

AMENDMENT NO. 1 TO MEMORANDUM OF AGREEMENT

This Amendment (“Amendment No. 1”) is hereby entered into effective July 01, 2024 by and between the City of Lancaster, a Municipal Corporation, in the State of California (CITY), and Lancaster Baptist Church, 501 (c) (3) Non-Profit Organization DBA Kids’ Corner with respect to the Memorandum of Agreement for the facilitation of preschool services dated July 01, 2023 (“Agreement”).

The Parties agree as follows:

1. Section 7, item (D)(2) of Memorandum of Agreement for Preschool Services dated July 1, 2023 is amended as follows:
 - a. List in the “descriptions of Operations/Locations/Vehicles” section: “Kids’ Corner Preschool Program; July 01, 2024 - June 30, 2025”; The City of Lancaster, its elected officials, employees and volunteers are included as additional covered parties, but only insofar as the operations under this contract are concerned.
2. Section 9, item (a) of Memorandum of Agreement for Preschool Services dated July 1, 2023 is amended as follows:
 - a. The term of this MOA will be 12 months: July 01, 2024 - June 30, 2025.
3. Section 13, item (a) of the Memorandum of Agreement for Preschool Services dated July 01, 2023, is amended as follows:
 - a. The total award for the term of Amendment No. 1 is not to exceed \$75,000. The City agrees to disperse the Kids’ Corner and Kids’ Corner agrees to accept from the City the approved award not to exceed \$75,000 under the City-Wide Preschool Program. Kids’ Corner shall ensure that all funds are prudently managed and agrees to spend the award solely and exclusively for the City Wide Preschool Program, as outlined in the MOA. No additional payment shall be made hereunder by the City to Kids’ Corner nor shall the City assume any responsibility for Kids’ Corner’s financial obligations under this MOA.
4. Exhibit “A” Scope of Work, of Memorandum of Agreement for Preschool Services dated July 1, 2023 is deleted in its entirety and replaced with the Scope of Work hereto attached as Exhibit “1”.
5. Exhibit “B” Disbursement Schedule, of Memorandum of Agreement for Preschool Services dated July 1, 2023 is deleted in its entirety and replaced with the Disbursement Schedule hereto attached as Exhibit “2”.
6. Exhibit “C” Program Budget, of Memorandum of Agreement for Preschool Services dated July 1, 2023 is deleted in its entirety and replaced with the Program Budget hereto attached as Exhibit “3”.
7. All other terms and provisions of the Agreement and subsequent amendments are hereby reaffirmed.

IN WITNESS WHEREOF, the parties hereto have caused the AGREEMENT Amendment to be executed and attested by their respective officers thereunto duly authorized.

CITY OF LANCASTER
LANCASTER, CALIFORNIA

By: _____
Jason Caudle, City Manager

Kids' Corner

By: _____
Eric Lee, Executive Director

By: _____
Ben Hobbs, Treasurer

ATTEST:

Andrea Alexander, City Clerk

APPROVED AS TO FORM:

City Attorney

CONTRACT SUBMISSION APPROVAL:

Department Head

EXHIBIT “1”
STATEMENT OF WORK

Kids’ Corner Preschool (KCP) proposes to provide childcare and educational services to 3 to 5 year old students and their families.

KCP currently operates between the hours of 7:30 am -5:30 pm, Monday-Friday, and offers full and half day options, with a schedule from 2 - 5 days per week. Half-day hours are up to five (5) hours between 7:30 am - 12:30 pm; Full day hours are up to ten (10) hours between 7:30 am to 5:30 pm. A healthy morning and afternoon snack is provided daily.

The program is designed to fit individual schedules and prepares students for kindergarten and their future educational journey. KCP teachers will be following a laid out and planned curriculum, which is overseen by the Director. KCP utilizes the Abeka preschool workbooks in each age level. The curriculum also includes crafts, stories, songs, small and large movement activities, and outside play. KCP students would also be offered Spanish two days a week for approximately 30 minutes each time.

| ACTIVITIES | METRICS | TARGET OUTCOME | RESPONSIBLE PARTY |
|--|---|--|------------------------------|
| 1. Implement Preschool Program. | Number of Lancaster participants served up to 10, variance due to half-time or full-time. | <ul style="list-style-type: none"> One site with up to 10 Lancaster students will be served. Programming hours will vary depending on half-time or full-time. | <i>Kids’ Corner</i> |
| | Number of program hours provided varies due to full-time or half-time. | | |
| | | | |
| 2. Develop and conduct program evaluation. | Program Evaluation | <ul style="list-style-type: none"> 80% of respondents will be satisfied with programming at each Site. | <i>Kids’ Corner</i> |
| 3. Engage with and report progress and outcomes to governing bodies. | Number of updates to City: 2 | <ul style="list-style-type: none"> Present a progress report to City staff by January 2, 2025. Narrative to be provided in the final report. Present a final program assessment/update to the City Staff/City Council by June 2025. | <i>City Kids’ Corner</i> |

EXHIBIT “2”

DISBURSEMENT SCHEDULE

Estimated schedule for disbursement for
the
City-Wide Preschool Program (“Kids’ Corner”)

Total Award Amount Not To Exceed: \$75,000.00

City-Wide Preschool (PROGRAM) PAYMENT SCHEDULE

| Invoice Due Date | Payment Due Date |
|-------------------|-------------------|
| August 1, 2024 | September 1, 2024 |
| September 1, 2024 | October 1, 2024 |
| October 1, 2024 | November 1, 2024 |
| November 1, 2024 | December 1, 2024 |
| December 1, 2024 | January 1, 2025 |
| January 1, 2025 | February 1, 2025 |
| February 1, 2025 | March 1, 2025 |
| March 1, 2025 | April 1, 2025 |
| April 1, 2025 | May 1, 2025 |
| June 1, 2025 | July 1, 2025 |
| June 30, 2025 | July 30, 2025 |

DISBURSER

Organization Name: City of Lancaster
Authorized Representative: Melissa Varela
Address: 44933 Fern Avenue,
Lancaster, CA 93534
Phone: (661) 723-6080
Email: mvarela@cityoflancasterca.org

RECIPIENT

Organization Name: Kids’ Corner
Authorized: Eric Lee
Address: 4020 E Lancaster Blvd.,
Lancaster, CA 93535
Phone: (6 6 1) 9 4 6 - 4 6 6 8
Email: eric.lee@lancasterbaptist.org

EXHIBIT “3”
PROGRAM BUDGET

Kids’ Corner Preschool Program: 2024-2025 Tuition and Fee Schedule

FEES

| Registration (one-time) | Re-enrollment (annually after 1st year) |
|-------------------------|---|
| \$100 per student | \$50 per student |

TUITION

| Program | School Fees (annually) | Tuition (Monthly) |
|---|------------------------|--|
| K-3 (must turn three by September 1) | \$215 | \$840 (5 Full Days) \$705 (4 Full Days) \$575 (3 Full Days) \$440 (2 Full Days) \$465 (5 Half Days) \$400 (4 Half Days) \$355 (3 Half Days) \$290 (2 Half Days) |
| K-4 (must turn four by September 1) | | |

Kids’ Corner will offer a variety of different programs from 2 to 5 half days or full days. Two snacks for full-day students and one snack for half-day students are provided daily. Parents supply lunch for students.

Full-Time Program

Number of Hours per Day: 10 Hours, (7:30 am – 5:30 pm)

Number of Days per Week: 5, Monday - Friday

Total Length of Program: 12 Months

Part-Time Program

Number of Hours per Day: 5 Hours, (7:30 am – 12:30 pm)

Number of Days per Week: 5, Monday - Friday

Total Length of Program: 12 Months

Total Program Budget not to Exceed \$75,000

Parent Fees

School Fees include all workbooks and school supplies. These are charged up front for the academic preschool year (July 2024 – June 2025). Parent will be responsible to pay initial enrollment fee (\$100), annual re-enrollment fee (\$50), and annual school fees (\$215). In the occurrence that a program participant presents a financial hardship Kids’ Corner will work with said participant to set up a financial payment plan that meets both parties’ expectations.