



## SUMMARY REPORT

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**Agenda Date:** 7/14/2020

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**To:** Board of Supervisors

**Department or Agency Name(s):** Probation Department

**Staff Name and Phone Number:** Lisa Valente, 565-6261

**Vote Requirement:** Majority

**Supervisorial District(s):** Countywide

**Title:**

Keeping Kids In School

**Recommended Action:**

- A) Authorize the Chief Probation Officer to execute an Agreement with Seneca Family of Agencies in the amount of \$889,436, for Keeping Kids in School (KKIS) program services for the period of July 1, 2020 through June 30, 2021.
- B) Authorize the Chief Probation Officer to enter into Memorandums of Understanding with the following school districts for information sharing and KKIS case management services for students with truant behaviors and their families for a term beginning July 1, 2020 through June 30, 2021.
  - i. Cotati-Rohnert Park Unified School District
  - ii. Guerneville Elementary School District
  - iii. Healdsburg Unified School District
  - iv. Petaluma City Schools
  - v. Sonoma County Office of Education (Amarosa Academy)
  - vi. Sonoma Valley Unified School DistrictWest Sonoma County Union High School District
  - vii. Windsor Unified School District

**Executive Summary:**

**Background**

Keeping Kids in School (KKIS) is a prevention and intervention program run by the Probation Department, in partnership with local school districts, the Sonoma County Office of Education, Sonoma County Courts, and community-based organizations. KKIS is part of a larger countywide school success framework, consistent with the Board of Supervisors' priority of ongoing investment in education, and supported by a broad group of stakeholders collaborating to improve connection to schools in Sonoma County.

Since August 2015, students across Sonoma County have received case management services to address barriers to regular school attendance. In addition to individualized case management services, KKIS program staff provide technical assistance to partner school districts to improve their attendance systems. School and districtwide supports have included activities such as revamping tardy procedures, developing and supporting attendance intervention and incentive programs, supporting staff development, and providing trainings for

diverse stakeholders.

**Discussion:**

The Sonoma County Probation Department is requesting authority to enter in an Agreement with Seneca Family of Agencies (Seneca) in the amount of \$889,436 for a one year term, and execute Memorandums of Understanding (MOU) with partner school districts, to continue existing services through June 30, 2021.

The current agreement with Seneca expires on June 30, 2020. The Probation Department prepared a Request for Proposals (RFP) for these services in early 2020 with the timeline for review and award of contract by July 1, 2020. On March 20 the RFP was deemed non-essential by the Director of General Services, in light of the County's COVID-19 emergency response efforts. Although the Department recognizes the services provided under this agreement are not essential to disaster response, it is in the best interest of the students, school, and community to continue services in the 2020-2021 school year. This need is even more pronounced with the disruption of on-site education due to the current COVID-19 pandemic shelter-in-place orders and school closures. The Purchasing Department approved a waiver for a single year agreement extension to allow vital services to continue until such time that Probation can initiate another RFP for this program.

During the pandemic, Keeping Kids in School continues to provide vital resources to partner school districts and families, including seeking out disengaged families, supporting youth and families with their technology needs and new academic requirements, and providing remote crisis intervention. When schools return to session in the fall, Keeping Kids in School services will be vital in supporting this transition back to traditional schooling for our most vulnerable youth and families. The Department intends to re-issue the RFP and award a multi-year agreement via competitive process as soon as possible in the coming fiscal/school year.

Seneca Family of Agencies was already successful in a competitive process for these services and participated in the development and improvement of the KKIS program model over the past several years. Their services are essential to the success of program sustainability and expansion. No other source, including County staff, would satisfy the County's requirements at this time. As noted above, it is the department's intention to pursue another competitive process after the conclusion of this contract period.

Recently, all 2020-2021 partner school districts expressed their intent to contribute financially to this program by covering at least 10% of the cost of a case manager on their site. It is in the interest of the County to leverage these financial resources for the sustainability of program services as we continue to seek new and innovative ways to sustain and grow the program. 2020-2021 partner school districts include: Cotati-Rohnert Park USD, Guerneville Elementary School District, Healdsburg USD, Petaluma City Schools, Sonoma County Office of Education, Sonoma Valley USD, West Sonoma County Union High School District, and Windsor USD.

Today the Board is being asked to approve the attached agreements with each of these districts to provide clarity on program delivery and funding, and information sharing. Furthermore, KKIS serves students from all areas of Sonoma County by accepting referrals directly from truancy court and - in the next fiscal year - probation officers.

**Prior Board Actions:**

October 23, 2018, the Board of Supervisors authorized the Chief Probation Officer to enter into Memorandum of Understanding agreements with Healdsburg Unified School District and Windsor Unified School district for program services through June 30, 2020.

May 22, 2018, executed an Agreement with WestEd Justice and Prevention Research Center (National Institute of Justice grant) and related service Agreements with partner agencies.

December 12, 2017, executed an extended Agreement with Seneca Family of Agencies and Memorandum of Understanding agreements with the following school districts: Cotati-Rohnert Park Unified School District, Forestville Union School District, Guerneville Elementary School District, Petaluma City Schools, Santa Rosa City Schools, Sebastopol Union School District, Sonoma County Office of Education, Sonoma Valley Unified School District, West Sonoma County Union High School District. May 19, 2015, the Board of Supervisors authorized the Chief Probation Officer to execute an Agreement with Seneca Family of Agencies to provide case management services for youth experiencing school attendance problems and their families. On April 14, 2015, the Board of Supervisors received an update on the Keeping Kids In School Project, provided by Probation and partner agencies involved in the project. December 9, 2014, the Board of Supervisors passed, approved, and adopted a resolution that authorized the Chief Probation Officer on behalf of the Board of Supervisors to take the following actions: 1) submit the Justice Assistance Grant (JAG) proposal for this funding; 2) sign the JAG Grant Agreement with the California Board of State and Community Corrections; 3) accept funding for the period March 1, 2015, through December 31, 2017, in the amount of \$2,145,000; and 4) add 1.0 FTE Department Program Manager, effective March 1, 2015, contingent upon securing the JAG Grant, which would fund the position

#### **FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY 19-20 Adopted</b>	<b>FY20-21 Projected</b>	<b>FY 21-22 Projected</b>
Budgeted Expenses		889,436	
Additional Appropriation Requested			
<b>Total Expenditures</b>		<b>889,436</b>	
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal		776,936	
Fees/Other		112,500	
Use of Fund Balance			
Contingencies			
<b>Total Sources</b>		<b>889,436</b>	

#### **Narrative Explanation of Fiscal Impacts:**

There is no General Fund County cost to this contract. Juvenile Probation Activity Funds (part of the Enhancing Law Enforcement Activities Subaccount, funded by state Vehicle Licensing Fees) will be used for these services. The value of the KKIS contract was included and approved on June 10, 2020 in the FY2021

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budget for this purpose.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

**Narrative Explanation of Staffing Impacts (If Required):**

No staffing impacts.

**Attachments:**

Seneca KKIS PSA 063021  
CRPUUSD KKIS Infosharing MOU 063021  
CRPUUSD KKIS PrgmServ MOU 063021  
GSD KKIS Infosharing MOU 063021  
GSD KKIS PrgmServ MOU 063021  
HUSD KKIS Infosharing MOU 063021  
HUSD KKIS PrgmServ MOU 063021  
PSC KKIS Infosharing MOU 063021  
PSC KKIS PrgmServ MOU 063021  
SCOE KKIS Infosharing MOU 063021  
SCOE KKIS PrgmServ MOU 063021  
SVUSC KKIS Infosharing MOU 063021  
SVUSC KKIS PrgmServ MOU 063021  
WUSD KKIS Inforsharing MOU 063021  
WUSD KKIS Inforsharing MOU 063021  
WSCUHSC KKIS Infosharing MOU 063021  
WSCUHSC KKIS PrgmServ MOU 063021

**Related Items "On File" with the Clerk of the Board:**