

ACTION MEMORANDUM

TO: Board of Education

FROM: Randy Howard, Chief Legal Counsel

SUBJECT: United Way of Central Georgia – Addendum to MOU

Summary

The United Way of Central Georgia is seeking approval from Bibb County School District to amend the Memorandum of Understanding (MOU) to acknowledge the funders of the AARP Foundation Experience Corps partnerships that operate under the United Way of Central Georgia's Read United education initiative.

Background

The United Way of Central Georgia entered into a MOU with Bibb County School District in December of 2016. The original MOU did not acknowledge the funders of programs operating under the United Way's Read United education initiative. The proposed addendum will acknowledge AARP Foundation and the Corporation of National and Community Service as the funders of the AARP Foundation Experience Corps program and Peyton Anderson as the funder of Read2Succeed program.

Recommendation

It is recommended the Board of Education approve the addendum to the original Memorandum of Understanding with the United Way of Central Georgia for the Read United education initiative.

Superintendent's Comments and Approval

| <u>Superintendent's Comments</u> | |
|---|----------|
| Dr. Curtis L. Jones, Jr. | Approved |

ADDENDUM
MEMORANDUM OF UNDERSTANDING BETWEEN
UNITED WAY OF CENTRAL GEORGIA AND BIBB COUNTY SCHOOL DISTRICT

This Addendum (the "Addendum") to Memorandum of Understanding (the "Original MOU"), dated December 19, 2016, by and between the United Way of Central Georgia and Bibb County School District (collectively, the "Partners") amends certain specifics outlined in the Original MOU signed by the Partners. The purpose of this Addendum is to acknowledge the funders related to AARP Foundation Experience Corps partnerships that operate under United Way of Central Georgia's Read United education initiative. The Original MOU is amended as follows:

1. **Background**

Read United is a grade-level reading initiative of the United Way of Central Georgia. The goal is to address the literacy challenges facing Central Georgia. Read United houses UWCG's educational and reading programs, which are AARP Foundation Experience Corps and Read2Succeed. Both are sustained literacy and volunteer tutorial programs. *The Experience Corps program is funded by the AARP Foundation and the Corporation for National and Community Service through a FY2015 Social Innovation Fund grant. The Read2Succeed program is funded by the Peyton Anderson Foundation through a local grant.*

2. All other terms and conditions under the Original MOU remain unchanged and in effect.

IN WITNESS WHEREOF, the parties have executed this Addendum to the "Original MOU" as of the date and year set forth below.

For Bibb County School District:

For United Way of Central Georgia:

Dr. Curtis L. Jones, Jr., Superintendent

George McCanless, President & CEO

Date: _____

Date: _____

Memorandum of Understanding

August 2016 to May 2017 between

Bibb County School District and United Way of Central Georgia

The purpose of this Memorandum of Understanding ("MOU") is to: 1) outline the services to be delivered and 2) state the program goals, and 3) provide expected outcomes by the United Way of Central Georgia's (UWCG) Read United initiative for the 2016-17 academic school year.

Background

Read United is a grade-level reading initiative of the United Way of Central Georgia. The goal is to address the literacy challenges facing Central Georgia. Read United houses UWCG's educational and reading programs, which are **AARP Foundation Experience Corps** and **Read2Succeed**. Both are sustained literacy and volunteer tutorial programs.

Read United will recruit and mobilize volunteers in the community to tutor K-3rd graders in reading. Volunteers will participate in either AARP Experience Corps or Read2Succeed. **AARP Foundation Experience Corps** is an intergenerational, volunteer-based tutoring program that engages adults age 50 and older as literacy tutors for struggling students in public schools. AARP Experience Corps is a national resultsdriven program that works towards sustained literacy. **Read2Succeed** is a local customized literacy program developed by the UWCG to assist students in kindergarten through 3rd grade who need help in reaching literacy benchmarks.

Both the **AARP Foundation Experience Corps** and **Read2Succeed** volunteers are trained and committed to deliver the "best in class" reading support to assist students in kindergarten through third grade who need help to reach literacy benchmarks. Both programs also serve RTI (tier 2) students. The goals for students who are tutored through Read United are to: 1. improve reading skills with the objective to move students toward achieving grade level benchmarks, 2. mentor, and 3. to model and encourage the joy of reading through literacy celebrations. The AARP Foundation Experience Corps and Read2Succeed are grant funded programs, and sustained efforts beyond the academic year depend upon the availability of funding.

The United Way of Central Georgia will:

1. Recruit, screen, train and place volunteer tutors with students in grades K-3, as designated and/or identified by academic team.
2. Ensure all volunteers complete mandatory background checks and other mandatory screenings, as required by School District and AARP Foundation Experience Corps policies and procedures.
3. Deliver pre-service and in-service training to volunteers. Comprehensive pre/in-service training topics will include content that covers: conducting literacy tutoring in a school learning environment, the five components of reading, common core state standards and its application to volunteer tutoring activities, behavior management, child development, social emotional learning and mentoring.
4. Evaluate volunteer performance (mid- and end-of-year) to ensure volunteers meet or exceed performance standards.
5. Utilize curriculum and training developed and delivered by the Bibb County School District Intervention Coaches.
6. Provide each program site a dedicated Volunteer Coordinator assigned for up to 15 hours a week to coordinate volunteers and support program deliverables.
7. Collaborate closely and communicate consistently with school point of contact and/or program liaison to ensure the smooth implementation and fidelity of the program.
8. Support Title I Family Engagement Facilitators within the school around family outreach efforts, engagement and events.
9. Retain full responsibility for management of the program and its volunteers.
10. Provide a summary report on program outcomes for the school.

The Bibb County School District will ensure that the schools designated as Experience Corps program sites [Brookdale, Porter, Riley and Southfield] and

Read2Succeed program sites [Bruce, Burdell-Hunt, Hartley, Ingram Pye, Dr. Martin Luther King Jr, Veterans and Williams] will:

1. Give the project leadership team and volunteer coordinator an opportunity to meet with academic coaches and/or teachers to become acclimated to the school before the program begins; to explain the program; and to translate expectations of all stakeholders (i.e. students, teachers, volunteers, etc).
2. Ensure volunteers' time and efforts are utilized appropriately.
3. Designate a faculty member who is knowledgeable, accessible, and available to serve as a point of contact and/or liaison for the program.
4. Provide opportunities to collaborate with district and school staff to ensure curriculum modeling, program fidelity, and goal alignment.
5. Provide space for the designated volunteer coordinator to work while on the school site and space for volunteers to conduct tutoring.
6. Ensure that all program evaluation assessments and/or surveys are completed.

Term

This Memorandum of Understanding ("MOU") will be effective from August 1, 2016 through May 31, 2017. The MOU will automatically renew annually on August 1 ("anniversary date) unless one of the parties has provided written notice to the other party of its intent to terminate or cancel the MOU in accordance to the **Cancellation** provision of this agreement.

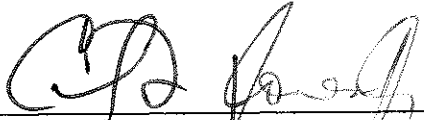
Cancellation

Either party to this MOU may terminate or cancel the MOU by providing sixty (60) day notice to the other party. If the MOU is canceled, all information obtained by way of this partnership will be deemed property of Bibb County School District ("District"), and United Way of Central Georgia (UWCG) shall deliver and surrender all information obtained to the District.

Priorities

Signed Authority

We, the undersigned authorized signatories, have reviewed and agreed to the terms in the above Memorandum of Agreement. Any modifications/amendments to the terms of this agreement will be in writing and will require the written approval of all signatories below.



Dr. Curtis L. Jones Jr. Superintendent

Bibb County School District

12-19-2016

(Date)



George McCanless
President and CEO
United Way of Central Georgia

1/9/17

(Date)