



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Probation



**Date:** September 12, 2012  
**Board Meeting Date:** October 2, 2012  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors  
**From:** Stuart J. Forrest, Chief Probation Officer  
**Subject:** Revenue Agreement with San Mateo County Superintendent of Schools

**RECOMMENDATION:**

Adopt a Resolution authorizing a Revenue Agreement with the San Mateo County Superintendent of Schools for the Probation Department to provide staffing support to Community Schools for FY 2012-13 in the amount of \$410,077.

**BACKGROUND:**

For many years, the Probation Department has provided Group Supervisors to the Office of Education's Community Schools to maintain order and manage behavioral issues. In 2007, Probation and the Superintendent of Schools signed a Memorandum of Understanding that each agency would provide 50% of the cost of the staff. In fiscal year 2009-10, the agencies entered into a Revenue Agreement (#070538) that held that 100% of the cost of four Group Supervisors would be borne by the Office of Education. In following years, the agencies entered into Revenue Agreements #071170 for fiscal year 2010-11 and #071754 for fiscal year 2011-12.

**DISCUSSION:**

The Revenue Agreement for fiscal year 2012-13 continues this funding strategy, however, with a reduction in staffing due to the closure of one site. For FY 2012-13, the Office of Education will provide for the total cost of salaries and benefits for the three Group Supervisors, plus extra-help and backfill positions. The Agreement further defines the roles and responsibilities of the staff, the Probation Department, and the Superintendent of Schools.

The term of the agreement is July 1, 2012 through June 30, 2013. The agreement and Resolution have been reviewed and approved by County Counsel and Risk Management.

The contractor has assured compliance with the County's Contractor Employee Jury Service Ordinance, as well as all other contract provisions that are required by County

ordinance and administrative memoranda, including but not limited to insurance, hold harmless, non-discrimination and equal benefits.

This Agreement contributes to the Shared Vision 2025 commitment to Safe Neighborhoods by ensuring that youth are safe in school and have an optimum environment for learning.

**PERFORMANCE MEASURE(S):**

<b>Measure</b>	<b>FY 2011-12 Actual</b>	<b>FY 2012-13 Projected</b>
Percent of classroom disruptions in which Group Supervisors intervene to maintain classroom safety	100%	100%

**FISCAL IMPACT:**

The term of the agreement is July 1, 2012 through June 30, 2013. This Revenue Agreement shall reimburse the Probation Department \$410,077 for salaries and benefits for three Group Supervisors, plus extra-help and backfill positions at Community Schools. These funds have been included in the FY 2012-13 tentatively Adopted Budget.