

Memorandum of Understanding
between
Big Brothers Big Sisters of the Twin Tiers and **Vestal CSD.**

Big Brothers Big Sisters of the Twin Tiers (BBSTT) is committed to developing partnerships with local elementary, middle and high schools to implement BBSTT's Site-Based Mentoring (SBM) programs. BBSTT currently has an active Site-Based Mentoring Program in over 15 schools in our Pennsylvania market comprised of Tioga, Sullivan and Bradford Counties. Now in its 21st year, the program has been hugely successful and maintained a consistent presence. We are excited to bring this established, evidence-based programming model to Broome County Schools.

PURPOSE & SCOPE:

The purpose of this Memorandum of Understanding (MOU) is to clearly identify roles, responsibilities, and expectations of each party as they relate to Big Brothers Big Sisters of the Twin Tiers Site-Based Mentoring program. The purpose of the SB Mentoring Program is to foster positive youth development by providing weekly support within the school environment through one-to-one relationships with cross age peer mentors. To achieve this goal, BBSTT and will work cooperatively as educational partners to support the mentoring process by providing opportunities to **Vestal CSD** weekly for mentor/mentee matches to meet on school grounds for the 2022/2023 academic school year. Both parties will ensure the mentoring program is conducted in compliance with applicable standards and required procedures and policies of BBSTT and said school.

RESPONSIBILITIES UNDER THIS MOU:

BBSTT shall commit to the following:

- Recruit, screen, and train volunteer mentors, for the purpose of procuring a minimum 12-month commitment
- Secure parental permission, involvement, and support
- Facilitate one-to-one student/mentor matching and provide case management to monitor participants for safety, development and training/resource needs
- Coordinate all program activities and track program outcomes
- Coordinate and facilitate monthly lunch activities for youth involved
- Recruit, screen and train mentors, providing one-to-one support and suggested curriculum
- Monitor matched mentors/mentees for safety, progress and needs
- Strive to match every child referred to the program, providing there are enough qualified mentors available. The quality of the match will take precedence over matching every child.

Vestal CSD shall commit to the following:

- Provide designated areas for SBM matches to meet on a weekly basis for a duration of 30-60 minutes. At least one of these areas should include a storage space for BBSTT craft/curriculum/activity bins and sign in sheet
- Provide the Match Support Specialist opportunities to initially give presentations to the teachers, as needed, regarding the referral process

- Provide BBBSTT referral information that includes the name of the child, grade level, name of the parent and their phone number, the teacher's name and a brief assessment of the child. The referral information allows for direct communication with parents in order to enroll their child(ren) in the Site-Based Mentoring Program and grants permission to speak directly with their child.

IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES REGARDING:

Modifications

This MOU can be modified by mutual agreement between the two parties at any time.

Disputes

Disagreements or misunderstandings should be identified as soon as possible and will be resolved through open communication and discussion between the two parties.

Confidentiality

BBBSF will comply with national Big Brothers Big Sisters standards regarding confidentiality of client (participating student) information. All information will be held in confidence regarding program participants and shall only be released with signed parental consent in cooperation with law enforcement investigations in compliance with local and State laws and statutes.

Funding

This MOU does not include the reimbursement or transfer of funds between the two parties. This program, in its entirety is at 100% NO COST TO THE DISTRICT OR ANY OF ITS INCUMBENTS.

EFFECTIVE DATE AND TERM:

- This MOU shall be effective upon the signature of BBBSTT and proper authorized school officials for the 2023/2023 academic school year.
- Two signatures, those of BBBSTT and **Vestal Central School**, indicates agreement with this MOU.

In witness whereof, the parties hereto have caused this MOU to be executed as of the day and year listed below.

Big Brothers Big Sisters of the Twin Tiers
Lauren Heilweil
Executive Director

Vestal Central School District
J. Dinno Nistico
BOE President

Signature

Signature

Date

August 9, 2022

Date

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