

**Memorandum of Understanding
Between
Boys & Girls Clubs of Magic Valley
And
Minidoka County School District # 331**

Organization Name:

Organization Representative: Lindsey Westburg
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Organization Name:

Organization Representative: Dr. Kenneth Cox
Position / Title: Superintendent Minidoka County School District # 331
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Purpose

The Boys & Girls Clubs of Magic Valley (BGCMV) and Minidoka County School District (MCSD) desire to work in partnership to provide mentorship, academic, enrichment, family engagement and nutritional services for K-5 students. The proposed services and partnership is the result of a desperate need established through dialogue with Minidoka County School District and the City of Rupert. Since October of 2016, we have collected feedback and direction from an advisory committee, City Council members, school professional/student/parent surveys and professional staff representing each agency. This MOU will be a multi-year commitment through the duration of the 21st CLLC grant cycle, but evaluated on a yearly basis.

BGCMV agrees to the following:

- Serve as the fiscal agent for the grant;
- Operate programs and services for youth grades K-5 in the MCSD in accordance with all standards and benchmarks established within the 21st CLLC program
- Recruit, screen, train and retain volunteers to work with youth during non-school hours
- Provide required training to program staff
- Provide coordination of services of program staff

- Work with MCSD staff to help facilitate connections between program, schools, and families
- Coordinate existing and new community partners that benefit MCSD students
- Serve as primary partner in efforts to ensure sustainability of project activities after grant expiration
- Coordinate all Summer Brain Gain activities and programming
- Provide breakfast, lunch and snack to students (both after school and summer participants)
- Conduct five family-night activities a year in the following areas: Literacy, Math, STEM
- Provide space and materials for all 21st CLLC activities and programs
- Purchasing necessary materials/supplies for designated components in accordance with the 21st CCLC budget
- In year three, we will hire, coordinate and execute third party evaluator to assess the 21st CLLC program
- Provide a welcoming, inclusive setting for all youth, while working to recruit and retain targeted youth for participation based on risk factors, homework completion, attendance, and/or, classroom behavior
- Coordinate quarterly advisory committee meetings to review data collected, gauge progress in meeting goals, and recommend changes to better meet the needs of students and families served

Minidoka County School District (MCSD) agrees to the following:

- Provide classroom space at Heyburn Elementary (HE) and Rupert Elementary (RE) for academic, enrichment and family engagement programs
- Provide access to computers and wireless internet
- Provide daily custodial services for RE and HE
- Provide transportation (insert commitment here) **ask about summer opportunity?**
- Provide after school snacks at HE and RE
- Provide a dedicated classroom (homebase) at Acequia and Paul Elementaries for students to gather prior to being transported to 21st CCLC center
- Provide ancillary facility space at each center for joint/adaptable use
- Participate in regularly scheduled meetings of grant partners
- Participate with grant partners to ensure sustainability of project activities after grant expires
- Referral of targeted students and families
- Provide student grades for the first and fourth quarters, and collect state assessment scores for review and analysis by Evaluator

- Provide opportunities to integrate other federal, state and local programs to achieve goals
- Provide collaboration and communication with all partner agencies to effectively support program activities
- Collaborate with BGCMV in sharing data as needed for 21st CCLC reporting requirements
- Provide regularly notice of changes to school year calendar
- Promote family participation in program activities surrounding literacy development, Math, nutrition and parenting skills
- Collaborate with BGCMV in **developing appropriate curricula** and programming for each center
- **ESL, School Day Staff, Literacy, Kindergarten (linking school day staff to 21st CLLC)**

Meetings

All major administrative decisions concerning policy and personnel of the afterschool program shall be brought to the Advisory Team. The Advisory Team consists of (**list partners**) and the Program Director. Decisions will be reached by group consensus whenever possible and appropriate. The Advisory Team will meet at least two (2) times per year, or as needed, about key decisions and issues related to successful program implementation. The Program Director will oversee and make all day-to-day decisions, in consultation with the program staff, when appropriate, for the operations of the program. If partners cannot come to a mutual agreement, the LEA School Partner will have final decision-making authority.

Funding

Clearly describe any grant funds, the amount and category (salaries, contracted services, materials and supplies, etc.) that will be provided to the non-lead agency(s):

In addition, organizations will provide (any matching / in-kind contributions):

Duration

The agreement is for a period of one year and may be renewed annually up to five years. The agreement shall become effective upon signature by the authorized officials and will remain in effect until modified or terminated by any one of the partners by mutual consent.

Procedures for Modification and Termination

The MOU may be modified, revised, extended, or renewed by mutual written consent of all parties, by the issuance of a written amendment, signed and dated by all parties.

Any party of the MOU may terminate their participation in this MOU by giving written notice of intent to terminate to each of the partners. In such case, termination by one or more of the parties to this MOU does not alter the terms or obligations of the other parties to this MOU.

An individual partners' participation in the afterschool program may be terminated for non-compliance with the MOU provided the other parties provide written notice clearly outlining the reasons for the termination.

Severance Clause

If any part of this agreement becomes unenforceable or illegal, then the agreement will continue in force, but the offending provision(s) shall be severed from the agreement and will have no effect on the remaining services agreed to and associated performance.

Signatures

All partners in this agreement sign to confirm their acceptance of its terms by their signature.

(Partner Signature)
Partner Printed Name
Title
Organization
Date:

(Partner Signature)
Partner Printed Name
Title
Organization
Date: