

# MEMORANDUM OF UNDERSTANDING

**Partners:** Gulf Coast Big Brother Big Sisters (GCBBS) and **(Central Middle School, Galveston ISD)** agree to collaborate through shared resources to deliver The **Big Futures** Program, a career and college readiness initiative designed to equip young people for post-secondary success.

**Program Summary:** High school students participate in mentoring relationships focused on education and access to key opportunities. Students will explore career and college paths and experience the workforce through corporate partnerships. Students will participate in weekly academic coaching and empowerment, Hands-on exploration activities such as career fairs and field trips throughout the school year.

**Partner Responsibilities:** In order to ensure the effective delivery of this program, Gulf Coast Big Brothers Big Sisters agrees to provide the following:

**GCBBS** agrees that:

1. Work with each participating school to determine and agree upon program process, volunteer sign in, use of space, referral process, etc.
2. Provide any necessary training to school staff and personnel regarding BBBS.
3. Screen all volunteer mentors.
4. Require all employees and volunteer mentors to undergo layered criminal background checks and require that they are eligible to participate in the program.
5. Maintain the confidentiality of grades, attendance, behavior, and overall performance ("Student Educational Information") obtained prior to, during, and after program completion.

In order to ensure the effect implementation, delivery, and evaluation of this program, **(Central Middle School, Galveston ISD)** agrees to provide the following:

1. Provide referrals for program participants.
2. Perform criminal background checks on employees and outside visitors to the school, per school policy.
3. Provide data on children admitted to the program including their Student Educational information prior to, during and after program completion provided that a current student release is on file.
4. Provide any necessary training regarding **(Central Middle School, Galveston ISD)** policies and procedures.
5. Provide a copy of this approved agreement to **specific schools**.
6. Receive and maintain copies of student releases for each student admitted to the program.

Gulf Coast Big Brothers Big Sisters and **(Central Middle School, Galveston ISD)** shall hold all information confidential regarding program participants and shall only release such information with signed parental consent or in cooperation with law enforcement in compliance with state and local laws.

Either party may terminate this MOU, with or without cause, by giving the other party 30 days written notice of termination. In witness thereof, the below signatures agree to contribute the above responsibilities to this program during the 2023-2024 school year.

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Alice Teeler  
Gulf Coast Big Brothers Big Sisters

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Date

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(Site Administrator)

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Date