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Types of Agreements

Information Sheet

The following list can help districts Local Educational Agencies decide which type of Agreement Memorandum of Understanding (MOU) or Contract should be used.

1. [Short Form] Services Agreement
   1. This agreement is intended to be used for low-cost, low-risk, short-term services.
   2. Examples:
      1. Animal demonstrations
      2. Disk jockeys
      3. Enrichment programs
      4. Event planners
      5. Food vendors
      6. Inflatable Amusement Devices
      7. Office equipment repair
      8. Story Tellers
      9. Other student assembly activities
2. [Model] Services Agreement
   1. This agreement is intended to be used for higher-cost, higher-risk services.
   2. Examples:
      1. After-school programs
      2. Higher-risk field trips and activities
      3. Maintenance and repair projects, small construction, remodel, or modernization projects
         1. Carpentry
         2. Drywall
         3. Electrical work
         4. Heating ventilation and air conditioning (HVAC)
         5. Landscaping
         6. Painting
         7. Plumbing
         8. Roofing
         9. Welding and cutting
      4. Canine search
      5. On-campus medical services and clinics
      6. Playground installation
      7. Professional services
      8. Transportation Network Companies
         1. Hop Skip Drive
         2. Zum
3. Specialized Memorandum of Understanding
   1. An MOU is to be used for low- or no-cost, significant risk, agreements.
   2. Examples:
      1. Charter Schools
      2. Agreements with other government agencies
         1. Ventura County Health Care Agency
      3. Interns, externs, and/or job shadow programs
      4. Student services contracted by parents
4. Specialized Contract
   1. Large construction or modernization projects
   2. Transportation Agreements
   3. Asbestos or asbestos-containing materials or lead-based products removal
   4. Concrete, masonry, plaster, stucco (silica-based materials) cutting, drilling, grinding or removing
   5. Educational computer applications, web-based services
      1. Standard Student Privacy Agreement (needs indemnification and insurance requirements)