


INDEPENDENT SCHOOL DISTRICT 271
Bloomington, Minnesota

REQUEST FOR SCHOOL BOARD ACTION

DATE OF BOARD MEETING: September 10, 2018

SUBJECT: Memorandum of Understanding with Lutheran Social Service of Minnesota/Foster Grandparent Program


ORIGINATING DEPARTMENT: Academic Services

APPROVAL OF ADMINISTRATIVE CABINET MEMBER: Eric Melby, Ed.D. 
Assistant Superintendent

RESOLUTION FOR BOARD TO ADOPT:

RESOLVED, that the School Board of Independent School District 271 approves the Memorandum of Understanding between Lutheran Social Service/Foster Grandparent Program and Independent School District 271, Volunteer Connection. Effective dates for the Memorandum of Understanding are October 15, 2018 to June 30, 2020.

RECOMMENDATION OF THE SUPERINTENDENT:

Approve. 

DETAILED BACKGROUND:

This Memorandum of Understanding is a renewal. Lutheran Social Service of Minnesota Foster Grandparent Program will place one foster grandparent volunteer to serve special and exceptional needs children attending Poplar Bridge Elementary School by providing academic support for identified students. The cost for this program is \$300 per year per volunteer.

The District's legal counsel and insurance carrier of record have reviewed the Memorandum of Understanding.

MEMORANDUM OF UNDERSTANDING (continued) BASIC PROVISIONS AND OBLIGATIONS

Lutheran Social Service will:

1. Place the agreed upon number of Foster Grandparents to serve the agreed upon number of children in accord with the Foster Grandparent Program guidelines.
2. Refer any potential volunteer to the volunteer station for consideration for placement. Provide orientation to volunteer station staff prior to placement of volunteers and at other times as appropriate.
3. Furnish adequate accident and liability insurance coverage as required by Foster Grandparent Program guidelines.
4. Retain full responsibility for the management and fiscal control of the project.
5. Specify appropriate activities to be performed by the volunteers under the direction of the volunteer station in cooperation with the Foster Grandparent Program staff.
6. Coordinate with volunteer station to see that volunteers meet at least monthly with station staff for in-service training.
7. Monitor client's files to assure that a written Letter of Agreement is signed authorizing a specific Foster Grandparent to provide in-home services for all in-home clients. (in-home placements only)
8. Provide a background check of potential volunteers.
9. In cooperation with the Advisory Council, arrange for appeal procedures to resolve problems arising between the volunteer, the volunteer station and/or the sponsor.
10. Provide technical assistance and regularly visit the volunteer station to assure the program is running correctly.

The Volunteer Station will:

1. Provide supervision of the volunteers on assignment in coordination with the Foster Grandparent Program staff. Provide volunteers assignments which utilize their skills and training.
2. Provide training for all volunteers both initially as volunteers are enrolled and then monthly as they continue their assignments.
3. Have the right to request the sponsor to reassign a volunteer.
4. Collect and validate appropriate volunteer reports for submission to the sponsor.
5. In consultation with the sponsor, make investigations and reports regarding accidents and injuries involving volunteers. Provide for an adequate healthy and safe work environment for volunteers on assignment. (not in reference to insurance.)
6. Identify children to be served by Foster Grandparents. Identify assistance needed by children, goals to be achieved and, in coordination with LSS staff, determine appropriate Foster Grandparent tasks.
7. Comply with Corporation for National and Community Service (CNCS) regulations and comply with Federal and other laws, including applicable Civil Rights laws, Executive Orders, policies and regulations applicable to and concerning the program. Comply with regulations in regard to the Americans with Disabilities Act. See Corporation website at www.cns.gov.

**LUTHERAN SOCIAL SERVICE OF MINNESOTA
FOSTER GRANDPARENT PROGRAM
MEMORANDUM OF UNDERSTANDING**

BETWEEN SPONSOR:

Lutheran Social Service of Minnesota
1605 Eustis Street, Suite 406
St. Paul, MN 55108

Telephone: 651-310-9440
651-310-9449 FAX

Program Coordinator: Kate Lecher
Kate.lecher@lssmn.org
651-310-9447

AND VOLUNTEER STATION: #

Independent School District # 271
9600 Third Avenue South
Bloomington, MN 55420

Telephone: 952-681-6291

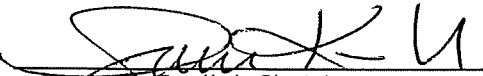
Station Contact: Debbie Belfry
e-mail: dbelfry@isd271.org

- I. Lutheran Social Service of Minnesota Foster Grandparent Program will place (1) Foster Grandparent(s) to serve special and exceptional needs children at the Poplar Bridge School, Independent School District 271.
- II. The volunteer station agrees to provide the following benefits for each Foster Grandparent placed with them:
 - A. Provide a meal each day, if available, at the normal adult meal rate, currently \$ 3.60 (minimum of \$2.00/meal.)
 - B. Provide an annual contribution of \$300.00 per volunteer, to offset the cost of transportation, recognition, and other volunteer benefits. (The average annual cost is approximately \$ 5,200 per Foster Grandparent.)
- III. The volunteer station self-certifies that it is one of the following:
 Public Non-Profit Private Non-Profit Proprietary Health Care Agency Governmental Agency
- IV. This agreement may be amended with thirty (30) days notice for a major alteration of terms and immediately for minor changes by mutual written agreement.

The signatures below signify agreement to the information contained on the front and back of this memorandum.

SPONSOR SIGNATURE:

Lutheran Social Service of Minnesota
Foster Grandparent Program

By: 
(Sara Koch, Director)

Date: 8/28/18

VOLUNTEER STATION SIGNATURE:

Independent School District #271

By: _____
(Authorized Signature)

Title: _____

Date: _____

Memorandum Dates Effective: October 15, 2018 to June 30, 2020