

FCMAT

FISCAL CRISIS & MANAGEMENT
ASSISTANCE TEAM

CSIS California School Information Services

FISCAL CRISIS & MANAGEMENT ASSISTANCE TEAM STUDY AGREEMENT

August 26, 2014

The Fiscal Crisis and Management Assistance Team (FCMAT), hereinafter referred to as the team, and the Alameda Unified School District, hereinafter referred to as the district, mutually agree as follows:

1. BASIS OF AGREEMENT

Based on the provisions of Assembly Bill 1200 (1991), the mission of the Fiscal Crisis and Management Assistance Team is to help California's local educational agencies fulfill their financial and management responsibilities by providing fiscal advice, management assistance, training and other related school business services. FCMAT coordinates statewide professional development efforts for school business officials. The district has requested that the team conduct associated study body staff development training.

2. SCOPE OF THE WORK

A. Scope and Objectives of the Study

- 1) Conduct a 3.5 hour associated student body workshop for the Alameda Unified School District on October 27, 2014 from 10 a.m. to 1:30 p.m.

3. PROJECT PERSONNEL

The study team will be supervised by Anthony L. Bridges CFE, CICA, Deputy Executive Officer, Fiscal Crisis and Management Assistance Team, Kern County Superintendent of Schools Office. The study team will include:

Michelle Plumbtree, FCMAT Chief Management Analyst

Other equally qualified staff or consultants will be substituted in the event the above individual is unable to participate in the study.

4. **PROJECT COSTS**

The cost for studies requested pursuant to E.C. 42127.8 (d) (1) shall be:

- A. \$800.00 per day for each team member and all out-of-pocket expenses, including travel, meals and lodging. Estimated cost is \$1,000. The district will be billed based on actual costs.
- B. Estimated cost does not include the FCMAT ASB Accounting Manual, Fraud Prevention Guide and Desk Reference. Printed manuals are available upon request at \$15.00 each or may be downloaded free of charge at www.fcmat.org. Please request the appropriate number of manuals at least three weeks prior to the date of the workshop.

Payments for FCMAT services are payable to Kern County Superintendent of Schools - Administrative Agent.

5. **RESPONSIBILITIES OF THE DISTRICT**

The district will provide appropriate space and accommodations for the workshop, a laptop and an overhead projector, and make copies of the presentation for all participants prior to the workshop.

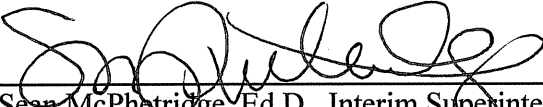
Pursuant to EC 45125.1(c), representatives of FCMAT will have limited contact with pupils. The district shall take appropriate steps to comply with EC 45125.1(c).

6. **PROJECT SCHEDULE**


The workshop is scheduled for October 27, 2014, from 10 a.m. to 1:30 p.m. Registration is limited to the host district.

7. **CONTACT PERSON**

Contact: Shariq Khan
Telephone: (510) 337-7082
Email: skhan@alameda.k12.ca.us


Sean McPhetridge, Ed.D., Interim Superintendent
Alameda Unified School District

8/26/14
Date


Anthony Bridges, CFE, CICA
Deputy Executive Officer
Fiscal Crisis and Management Assistance Team

August 26, 2014
Date