

# MEMORANDUM OF UNDERSTANDING

**Partners:** Gulf Coast Big Brother Big Sisters (GCBBS) and **(Weis Middle School, Galveston ISD)** agree to collaborate through shared resources to deliver the Bigs Inspiring Scholastic Success: Site-Based Mentoring Program.

**Program Summary:** The Site-Based Mentoring Program will serve children between the ages of 6 and 21, who have been referred by school personal. Identified children will complete the GCBBS application process and be individually matched with a volunteer in a mentoring relationship. The mentors will interact with the children for one hour per week throughout the school year. This program will help participating students experience improved school grades, attendance, self-esteem, relationships with friends, family and teachers, and interest in new activities and/or academic subjects.

**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 a 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, **(Weis 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 **(Weis 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 **Weis 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.

\_\_\_\_\_  
Alice Teeler  
Gulf Coast Big Brothers Big Sisters

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Site Administrator)

\_\_\_\_\_  
Date