



Report to the City Council  
Council Meeting of September 13, 2016

**Agenda Section:** Consent

**Subject:** Consideration and proposed approval of a Resolution approving a MOU between the St. Helena School District and the St. Helena Recreation Department to provide services for an After-School Enrichment Program for the St. Helena Primary and St. Helena Elementary Schools for the period August 1, 2016 – June 30, 2017

**CEQA Status:** Not a CEQA Project

**Prepared By:** Haidi Arias, Recreation Director

**Approved By:** Jennifer Phillips, City Manager

**BACKGROUND**

The After-School Enrichment Program provides a warm, caring environment beyond school hours where children have the opportunity to play with school friends. The After-School Enrichment Program offers exciting activities which stimulate children to be healthier and happier which include sports, art activities, drama, dance, and computer exploration. The After-School Enrichment Program has been operating at the St. Helena Elementary for the past two years. The Recreation department, school administrators, and teachers want to continue working together to ensure their After-School Enrichment Program supplement the learning taking place during the school year and utilizing age-appropriate materials and equipment for students.

**DISCUSSION**

The St. Helena Unified School District, hereinafter referred to as SHUSD, and the St. Helena Recreation Department, hereinafter referred to as SHRD, will continue to work cooperatively to build an asset-based approach to the delivery of services to children, youth and families. SHUSD and SHRD will implement effective enrichment programming for positive youth development as part of the After-School Enrichment program at St. Helena Elementary and St. Helena Primary.

Students in the After-School Enrichment Program will participate in:

Arts and Music

Drama and Dance

Technology and Robotics

Science experiments  
Nutrition and fitness activities

**DESCRIPTION OF PROGRAM SERVICES**

A. The City of St. Helena agrees to:

1. Provide program coordination which includes;
  - o Negotiating agreements with outside agencies
  - o Organizing student registration in conjunction with school site administrators
  - o Developing schedules for all program aspects

B. SHUSD agrees to:

1. Assist and facilitate advertising the program to students and families.
2. Provide payment to the City of St. Helena based on invoices received from outside vendors that provide enrichment opportunities, within the above parameters, not to exceed \$12,000.
3. Provide payment to the City of St. Helena for administration of the services under this agreement, totaling \$6,000.

**FISCAL IMPACT**

The City of St. Helena will be compensated in a total of \$18,000 for all services described in this agreement.

**RECOMMENDED ACTION**

Staff recommends the City Council of the City of St. Helena adopt the attached MOU.

**ATTACHMENTS**

1. MOU

**CITY OF ST. HELENA**

**RESOLUTION NO. 2016-**

**Approving a MOU between the St. Helena School District  
and the St. Helena Recreation Department to provide services  
for an After-School Enrichment Program  
for the St. Helena Primary and St. Helena Elementary Schools**

**RECITALS**

- A. There is a need in St. Helena community for an After-School Enrichment Program.
- B. The After-School Enrichment Program will provide a warm, caring environment beyond school hours where children have the opportunity to play and socialize with school friends.
- C. The After-School Enrichment Program will also offer exciting activities which stimulate children to be healthier and happier and includes sports, art activities, drama, dance, and computer exploration.
- D. The After-School Enrichment Program has been operating at the St. Helena Elementary for the previous two years. The Recreation department, school administrators, and teachers work together to ensure the After-School Enrichment Program supplements the learning taking place during the school year and utilizing age-appropriate materials and equipment for students.

**RESOLUTION**

NOW, THEREFORE, the City Council of the City of St. Helena resolves as follows:

- 1. The City Council approves the MOU between the St. Helena School District and the St. Helena Recreation Department to provide services for an After-School Enrichment Program for the St. Helena Primary and St. Helena Elementary Schools for the period of August 1, 2016 through June 30, 2017; and
- 2. The City Council authorizes the City Manager to execute the MOU on behalf of the City.

Approved at a Regular Meeting of the St. Helena City Council on September 13, 2016, by the following vote:

Mayor Galbraith: \_\_\_\_\_

Vice Mayor White: \_\_\_\_\_

Councilmember Crull: \_\_\_\_\_

Councilmember Dohring: \_\_\_\_\_

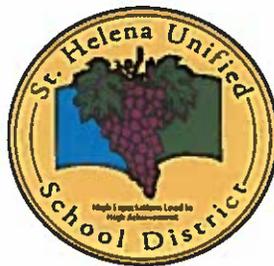
Councilmember Pitts: \_\_\_\_\_

APPROVED:

\_\_\_\_\_  
Alan Galbraith, Mayor

ATTEST:

\_\_\_\_\_  
Cindy Black, City Clerk



**Memorandum of Understanding  
Between  
St. Helena Unified School District  
and  
The City of St. Helena**

The purpose of this MOU is to outline the agreement between the St. Helena Unified School District (SHUSD) and the City of St. Helena as it relates to the payment for the operation of after school enrichment programs for St. Helena Primary School and St. Helena Elementary School for the period August 1, 2016 – June 30, 2017.

Compensation to the City of St. Helena for all services as described by this agreement shall be \$18,000.

The City of St. Helena agrees to:

- Provide program coordination which includes;
  - Negotiating agreements with outside agencies
  - Organizing student registration in conjunction with school site administrators
  - Developing schedules for all program aspects

SHUSD agrees to:

- Assist and facilitate advertising the program to students and families.
- Provide payment to the City of St. Helena based on invoices received from outside vendors that provide enrichment opportunities, within the above parameters, not to exceed \$12,000.
- Provide payment to the City of St. Helena for administration of the services under this agreement, totaling \$6,000.

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City of St. Helena  
Jennifer Phillips  
City Manager

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Date

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St. Helena USD

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Date

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