please indicate here:

10. County Superintendent shall maintain adequate liability insurance to cover its operations under this program; however, it shall also be the responsibility of District to provide appropriate liability insurance covering the activities which may be under the control or supervision of District.

11. In addition to the charges outlined above, District shall be responsible for any additional costs occasioned by its use of the facilities, such as, but not limited to, damage to the grounds, equipment or buildings.

12. District shall defend, hold harmless and indemnify MCOE/WCR and each of its officers, employees, and agents against any and all claims, demands, causes of action, damages (including damages to WCR property), costs and liabilities, in law or in equity, of every kind and nature whatsoever, which arise out of or are in any way connected with the use and occupation of WCR campus described herein. To the fullest extent legally permissible, this indemnity and hold harmless agreement by the District shall apply to any and all acts or omissions, whether active or passive, on the part of the District or its agents, employees, representatives, resulting in a claim or liability, except such loss or damage which was caused by the active negligence, the sole negligence, or the willful misconduct of MCOE/WCR its officers, employees, or agents. Where comparative fault is determined to have been contributory, principles of comparative fault will be followed and each party shall bear the proportionate cost of any damage attributable to the fault of that party, its officers, directors, agents, employees or volunteers.

13. The dates for the 5 day program assigned for your District are:
Arrive on: Monday, November 26, 2018

Depart on: Friday, November 30, 2018

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

ATTENDING SCHOOL

By:

Title:

School: Pioneer Elementary
Address: 5215 Hamel Street
Davis, CA 95618

District: Davis Joint Unified
Address: _____

MARIN COUNTY OFFICE OF EDUCATION

Mary Jane Burke

Marin County Superintendent of Schools

MARIN COUNTY OUTDOOR SCHOOL

By: George Stratman

Title: Ranch Manager/Outdoor School Principal

Please review and sign Agreement and return to us ASAP by email, fax or mail.

Mail to: Pam Gambonini

Marin County Outdoor School
1700 Marshall-Petaluma Road
Petaluma, CA 94952

(415)663-8854 Fax

email: pgambonini@marinschools.org