



PARTNERSHIP MEMORANDUM

Date: February 14, 2005
To: Participating Migrant Regions
From: E. Francisco Lopez, MPA, Esq. President and CEO
CC: California PASS Program
Re: A Memorandum of Understanding (MOU) between the **California PASS Program** and the **Bert Corona Institute (BCLI)**.

On February 8, 2005, a Memorandum of Understanding (MOU) was formalized between the **California PASS Program**, with offices at 2840 East Floradora Avenue, Fresno, CA 93703, and the **Bert Corona Leadership Institute (BCLI)**, with offices at 1500 Farragut St., NW Washington, DC.

Purpose: The purpose of the partnership is to provide Elective California PASS Program High School Credits to migrant students participating in BCLI's Experience in Democracy Leadership Program (EIDL). Through this partnership, students will be able to gain 5 elective credits towards their High School Diploma, upon the completion of the required 75 hours of instruction which will occur during and after the Program.

Process: BCLI and the California PASS Program developed a list of conditions.

1. BCLI will provide the curricula and research in the field of youth development and civic participation training. BCLI will provide the curriculum as presented in the Course Outline and Module Descriptions for Experience in Democracy Leadership Program. Follow-up sessions and participation will take place at the local governments and community centers in order for the migrant students to complete the 5 credits;
2. BCLI will provide the name of the **Regional Supervisor** from each participating migrant region;
3. BCLI will ensure that the Migrant Regional Supervisor **informs the participating school registrar of the project in order to post the elective credit**. The California

PASS Program will issue the transcript and is not responsible for making arrangements with the school of record;

4. BCLI and the Migrant Regional Supervisor will provide the California PASS Program with a letter to initiate the project in their respective region with a detailed timeline. The California PASS Program will then provide a letter recognizing the initiation of the project;
5. BCLI and the Migrant Regional Supervisor will provide all required datum, including the signature of a California Certificated Teacher, Counselor or Administrator. The datum will consist of:
 - a. One Time Enrollment
 - b. Special Project Data Sheet signed by regional supervisor

Partnership Evaluation: The California PASS Program and the Bert Corona Leadership Institute agree to review the MOU at the end of the first year of collaboration to assess the partnership's effectiveness.

Program Evaluation: The Program's effectiveness will also be measured. Following are the key elements for monitoring and evaluating the Program.

1. In order to measure the knowledge that they acquired as a result of the Program, the migrant students, or delegates, will be required to take pre- and posttest.
2. The delegates will have the opportunity to evaluate each of the three Modules in the Program's curriculum by completing a short feedback survey at the end of each Module. Their feedback will be reviewed by the BCLI staff and board and used for program enhancement.
3. To measure BCLI's ability to develop leadership potential and increase civic proactivity in migrant youth, a field survey will be administered to past delegates. With the assistance of educational districts, community organizations, and EIDLDP alumni groups, the field survey will be administered to delegates 6 to 12 months after they have completed the Program. To measure long-term leadership and civic proactivity, a second field survey will be conducted to the same pool of delegates 36 months they have completed the Program. The field survey will aim to answer the following questions:
 - a. How many delegates initiated community service programs in their communities or on behalf of a community-based organization?

- b. How many delegates volunteered their time to community service programs or community-based organizations?
- c. How many delegates continued their work with the community service programs that they began under EIDLDP?
- d. How many delegates who were eligible to vote became registered and active voters?
- e. How many delegates completed the required hours to gain the 5 elective credits towards high school graduation?

- f. To ensure that the results obtain are unbiased and valid, all evaluation will be managed by an external evaluator.