



**Living the Promise MOU Leadership Team Meeting  
October 2, 2025 Agenda**

**Time:** 1:00-2:00pm

**Remote Link:** [Zoom](#) (Meeting ID 826 4407 5748)

**Attendees:**

1. Kim Lopez, President, Cañada College
2. Crystal Leach, Superintendent, Sequoia Union High School District
3. Elizabeth Chacon, Assistant Superintendent of Educational Services at Sequoia Union High School District
4. Lizette Bricker, Vice President of Student Services, Cañada College
5. Chialin Hsieh, Vice President of Instruction, Cañada College

**Agenda Items:**

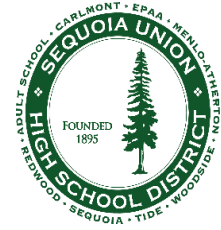
1. Review the progress of Living the Promise MOU (attached Word)
2. Additional items for discussion

Note: Meetings held every 1<sup>st</sup> Thursday of the month, 1-2 pm

Future Meetings:

November 6

December 4



## MEMORANDUM OF UNDERSTANDING

BETWEEN

CAÑADA

COLLEGE AND

SAN FRANCISCO STATE

UNIVERSITY AND

CALIFORNIA STATE UNIVERSITY, EAST

BAY AND

SEQUOIA UNION HIGH SCHOOL DISTRICT

Cañada College, an accredited college located in Redwood City, CA, USA, San Francisco State University, hereinafter referred to as SFSU, an accredited university located in San Francisco, CA, USA, California State University, East Bay, hereinafter referred to as CSUEB, an accredited university located in Hayward, CA, USA, and Sequoia Union High School District, hereinafter referred to as SUHSD, a public school district organized and existing under and pursuant to the constitution and laws of the State of California and with a primary business address at 480 James Avenue, Redwood City, CA 94062 USA hereby enter into a Memorandum of Understanding (MOU) to cooperate in establishing joint educational programs, efforts, and collaboration to increase college preparation, access, and success for SUHSD students and graduates.

### I.

The purposes of the cooperation between Cañada College, SFSU, CSUEB and SUHSD are to establish the following:

- ❖ Increase the number of SUHSD graduates matriculating into postsecondary higher education, and specifically to Cañada College, SFSU and CSUEB.
- ❖ Develop aspirational leaders with perspectives and practices rooted in equity, advocacy, social justice, and anti-racism.
- ❖ Increase the number of SUHSD students participating in early college access, with intentional focus on increasing participation of student groups traditionally underrepresented in college graduation.
- ❖ Establish clear and ongoing personalized communication with SUHSD students and families about progress towards and resources to support high school graduation, college, and career readiness and transition to college.

- ❖ Establish early college access for partner district 8th graders.
- ❖ Establish clear and personalized communication with partner district 8th graders and their families about high school preparedness and resources to support high school graduation, college and career readiness and transition to college.
- ❖ Establish pathways for employees wishing to complete their Associate in Arts and Bachelor of Arts/Science degrees.
- ❖ Leverage the talents and resources of all four institutions in transforming the economic, cultural, and social environment of our districts, the State of California, and the nation.

## II.

To achieve these goals, Cañada College, SFSU, CSUEB and SUHSD will, insofar as the means of each allow:

- Establish targeted outreach for the Cañada College Promise Scholars Program with the goal of establishing priority admission to Cañada College for all admitted qualified graduates of SUHSD schools including:
  - Carlmont High School
  - East Palo Alto Academy
  - Menlo-Atherton High School
  - Redwood High School
  - Sequoia High School
  - TIDE Academy
  - Woodside High School
  - Sequoia Adult School
- Establish targeted outreach for the Cañada College Promise Scholars Program with the goal of establishing priority admission to Cañada College for any additional newly established secondary schools within SUHSD.
- Establish a joint Equity Leadership Academy for K-14 leaders and business partners.
- Build out high school pathways that result in a certificate and/or meet Intersegmental General Education Transfer Curriculum (IGETC) requirements.
- Grow the number of students taking dual enrollment courses by increasing the number of sections offered to SUHSD high schools annually.
- Create a Living the Promise Posse Program that provides tutoring and counseling for cohorts of underrepresented juniors and seniors through UC A-G completion and on to guaranteed admission at SFSU and CSUEB.
- Expand the number of high school students participating in the Middle College Program.
- Hire a director and two counselors to increase Middle College enrollment and oversee the Living the Promise Posse Program.
- Create individualized college and career readiness guides to be sent out twice annually to all SUHSD students and their families.
- Create individualized high school, college, and career readiness guides to be sent to all SUHSD incoming eighth-grade students and families.
- Develop certificate/Associate Degree pathways with the Sequoia District Adult School.

- Establish a Developing Our Own program for employees wishing to complete their Associate in Arts and Bachelor of Arts/Science degrees.
- Establish regular procedures to maximize the number of high school seniors who annually complete the CCCApply application.
- Establish regular procedures to facilitate the annual completion of the FAFSA or DREAM Act Application for every high school senior.
- Establish or modify data sharing agreements to allow for active outreach and recruitment of students.
- Develop a bridge pathway program between Sequoia Adult School's English as a Second Language, Adult Basic Education, and Adult Secondary Education programs and Cañada College's Workforce Development Short Certificate Programs.
- Establish articulation and/or dual-enrollment options for Sequoia Adult School students to earn college credit and promote career pathways at Cañada College.
- Share data to identify progress and success of students transitioning to degree and certificate programs at Cañada College and any additional supports that may be necessary at Sequoia Adult School.
- Develop and establish clear and efficient transfer pathways from Cañada College to SFSU and CSUEB to increase the transfer rates of all students and in particular groups and in particular traditionally underrepresented in college graduation.
- Establish data sharing agreements that will enhance the transfer program efforts and activities from Cañada College to SFSU and CSUEB.

### III.

The Presidents of Cañada College, SFSU, CSUEB, and SUHSD Superintendent shall designate officials with the primary role of leading this initiative at their respective institutions. These officials, working with other appropriate administrators at the respective institutions, shall have the following responsibilities:

- initiate and promote activities to support the achievement of the goals and objectives of the Cañada College-SFSU-CSUEB-SUHSD partnership;
- act as the principal contacts for individual and group activities and plan and coordinate all activities within their institutions as well as with the partner institution;
- distribute to each institution information pertinent to the goals and objectives of Cañada College-SFSU-CSUEB-SUHSD collaboration;
- periodically review and evaluate past activities and work out new ideas for future cooperative agreements as approved by the institution designees; and
- develop and present an annual joint report on the Cañada College-SFSU-CSUEB-SUHSD partnership.

### IV.

This MOU shall be identified as the parent document of any future program agreement executed between the parties. Admission to academic programs is subject to college and district determined program capacities and professional accreditation specific requirements.

### V.

This MOU anticipates that any exchange of monies based on activities performed for or on behalf of the

participating institutions shall be expressed and approved by written instrument signed by appropriate officials before these activities are performed.

Furthermore, neither party shall oblige the other to financial responsibility unless, as otherwise mutually agreed upon by supplementary agreement, duly signed by each party's authorized signatory.

VI.

Unless otherwise stated in signed supplementary agreements, all expenses (including local travel, hotel, food expenses) incurred by individuals (faculty, students, staff) in accordance with this MOU will be the sole responsibility of each institution.

Upon approval by each institution, this MOU shall remain in effect for an initial period of five (5) years unless terminated earlier by either institution.

Such termination by one institution shall be effected by giving the other institution at least ninety (90) days advance written notice of its intention to terminate. Termination shall be without penalty.

VII.

If this MOU is terminated, neither Cañada College, SFSU, CSUEB nor SUHSD would be liable to the other for any monetary or other losses that may result.

In case of termination, each institution agrees to honor the academic plans for students and faculty/teachers accepted and approved under this MOU.

The implementation of this MOU is contingent upon the approval of the Cañada College, San Francisco State University Presidents, California State University East Bay and the SUHSD Superintendent all partners within the guidelines of respective accrediting bodies and in accordance with the laws of the State of California.

EXECUTED by Cañada College, San Francisco State University, California State University East Bay and Sequoia Union High School District this 27th day of April, 2022 in quadruplicate copies, each of which shall be deemed an original.

**Cañada College**

**Kim Lopez,**  
Interim President

**Sequoia Union High School District**

**Dr. Darnise R. Williams,**  
Superintendent

---

**Michael Claire,**  
Chancellor, SMCCCD

---

**Bonnie Hansen**  
Assistant Superintendent, SUHSD

---

**Richard Holoher,**  
President, SMCCCD Board of Trustees

---

**Carrie Du Bois,**  
SUHSD Board President

---

**San Francisco State University**

**Dr. Lynn Mahoney,**  
President, San Francisco State University

---

---

**California State University, East Bay**

**Dr. Cathay Sandeen**  
President, California State University, East Bay

---

## Template

Draft proposed by Chialin (7.17.2022)

Updated 9.26.2025

I

The purposes of the cooperation between Cañada College, SFSU, CSUEB and SUHSD are to establish the following:

P✔: Primary; S✔: Secondary; ✔: Both.      Red note: SUHSD      Purple note: Cañada

Year 0: 2021-22; Year 1: 2022-23; Year 2: 2023-24; Year 3: 2024-25; Year 4: 2025-26; Year 5: 2026-27

Not Started: Yellow

In Progress: Light Orange

MOU Section I	Cañada	SUHSD	SFSU/ CSUEB	Starting Year	Progress Fall 2025
<p>1. Increase the number of SUHSD graduates matriculating into postsecondary higher education, and specifically to Cañada College, SFSU and CSUEB.</p> <p>In 22-23, Sequoia provides access for recruitment mailers and to college and career center personnel.</p>	S ✓	P ✓		Y1: 2022-23	Completed
<p>2. Develop aspirational leaders with perspectives and practices rooted in equity, advocacy, social justice, and anti-racism.</p> <p>In 22-23, set up the next cohort of the Equity Leadership Academy.</p>	B ✓	B ✓	B ✓	Y1: 2022-23	Completed
<p>3. Increase the number of SUHSD students participating in early college access, with intentional focus on increasing participation of student groups traditionally underrepresented in college graduation.</p> <p>In 22-23, increase the number of students participating in Middle College with focus on traditionally underrepresented groups.</p>	S ✓	P ✓		Y1: 2022-23	Completed
<p>4. Establish clear and ongoing personalized communication with SUHSD students and families about progress towards and resources to support high school graduation, college, and career readiness and transition to college.</p> <p>In 22-23, include communications in district wide parent and student newsletters as well as personalized College and Career Readiness Guides.</p> <p>Canada acceptance letter emailed and mailed to all SUHSD graduating seniors.</p>	S ✓	P ✓		Stephen Y1: 2022-23	Completed Sending out College and Career Guides electronically



5. Establish early college access for partner district 8th graders. <b>Summer 2023, SUHSD to Canada campus. COMPASS. Canada enrichment activity (1+ days).</b>	S ✓ Mayra Olivia	P ✓ Tiffany Louisa Stephen		Stephen Y1: 2022-23 Y2: 2023-24	Completed Sending out College and Career Guides electronically
6. Establish clear and personalized communication with partner district 8th graders and their families about high school preparedness and resources to support high school graduation, college and career readiness and transition to college. <b>In 22-23, develop College and Career Readiness Guide for partner district 8th graders.</b>	S ✓	P ✓		Stephen Y1: 2022-23	Completed Sending out College and Career Guides electronically
7. Establish pathways for employees wishing to complete their Associate in Arts and Bachelor of Arts/Science degrees.	S ✓	P ✓	S ✓	Y3: 2024-25 (II:12)	Not started
8. Leverage the talents and resources of all four institutions in transforming the economic, cultural, and social environment of our districts, the State of California, and the nation.	B ✓	B ✓	B ✓	On-going	In progress

II.

To achieve these goals, Cañada College, SFSU, CSUEB and SUHSD will, insofar as the means of each allow:

P ✓ : Primary; S ✓ : Secondary; ✓ : Both. **Red note: SUHSD** **Purple note: Cañada**  
 Year 0: 2021-22; Year 1: 2022-23; Year 2: 2023-24; Year 3: 2024-25; Year 4: 2025-26; Year 5: 2026-27

MOU Section II	Cañada	SUHSD	SFSU/ CSUEB	Starting Year	Progress Fall 2025
<p>1. Establish targeted outreach for the Cañada College <u>Promise Scholars Program</u> with the goal of establishing <u>priority admission</u> to Cañada College for all admitted qualified graduates of SUHSD schools including:</p> <ul style="list-style-type: none"> <li>a. Carlmont High School</li> <li>b. East Palo Alto Academy</li> <li>c. Menlo-Atherton High School</li> <li>d. Redwood High School</li> <li>e. Sequoia High School</li> <li>f. TIDE Academy</li> <li>g. Woodside High School</li> <li>h. Sequoia Adult School</li> </ul> <p><b>In 22-23, Sequoia provides access for recruitment mailers and to college and career center personnel.</b></p>	<p>P ✓</p> <p>Priority registration for Promise Scholars</p> <p>Mayra Arellano</p>	<p>S ✓</p>		<p>Y1: 2022-23</p>	<p>Completed</p> <p>Intentional recruitment happens starting in November/December in collaboration with the Outreach office. We invite all Seniors to apply to the Promise Program and give them priority admissions during PEP (Super Registration event).</p>
<p>2. Establish targeted outreach for the Cañada College Promise Scholars Program with the goal of establishing priority admission to Cañada College for any additional newly established secondary schools within SUHSD.</p>	<p>P ✓</p> <p>Mayra Arellano</p>	<p>S ✓</p>		<p>When appropriate</p>	<p>Completed</p> <p>In collaboration with the Outreach office, we focus our recruitment with SUHSD school and informing all Seniors to apply to Promise. During PEP in May students get a formal notice that they have been accepted into Promise.</p>

MOU Section II	Cañada	SUHSD	SFSU/ CSUEB	Starting Year	Progress Fall 2025
3. Establish a joint Equity Leadership Academy for K-14 leaders and business partners.  <i>In 22-23, set up the next cohort of the Equity Leadership Academy. 2022-23 and 2023-24 Equity Institute.</i>	B ✓ Kim	B ✓ Crystal		Y1: 2022-23	Completed
4. Build out high school pathways that result in a certificate and/or meet Intersegmental General Education Transfer Curriculum (IGETC) requirements.  <i>In 2022-23, Tiffany Burkle continues CTE pathway collaborations with colleges.</i>	B ✓ Mayra Arellano	B ✓ Tiffany Burkle Stephen Redmon		Y2: 2023-24	Completed  We have pathways in the following: <ul style="list-style-type: none"> <li>• Business,</li> <li>• ECE,</li> <li>• Digital Arts and Animation</li> <li>• IGETC Pathway.</li> </ul> Currently in progress: <ul style="list-style-type: none"> <li>• ESL and</li> <li>• ESL Business.</li> </ul>
5. Grow the number of students taking dual enrollment courses by increasing the number of sections offered to SUHSD high schools annually.  <i>In 2022-23, Tiffany Burkle continues CTE dual enrollment with colleges. In 2023-24, Stephen will begin work on growing non CTE dual enrollment participation.</i>	B ✓ Mayra Arellano	B ✓ Tiffany Burkle  Stephen		Y2: 2023-24	Completed  We added the following courses: <ul style="list-style-type: none"> <li>• CTE: Business courses.</li> <li>• Non-CTE: Economics, History, ESL, and Spanish.</li> </ul>
6. Create a Living the Promise Posse Program that provides tutoring and counseling for cohorts of underrepresented juniors and seniors through UC A-G completion and on to guaranteed admission at SFSU and CSUEB.		P ✓ Stephen	S ✓	Stephen Y3: 2024-25	Not Started
7. Expand the number of high school students participating in the Middle College Program.  <i>In 22-23, increase the number of students participating</i>	S ✓	P ✓ Stephen		Y1: 2022-23	Completed

MOU Section II	Cañada	SUHSD	SFSU/ CSUEB	Starting Year	Progress Fall 2025
in Middle College with focus on traditionally underrepresented groups					
<p>8. Hire a director and two counselors to increase Middle College enrollment and oversee the Living the Promise Posse Program.</p> <p>In 22-23, hire an executive director and one Student Success Liaison, aka counselor. When Living the Promise Posse Program starts, hire a second counselor.</p>	S ✓ Kim	P ✓ Crystal		Y1: July 2022	Completed
<p>9. Create individualized college and career readiness guides to be sent out twice annually to all SUHSD students and their families.</p> <p>In 22-23, send out to all SUHSD students, including information about partner colleges.</p>	S ✓	P ✓ Stephen		Y1: 2022-23	Completed
<p>10. Create individualized high school, college, and career readiness guides to be sent to all SUHSD incoming eighth-grade students and families.</p> <p>In 22-23, develop College and Career Readiness Guide for partner district 8th graders.</p>		P ✓ Stephen		Y1: 2022-23	Completed
<p>11. Develop certificate/Associate Degree pathways with the Sequoia District Adult School.</p>	P ✓ Alex Kramer	S ✓ Stephen		Y3: 2024-25	<p>In progress</p> <p>this is <i>currently paused</i>. SAS has asked to revisit planning efforts in SP26.</p>
<p>12. Establish a Developing Our Own program for employees wishing to complete their Associate in Arts and Bachelor of Arts/Science degrees.</p>	S ✓	P ✓	S ✓	Y3: 2024-25	Not started

MOU Section II	Cañada	SUHSD	SFSU/ CSUEB	Starting Year	Progress Fall 2025
<p>13. Establish regular procedures to maximize the number of high school seniors who annually complete the CCCApply application.</p> <p><b>In 22-23, Sequoia provides access for recruitment mailers and to college and career center personnel.</b>  Canada participates and facilitates CCCApply events at SUHSD (Cash for College workshops).</p>	P ✓ Olivia Cortez- Figueroa	S ✓ Glenda Ortez- Galan Bonnie		Y1: 2022- 23	Completed  Louisa was the lead on this work with Glenda
<p>14. Establish regular procedures to facilitate the annual completion of the FAFSA or DREAM Act Application for every high school senior.</p> <p><b>In 22-23, Sequoia has all students complete or (per state law) opt out of completing.</b>  Canada participates and facilitates FAFSA or DREAM Act events at SUHSD (Cash for College workshops).</p>	S ✓ David Vera	P ✓ Bonnie Hansen		Y1: 2022- 23	Completed  Louisa was the lead on this work with Glenda
<p>15. Establish or modify data sharing agreements to allow for active outreach and recruitment of students.</p> <p>Completed</p>	B ✓ Karen Engle	B ✓ Diana Wilmot	B ✓	Y1: 2022- 23	Completed
<p>16. Develop a bridge pathway program between Sequoia Adult School's English as a Second Language, Adult Basic Education, and Adult Secondary Education programs and Cañada College's Workforce Development Short Certificate Programs.</p>	S ✓  Alex Kramer	P ✓  Adult School Director, Tatiana Stephen Gloria		Y2: 2023- 24	Completed  We offered a bridge program over the summer which led to our short-term, stackable, Business Information Worker pathway. Currently we have approximately 16 adult school students in this pathway. We found this model successful, and we plan to implement it with other pathways.

MOU Section II	Cañada	SUHSD	SFSU/ CSUEB	Starting Year	Progress Fall 2025
17. Establish articulation and/or dual-enrollment options for Sequoia Adult School students to earn college credit and promote career pathways at Cañada College.	S ✓  Dual Enrollment ACCEL Coordinator Mayra Arellano Alex Kramer	P ✓  Tiffany Burkle (CTE only) Stephen Tatiana		Y2: 2023-24	In progress:  This is currently in process. An articulation agreement for CBOT 472 is being developed, and we are exploring other course options as well. Further, SAS will be moving to a new location next year, and there will be opportunities for Cañada to offer courses at this location.
18. Share data to identify progress and success of students transitioning to degree and certificate programs at Cañada College and any additional supports that may be necessary at Sequoia Adult School.	B ✓ Karen Engle  Alex Kramer (Janet R)	B ✓ Tatiana		Y1: 2022-23	Completed  Alex to provide the information
19. Develop and establish clear and efficient transfer pathways from Cañada College to SFSU and CSUEB to increase the transfer rates of all students and in particular groups and in particular traditionally underrepresented in college graduation.	B ✓  Mary Ho Karen Engle		B ✓	Y2:2023-24	Completed
20. Establish data sharing agreements that will enhance the transfer program efforts and activities from Cañada College to SFSU and CSUEB	B ✓ Mary Ho Karen Engle		B ✓	Y1: 2022-23	Completed

### III.

The Presidents of Cañada College, SFSU, CSUEB, and SUHSD Superintendent shall designate officials with the primary role of leading this initiative at their respective institutions. These officials, working with other appropriate administrators at the respective institutions, shall have the following responsibilities:

- initiate and promote activities to support the achievement of the goals and objectives of the Cañada College-SFSU-CSUEB-SUHSD partnership;
- act as the principal contacts for individual and group activities and plan and coordinate all activities within their institutions as well as with the partner institution;
- distribute to each institution information pertinent to the goals and objectives of Cañada College-SFSU-CSUEB-SUHSD collaboration;
- periodically review and evaluate past activities and work out new ideas for future cooperative agreements as approved by the institution designees; and
- develop and present an annual joint report on the Cañada College-SFSU-CSUEB-SUHSD partnership.

### IV.

This MOU shall be identified as the parent document of any future program agreement executed between the parties. Admission to academic programs is subject to college and district determined program capacities and professional accreditation specific requirements.

### V.

This MOU anticipates that any exchange of monies based on activities performed for or on behalf of the participating institutions shall be expressed and approved by written instrument signed by appropriate officials before these activities are performed.

Furthermore, neither party shall oblige the other to financial responsibility unless, as otherwise mutually agreed upon by supplementary agreement, duly signed by each party's authorized signatory.

### VI.

Unless otherwise stated in signed supplementary agreements, all expenses (including local travel, hotel, food expenses) incurred by individuals (faculty, students, staff) in accordance with this MOU will be the sole responsibility of each institution.

Upon approval by each institution, this MOU shall remain in effect for an initial period of five (5) years unless terminated earlier by either institution.

Such termination by one institution shall be effected by giving the other institution at least ninety (90) days advance written notice of its intention to terminate. Termination shall be without penalty.

## VII.

If this MOU is terminated, neither Cañada College, SFSU, CSUEB nor SUHSD would be liable to the other for any monetary or other losses that may result.

In case of termination, each institution agrees to honor the academic plans for students and faculty/teachers accepted and approved under this MOU.

The implementation of this MOU is contingent upon the approval of the Cañada College, San Francisco State University Presidents, California State University East Bay and the SUHSD Superintendent all partners within the guidelines of respective accrediting bodies and in accordance with the laws of the State of California.

If this MOU is terminated, neither Cañada College, SFSU, CSUEB nor SUHSD would be liable to the other for any monetary or other losses that may result.

In case of termination, each institution agrees to honor the academic plans for students and faculty/teachers accepted and approved under this MOU.

The implementation of this MOU is contingent upon the approval of the Cañada College, San Francisco State University Presidents, California State University East Bay and the SUHSD Superintendent all partners within the guidelines of respective accrediting bodies and in accordance with the laws of the State of California.

**EXECUTED by Cañada College, San Francisco State University, California State University East Bay and Sequoia Union High School District this 27th day of April, 2022** in quadruplicate copies, each of which shall be deemed an original.

**Cañada College**

**Kim Lopez,**  
Interim President

**Sequoia Union High School District**

**Dr. Darnise R. Williams,**  
Superintendent

---

**Michael Claire,**  
Chancellor, SMCCCD

---

**Bonnie Hansen**  
Assistant Superintendent, SUHSD

---

**Richard Holoher,**

President, SMCCCD Board of Trustees



**Carrie Du Bois,**

SUHSD Board President

---

**San Francisco State University**

---

**California State University, East Bay**

**Dr. Lynn Mahoney,**  
President, San Francisco State University

**Dr. Cathay Sandeen**  
President, California State University, East Bay

## Timetable and Implementation Timeline

P ✓ : Primary; S ✓ : Secondary; ✓ : Both.

Year 0: 2021-22; Year 1: 2022-23; Year 2: 2023-24; Year 3: 2024-25; Year 4: 2025-26; Year 5: 2026-27

MOU Section II	Cañada	SUHSD	SFSU/ CSUEB	Starting Year	Methods	Results	Timing/Frequency
1. Establish targeted outreach for the Cañada College <u>Promise Scholars Program</u> with the goal of establishing <u>priority admission</u> to Cañada College for all admitted qualified graduates of SUHSD schools including: <ul style="list-style-type: none"> <li>a. Carlmont High School</li> <li>b. East Palo Alto Academy</li> <li>c. Menlo-Atherton High School</li> <li>d. Redwood High School</li> <li>e. Sequoia High School</li> <li>f. TIDE Academy</li> <li>g. Woodside High School</li> <li>h. Sequoia Adult School</li> </ul>	P ✓  Priority registration for Promise Scholars  Mayra Arellano	S ✓		Y1: 2022- 23			
2. Establish targeted outreach for the Cañada College Promise Scholars Program with the goal of establishing priority admission to Cañada College for any additional newly established secondary schools within SUHSD.	P ✓  Mayra Arellano	S ✓		When appropriate			
3. Establish a joint Equity Leadership Academy for K-14 leaders and business partners.	B ✓ Kim	B ✓ Darnis		Y1: 2022- 23			
4. Build out high school pathways that result in a certificate and/or meet Intersegmental General Education	B ✓ Mayra Arellano	B ✓ Tiffany Burkle		Y2: 2023- 24			

### Timetable and Implementation Timeline

MOU Section II	Cañada	SUHSD	SFSU/ CSUEB	Starting Year	Methods	Results	Timing/Frequency
Transfer Curriculum (IGETC) requirements.							
5. Grow the number of students taking dual enrollment courses by increasing the number of sections offered to SUHSD high schools annually.	B ✓ Mayra Arellano	B ✓ Tiffany Burkle		Y1: 2022- 23			
6. Create a Living the Promise Posse Program that provides tutoring and counseling for cohorts of underrepresented juniors and seniors through UC A-G completion and on to guaranteed admission at SFSU and CSUEB.		P ✓ Stephen	S ✓	Stephen			
7. Expand the number of high school students participating in the Middle College Program.	S ✓	P ✓ Stephen		Y1: 2022-23			
8. Hire a director and two counselors to increase Middle College enrollment and oversee the Living the Promise Posse Program.	S ✓ Kim	P ✓ Darnis		Y1: July 2022			
9. Create individualized college and career readiness guides to be sent out twice annually to all SUHSD students and their families.	S ✓	P ✓ Stephen					
10. Create individualized high school, college, and career readiness guides to be sent to all SUHSD incoming eighth-grade students and families.		P ✓ Stephen					

### Timetable and Implementation Timeline

MOU Section II	Cañada	SUHSD	SFSU/ CSUEB	Starting Year	Methods	Results	Timing/Frequency
11. Develop certificate/Associate Degree pathways with the Sequoia District Adult School.	P ✓ Mayra Arellano	S ✓ Tiffany Burkle		Y1: 2022-23			
12. Establish a Developing Our Own program for employees wishing to complete their Associate in Arts and Bachelor of Arts/Science degrees.	S ✓	P ✓	S ✓	Y3: 2024-25			
13. Establish regular procedures to maximize the number of high school seniors who annually complete the CCCApply application.	P ✓ Olivia Cortez- Figueroa	S ✓		Y1: 2022-23			
14. Establish regular procedures to facilitate the annual completion of the FAFSA or DREAM Act Application for every high school senior.	S ✓ David Vera	P ✓ ?		Y1: 2022-23			
15. Establish or modify data sharing agreements to allow for active outreach and recruitment of students.	B ✓ PRIE	B ✓ ?	B ✓ ?	Y1: 2022-23			
16. Develop a bridge pathway program between Sequoia Adult School's English as a Second Language, Adult Basic Education, and Adult Secondary Education programs and Cañada College's Workforce Development Short Certificate Programs.	S ✓  Dual Enrollment ACCEL Coordinator Mayra Arellano	P ✓		Y2: 2023-24			

### Timetable and Implementation Timeline

MOU Section II	Cañada	SUHSD	SFSU/ CSUEB	Starting Year	Methods	Results	Timing/Frequency
17. Establish articulation and/or dual-enrollment options for Sequoia Adult School students to earn college credit and promote career pathways at Cañada College.	S ✓  Dual Enrollment ACCEL Coordinator Mayra Arellano	P ✓  Tiffany Burkle		Y2: 2023-24			
18. Share data to identify progress and success of students transitioning to degree and certificate programs at Cañada College and any additional supports that may be necessary at Sequoia Adult School.	✓ PRIE	✓		Y1: 2022-23			
19. Develop and establish clear and efficient transfer pathways from Cañada College to SFSU and CSUEB to increase the transfer rates of all students and in particular groups and in particular traditionally underrepresented in college graduation.	P ✓  Mary Ho Soraya Sohrabi		S ✓	Y2:2023-24			
20. Establish data sharing agreements that will enhance the transfer program efforts and activities from Cañada College to SFSU and CSUEB.	✓ PRIE		✓	Y1: 2022-23			