



Governing Board Agenda Item

Meeting Date: August 13, 2026

From: Thomas Bogart, Chief Financial Officer

Subject: Memorandum of Understanding with New Life Bible Fellowship Church (Evacuation Plan)

Priority: To ensure that students are safe, known, and valued

Consent ☒ Action ☐ Discussion ☐

Background:

New Life Bible Fellowship, which has a facility in close proximity to Quail Run Elementary School, contacted Marana Unified School District (MUSD) administration inquiring about emergency evacuation plans.

In conversations between MUSD and New Life Bible Fellowship leadership, it was agreed that a reciprocal agreement could serve both organizations well in case either organization needed a rendezvous location during an emergency.

The attached agreement was drafted by the District's legal council.

Recommended Motion:

I move that the Governing Board approve the Memorandum of Understanding between Marana Unified School District and New Life Bible Fellowship Church.

Approved for transmittal to the Governing Board: 
Dr. Daniel Streeter, Superintendent

*Questions should be directed to: Thomas Bogart, Chief Financial Officer
Phone: (520) 682-4749*

MEMORANDUM OF UNDERSTANDING

Between Marana Unified School District and New Life Church

Regarding Reciprocal Use of Facilities as Emergency Evacuation Rendezvous Areas

This Memorandum of Understanding (MOU) is entered into on this ___ day of _____, 2025, by and between Marana Unified School District (hereafter referred to as “the District”) and New Life Bible Fellowship (hereafter referred to as “the Church”) (cumulatively the “Parties,” individually each being a “Party”). The Parties hereby agree as follows:

I. Purpose

The purpose of this MOU is to establish a reciprocal agreement under which the District and the Church agree to make designated portions of their respective facilities available to each other as Emergency Evacuation Rendezvous Areas in the event of a crisis, evacuation, or similar emergency affecting either party’s primary location.

II. Scope of Agreement

1. Use of Facilities

- a. The District agrees to make designated portions of a school facility (the “School Rendezvous Area”) available for temporary emergency use by the Church.
- b. The Church agrees to make designated portions of its property (the “Church Rendezvous Area”) available for temporary emergency use by the District.
- c. The School Rendezvous Area and the Church Rendezvous Area (each a “Rendezvous Area”) shall be identified and agreed upon in advance, and marked on attached floor plans or site maps (Appendix A: School Rendezvous Area, Appendix B: Church Rendezvous Area).
- d. For purposes of this MOU, the Party utilizing the Rendezvous of the other Party during an emergency is referred to as the “Visiting Party,” and the Party providing its Rendezvous Area to the other Party during an emergency is the “Hosting Party.”

2. Access Limitations

- a. The Visiting Party agrees to limit its presence strictly to the designated Rendezvous Area and will not access any other parts of the facility or property.
- b. Each Party is responsible for supervising its own personnel and evacuees and ensuring that these boundaries are respected.

III. Communication and Coordination

1. In the event of an emergency, the Visiting Party shall promptly notify the designated point of contact of the Hosting Party (site and district administrator or church leadership).

2. Ongoing communication shall occur throughout the emergency and the period the Visiting Party is utilizing the Rendezvous Area, following the established chain of command for each Party.

3. Each Party will maintain an annually updated list of primary and secondary contacts responsible for coordinating emergency facility use.

IV. Liability and Insurance

1. The Visiting Party agrees to indemnify, defend, and hold harmless the Hosting Party, including its employees, officers, volunteers, and agents, from any and all liability, claims, demands, damages, or costs arising out of or related to its use of the Hosting Party's facility.

2. Liability insurance shall be provided by each Party at the time of the signing of this agreement. All Parties must provide documentary evidence of liability insurance with a limit of at least ten thousand dollars (\$10,000) for property damage and one million dollars (\$1,000,000) for bodily injury.

3. Certificates of Insurance (COIs) and Additional Insured endorsements shall be exchanged annually and upon renewal of insurance policies.

V. Term and Termination

1. This MOU shall remain in effect for a period of (5) years from the date of execution and may be renewed annually upon mutual written agreement.

2. Either Party may terminate this MOU with thirty (30) days' written notice, except that, in the event of an emergency during the notice period, the Parties will honor the terms of this MOU until the emergency has concluded.

3. This MOU may be cancelled if a conflict of interest is present as set out in Arizona Revised Statutes (A.R.S.) § 38-511, the terms of which statute are deemed incorporated herein.

VI. Amendments

Any changes or additions to this MOU must be made in writing and signed by authorized representatives of both the District and the Church.

VII. Facility Use Rules

1. No smoking is allowed on either Party's premises. No alcoholic beverages are allowed. No refreshments are to be sold in the building or on the premises during the use of facilities under this MOU.

2. All properties are to be accounted for and left in as good condition as received. The Visiting Party's property is to be removed from the Hosting Party's premises no later than twenty-four hours after the termination of the emergency.

3. No lighting, wiring or scenery is to be altered in any way except by written permission from the District or Church and, when said permission is granted, such lighting, wiring, or scenery must be replaced as directed at the expense of the Party requesting the alteration.

4. To the extent applicable under A.R.S. §§ 36-2801, et seq., each Party agrees to comply with all requirements of the Arizona Medical Marijuana Act. The Parties expressly acknowledge and agree, however, that nothing within the Arizona Medical Marijuana Act authorizes any person to engage in, and does not prevent the imposition of any civil, criminal or other penalties for possessing or engaging in, the medical use of marijuana on a school bus or on the grounds of any preschool or primary or secondary school.

5. The Church will not use the District's kitchen without having a District food service employee on premises.

6. No rent will be charged for temporary emergency use of the Rendezvous Area under this MOU, but if damage occurs during such use, or extra cleaning is required, the Visiting Party will be billed for the actual cost, including labor and materials.

7. Each Party reserves the right to refuse access to its facility at its sole discretion.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Understanding as of the date written above.

MARANA UNIFIED SCHOOL DISTRICT

By: _____

Name: _____

Title: _____

Date: _____

NEW LIFE BIBLE FELLOWSHIP CHURCH

By: _____

Name: _____

Title: _____

Date: _____

Appendix A – Designated School Rendezvous Area Map

Appendix B – Designated Church Rendezvous Area Map

DRAFT

Quintana I4	1 st Grade	Stutzman I2
Mr. Davis Counselor I3		Ulibarri I1

DeLaRosa SPED C4		Molinar/ Lane Reading C2
Gapp Speech C3		C1

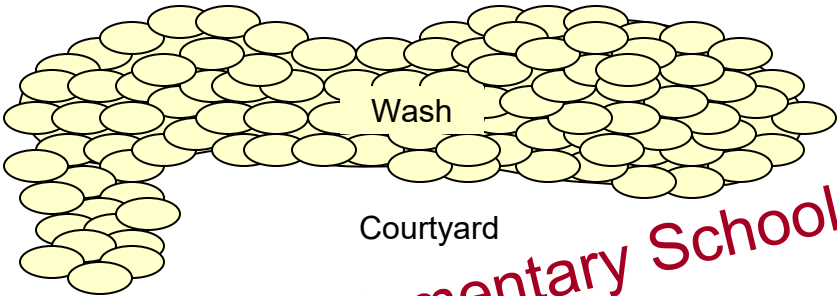
	Kindergarten	Chretin B2
Burwell B4		Howard B1
B3		

Sampson D3	Lokhandwala D4		Antonio E3	Johnson E4
2 nd Grade			5 th Grade	
Lee D1	Stine ELL D2		Barney P.E. E1	Bowker E2

Hollandsworth H1	3 rd Grade	Leyvas H3
Lincoln H2		Iasillo SPED H4

Wilburn F1	6 th Grade	Sjursen GEM F3
DeWeerd F2		Kelley F4

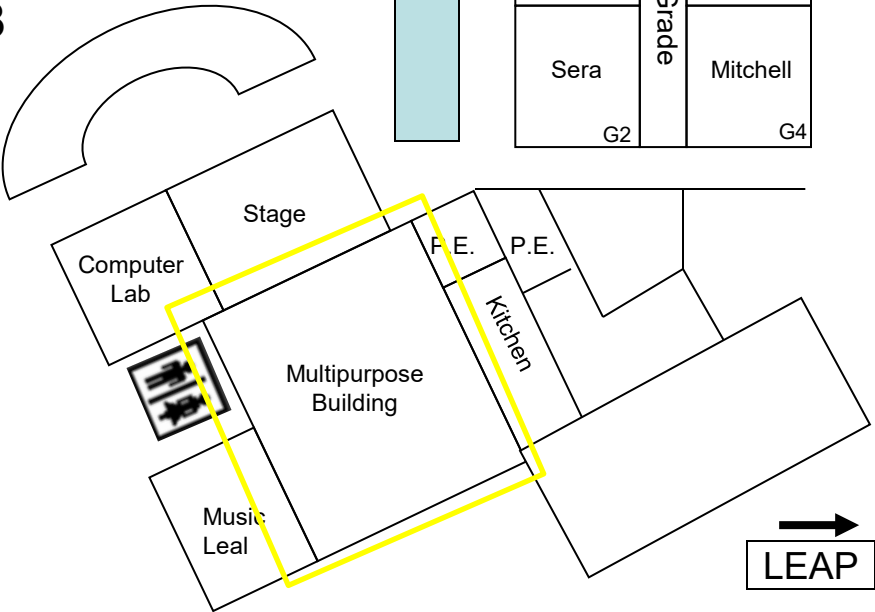
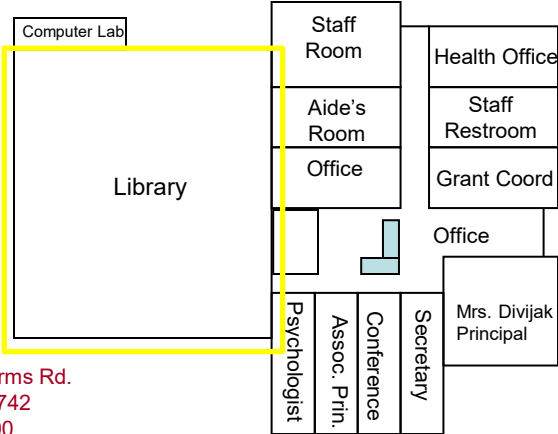
	4 th Grade	Mariano G3
Sera G2		Mitchell G4



Wash

Courtyard

Quail Run Elementary School
2017-2018





thwest
o Glass INC

Quail Run
Elementary School



⊕ New Life Bible Fellowship

Northwest Fire District Station #38

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