

**Memorandum of Understanding between ISD 709 Habitat Program
and the Duluth YWCA**
May 10, 2012

This memorandum of understanding is based on the belief that educational and support services designed for teen parents and their children are still very much needed in Duluth. Several circumstances have converged to lead to this proposal to restructure these collaborative services.

Partnership Agreements:

1. Under the direct supervision of the office of the Assistant Superintendent, continue to provide the District services of a "Teen Parent Specialist" who is a Licensed Independent Clinical Social Worker (LICSW) to both teen parents and pregnant teens across the Duluth district, no matter what school they choose to attend. These services include connection to school and community resources, assistance with school enrollment, advocacy, and parenting education, guidance in balancing self-care with nurturing healthy children, small group therapy, and infant mental health counseling. Services will be centered in the school setting during the day and at the YWCA Spirit Valley site during the scheduled STC afternoon Block 3. The Specialist will also travel during the school day to schools and community sites as needed for outreach, advocacy, and crisis response. The Teen Parent Specialist will provide a course for Block 3 which is .4 FTE for the school year. The Areal Learning Center (ALC) will provide the FTE. The course will require an average of 15 students or more to be funded. Grants from local foundations will provide an additional .3 of the Specialist's salary. The Specialist will also have an office at Denfeld High School.
2. The YWCA Spirit Valley Early Childhood Center will provide childcare for parenting students. Baby enrollment in the center will be based on availability of space in each room - infant, toddler, preschool.
3. Residents who live at the YWCA Spirit Valley Young Mothers Program who are enrolled in the Duluth Public Schools will also be enrolled in Habitat. Those students waiting for housing with the YWCA may also be eligible for district services.
4. Community stakeholders will support the partnership between the Duluth Public Schools and the Duluth YWCA Early Childhood Center. The St Louis County Social Worker will facilitate the enrollment of the children of teen parents into the county child care reimbursement program and help with student compliance including paperwork and monthly documentation and validation requirements.
5. The District will support the partnership by providing transportation for the parenting students and their children from home to the center and to and from school. With grant funding, Habitat will also provide cab rides to mandated appointments to maintain compliance.
6. Habitat students whose children are enrolled in the YWCA Early Childhood Center will be eligible for participation in Early Head Start services available to Center families.
7. ISD 709 will provide an elective Habitat class to both pregnant teens and teen parents from across the district on a daily basis at the Spirit Valley site, utilizing the block scheduling transportation services provided for STC. Classes will be team taught by the Teen Parent Specialist (infant mental health and parent education in the Circle of Security), health and wellness education will be offered by the Essentia Nurse Practitioner, Girls Inc. Pregnancy Prevention and Economic Literacy will be facilitated by YWCA staff, Early Head Start curriculum implemented by Duluth Head Start staff, and as time allows we will also include supervised time with children in the healthy child care environment of the YWCA Spirit Valley child care center.
8. ISD 709 will provide pregnant teens and teen parents a range of options for school enrollment that correspond to the particular educational and personal needs of each student including both the traditional and alternative secondary sites (Denfeld, East, Unity and the ALC). The students in the program will be enrolled in the ALC for this program.
9. This partnership will provide for a smooth transition in schooling for teens after they deliver their babies, by having parenting students connected to the staff and programming at Habitat and the YWCA during the time of their pregnancy. There will also be seamless services for the children who are

enrolled in the YWCA childcare center because they will be eligible to continue at the same childcare site throughout the summer months and after the parent's graduation from high school.

10. This partnership will provide a learning lab for higher education students interested in working with this high risk population. Habitat offers UMD School of Medicine students an opportunity to perform pediatric physical exams and to interact with teen parents under the supervision of a physician faculty. UMD and St. Scholastica graduate students complete field placements on-site, and St. Scholastica RN students incorporate Habitat into their public health/nursing rotation. Also, UMD speech pathology graduate students implement the Interact Program, which helps encourage language growth and communication between moms and babies. UMD early childhood students implement a videotaping curriculum with the teen parents and children to enhance maternal sensitivity while gaining practicum experience with this high-risk population toward their undergraduate degree.
11. This MOU will be reviewed annually.

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Name of Agency

By _____
Authorized Agent

Date

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INDEPENDENT SCHOOL DISTRICT #709
215 N. 1st Ave. East
Duluth, MN 55802

By WCHanson
C.F.O. Executive Director of Business Services

4/19/12
Date

By Jellison
Assistant Superintendent

Date

By _____
Teen Parent Specialist
Habitat Program

Date

**American Red Cross
Facility Use Agreement**

DR #: 455-12 Facility Name: SECONDARY TECHNICAL CENTER

Parties and Premises

Owner:

Legal name: LSO 709

24-Hour Point of Contact:

Name and title: KERRY M. LEWIS; JOHN HOBAN

Work phone: 218-336-8905 Cell phone/pager: 218 343-2894

Address for Legal Notices:

215 N. 1ST. AVE. EAST
DULUTH, MN 55802

Red Cross:

Legal name: The American National Red Cross, a corporation under the laws of the United States

24-Hour Point of Contact:

Name and title: MILD STREITMATTER LOGISTICS MANAGER

Work phone: _____ Cell phone/pager: 309-634-9502

Address for Legal Notices:

with copies to:

The American National Red Cross, Office of the General Counsel,
2025 E Street, NW, Washington DC 20006

and

The American National Red Cross, Disaster Operations,
2025 E Street NW, Washington, DC 20006.

Building Address:

802 EAST CENTRAL ENTRANCE
DULUTH, MN. 55802

Description of Premises:

SCHOOL BUILDING OFFICES AND COMMON
SPACES SUCH AS HALLWAYS, RESTROOMS, PARKING LOTS
AND SIDEWALKS AND DRIVEWAYS

Terms and Conditions

1. **Use of Premises.** Owner agrees to allow the Red Cross to use and occupy, on a temporary basis, the Premises described above (the "Premises") in the Building identified above (the "Building") to conduct emergency, disaster-related activities. The Premises may be used for any of the following purposes (both parties must initial all that apply):

	Owner initials	Red Cross initials
Operations center	_____	<u>MS</u>
Client service center	_____	_____
Volunteer intake center	_____	_____
Storage of supplies	_____	_____
Parking of vehicles	_____	_____

No sheltering or lodging of clients or disaster victims is permitted, except as the parties may agree in a separate written agreement.

2. **Term.** The term of this agreement begins on the date of the last signature below and ends 30 days after written notice by either party.

3. **Fee.** Both parties must initial the applicable statement below:

- a. Owner agrees not to charge any fee in recognition of the services provided by the Red Cross to the community. Owner initials: WCH Red Cross initials: MS
- b. Red Cross agrees to pay \$ _____ per day/week/month (circle one) for the right to use and occupy the Premises. Owner initials: _____ Red Cross initials: _____

4. **Conduct of the Red Cross.** Red Cross agrees to keep the Premises in good condition and promptly repair all damage to the Premises or the Building resulting from the operations of the Red Cross or reimburse Owner for the costs of repairing such damage in accordance with paragraph 6 below. The Red Cross agrees not to disrupt, adversely affect or interfere with other occupants of the Building.

5. **Condition of Premises and Building.** Owner makes no warranty or representation about the Premises or the Building. The Red Cross accepts the same "AS IS." Owner is under no obligation to prepare or repair the Premises or the Building for the Red Cross. The parties will jointly conduct a pre-occupancy survey of the Premises before it is turned over to the Red Cross. They will use the Facility/Shelter Opening/Closing Form, to record any existing damage or conditions. The Red Cross will exercise reasonable care while using the Premises and will make no modifications to the Premises without the Owner's express written approval.

6. **Reimbursement:** The Red Cross will reimburse the Owner for the following:

- a. *Damage to the Premises or other property of Owner, reasonable wear and tear excepted, resulting from the operations of the Red Cross. Reimbursement for damage will be based on replacement at actual cash value. The Red Cross will select from among bids from at least three reputable contractors. The Red Cross is not responsible for storm damage or other damage caused by the disaster.*
- b. *Reasonable, actual, out-of-pocket operational costs, including the costs of the utilities indicated below, to the extent that such costs would not have been incurred but for the Red Cross's use of the Premises (both parties must initial all utilities to be reimbursed by the Red Cross):*

	Owner initials	Red Cross initials
Water	<u>WCH</u>	<u>MS</u>
Gas	<u>WCH</u>	<u>MS</u>
Electricity	<u>WCH</u>	<u>MS</u>
Waste Disposal	<u>WCH</u>	<u>MS</u>

The Owner will submit any request for reimbursement to the Red Cross within 60 days after the occupancy of the Red Cross ends. Any request for reimbursement must be accompanied by supporting invoices.

\$ 1,500,000 *TH*

7. Insurance. The Red Cross shall carry insurance coverage in the amounts of at least \$1,000,000 per occurrence for Commercial General Liability and Automobile Liability. The Red Cross shall also carry Workers' Compensation coverage with statutory limits for the jurisdiction in which the premises are located and \$1,000,000 in Employers' Liability.

8. Indemnification. Red Cross shall defend, hold harmless, and indemnify Owner against any legal liability, including reasonable attorney fees, in respect to bodily injury, death and property damage arising from the negligence of the Red Cross during the use of the Premises.

9. Owner's Right to Revoke for Cause. Upon reasonable prior written notice to the Red Cross, Owner may revoke the permission represented by this Agreement if Red Cross (a) fails to pay any fee or payment required hereunder or (b) breaches any other obligation hereunder and such breach continues after written notice from Owner describing same. If the permission license is so revoked, Red Cross shall vacate the Premises in a neat and orderly manner. Owner shall have all rights and remedies available to it under applicable law.

10. Casualty or Condemnation Affecting Premises. Notwithstanding anything in this Agreement to the contrary, in the event that damage or casualty to all or a part of the Premises, this Agreement shall terminate and Red Cross shall have no right to restoration of the Premises or to receive any compensation whatsoever.

11. Legal Notice. Notice shall be deemed to have been duly given three (3) business days after having been mailed by certified or registered mail, return receipt requested, to the party's address for Legal Notice set forth at the beginning of the Agreement, or upon receipt if delivered by hand or recognized overnight delivery service. Either party may change its address for the purpose of Legal Notice hereunder by providing the other party with notice of the new address.

12. Governing Law and Binding Effect. This Agreement shall be governed by and construed under the laws of the state in which the Building is located. This Agreement shall be binding on the parties and their respective, successors, transferees and assigns.

ISO - 709

William C. Hanson
Owner (legal name)

WC Hanson
By (signature)

WILLIAM C. HANSON
Name (printed)

DIRECTOR OF BUSINESS SERVICES
Title

JUNE 22, 2012
Date

THE AMERICAN NATIONAL RED CROSS
(legal name)

MILWO L. STREITMATTER
By (signature)

Milwo L. Streitmatter
Name (printed)

LOGISTICS GENERALIST MANAGER
Title

June 22, 2012
Date

Facilities Use Agreement, the Red Cross should complete the Shelter/Facility Survey (ARC 6564) and determine whether or not the facility meets the Red Cross standards for that type of facility. (Pages 5-6 are for shelters only.)

2. In hurricane-prone areas, shelters to be used during hurricane events must also meet the criteria outlined in Standards for Selecting Hurricane Evacuation Shelters (ARC 4496).
3. Occasionally, it may be necessary to modify the Facility Use Agreement to address the needs of a facility owner.

All modifications to the form must be approved by the Office of General Counsel. Please send the completed Facility Use Agreement to the Disaster Logistics Center at national headquarters for processing.

4. If a facility owner seeks confirmation of Red Cross insurance coverage, you may direct the owner to the downloadable Memorandum of Insurance, where the owner can review the Web-based Memorandum of Insurance. If the owner needs a Certificate of Insurance, you can find the Web-based form on CrossNet under "Protect People and Property".
5. Upon opening a disaster relief facility, the Red Cross Facilities manager and the facility coordinator acting for the owner should use the Shelter/Facility Opening Checklist (the front page of the Shelter/Facility Opening/Closing form) to record any existing damage and other facility conditions. The Shelter/Facility Opening Checklist should also be used to identify any restrictions regarding the use of the facility by the Red Cross, such as restrictions related to parking, off-limits areas, etc.
6. The Facility Agreement identified as Form 6621 is no longer an approved Red Cross template for Facilities.
7. If you have any questions regarding the Facility Use Agreement, please contact the Facilities associate at the Disaster Logistics Center at 202-303-4099. The Facilities associate will either answer your questions or contact the Office of General Counsel as appropriate.