



411 S/ 32nd st.
Temple, Texas 76501
(254) 541-4392

YOU BELONG HERE

info@the411house.org

Memorandum of Agreement (MOA)
School-Based Mentoring Service Providers 2026-2028

The School Based Mentoring Provider agrees to:

1. Employ Qualified Mentors and Program Coordinator with the following qualifications and restrictions:
 - a. Background checks and prior contact made with mentee/student before meeting in the school
 - b. Experience in Mentoring field, specifically one-on-one and group mentoring
 - c. Supervised by the 411 House Executive Director, Steven C. Duttine, Jr., LMSW.
2. School-based Mentoring Service Providers are the sole employees of the provider and have no employment relationship of any kind with Temple ISD
3. Cover the school-based Mentoring Providers and services they provide under its general Liability insurance policy
4. School-based Mentoring Service Providers will follow the following Temple ISD campus protocols:
 - a. School-based Mentoring Providers will provide a copy of a Release of Information and a Consent for Two-Way Communication between the Provider and Temple ISD signed by the parent, as requested
 - b. Initial campus visit will be with the school counselor to review district and campus procedures
 - c. Student will be available for services only during non-academic or elective times, at the discretion of the campus principal
 - d. School-based Mentoring Providers are required to show driver's license and proof of employment with the provider upon signing in at the campus
 - e. School-based Mentoring Service will be escorted to the designated meeting space and wait for the student to arrive
 - f. School-based Mentoring Service will alert the campus counselor if the student needs any assistance resulting from the service provided before the end of the service

Temple ISD agrees to:

Make available a private space where the school-based Mentoring Service can meet with referred students, their families, and school personnel in the manner that ensures confidentiality of the information exchanged

The term of the MOA is the 2026-2028 school year. Either party has the right to cancel this MOA for any reason. This MOA can be terminated by one party giving the other party thirty (30) days written notice.

411 House Representative Temple ISD Sign Board of Trustees

Steven C. Duttine Jr., LMSW, Executive Director

Provider printed Name and Title

Temple ISD Printed Name and Title