



STATE COLLEGE AREA SCHOOL DISTRICT

**LEARNING ENRICHMENT/GIFTED SUPPORT PROGRAM and
STUDENT SERVICES**

154 WEST NITTANY AVENUE • STATE COLLEGE PENNSYLVANIA • 16801-4899
TELEPHONE: 814-231-1054 • FAX: 814-231-4103

To: Dr. Robert O'Donnell

From: Jeanne Knouse

Date: July 23, 2014

Re: Memorandum of Services Rendered PSU/Chinese Instruction

Attached is the formal document, Memorandum of Services Rendered, between Penn State University and State College Area School District, for offering Chinese language and cultural opportunities in our schools through the District's Learning Enrichment Program. The information was reviewed at the July 14, 2014 board meeting and this document comes to the Board of School Directors for action at its July 28, 2014 meeting.

The Pennsylvania State University
Department of Asian Studies/Confucius Institute
102 Old Botany Building,
University Park, PA 16802
814-867-3260
Ning Yu: Director of Confucius Institute

State College Area School District
131 W. Nittany Avenue
State College, Pa
814-231-1054
Jeanne Knouse: Director of Learning Enrichment,
Gifted Support and Student Services

Memorandum of Services Rendered

This is a contract entered into by The Pennsylvania State University, Department of Asian Studies/The Confucius Institute and the State College Area School District on this date, _____, 2014.

The State College Area School District engages The Pennsylvania State University to provide services described herein under "Scope and Manner of Services." The Pennsylvania State University agrees to provide the State College Area School District with such services in exchange for consideration described herein under "Payment for Services Rendered."

Scope and Manner of Services

Services to be rendered by The Pennsylvania State University, Department of Asian Studies/The Confucius Institute:

- Provide two University employees or graduate students to serve as Lecturers of Asian Studies to teach basic Chinese language courses to the students at the State College Area School District during the 2014-15 school year.
- University shall conduct a background check on Lecturers being provided and make sure that their educational credentials are valid prior to the start of described Services.

Compensation of Lecturer of Asian Studies

- Each Lecturer will receive a stipend of \$8,000.00 a year from The Pennsylvania State University. They will receive \$4,000.00 a semester. The State College Area School District will pay The Pennsylvania State University for one semester for each Lecturer, totaling \$8,000.00. The Pennsylvania State University, Department of Asian Studies/Confucius Institute will pay one semester for each Lecturer, totaling \$8,000.00.

Payment for Services Rendered (shared stipend)

- The State College Area School District shall pay The Pennsylvania State University, Department of Asian Studies/Confucius Institute for services rendered according to the Payment Schedule attached as Exhibit A.
- The Pennsylvania State University, Department of Asian Studies/Confucius Institute shall pay half of the assigned lecturer's stipend as is outlined in Exhibit A.

Signatures

In witness of their agreement to the terms above, the parties or their authorized agents hereby affix their signatures:

State College Area School District

Signature _____ Print _____ Date _____

The Pennsylvania State University

Signature _____ Print _____ Date _____

EXHIBIT A

Payment Schedule

Fall semester:

- Lecturer 1: Paid \$4,000.00 in August by The Pennsylvania State University
- Lecturer 2: Paid \$4,000.00 in August by The Pennsylvania State University

Spring semester:

- Invoice sent by The Pennsylvania State University to the State College Area School District for \$8,000.00 with payment due by May 15th
- Lecturer 1: Paid \$4,000.00 in January by The Pennsylvania State University
- Lecturer 2: Paid \$4,000.00 in August by The Pennsylvania State University