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Contract#: **27.ESD029**

MARIN COUNTY OFFICE OF EDUCATION
John A. Carroll, Marin County Superintendent of Schools
1111 Las Gallinas Avenue / P. O. Box 4925, San Rafael, CA 94913

2026-2027 IMSE IMPACT - ORTON GILLINGHAM COMPREHENSIVE PLUS TRAINING A MEMORANDUM OF UNDERSTANDING

The following is a Memorandum of Understanding (MOU), by and between the Marin County Superintendent of Schools and Marin County Office of Education (herein after referred to as the "**MCOE**") and **Reed Union School District** herein after referred to as the "**District**"). The **District** and **MCOE** may be individually referred to herein as a "Party" or collectively referred to herein as the "Parties."

Background:

Marin County Office of Education (MCOE) will offer countywide cohorts of the IMSE Impact Orton-Gillingham Comprehensive Plus Training to support effective literacy instruction and improve student outcomes across all tiers of instruction.

This five-day training provides educators with an in-depth understanding of the components of Structured Literacy. Participants will learn to use multisensory, research-based tools and strategies to strengthen their instructional routines, support students' reading development, administer assessments, differentiate instruction, and monitor student progress.

MCOE is able to offer the full training and associated materials to districts at a subsidized cost of $500 per participant. The full cost of the training is $1,500 per participant. To qualify for the subsidized rate, each participant must complete the full five-day training series. In the event that a participant does not complete the series or does not show up for their registered training session, the District will be responsible for the full cost of $1,500 per participant and will be invoiced for the remaining balance.

MCOE will offer four countywide cohorts: fall, winter, spring, and summer. The fall, winter, and spring cohorts will each be held over five consecutive weekdays from 8:00 a.m. to 3:30 p.m. The summer cohort will be held over four consecutive days from 8:00 a.m. to 4:30 p.m.

Dates:
Cohort 1: September 24, October 1, October 8, October 15, October 22
Cohort 2: January 12, January 19, January 26, February 2, February 9
Cohort 3: March 2, March 9, March 16, March 23, March 30
Cohort 4: June 14-17, 2-2026

For the fall, winter, and spring cohorts, public school districts will receive up to $300 per training day** for each participating teacher to help offset substitute teacher costs. Participants in the summer cohort will receive a $600 stipend upon completion of the full training series.

Participants who miss a training day may be required to pay a make-up fee in order to receive their certificate of completion. Fees currently begin at $100 for one missed day and may increase to as much as $150 for additional missed days. Make-up fees are established by IMSE and are subject to change. Participants have one year from the start of the training to complete all required days. Participants who do not complete the training within one year will receive documentation only for the hours they attended and will not receive a certificate of completion for the full training.

*Reimbursement for substitute costs does not include any make up training days.

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Duration of MOU

The term of this agreement shall begin July 1, 2026 and continue through June 30, 2027, unless otherwise modified as provided herein.

The parties agree as follows:

MCOE shall:

- Organize and facilitate the in-person training.
- Verify the full or partial attendance of the District's registered participants, as identified in Attachment A.
- Prepare and issue an invoice to each participating district for the applicable training costs.
- For the fall, winter, and spring cohorts, provide public school districts with up to $300 per training day, per participating public school educator, to help offset substitute teacher costs.
- For the summer cohort, provide a $600 stipend for each public school educator who completes the full five-day training series, along with reimbursement to the District for up to 25 percent of driven costs.

DISTRICT shall:

- Reimburse MCOE for the applicable costs of the IMSE Impact Orton-Gillingham Comprehensive Plus Training based on each participant's level of participation, as documented in Attachment A.
- Ensure that all participants obtain any required training materials from MCOE prior to the start of their assigned training cohort.
- Pay the full training cost of $1,500 for any registered participant who does not attend or complete the full five-day training series.
- Pay any fees assessed by IMSE for required make-up training days.
- Submit to MCOE an invoice with supporting documentation for up to $300 per public school educator, per day, for attendance in the fall, winter, or spring training cohorts, to subsidize substitute costs. Invoices must be submitted at the conclusion of each cohort.
- Submit to MCOE an invoice for reimbursement of stipends and up to 25% of associated driven costs with supporting documentation for participants in the summer cohort who complete the full training series to MCOE by June 30.

<u>Additional Provisions</u>

- The duly authorized officials of each respective party enter into this MOU.
- It is understood by both parties that each will fulfill its responsibility under the MOU in accordance with the provisions of law and regulations that govern their activities.
- Nothing in this MOU is intended to negate or otherwise render ineffective any previous agreements.
- This MOU may be amended by the mutual written consent of the parties.
- No amendment, modification or alteration in the terms of the MOU shall be binding on either party unless submitted in writing.

<u>Modification</u>

This Agreement may not be modified or assigned by either party without express written consent to the other. No modification shall be effective unless approved in writing by Marin County Office of Education or the authorized representatives.

Payment

Following completion of each training cohort, MCOE will invoice the District for applicable training costs. MCOE will also request that the District submit invoices and required supporting documentation for eligible substitute teacher reimbursements or summer stipends and associated district costs at the completion of each cohort.

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Governing Law
This Agreement is made and entered into in the County of Marin, State of California.

Mutual Indemnification:
Each party agrees to defend, hold harmless and indemnify the other party (and its officers, employees, trustees, agents, successors and assigns) against all claims, suits, expenses (including reasonable attorney's fees), losses, penalties, fines, costs and liability whether in contract, tort or strict liability (including but not limited to personal injury, death at any time and property damage) arising out of or made necessary by the indemnifying party's breach of the terms of this MOU.

In the event that any action or proceeding is brought against a party by reason of any claim or demand discussed in this section, upon notice from the party, the indemnifying party shall defend the action or proceeding at the indemnifying party's expense, through counsel reasonably satisfactory to the other party. The obligations to indemnify set forth in this section shall include reasonable attorney's fees and investigation costs and all other reasonable costs, expenses and liabilities from the time of giving the first notice of any claim or demand.

The indemnifying party's obligations under this section shall apply regardless of whether the other party (or any of its officers, employees, trustees or agents) are actively or passively negligent, but shall not apply to any loss, liability, fine, penalty, forfeiture, cost or damage caused solely by the active negligence or by the willful misconduct of the other party.

Termination
Either party may terminate this Memorandum of Understanding, with or without cause, by giving 30 days' written notice to the other party

Reed Union School District

DocuSigned by:
KIMBERLY MCGRATH
882223372206479...

Date: 8/28/2026

DR. KIMBERLY MCGRATH
Superintendent

Marin County Office of Education

DocuSigned by:
Jon Lenz
5B80D1064906418...

Date: 8/28/2026

JOHN A. CARROLL or Designee
Marin County Superintendent of Schools

Jon Lenz, Deputy Superintendent
Name/Title of Designee

Dept. Cabinet member Signed by: Laura Trahan 8ECF42F3114047E...

MCOE Business Services Only

01-9295-0-8689.00-8600-2140-800-101-000
01-9295-0-5863.00-8600-2140-800-101-000

cc: Chris Kim , ckim@reedschools.org