

Memorandum of Understanding  
Between Stillwater Public Schools and Wings of Hope

July 1, 2024

The Memorandum of Understanding ("MOU") recognizes the relationship between Wings of Hope and Stillwater Public Schools ("SPS"). The intended purpose of this understanding is to facilitate student enrollment, identify needs in education, and provide access to resources in order to increase successful transition to Stillwater Public Schools. Together the parties enter this MOU to mutually promote the delivery of services to families and students in the Stillwater School District.

**Term:** The term of this MOU is for a period on one (1) year from the effective date of this MOU and may be extended upon written mutual agreement. It shall be reviewed at least annually to ensure that it is fulfilling its purpose and to make any necessary revisions. Either organization may terminate this MOU upon thirty (30) days written notice.

**Responsibilities of Wings of Hope:**

- Wings of Hope shall work to identify potential students who may need enrollment or educational services through Stillwater Public Schools and will facilitate contact between SPS and those families.
- Wings of Hope agrees to work in conjunction with SPS to determine and help coordinate any additional services that may facilitate a successful transition of the student to SPS.

**Responsibilities of SPS:**

- SPS will assist the families identified by Wings of Hope with enrollment of students, as appropriate, in SPS.
- SPS will work to identify the educational needs of students identified by Wings of Hope and address those needs.
- SPS will participate in identifying and coordinating any additional educational resources that may be beneficial to the students in their transition to SPS.

**Confidentiality:** The parties agree to abide by all legal requirements with respect to the confidentiality and disclosure of personally identifiable information and education records as required by law, including, but not limited to, the Family Educational Rights and Privacy Act of 1974, applicable regulations and state law protecting privacy rights in education and juvenile records.

**No Partnership:** Nothing herein shall in any way be construed or intended to create a partnership or joint venture between the parties or to create the relationship of principal and agent between or among the Parties.

**Assignment:** Neither this MOU nor any of the rights or obligations hereunder may be transferred or assigned without prior written consent of the other party.

**Notices:** Notices under this MOU shall be given or sent by certified, first class, U.S. mail, return receipt requested, by personal delivery, confirmed email, or by a nationally recognized courier service to the addresses set forth below:

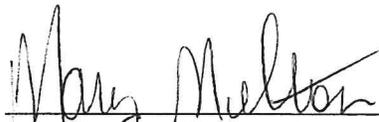
**To SPS:**

314 South Lewis Street  
Stillwater, OK 74074  
Triley@stillwaterschools.com

**To Wings of Hope:**

3800 N. Washington  
Stillwater, OK 74075

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President, Board of Education



Mary Melfiori MS LPC (She/Her/Hers)  
Program Manager, Wings of Hope

\_\_\_\_\_  
Date

6-27-24

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Date