

MEMORANDUM OF UNDERSTANDING (MOU) FY 22/23

Between
Compass Mark
And
Pequea Valley School District

This is an agreement between “Party A”, hereinafter called ***Compass Mark*** and “Party B”, hereinafter called ***Pequea Valley School District***.

I. PURPOSE & SCOPE

The purpose of this MOU is to clearly identify the roles and responsibilities of each party as they relate to the facilitation of evidence-based prevention programs at Pequea Valley School District.

This MOU is intended to:

- Establish course and method for facilitation of programs within the school.
- Clarify the logistical requirements for both parties to ensure successful implementation of programming.
- Outline the agreed upon services for the agreed upon schedule and costs, as applicable.
- Communicate expectations for effective and collaborative partnership that will best support and serve students, parents, families, and communities.

II. BACKGROUND

Compass Mark implements school-based drug and alcohol prevention services for grades k-12 in Lancaster and Lebanon Counties. Pequea Valley School District operates within schools in Lancaster or Lebanon County seeking school-based drug and alcohol prevention services.

III. *Compass Mark* RESPONSIBILITIES UNDER THIS MOU

Compass Mark shall undertake the following activities:

Program Implementation

- *Implement a full course of in-person sessions as indicated below in Section V*
- *Upon request, deliver school programs at the above-named school **via Zoom or other agreed upon virtual platform** on predetermined dates and times*
- *Share curriculum materials as requested by School for review and approval*
- *Provide programs with fidelity and each school with outcomes reports as requested*
- *Provide qualified, professional Facilitators who are trained and experienced in classroom management, curriculum presentation, and drug and alcohol prevention*
- *Refer individual students to the guidance department, should concerns arise*
- *Comply with expectations of Mandated Reporting and complete any necessary documented as presented by the school*

Partnership & Collaboration

- *Provide take-home materials for program students to School Administration for review and approval in advance of program start dates and ongoing, as necessary*

- *Support ongoing needs of the school community as requested relating to drug and alcohol use and misuse prevention topics. This may include consultation on substance prevention efforts, information dissemination at school events, trainings, or support of other initiatives as it related to climate or parent engagement.*
- *Provide content for increased access to resources for parents and students to support the prevention of substance use & misuse by sharing Compass Mark’s website, events, or materials where and when appropriate at least three times throughout the school year.*

IV. Pequea Valley School District RESPONSIBILITIES UNDER THIS MOU

Pequea Valley School District shall undertake the following activities:

Program Implementation

- *Support Compass Mark program facilitations by clearly communicating classroom rules and necessary procedures to the Facilitator and Students*
- *Provide a classroom teacher or staff member to be available for behavior management during the facilitation of Compass Mark in-person programs*
- *Continue to promote student wellness and prevention programs’ learning objectives throughout the school year by referring to topics and concepts taught during evidence-based program.*
- *Evaluate the assigned Facilitator performance utilizing evaluation form, as provided by Compass Mark upon program completion*

Partnership & Collaboration

- *Permit distribution of program based “take-home” materials for students in programming after any necessary review and approval by Building Administrator*
- *Permit Compass Mark Facilitator to conduct pre- and post-tests for evidence-based programs to be used to ensure fidelity of the program. Pre- and post- tests will be anonymous and contain no student identifiers.*
- *Increase access to resources for parents and students to support the prevention of substance use & misuse by sharing Compass Mark’s website, events, or materials where and when appropriate. This may occur via social media, website, electronic parent communications, PowerSchool, parent portals notices, or other means in which the school may deem helpful and appropriate. We are requesting this occur a total of 3 times during this school year.*
- *Provide Compass Mark with notice of any predictable programming cancellations at least 24 hours in advance, understanding that failure to do so may result in a \$40.00 charge directly to the school building*

V. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

All schools named below, and their designated representative have agreed to engage in a course of prevention programming with Compass Mark Prevention Services.

Salisbury Elementary School- *Chris Laudo*- Two PATHS groups for 2nd grade at 12 weeks totaling 24 sessions. With the school purchasing 12 sessions, Compass Mark agrees to match the 12 sessions utilizing county funding through Lancaster County Drug & Alcohol Commission providing the school with the desired 24 sessions at a cost of \$480.

Pequea Valley Intermediate School- *Susan Martz*- One CATCH My Breath group at 6 weeks totaling 6 sessions. With the school purchasing 3 sessions, Compass Mark agrees to match the 3 sessions utilizing county funding through Lancaster County Drug & Alcohol Commission providing the school with the desired 6 sessions at a cost of \$120

Pequea Valley High School- John Trovato- One CATCH My Breath group at 6 weeks totaling 6 sessions. With the school purchasing 3 sessions, Compass Mark agrees to match the 3 sessions utilizing county funding through Lancaster County Drug & Alcohol Commission providing the school with the desired 6 sessions at a cost of \$120

VI. EFFECTIVE DATE AND SIGNATURE

This MOU shall be in effect upon the signature of Party A's and Party B's authorized officials. It shall be in force from __December 2022_____ to __May 2023_____.

Parties A and B indicate agreement with this MOU by their signatures.

Teri Miller-Landon, Director of Programs
Compass Mark (Party A)

Date

Pequea Valley School District (Party B)

Date