[MS-0234.003.002.010]

INTEGRATION TASK FORCE

March 27, 1980

Robert V. Guthrie, Ph.D.
237 W. Laurel St.
San Diego, California 92101

Dear Dr. Guthrie:

This is to confirm our agreement with you for the development and implementation of a study of the San Diego Unified School District's Race/Human Relations Program. According to previous discussions, the total cost of the project is not to exceed $15,000. You are to charge your time to the project at the rate of $40 per hour and we will appreciate documentation when you submit your billing.

Enclosed is an advance retainer of $1,000 which can be used to charge against time already devoted on the project. We leave it to your discretion as to the frequency of payment. We are in agreement with the attachment regarding cost breakdown and timetable.

We regret the delay in forwarding this confirmation letter to you.

Sincerely,

WILLIAM B. KOLENDER
Chairman

WBK:amc
Attachment

IMPLEMENTATION PLAN

- Tentative Major Milestones -

Meeting with Human Relations Administrator	27 February 1980
Design and Complete Design and Survey Instruments	29 February 1980
Coordination for Accuracy and Thoroughness	3 - 7 March 1980
Submit Draft Instrument for Layout and OP-SCAN	10 March 1980
Coordination with City Schools for Administration, etc.	31 March 1980
Develop Computer Program for Analysis	
Briefing and Instruction for Questionnaire administration	21 - 25 April 1980
Administration: Students & Parents	28 - 30 April 1980
OPSCAN	
Administration: Staff	1 - 2 May 1980
OPSCAN	
Analysis of Results	5 - 16 May 1980
Oral Briefing	15 June 1980
Final Report and Briefing	10 July 1980

MEMORANDUM

February 29, 1980

FROM: Robert V. Guthrie, Ph.D. 237 West Laurel Street, San Diego, 92101

TO: Mrs. Beverly Yip

SUBJECT: Implementation Plan and Cost Breakdown for Race/Human Relations Program Evaluations.

1. The following estimated cost breakdown is submitted:

Professional Time/Overhead (Principal Investigators, Interviewers, Survey Staff)	11,500.00
* Contracted Expenditures:	
OPSCAN Layout	500.00
Answer Sheets	1,000.00
Computer Time/Scanner	1,000.00
Miscellanous-Expendables	300.00
Total	14,300.00

2. It is requested that a statement of confirmation/agreement for the conduct of this study with a $15,000.00 cost allowance limitation be provided and forwarded to me.

3. Attached is the Implementation Plan with tentative major milestones. At present, I am on-schedule with plans to survey approximately 5,000 students, 500 parents, 100 teachers and interviewing of 20 administrators beginning the last week of April, 1980.

Robert Guthrie

Robert V. Guthrie

Enclosure

* The cost for the contracted expenditures have been eliminated due to free computer services/supplies provided by the School District. This was arranged by Dr. Fletcher.

REPORT OF RACE/HUMAN RELATIONS SUBCOMMITTEE

The Race/Human Relations Subcommittee consisting of Beverley Yip, Chair; James Anderson, Judge Napoleon Jones and Irma Castro met several times during the last quarter of 1979. The Subcommittee explored alternative methods of evaluating the race/human relations programs with the assistance of community consultants, school district personnel and interested individuals.

Due to the extensive and diverse nature of the district's race/human relations programs, the Subcommittee decided to focus on secondary schools during its first year effort. The Subcommittee had originally decided to concentrate on VEEP receiving schools, but have since enlarged the study sample to include all secondary schools.

After meeting with various professionals in the field of race/human relations, the Subcommittee recommended to the Task Force that we contract with Dr. Robert Guthrie to develop an evaluative study utilizing an attitudinal questionnaire to be applied to a randomly selected number of secondary classrooms. Other study groups include parents, teachers and principals.

The advantage of such an approach was to develop base line data from which we could compare effectiveness of subsequent district efforts in the areas of race/human relations. The study would also provide information for comparing schools and, thus, indirectly, successful programs and techniques. Attached, as an exhibit, is more detailed information on the study.