

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is made this ____ day of September, 2015 between the Albemarle County School Board, a body corporate pursuant to Virginia Code §22.1-71, and Little Learners, a Virginia nonprofit entity.

Whereas the Albemarle County School Board (hereinafter "ACSB") supports pre-school programs to help children to be better prepared for successful participation as students in our schools; and; and

Whereas the School Board recognizes that there currently exists space at Benjamin F. Yancey Elementary School (hereinafter "Yancey"), located at 7625 Porters Road, Esmont, Virginia, that could be utilized as a pre-school classroom; and

Whereas the Little Learners organization (hereinafter "Little Learners"), a tax exempt entity created for the purpose of establishing pre-school programs in southern Albemarle County, has approached Albemarle County Public Schools with a request for classroom space at Yancey for a pre-school program for 3-4 year old children;

Now therefore, be it therefore resolved that the ACSB directs staff to enter into a contract with Little Learners for the use of a classroom at Yancey, so long as the following terms and conditions, and any others determined by staff as being necessary, are agreed to as a part of the building use agreement:

A maximum of 20 children will be enrolled in this program with priority being given to children who reside in the County of Albemarle.

Priority enrollment also should be given to children of Yancey staff members

The hours and days of operation will be consistent with those of Albemarle County Public Schools.

- School bus transportation will not be provided by Albemarle County Public Schools
- Little Learners pre-school students may participate in the breakfast and lunch program under terms and conditions agreed to by the Child Nutrition Services Department and the principal of Yancey.
- Little Learners pre-school students will have access to and use of the media center, the gymnasium, the playground and playing fields under terms and conditions established by the principal of Yancey
- Little Learners staff and volunteers must undergo background checks and the results of these checks must be shared with ACPS before these individuals can be present at Yancey
- Little Learners must obtain and provide proof to ACPS of liability insurance consistent with that required in the ACPS building use policy.
- Little Learners students must be supervised at all times by Little Learners staff members.

- Student medications will be handled and administered by Little Learners staff members, with security of these medications required to be consistent with the practices and requirements of ACPS.
- Little Learners students can visit the school nurse if situations occur during the school day that require medical expertise.
- Little Learners will pay a fee for the use of this space based on the actual per square foot costs at Yancey for custodial support and utilities.

To the extent practicable, Yancey will allow the use of existing classroom furniture for this program but the expectation is that Little Learners will ultimately be responsible for equipping the classroom.

The term of this agreement will be for the current school year and is subject to cancellation for cause by the Albemarle County School Board and for convenience by either the school board or Little Learners. Cancellation for cause by the ACSB will give at least 60 days advance notice. Cancellation for convenience by the ACSB will be given by the end of May for the following school year. Cancellation for convenience by Little Learners will require 30 days advance notice.