Big Brothers Big Sisters of the Bay Area

Serving Alameda, Contra Costa, San Francisco, San Mateo and Santa Clara Counties

Memorandum of Understanding 2018-2019
Between Big Brothers Big Sisters of the Bay Area
and
San Leandro Unified School District

This Memorandum of Understanding (MOU) is effective from April 1, 2018 through April 1, 2019 and is intended to outline the collaboration between Big Brothers Big Sisters of the Bay Area (BBBSBA) and the San Leandro Unified School District (SLUSD). The spirit of this project is to work collaboratively to provide caring adult mentors in the lives of students within SLUSD, thus helping to promote positive student development. This MOU hereby, establishes that BBBSBA and SLUSD contract and agree as follows:

Partnership Goals:

BBBSBA agrees to work together with SLUSD to provide recruitment and resources for enrollment for SLUSD students age 6-16 to be conducted in coordination with staff at SLUSD. The mentoring program will include the following elements:

- Up to 20 new community based one-to-one mentoring matches will be established during the first twelve months.
- The program will serve all district students, and potentially specific high school pathways students, who will benefit most from the developmental relationship that a targeted mentoring program can provide.
- BBBSBA enrollment staff will consult with the SLUSD staff contact regarding identification and recruitment of students.
- Adult volunteers who have interest in working with students will be recruited, screened, matched and trained to ensure child safety and a successful match relationship.
- The matches will be supported through monthly personal contact by BBBSBA Program Staff with Bigs, Littles and parent/guardians.
- BBBSBA staff will liaise as needed with SLUSD staff to monitor the impact and effects of the program on participants.

Roles and Responsibilities:

BBBSBA will:

- Provide the mentoring services at no direct cost to SLUSD in the first twelve months of the program.
- Plan, manage, and evaluate the program in partnership with SLUSD on a semi-annual basis.
- Recruit, screen, select, and train adult volunteers to serve as mentors.
- Provide on-going match support services, including monthly contact with volunteers, children and their families. Match Support includes, but is not limited to, general support of the match relationship, making appropriate referrals as needed, and crisis management.
- Facilitate and conduct one-to-one matching of carefully screened volunteers with students. The goal for the twelve months is to serve a **total of 20 matches.**
- Track program outcomes and prepare project evaluations and project reports.
- Consult with SLUSD staff regarding identification and recruitment of students.
- Provide SLUSD a certificate of insurance naming SLUSD as additional insured.

SLUSD will:

- Assign a staff person for supervision of SLUSD responsibilities in this partnership.
- Provide information on the Partnership Program including Applications and website information (www.bbbsba.org) to Parents / Guardians and students.

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- ➢ If P/G applies online, SLUSD staff will send an email within a timely manner to BBBSBA staff notifying us of the recent application submission. This will allow BBBSBA to prioritize students referred from SLUSD.
- ➢ Identify currently enrolled students who need and appear ready to benefit from extra adult attention through a match relationship with a Big Sister or Big Brother in the community based mentoring program.
- ➢ Refer school students to BBBSBA enrollment staff and obtain the necessary parental permission for participation in the program.
- ➢ Instruct P/G and students that the BBBSBA mentoring program is completely voluntary; both P/G and students must want a mentor.
- ➢ Cooperate and provide all information needed for project evaluations including relevant student participant data.
- ➢ SLUSD management staff will participate in progress meetings with BBBSBA management staff as needed.
- ➢ Assure collaboration of SLUSD staff with BBBSBA staff to ensure the success of the program.
- ➢ Provide BBBSBA with a certificate of insurance naming BBBSBA as an additional insured.

BBBSBA staff and SLUSD staff will meet as necessary to maintain and renew this partnership. This agreement is for twelve months and may be renewed on or after that period of time.

Dawn Kruger	Joanne Clark
CEO	Director of Prevention and Intervention
Big Brothers Big Sisters of the Bay Area	San Leandro Unified School District