



**Memorandum of Understanding; Partnership Agreement
Glen Ellyn Children's Resource Center (GECRC) AND
Community Consolidated School District 89**

This Memorandum of Understanding (MOU) describes the responsibilities and expectations between Glen Ellyn Children's Resource Center (GECRC), a 501c3 organization, with an office located at 346 Taft, Suite 205, Glen Ellyn IL; and Community Consolidated School District 89, an IL public school district, with an office located at 22W600 Butterfield Rd, Glen Ellyn IL.

The purpose of this MOU is to set forth the terms and conditions, scope of work and responsibilities of the parties associated with the collaboration of the GECRC program at Glen Crest Middle School and Park View Elementary.

RESPONSIBILITIES AND EXPECTATIONS

For the 2025-2026 academic year, the Glen Ellyn Children's Resource Center (GECRC) will serve as the "lead" organization.

As the lead organization, GECRC shall undertake the following activities under this MOU to eligible CCSD89 students:

- Provide after school programming at:
 - Glen Crest Middle School: Monday through Thursday 2:30PM to 3:40PM
 - Park View Elementary School: Monday through Friday 3:35PM to 5:30PM
- Complete volunteer background checks and volunteer training
- Maintain the confidentiality of student records and data in accordance with the Illinois Student Records Act (105 ILCS10/) and the Family Education Rights and Privacy Act
- Provide GECRC staff members for program supervision following staff to student ratio of 1:20 or better
- Provide at minimum, a six-week GECRC Summer Program
 - Park View: Monday through Friday, 7:00AM to 5:00PM

CCSD89 shall undertake the following activities under this MOU:

- Provide space for in-person programming
 - Access to tech, key card, building wifi, printing
- Provide one teacher position at each site to assist with in-person programming;
 - Park View Elementary: Two Days Per Week, 3:35PM to 5:30PM
 - Glen Crest Middle School: Monday through Thursday from 2:30PM to 3:40PM

- Provide snacks through food services for students in attendance
- Share GECRC student growth data from Fall to Spring with appropriate stakeholders and/or community members
- Curriculum access
- After school program bussing
- Evaluation data
- Opportunity to table at CCSD89 family engagement activities/events
- Support GECRC Summer Program bussing for registered CCSD89 students

Both Parties commit to:

- Regular communication regarding schedule changes, staffing/volunteer changes, and feedback as soon as possible to ensure program quality.
- Generally promote cooperative planning and service delivery as partners for increased academic, social and emotional efficacy for CCSD89 students and their families.

TERMS OF AGREEMENT

The term of this Agreement is for a period of one year from the effective date, September 15, 2025 to August 31, 2026. This agreement may be extended upon written mutual agreement. It shall be reviewed annually to ensure that it is fulfilling its purpose and to make any necessary revisions.

Either organization may terminate this Letter of Agreement upon thirty (30) days written notice without penalties or liabilities.

Community Consolidated School District 89

Glen Ellyn Children's Resource Center

Signature

Superintendent

Title

October 20, 2025

Date

Signature

Title

Date