



AACPS Office of Service Learning and Mentorships Business/Community Partner Agreement

The purpose of Service Learning is to provide students with opportunities to improve their academic skills by applying what they learn in school to real world issues. This agreement outlines the responsibilities of the business/community organization.

All approved projects for Anne Arundel County Public School (AACPS) students are evaluated upon the Maryland State Department of Education (MSDE) Seven Best Practices for Service Learning listed below:

1. Address a particular need in the community
2. Connect to curricular objectives
3. Include reflection throughout the service-learning experience
4. Develop student responsibility
5. Establish community partnerships
6. Plan ahead for service-learning
7. Equip students with knowledge and skills needed for civic engagement

The term for the Agreement shall be one school year commencing on _____ and concluding on _____.

This Agreement may be modified only by writing and executed by all parties.

This Agreement shall be governed by the laws of the State of Maryland.

THE BUSINESS/COMMUNITY PARTNER WILL:

1. Provide the student with meaningful service opportunities which, within the confines of the organization's needs and time-tables, will enhance and complement the student's academic program.
2. Provide the student with an orientation to the setting upon initiation of each service experience, as appropriate.
3. Adhere to all Federal and State guidelines concerning safety and child labor laws.
4. Adhere to policies and practices which prohibit discrimination on the basis of race, color, national origin, sex, and handicap in recruitment, hiring, assignment to work task, hours of employment, and levels of responsibility.
5. Provide safe and healthful working conditions for the student and hold the School harmless for any injury, illness or damages resulting directly or indirectly from the student's employment activities.
6. Notify AACPS if you are aware that there is a sex offender employed or volunteering at the business/community partner site to afford AACPS the opportunity to terminate the Agreement as to the business/community partner in accordance with the Crim.Proc.Art.Section 11-77.
7. Notify the school of any personnel actions taken which may affect the student's standing regarding service learning with your organization.
8. Abide by all implied and stated terms included in this agreement.
9. Consent for event participants and the organization's logo to be photographed for educational and/or promotional purposes (videos, brochures, articles, social media).



BASIC OVERVIEW OF THE BUSINESS/COMMUNITY PARTNER ROLE IN THE SL PORTAL: To successfully use the AACPS Service-Learning Portal, the Business Partner should expect to:

1. Register for the portal at ServeAACPS.org
2. Enter organization Information for the Community Partner Profile (and update as applicable)
3. Post service opportunities to the SL Portal -- for which students can register to participate
4. Monitor student sign-up, and print the student roster on the day(s) of the service event/opportunity.
5. Have students sign-in on the student roster when they arrive for the service opportunity and sign-out once they finish a service opportunity.
6. Approve student action hours (once they enter them) for a service opportunity in the SL Portal.
7. Repeat steps 3 through 6 as opportunities become available!

WAIVER OF LIABILITY STATEMENT: please initial each box below to acknowledge each specific agreement.

- I understand that Anne Arundel County Public Schools does not provide insurance coverage for students participating in service learning opportunities. If insurance coverage is required by the participating business, it is the responsibility of the student to provide documentation of coverage.
- I understand that if AACPS closes due to inclement weather, student participation in all service-learning opportunities posted on the AACPS Service-Learning Portal is also canceled.
- I agree to contact the Office of Service-Learning, at least 48 hours before a service-learning opportunity occurs, if there is any event/experience cancellation that is unrelated to inclement weather.

I certify that I have read, understood, and received a copy of the AACPS Business/Community Partner Agreement. The parties agree that this document may be manually or electronically signed. The parties agree that the electronic signatures appearing on this agreement are the same as handwritten signatures for the purposes of validity, enforceability, and admissibility.

Business/Community Organization Name

Org. Representative Name

Signature

Date

Anne Arundel County Public Schools prohibits discrimination in matters affecting employment or in providing access to programs on the basis of race, color, religion, national origin, sex, age, marital status, sexual orientation, or disability unrelated in nature and extent so as to reasonably preclude performance. For more information, contact The Office of Investigations, Anne Arundel County Public Schools, 2644 Riva Road, Annapolis, Maryland 21401, (410) 222-5286; TDD (410) 222-5500.

