

## **MEMORANDUM OF UNDERSTANDING**

Between

ROCORI School District

and

TRI-CITY CABLE TV COMMISSION

This Memorandum of Understanding (MOU) is made and entered into by and between ROCORI School District (RSD) and Tri-City Cable TV Commission (TCC). This MOU establishes the framework for collaboration between the two parties to enhance public access to educational programming and community events.

### **1. Purpose and Background**

WHEREAS, ROCORI School District seeks to expand community access to district events and activities; and

WHEREAS, Tri-City Cable TV Commission provides public access programming and broadcast services for community benefit;

NOW, THEREFORE, the Parties agree as follows:

### **2. Objectives, Scope, and Major Activities**

This MOU provides a clear baseline of expectations for both RSD and TCC. These expectations may be expanded or further detailed in separate operational agreements. The document outlines the general roles and responsibilities of each Party.

### **3. Responsibilities of the Parties**

ROCORI School District shall provide:

- An office space of adequate size, accessibility, and connectivity to support TCC's regular operations, including editing, storage, and broadcast activities.
- A location for a media server, equipped with internet connectivity and connections to Midco and Arvig.

Tri-City Cable TV Commission shall provide:

- Live video broadcast and recording of all public 'regular' school board meetings.
- Live video broadcast and recording of the RSD Variety Show, Prom Grand March, and Graduation Ceremony, given at least four (4) weeks' notice. Additional events may be included by mutual written agreement.
- Live broadcast on TCC's public access channel of all sports and other events where the feed is supplied by RSD, given sufficient notice. These broadcasts shall not conflict with previously scheduled live events (e.g., city meetings).

All other content requests must be submitted to the TCC Program Director. Content not suitable for public broadcast or unrelated to public events may not be eligible for TCC assistance.

#### **4. Communication and Coordination**

Each Party shall designate a primary contact to coordinate scheduling, technical requirements, and logistical details. Any changes to the schedule or event details shall be communicated promptly between the designated contacts.

#### **5. Exceptions and Disclaimers**

In some circumstances, TCC may be unable to provide an operator for recordings. In such cases, TCC will endeavor to find a replacement and will communicate with RSD well in advance to facilitate alternative arrangements.

TCC relies on RSD to provide all necessary information, including dates, times, event details, and venue access (such as camera spots and equipment requirements), as well as a stable internet connection and audio feeds. TCC shall not be responsible for technical difficulties beyond its control.

#### **6. Duration and Termination**

This MOU shall become effective upon signature by authorized representatives of both Parties and shall remain in effect for a period of two (2) years from the date of the last signature, unless extended or terminated earlier.

Either Party may terminate this MOU for convenience with thirty (30) days' written notice, or immediately upon material breach by the other Party.

Amendments or extensions to this MOU require at least thirty (30) days' prior written notice and mutual written consent.

#### **7. Liability**

Each Party shall be responsible for its own employees, agents, and equipment. Neither Party shall be liable for incidental, indirect, or consequential damages arising from performance under this MOU.

#### **8. General Terms**

This MOU is non-binding and does not create any legal rights, benefits, or obligations enforceable at law or equity. Neither Party is obligated to transfer funds, assets, or other resources without a separate binding agreement.

## **9. Signatures**

This MOU shall be effective as of the date of the last signature below.

Name & Title: \_\_\_\_\_

ROCORI School District

Signature & Date: \_\_\_\_\_

Brian Michalski, Tri-City Cable TV Commission Board Chair

Tri-City Cable TV Commission

Signature & Date: \_\_\_\_\_