

MEMORANDUM OF UNDERSTANDING (PARTNERING SCHOOL) & (COMMUNITY MENTORING PROVIDER)

(Partnering school) and (Community Mentoring Provider) will form a partnership to provide additional support to local students with the goal of increasing secondary and post-secondary graduation rates, as well as boosting students' college and life readiness.

	Responsibilities of (Partnering school)	Responsibilities of (Community Mentoring Provider)	High School Participation
Mentoring Program 9th-, 10th-, 11th- and 12th- Grade Twenty-first Century Scholars	<ul style="list-style-type: none"> • Appoint a school liaison to serve as the contact person • Provide (Mentoring Provider) with the liaison's contact information • Provide a designated meeting place for the mentors/mentees • Provide a designated tutoring place for students that need assistance • Provide (Mentoring Provider) with student performance data as requested. (Mentoring provider) will use the data to track student progress and program effectiveness. Needed data will include, but will not be limited to GPA, attendance, rank, test scores, consistent tracking of grades. (Mentoring Provider gathers parent consents) • Allow (Mentoring Provider) to meet one-on-one with mentoring participants regarding academic progress 	<ul style="list-style-type: none"> • Provide the budget for the mentoring program • Recruit 9th-, 10th-, 11th- and 12th-grade 21st Century Scholars to participate in the program • Administer the program • Recruit community volunteers to serve as mentors • Provide training and orientation for mentors, mentees and parents • Provide school with a list of matches • Provide school with a list of students for which student data needs collected; provide copies of parent consent forms to school • Inform and invite high school administration to activities throughout the school year 	<input type="checkbox"/> Yes <input type="checkbox"/> No
College Access Labs	<ul style="list-style-type: none"> • Available for planning meetings • Provide on-going support during school year from key staff, particularly the guidance department • Provide technical support for FAFSA labs and additional college access labs 	<ul style="list-style-type: none"> • Serve as liaison between school and National Center for College Costs • Provide staffing support at labs • Assist in recruiting volunteers • Partner in marketing the event(s) 	<input type="checkbox"/> Yes <input type="checkbox"/> No

Partnering School
Representative name & title

Date

Community Mentoring Provider
Representative name & title

Date