



of the Island City

## Memorandum of Understanding

Between

Girls Incorporated® of the Island City

And

Alameda Unified School District

January 5, 2021

### Overview

Girls Inc. of the Island City (GIIC) is a local member organization of a national nonprofit dedicated to inspiring all girls to be strong, smart, and bold®. At Girls Inc., we recognize that gender stereotyping still limits girls' potential, so we challenge girls to ask questions about themselves and the world in which they live. We encourage each girl to take risks and gain a sense of her own power and strength. Girls Inc. has served girls ages 6-18 in Alameda for over 50 years.

During the 2017-18 school, GIIC CEO, Christine Chilcott, sat on Alameda Unified School District's Health and Wellness Assessment Committee. The Health and Wellness Assessment results were that stress, bullying, and peer pressure were some of the biggest issues facing students at all grade levels. Since GIIC had been offering girl support groups on a school-by-school basis, CEO Chilcott decided to propose a formalized program to be offered in a uniform way at all nine elementary schools in the district. The planned program offering is titled G.E.M.S. which stands for Girls. Empowerment. Mentors. Support. This would be part of the Tier Two Support Services as identified by the Health and Wellness Assessment. (pg. 15)

We propose to deliver a specialized program for girls, G.E.M.S. at all nine elementary schools in the Alameda Unified School District (AUSD) beginning in November 2018. The focus of the educational enrichment program will be our locally developed intervention program.

### Program Descriptions

The G.E.M.S. program will be a combination of Girls Inc. National and other curriculums focusing on the following areas:

- Stress Management and Self-Care (Mind+Body)
- Teamwork

- Anti-bullying Support
- Self-Control and Self-Awareness through Self-Defense (Project Bold)
- Academic Enrichment (Literacy Support)

The goal is to run a once-a-week 30-45 minute virtual G.E.M.S. session with girls from each elementary school for a group of 10-15 girls whose parents sign them up for the program or whose teachers recommend them for the program. The girls would participate in these sessions via Zoom for most of the school year

### Program Requirements

Girls Inc. requires the following from AUSD District Staff and each elementary school site (nine total) to ensure a successful program:

- AUSD's support in identifying and supporting the efforts of Girls Inc. to seek program funding
- A dedicated district office contact to discuss and agree upon program details
- A dedicated district office contact to act, when necessary, as a liaison between Girls Inc. and school staff
- Principals, Intervention Leads, and Teachers with G.E.M.S. students are required to fill out an end of year evaluation
- A specific contact person at each elementary school site who can answer questions and troubleshoot as needed with the Girls Inc. staff.
- Girls Inc. reserves the right to request assistance from the Intervention Lead if the G.E.M.S program enrollment falls below 8 students.
- Each school site inform the G.E.M.S staff member in advance if a program needs to be cancelled due to an assembly or special activity
- Each elementary school site is committed to running the program once a week from October 2020 – June 2021.

Both Girls Inc. and Each elementary school site will need to agree on the program dates in advance to ensure:

- Girls Inc. staff's availability
  - The dates chosen do not coincide with any regularly scheduled school-wide events that would prevent the girls from attending program
  - The participating girls are aware of the dates they are expected to attend for the program before they sign up.
- Define chain of command for reporting incidents both from GEMS facilitator to school and also from school to the district level
- District Communication: communication to school sites about GEMS program timing, the importance and value of GEMS for AUSD , and about who the GEMS staff are
- School staff communication: School office staff need to communicate to GEMS staff about field trips, assemblies, and other school related issues that will affect the GEMS groups.
- Selection process for GEMS participants: defining that process. From district level, what are the parameters for GEMS participants. From each school site level what are the parameters and processes

- Virtual space: Participants must have access to a laptop or tablet with Zoom. Participants should be able to find a space at home that is quiet and have little to no interruptions to ensure quality of programming and privacy.
- School Site relationships: Increased connection of GEMS staff to school site staff. Possible ways to help build connections: GEMS staff attend school staff meeting, GEMS newsletters to all school sites, and meeting with the intervention leads as possible.
- PBIS: a greater connection to the PBIS program at the school sites. The GEMS facilitators would benefit from understanding PBIS more, using the same terminology, and connecting resources so the two programs can work in conjunction with each other.
- Intervention Leads: GEMS facilitators need to have a good connection to the intervention leads so any problems or issues with the participants can be identified and discussed in a timely manner.

GIIC – Provides to District:

- District Communication: GIIC will ensure we are sending regular communication to AUSD regarding details of the GEMS program, staff, findings of assessments, and site specific needs that aren't being met
- School Site communication: GIIC will create and send monthly communications to school sites and parents of the GEMS program. These will include information about program logistics, staff, activity examples, and themes being taught to participants.

Additionally, at the end of each quarter, Girls Inc., AUSD District staff, and each elementary school intervention lead, reserve the right to evaluate the sessions' effectiveness and if necessary, request a change in the curriculum to serve the needs of the girls more adequately.

### Compensation

The cost of the program is \$125,000 per year. This covers running this program schedule listed as Attachment A, running for approximately 25 weeks; a part-time assistant that administers and manages all assessments; and a full-time Outreach Coordinator that manages all paperwork and direct dealings with a school personnel.

Girls Inc. of the Island City is offering this program to continue the strong relationship with AUSD and all elementary school sites. AUSD has agreed to pay Girls Inc. of the Island City \$25,000 for delivery of the GEMS program for 2020-21, in order to ensure continuity with the program and assist in meeting the grant that allowed Girls Inc. of the Island City to create and run the GEMS program at no cost in 2018-19.

### General Liability Insurance

Per AUSD request, Girl's Inc. shall maintain general liability insurance with limits of One Million Dollars (\$1,000,000) per occurrence for bodily injury and, abuse and molestation. The coverage shall be primary as to AUSD and shall name AUSD as an additional insured.

### Instructors

The instructors delivering this program are Girls Inc. G.E.M.S. program facilitators are Hashima Dailey and Lisa Dosa. Girls Inc. staff who are delivering instruction to the GEMS groups will be fingerprinted and background checked and cleared by Girls Inc.

**-Hashima Dailey** a native of Alameda and graduate of the Alameda Unified School District. She has a Bachelor of Science in Biology and a Masters in Medical Health Science. She plans on going back to school to become a cardiologist or a pediatrician.

**-Lisa Dosa** is a GIIC staff member, a native Alamedan and a proud product of Alameda's public schools. She has a degree in drama, as well as a Master's in Counseling and Mental health, and finds that surprisingly, the two degrees work well together!

This memorandum of understanding is hereby entered between the two parties indicated below and for the purpose as stated in the Program Description.



January 7, 2021

Signature  
Authorized Girls Inc Representative

Date

  

Kirsten Zazo (Jan 8, 2021 12:28 PST)

Signature  
Authorized AUSD Representative

Date

**2020-2021 GEMS Schedule****Lisa**

Monday	Tuesday	Wednesday	Thursday	Friday
Franklin	Maya Lin	Otis	Paden	
1st & 2nd Grade 2:00 - 3:00 3rd - 4th Grade 3:15 - 4:15	1st & 2nd Grade 2:00 - 3:00 3rd - 4th Grade 3:15 - 4:15	Group 1: 9:30-10:20 Group 2: 12:00-1:00 Group 3: 1:15-2:15 Group 4: 2:20 - 3:20 Group 5: 3:30-4:30	1st & 2nd Grade 2:00 - 3:00 3rd - 4th Grade 3:15 - 4:15	

**Hashima**

Monday	Tuesday	Wednesday	Thursday	Friday
Love	Ruby Bridges	Earhart & Edison	Bay Farm	
1st & 2nd Grade 2:00 - 3:00 3rd - 4th Grade 3:15 - 4:15	1st & 2nd Grade 2:00 - 3:00 3rd - 4th Grade 3:15 - 4:15	<b>Earhart</b> 1st & 2nd Grade 12:00 - 1:00 3rd - 5th Grade 1:15 - 2:15  <b>Edison</b> 1st & 2nd Grade 2:30 - 3:30 3rd - 5th Grade 3:30 - 4:30	<b>Bay Farm</b> 1st & 2nd Grade 2:00 - 3:00 3rd - 4th Grade 3:15 - 4:15	