



Memorandum of Understanding (MOU) for School Crisis Response Mutual Aid

This Memorandum of Understanding denotes agreements between the Summit Educational Service Center, County of Summit Alcohol, Drug Addiction & Mental Health Services Board, Victim Assistance Program, Inc., and those school districts within Summit County that agree to participate.

Purpose

Experiences have shown that when large-scale disasters occur in a school district, it is difficult to coordinate services without prior planning. While this is a rare occurrence, by entering into mutual aid agreements with other school districts, county emergency services, and county mental health services, mutual aid will be available with the possibility of such an occurrence.

It is expected that individual schools and/or school districts will manage their own emergencies using their school safety plan. This Memorandum addresses occurrences, infrequent as they may be, that burden the resources of the school district to the point where additional aid is required.

The district administrator signing this document agrees upon the following items:

1. Each individual school district has the responsibility of responding to emergencies that occur within their district. Additionally, it is the district administration's responsibility to determine when the resources demanded by the emergency have surpassed the capacity of the district. Mutual aid support is not provided without a request from a District Superintendent or their designee.
2. When it is determined that mutual aid is needed, the District Superintendent or their designee will contact the Crisis Response Team Mutual Aid Coordinator, Zach Miley, at the Summit Educational Service Center to request assistance. Contact should be made by phone and email at 216-509-0286 and zachm@summitesc.org.
3. The Crisis Response Team Mutual Aid Coordinator will record requests for help on a call-out form developed specifically for that purpose. This document will indicate who is requesting aid, what type of aid is required, time that aid is needed, location, and whether the aid requested is volunteer or is "paid" assistance.
 - a. When an emergency is determined to be a disaster that will require federal assistance there may be reimbursement for the cost of disaster response available.
4. Following a request for mutual aid, the Crisis Response Team Mutual Aid Coordinator will contact appropriate resources for the first response. The choice of which resource, or school district(s), to contact may be based on geographic consideration (e.g., proximity to requesting district), but may also be based on choosing a district that has not already been asked to provide mutual aid support.
5. School districts offering to provide mutual aid to a requesting district will provide only credentialed personnel. Behavioral health providers responding will be either licensed clinicians or registered interns (i.e. Psychiatrist, Psychologist, Licensed Social Worker, Licensed Marriage and Family Therapist, Licensed Professional Counselor or Licensed Professional Clinical Counselor). Only staff that are trained in crisis response will be deployed.



6. The responding district(s) will provide assistance for up to three days. At the conclusion of the three days, further agreements among the requesting district(s) and Victim Assistance Program, Inc. will be necessary to provide further assistance.
7. The district requesting mutual aid shall furnish all supplies for classroom activities, unless otherwise specified in the request for assistance.
8. Participating districts agree to meet annually to ensure appropriate response procedures are still viable.
9. In some cases, mutual aid districts may not be available to provide support (e.g., after hours, weekends, extended breaks, etc.). In these cases, with permission from the requesting district, the Crisis Response Team Mutual Aid Coordinator will assist the requesting district in requesting support from Victim Assistance Program, Inc., who is capable of dispatching nonclinical credentialed victim advocates 24/7/365.

The signatures below indicate an agreement to abide by the *Memorandum of Understanding for School Crisis Response Mutual Aid* through cooperation, problem solving, and appropriate response for the good of the district and the county.

Term

This Memorandum is effective through August 31, 2026 and will be reviewed as needed. During this time, if either party chooses to terminate this MOU, they may do so, for any reason, by submitting a written notice to the other parties 30 days in advance of the termination.

Superintendent

Date

District

Joseph Iacano, Superintendent
Summit Educational Service Center

Aimee Wade, Executive Director
County of Summit ADM Board

Leanne Graham, President & CEO
Victim Assistance Program, Inc.