



Tutoring Program Partnership Agreement 2008-2009 (School)

Learning Leaders and _____ (school) of District _____ agree to work together during the 2008-2009 school year to ensure the success of a corporate volunteer program within the school. With the goal of supporting each school's efforts to equip students with the skills and self-esteem they need to become successful, Learning Leaders trains volunteers to provide individual support and tutoring for students. In order to establish a framework for the successful implementation of a Learning Leaders corporate program, each party agrees to the following terms:

Learning Leaders Agrees to:

- **Train** corporate volunteers to bolster the self-esteem of low-performing students, use innovative activities to make learning fun, and help children with basic math, reading, and other academic subjects.
- **Screen** corporate volunteers during training and review each volunteer's application and references.
- **Register** corporate volunteers who complete all training and screening requirements.
- **Distribute** annually renewable ID badges to registered corporate volunteers.
- **Maintain** regular communication with the designated *School Liaison* regarding development and management of the Learning Leaders corporate program.
- **Track** corporate Learning Leaders activities within the school.
- **Provide** corporate volunteers a school-year calendar, notifying them of school closings.
- **Distribute** evaluation forms at the end of the school year to the participating school and corporate volunteers.

(School) _____ Agrees to:

- **Designate** a staff member to function as the Learning Leaders *School Liaison* and carry out the responsibilities listed in this agreement:
Name _____
Title _____
- **Survey** teachers to identify low performing students and determine in-class assistance needs/requests.
- **Connect** corporate volunteers with students who need tutoring and who match the volunteers' interests in terms of grade level and subject matter.
- **Provide** orientation to corporate volunteers on their first day of volunteering to inform them of school rules and how to contact the *School Liaison*.
- **Ensure** that volunteers work only under the supervision of school staff.
- **Recognize** the contributions of corporate volunteers in the school.
- **Communicate** any difficulties to Learning Leaders staff.
- **Notify** corporate volunteers of school closings and special events.

It is understood that volunteers are accountable to the school principal and serve at his or her discretion. They are required to follow all school rules and regulations. Their services are supplemental to those of school staff and must be conducted on school grounds, during school hours, and under the supervision of teachers or other professionals designated by the principal.

Principal's Name (print)

Signature

Date

Learning Leaders Staff Name (print)

Signature

Date