



# District School Board of Pasco County

20430 Gator Lane • Land O' Lakes, Florida 34638 • 813/ 794-2221

Heather Fiorentino, Superintendent

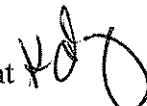
[www.pasco.k12.fl.us](http://www.pasco.k12.fl.us)

Department of Purchasing  
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August 17, 2010

## MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent 

RE: Memorandum of Understanding  
Pasco County Sheriff's Office

The attached memorandum of understanding with the Pasco County Sheriff's Office is to provide additional sites and educational services for the District's adult education programs. The District will provide adult education classes to incarcerated adults who need literacy skills and those seeking a high school diploma. The Sheriff's Office will provide the District with classroom space as well as promote the adult education classes.

At this time, we respectfully request for the Board to retroactively approve the Pasco County Sheriff's Office Memorandum of Understanding as it was not received in the Purchasing Department in time to process in a prior board packet. The specific services are outlined in the attached for your perusal.

If you should have any questions regarding this matter, please contact me at your earliest convenience.

KDG/sn



# District School Board of Pasco County

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638 • 813/794-2000

Heather Fiorentino, Superintendent

[www.pasco.k12.fl.us](http://www.pasco.k12.fl.us)

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## MEMORANDUM

CCTE-014-10/11

August 17, 2010

To: Kendra Goodman, Purchasing Agent

From: Rob Aguis, Director of Community, Career & Technical Education *RA*

Subject: **Memorandum of Understanding with Pasco Sheriffs Office**

### **Description:**

Approval is requested for a Memorandum of Understanding with Pasco Sheriffs Office to provide additional sites and educational services for District School Board of Pasco County adult education programs. Staff and instructional materials needed to ensure the provision of these services will be allocated from 2010-11 Workforce Education and Adult General Education grant funds.

### **Action Requested:**

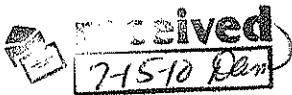
School Board approval of the Memorandum of Understanding on August 17, 2010.

### **Recommendations:**

The staff respectfully requests approval of the Memorandum of Understanding with Pasco Sheriffs Office.

RA:rmh

Attachment(s)



MEMORANDUM OF UNDERSTANDING

Between

District School Board of Pasco County

And

Pasco Sheriffs Office

This Memorandum of Understanding is made between the District School Board of Pasco County, Community, Career and Technical Education Department and Pasco Sheriffs Office.

This Memorandum covers the period beginning July 1, 2010, and ending June 30, 2011.

Pasco Sheriffs Office agrees to provide the following to supplement the District School Board of Pasco County's adult education programs within the Pasco service area:

- Classroom space, utilities, and existing telecommunication support services within the Land O'Lakes jail location for the provision of free District School Board of Pasco County adult education classes made possible through funding from the 2010-11 Adult General Education grant.
- Promote District School Board of Pasco County adult education classes to incarcerated adults who need literacy skills and those seeking high school diplomas, and provide the adult education staff member with lists of inmates requesting attendance.

The District School Board of Pasco County agrees to provide the following services:

- Part-time adult education classes taught by certified District School Board of Pasco County staff, according to a weekly schedule agreed upon by both parties.
- All instructional materials and supplies, textbooks, and appropriate software.
- Professional development opportunities for selected Sheriff's Office staff related to educational and career assessment and advisement.
- Maintain a monthly participation report of inmates.
- The adult education staff member will participate in scheduled Sheriff's Office meetings and events on a needs basis.

Either party may cancel this Memorandum of Understanding with thirty (30) days written notice.

Pasco Sheriff's Office

*R.L. White*

R.L. White, Sheriff of Pasco County

6/30/10  
Date

District School Board of Pasco County

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

CONTRACT REVIEWED  
AND APPROVED:  
*Koz* 7/29/10