

**Vantage Career Center
Memorandum of Agreement
with the Trinity Friends Church Family Life Center
to Provide an Off-Site Teaching Facility following
an Emergency Evacuation**

The following Memorandum of Agreement is by and between the Vantage Career Center Board of Education (hereafter the "Board") and the Trinity Friends Church Family Life Center (hereafter the "Family Life Center").

Whereas, the Family Life Center agrees to act as an off-site teaching facility following the event of an emergency evacuation or crisis impacting the students and staff of the Vantage Career Center; and

Whereas, the Vantage Career Center will make every effort to notify the Family Life Center of evacuation possibilities immediately following an emergency evacuation. **Contact information between the two parties shall be maintained in Appendix A, and is considered confidential information and is not subject to public disclosure;** and

Whereas, the Family Life Center Director agrees to open the building, located at 605 North Franklin Street, Van Wert, Ohio 45891, to the Vantage Career Center's staff and students, located at 818 North Franklin Street, Van Wert, Ohio 45891, and develop procedures for making the building accessible, including rest rooms and an area with phone and internet connection (if available).

Now therefore, the Board and the Family Life Center agree to the following:

1. The Life Center will provide an off-site teaching facility following the event of an emergency evacuation of the students and staff of the Vantage Career Center.
2. The Vantage Career Center will be responsible for replacing, restoring or repairing damage occasioned by the use of any building, facilities or equipment belonging to the Family Life Center. The Vantage Career Center will reimburse the Family Life Center for any bona fide expenditure of personnel required to maintain the facility, including overtime costs, upon production of receipts or time sheets. The Vantage Career Center will not pay any operational or administrative fees to the Family Life Center.
3. The Vantage Career Center will make every effort to recognize the hospitality of the Family Life Center in any press or media releases pertaining to the re-location and sheltering of students and staff.

Vantage Board of Education President

Kathleen Berry

Trinity Friends Church, Family Life Center
Board President

Superintendent

Sharon Berry

Trinity Friends Church, Family Life Center
Director

Date

11/28/18

Date