



Governing Board Agenda Item

Meeting Date: April 2, 2026

From: Mark Goligoski, Assistant Superintendent

Subject: Northern Arizona University AmeriCorp Seniors Program Memorandum of Understanding

Priority: To plan for future needs in a proactive, accountable manner

Consent Action Discussion

Background:

This Memorandum of Understanding between the Marana Unified School District and Northern Arizona University's AmeriCorp Seniors Program will give cleared volunteers permission to work with students at Twin Peaks K-8 School. The AmeriCorps Seniors Foster Grandparent Program connects adults 55 and older with students to provide mentorship and tutoring. Volunteers receive training and a small stipend as compensation for their services.

Legal Counsel has reviewed and approved the agreement. Legal Counsel advised adding an addendum that provides additional protections for the school district. This agreement will be in effect for three years.

Recommended Motion:

I move that the Governing Board approve the attached Memorandum of Understanding and Addendum between the Northern Arizona University AmeriCorp Seniors Program and the Marana Unified School District to permit cleared foster grandparents to mentor students at Twin Peaks K-8 School.

Approved for transmittal to the Governing Board:

A handwritten signature in black ink, appearing to read 'D. Streeter', is written over a horizontal line.

Dr. Daniel Streeter, Superintendent

*Questions should be directed to: Mark Goligoski, Assistant Superintendent
Phone: (520) 682-4757*

Memorandum of Understanding

Between

Arizona Board of Regents for and on Behalf of
Northern Arizona University AmeriCorps Seniors Programs

PO Box 5063

Flagstaff, AZ 86011-5063

Erin Kruse, Director Erin.Kruse@nau.edu
(928) 523-3560 or toll free at (866)856-3017

And

Volunteer Site: “ Twin Peaks K-8 School ” hereinafter referred to as
“AmeriCorps Seniors Program Partner Agency” or “Partner Agency.”

Address: 7995 W Twin Peaks Road
City: Tucson State: AZ Zip Code: 85743
Telephone 520-579-4750 Fax: _____

Please check the appropriate category. This organization is:

Non-Profit

Public Entity

Propriety Health Care

X Other: Public School

This MOU is for a three year period starting on 04/20/2026 and continuing through 04/20/2029.

This MOU describes the responsibilities to be taken by NAU and the Partner Agency under the
AmeriCorps Seniors Foster Grandparent Program in the following county(s): Pima.

A. Northern Arizona University AmeriCorps Seniors Programs hereinafter referred to as
“Sponsor” will:

1. Designate a staff member to serve as a liaison with the Partner Agency:

Name: Lauren Delashaw

Title: Community Program Coordinator, Int.

Address: NAU-Tucson, 2202 W Anklam Rd., Box 36, Tucson, AZ 85709

Telephone: (520) 850-7459

Fax: None

Email: Lauren.Delashaw@nau.edu

2. Certify that volunteers will meet the AmeriCorps Seniors criteria for enrollment in the program.
3. In conjunction with Partner Agency, recruit, interview, select, and enroll volunteers into the AmeriCorps Seniors Programs.
4. Refer volunteers to the Partner Agency for assignments and periodically monitor the acceptability of volunteer assignments to assess and/or discuss needs of volunteers and the Partner Agency.
5. Provide orientation and technical assistance to Partner Agency staff.
6. Provide pre-service orientation and training to volunteers. Foster Grandparents will receive monthly in-service training on an on-going basis.
7. Provide formal recognition for AmeriCorps Seniors volunteers enrolled in the program(s).
8. Provide accident and liability insurance coverage as required by AmeriCorps. Insurance includes accident, excess automobile, and personal liability coverage for volunteers.
9. Manage Fiscal and programmatic responsibilities for the AmeriCorps Seniors Programs.
10. Permit and encourage the Partner Agency to screen AmeriCorps Seniors volunteers based on the Partner Agency's needs within the established criteria of the program.
11. When funding allows, provide roundtrip mileage reimbursement to volunteers enabling them to get to their volunteer/partner sites.
12. Conduct and document a criminal history check for all Foster Grandparents prior to the beginning of their service. AmeriCorps established eligibility requirements that must be met through the National Service Criminal History Check, which consists of the following three parts:
 - a. A nationwide name-based check of the National Sex Offender Public Website (NSOPW). The NSOPW is a centralized system that identifies people who are registered as sex offenders in states, territories, and with many federally recognized Tribes,
 - b. A name- or fingerprint-based search of the statewide criminal history registry in the candidate's state of residence and in the state where the person will serve or work, and,

- c. A fingerprint-based FBI check.

NAU may run additional background checks to meet suitability requirements. (See sections B8 and B9 for Partner Agency background requirements.)

- 13. Provide an appeals procedure to address problems arising between the volunteer, the Partner Agency, and/or the AmeriCorps Seniors Programs, as outlined in the program's Volunteer Policy Manual.
- 14. Conduct an annual site visit at the Partner Agency site, which may include a safety/accessibility check and a meeting with Partner Agency staff to monitor satisfaction with program and volunteers assigned to that site.

B. All AmeriCorps Seniors Program Partner Agencies will:

- 1. Provide volunteer supervision when volunteers are in training or on duty.
- 2. Assure adequate health and safety provisions for the protection of volunteers.
- 3. Ensure that volunteers are never alone with any students or children 17 years of age and younger, including transporting children in their vehicles.
- 4. Investigate incidents, accidents, and injuries involving volunteers and notify the AmeriCorps Seniors Program within 48 hours. AmeriCorps Seniors volunteers are NOT employees and SHOULD NOT be sent to seek medical assistance through Workers Compensation. Contact the AmeriCorps Seniors Program Coordinator regarding assistance with accessing AmeriCorps Seniors' supplemental accident insurance policy and forms.
- 5. Provide site-specific orientation and training to the AmeriCorps Seniors volunteers as needed.
- 6. If it is part of your agency's services and if possible, provide meals to AmeriCorps Seniors volunteers while they are on duty. Donated, in-kind meals are crucial to the AmeriCorps Seniors Programs and greatly assist our organization in meeting the match required to operate these programs.
 - Yes, we can provide a meal to AmeriCorps Seniors volunteers.
 - No, we cannot provide a meal to AmeriCorps Seniors volunteers.
- 7. Provide reasonable accommodation to allow persons with disabilities to participate in program activities. Reasonable accommodations may include, but are not limited to: providing a flexible work schedule, providing accessible technology or equipment, modifying volunteer job duties, or restructuring a work area for wheelchair access. To read more about National Service and Inclusion, please visit <https://www.nationalservice.gov/resources/disability-inclusion>

8. Ensure that any screening processes required of other volunteers at the Partner Agency are required for the AmeriCorps Seniors volunteers, including background checks.
9. Should the Partner Agency require specific training, uniforms, background checks, etc., those must be provided by the Partner Agency.
 - a. For Partner Agencies, the cost for ongoing background checks or clearances (such as the need for a renewed Fingerprint Clearance Card) will be covered by the Partner Agency.
10. Ensure that AmeriCorps Seniors volunteers serve in a volunteer capacity. Volunteers cannot displace nor replace paid or contracted employees, relieve staff of their routine duties, nor infringe upon the site supervisor's supervisory role with children or clients.
11. Designate appropriate space as necessary for volunteers to carry out their volunteer duties. Appropriate space may include but is not limited to: an adult desk and/or chair, or access to required technology such as a computer or telephone.
12. Maintain copies of all program-related documentation.
13. Designate a person who will verify and approve volunteer service hours.
14. Provide an attached list of sites that this MOU will cover, if applicable (such as the schools within a district, or the senior centers as part of an area agency on aging). Please include:
 - a. Name of location Twin Peaks K-8 School
 - b. Contact person Dondi Luce
 - c. Address 7995 W. Twin Peaks Rd., Tucson, AZ 85743
 - d. Phone 520-579-4799
 - e. Email d.l.luce@maranausd.org
15. Provide confidentiality training for AmeriCorps Seniors volunteers in accordance with Partner Agency policies and procedures (i.e., school districts will provide confidentiality training in accordance with State Education laws, rules and regulations, Federal Regulations and statutes, including the Buckley and Hatch Amendments).
16. Prohibit AmeriCorps Seniors volunteers from participating in, conducting, or engaging in religious, sectarian, or political activity or instruction, or participating in any building construction to be used for religious purposes.
17. Provide, if possible, cash or in-kind contributions in support of the AmeriCorps Seniors Program(s) (i.e., meals for volunteers, transportation for volunteers,

supervision time, meeting space, recognition gifts, etc.). If support is possible, please list the type of support:

n/a

C. Additionally, **Foster Grandparent Volunteer Partner Agencies** will:

1. Read the Volunteer Policy Manual for important information and additional requirements about the Foster Grandparent Program.
2. Designate the following staff member(s) to serve as liaison/Partner Agency coordinator for the Foster Grandparent Program:

Name:	<u>Dondi Luce</u>	Name:	<u>Gary Landis</u>
Title:	<u>Principal</u>	Title:	<u>Assistant Principal</u>
Phone:	<u>520-579-4799</u>	Phone:	<u>520-579-4750</u>
Email:	<u>d.l.luce@maranausd.org</u>	Email:	<u>g.s.landis@maranausd.org</u>

Liaison/Coordinator will:

- a. Assign children with designated special or exceptional needs to each volunteer. Foster Grandparents will serve a recommended 5-10 children annually.
- b. Document volunteer activities and child outcomes on Sponsor-provided Child Assignment and Assessment Plan.
- c. Verify, approve, and sign volunteer monthly Service Logs/Timesheets.
- d. Submit required completed paperwork to the Foster Grandparent Program by the due dates identified in correspondence regarding these materials, including:
 - i. Child Assignment and Assessment Plan twice annually—1st due when volunteer receives assignment; 2nd due by May 15th each year.
 - ii. Foster Grandparent Annual Performance Assessment.
 - iii. Annual Foster Grandparent Program Survey.
- e. Include Foster Grandparents in field trip transportation if they are expected or invited to participate.
- f. Exclude Foster Grandparents as supervising adults when calculating state-mandated adult-to-child ratios.

- g. Ensure Foster Grandparents are supervised by Partner Agency staff while serving as a Foster Grandparent volunteer. While working with children, the volunteer must be within sight of Partner Agency staff at all times.
- h. Periodically review each child's continuing need for a Foster Grandparent and recommend phase-out or reassignment of the assigned Foster Grandparent as necessary.

3. **Provide a description** of your organization by checking one of the types below:

- | | |
|--|--|
| <input type="checkbox"/> A. Developmental Disability Program | <input type="checkbox"/> G. Non-Head Start Pre-School |
| <input type="checkbox"/> B. Before/After School Program | <input type="checkbox"/> H. Native American School |
| <input type="checkbox"/> C. Pre-Elem. Day Care | X I. Public/Private K-12 School |
| <input type="checkbox"/> D. Teen Pregnancy/Parenting | <input type="checkbox"/> J. Other Educational Programs |
| <input type="checkbox"/> E. Transitional Shelter/Center | <input type="checkbox"/> K. Other Health Care Org. |
| <input type="checkbox"/> F. Head Start | <input type="checkbox"/> L. Other: _____ |

4. **Please check** the boxes corresponding to the services that Foster Grandparent volunteers will be involved with at your agency:

- | | |
|---|---|
| <input type="checkbox"/> 1. College Access & Success | <input type="checkbox"/> 8. Student Engagement |
| <input type="checkbox"/> 2. Cultural Heritage | <input type="checkbox"/> 9. School Readiness/Head Start/Early Childhood Education |
| <input type="checkbox"/> 3. Family Involvement | <input type="checkbox"/> 10. Service Learning |
| <input type="checkbox"/> 4. Job Preparedness/ School to Work/ Vocational Education/ Youth ESL & GED | X 11. Tutoring |
| <input type="checkbox"/> 5. Leadership Development | X Elementary School |
| <input type="checkbox"/> 6. Mentoring for Educational Success | <input type="checkbox"/> Middle School |
| <input type="checkbox"/> 7. Out of School Time and/or Summer Learning | <input type="checkbox"/> High School |

D. The parties further agree:

1. The Partner Agency may request the removal of a AmeriCorps Seniors volunteer at any time. The AmeriCorps Seniors volunteer may withdraw from service at the Partner Agency or from the Program at any time. Discussion of individual separations will occur among AmeriCorps Seniors Program staff, Partner Agency staff, and the volunteer to clarify the reasons, resolve conflicts, or take remedial action, including placement with another Partner Agency.
2. To comply with Arizona Executive Order 2009-9, prohibiting discrimination in employment by government contractors, to the extent applicable to this contract. The Partner Agency will not discriminate against AmeriCorps Seniors volunteers or in the operation of its program on the basis of race; color; national origin including

individuals with limited English proficiency; sex; age; political affiliation; religion; or on the basis of disability, if the volunteer is a qualified individual with a disability.

3. That all books, accounts, reports, files and other records related to the AmeriCorps Seniors Programs and this contract shall be subject at all reasonable times to inspection and audit by the Arizona Board of Regents, Northern Arizona University or the Auditor General of the State of Arizona, or their agents for five (5) years after completion of this Memorandum of Understanding. Such records shall be produced at Northern Arizona University, or such other location as designated by Northern Arizona University, upon reasonable notice to the contracting party.
4. This agreement may be amended at any time with mutual consent of both parties. It must be reviewed and re-negotiated at least every three years. The parties agree that this MOU may be canceled by either party for conflict of interest in accordance with A.R.S. 38-511. The parties agree to arbitration of only such disputes under this contract as may be subject to mandatory arbitration pursuant to rules adopted under A.R.S. 12-133. Furthermore, this MOU may be canceled without further obligation on the part of either party in the event that sufficient appropriated funding is unavailable to assure full performance of its terms. Written notice will be sent at the earliest opportunity possible. Either party may terminate this agreement within a thirty day written notice to Sponsor or Partner Agency.
5. Any other provision of this MOU to the contrary notwithstanding, the parties acknowledge that Partner Agency and Northern Arizona University are public institutions and instrumentalities or political subdivisions of the state of Arizona and, as such, any indemnification or hold harmless provision is limited as provided by the laws of the state of Arizona, including without limitation Article 9, Section 7 of the Arizona Constitution and Sections 35-154 and 41-621 of the Arizona Revised Statutes. Consequently, either party's liability under any claim for indemnification is limited to claims for property damage, personal injury, or death to the extent caused by acts or omissions of that specific party.

**ADDENDUM TO MEMORANDUM OF UNDERSTANDING
BETWEEN ARIZONA BOARD OF REGENTS FOR AND ON BEHALF OF
NORTHERN ARIZONA UNIVERSITY AMERICORPS SENIORS PROGRAM
AND MARANA UNIFIED SCHOOL DISTRICT**

This is an Addendum (“Addendum”) to the Memorandum of Understanding (“Agreement”) between the Arizona Board of Regents for and on behalf of Northern Arizona University (“Sponsor”) and Marana Unified School District (“AmeriCorps Seniors Program Partner Agency” or “Partner Agency”) (cumulatively the “Parties,” individually each being a “Party”). The Parties hereby agree as follows:

1. Notwithstanding any provision in the Agreement, the Agreement may be cancelled by either Party if a conflict of interest is present as set out in Arizona Revised Statutes (A.R.S.) § 38-511, the terms of which statute are deemed incorporated herein.

2. To the extent applicable under A.R.S. § 41-4401, each Party warrants compliance with all federal immigration laws and regulations that relate to its Arizona-based employees and, with regard to such employees, agrees to comply with the E-Verify requirements pursuant to A.R.S. § 23-214(A). A Party’s breach of the above-referenced warranty shall be deemed a material breach of the Agreement and this Addendum. To the extent required by Arizona law, the Parties each retain the legal right to inspect the papers and records of the other Party to ensure compliance with this paragraph.

3. The Parties acknowledge and agree that the confidentiality of personally identifiable education records of the Partner Agency’s students (“Student Records”) is protected and regulated by a federal law commonly referred to as the Family Educational Rights and Privacy Act (“FERPA”). The Parties agree that any disclosure and/or re-disclosure of Student Records shall be in compliance with the requirements of FERPA.

[Signature Page Follows.]

Partner Agency

AmeriCorps Seniors Programs

Signature: _____

Signature: _____

Name: Dan Streeter
Superintendent,
Title: Marana Unified School District

Name: Marga Gamas
Assistant Director,
Title: AmeriCorps Seniors Programs

Address: 11290 W Grier Rd
Marana, AZ 85653

Address: Center for Service and
Volunteerism
PO Box 5063
Flagstaff, AZ 86011

Date: _____

Date: _____

Center for Service and Volunteerism

**On behalf of Arizona Board of Regents on
behalf of Social and Behavioral Sciences and
Northern Arizona University**

Signature: _____

Signature: _____

Name: Erin Kruse
Title: Director,
Center for Service and Volunteerism

Name: Deanne Pérez-Granados
Title: Dean,
SBS

Address: Center for Service and Volunteerism
PO Box 5063
Flagstaff, AZ 86011

Address: Northern Arizona University
PO Box 15700
Flagstaff, AZ 86011

Date: _____

Date: _____

AMERICORPS SENIORS ACCESSIBILITY GUIDELINES AND ASSURANCES

Agency Name: Twin Peaks K-8 School

Agency Address: 7995 W. Twin Peaks Rd., Tucson, AZ 85743

Agency Representative: Dondi Luce

Section 504 of the Rehabilitation Act prohibits recipients of federal financial assistance from discriminating against a qualified person with disabilities in any of their programs or activities. In general, no qualified individual with disabilities shall, on the basis of disability, be denied the benefits of, be excluded from participation in, or otherwise be subjected to discrimination under any program or activity conducted by a Corporation grantee or sub-grantee.

Yes No Our organization certifies it has completed paperwork with the federal government for compliance with Section 504 of the Rehabilitation Act.*

Signature

Date

*A yes completes this process

*A no will result in our program completing an accessibility checklist of your facilities. (It is not required that your facility be accessible to and usable by disabled persons. Nor can we take any action that would result in a fundamental alteration to the nature of a program or sponsored activity, or in undue financial and administrative burdens.)