

**Contract Committee Review Request**  
**MUST BE COMPLETED IN FULL**

Date: June 11, 2024

Contract/Agreement Vendor:   
Name of Vendor & Contact Person

Vendor Email Address

Describe Contract (Technology, program, consultant-prof Development, etc.)

Please use Summary below to fully explain the contract purchase, any titles, and details for the Board of Education to review.

Reason/Audience to benefit

BOE Date Amount of agreement

Person Submitting Contract/Agreement for Review:

**PLEASE SEND THROUGH APPROPRIATE APPROVAL ROUTING BEFORE SENDING TO BOARD CLERK**

Principal &/or Director or Administrator:

Does this Contract/Agreement utilize technology? YES/NO  
 If yes, Technology Admin:

Cabinet Team Member:

Funding Source:    
Fund/Project OCAS Coding

**Consent**

**Action**

Accept and approve the RENEWAL agreement between Broken Arrow Public Schools and Barabara Bush Foundation who will provide reading resources for students who are below grade level and above grade level for the Centennial/CL Campus and the Oliver/Wolf Creek campus during the 2024-2025 school year. The money the diistrict will receive is: \$4600.00 paid for with grant funds. T. Bowker

**Summary** This area must be complete with full explanation of contract

**The Contract/Agreement should be received at least 2 weeks prior to a Board Meeting to ensure placement on the Agenda. The Contract Committee meets most Tuesdays at 8:00a.m. All Contracts/Agreements, regardless the amount, must be first approved by the Contract Committee and then presented to the Board of Education for approval and signature. The item will be placed on Electronic School Board for the board agenda by Janet Brown. By following this process, the liability of entering into an agreement is placed with the district rather than an individual.**

**AGREEMENT RELATING TO  
BARBARA BUSH FOUNDATION READING MENTORING PROGRAMS**

This **AGREEMENT** is entered into this 16th day of July 2024, by and between **The Barbara Bush Foundation for Family Literacy, Inc. (“BBF”)**, and Broken Arrow Public Schools (“**Provider**”). BBF and Provider are collectively referred to herein as the “**Parties.**”

**RECITALS**

**WHEREAS**, the Reading Mentoring Programs, **READSQUAD** and **BOOK EXPLORERS** (the “Programs”) are voluntary mentor programs operated outside of a formal academic curriculum that involves pairing teen-aged students or adult mentors with elementary school students in a one-to-one or small group setting where they spend an hour a week together enjoying books and other educational activities;

**WHEREAS**, BBF owns and administers the materials and intellectual property comprising the Programs throughout the United States;

**WHEREAS**, the Parties agree that the Programs are a positive and productive opportunity for high school teens and adult volunteers to give something back, while helping improve the reading skills of younger students;

**WHEREAS**, the Parties agree that the Provider shall foster and facilitate the Programs at the locations set forth on **Exhibit A** hereto (the “Locations”), as such Exhibit may be amended from time to time, by providing the facilities, personnel, and other assistance set forth in this Agreement and that BBF shall foster and facilitate the Programs at the Locations by providing the materials, training, and funding as set forth in this Agreement; and

**WHEREAS**, the Parties seek to have a strong and productive ongoing relationship.

**NOW, THEREFORE**, the undersigned agree as follows:

1. Recitals. The foregoing recitals are true and accurate and are incorporated herein by reference.
2. Obligations of Parties.

**2.1 READSQUAD**

- (a) Provider Obligations for contracted ReadSquad programs. Provider shall:
  - (i) select a minimum of fifteen (15) teens (“Mentors”) from an individual high school or middle school to mentor a minimum of fifteen (15) elementary students (“Mentees”) during or after school hours;
  - (ii) schedule and facilitate training sessions for the Program;

- (iii) provide appropriate facility space to host the Program;
  - (iv) provide access to the Program to potential participants (*e.g.*, administrators, teachers, staff, and students);
  - (v) provide protocols and policies for all participants of the Program, including, but not limited to, volunteers and non-Provider staff;
  - (vi) provide appropriate training concerning said protocols and policies;
  - (vii) appoint an advisor or other personnel (the “Advisor”) who shall be responsible for overseeing the Program, providing data collection/reporting to BBF in the format provided by BBF to the Advisor, timely performing the deliverables set forth on **Exhibit B** hereto (the “Deliverables”), and coordinating with BBF throughout the Program (collectively, the “Services”); and
  - (viii) provide proof of meeting the Deliverables by the dates agreed upon by the Parties with respect to each Location.
- (b) **BBF Obligations** for contracted ReadSquad programs. BBF shall:
- (i) provide to the Mentors a curriculum consisting of twenty (20) 45-minute sessions that are each developed by BBF;
  - (ii) provide books and parent guides to each Mentee throughout the year to take home and keep, so that parents of each Mentee can help reinforce a love of reading;
  - (iii) provide programmatic and evaluation technical assistance to the Advisor;
  - (iv) provide programmatic and data collection training to the Advisor and Mentors;
  - (v) remit to Provider a total of \$1,300 (the “Compensation”) for the Advisor(s) that timely complete the Deliverables at the applicable Location. The Compensation shall be paid directly to the Provider as compensation for the Services provided by the Advisor(s). For the avoidance of doubt, if there are multiple Advisors providing Services at any one Location, then such Advisors shall share the Compensation. IRS 1099 forms will be issued by BBF as required by law.
- 2.2 BOOK EXPLORERS
- (a) Provider Obligations for contracted Book Explorers programs. Provider shall:
- (i) select volunteers (“Mentors”) from an individual high school, middle school, or community organization to mentor a minimum of fifteen (15) elementary students grades 1-3 (“Mentees”) before, during or after school hours;
  - (ii) schedule and facilitate training sessions for the Program;
  - (iii) provide appropriate facility space to host the Program;
  - (iv) provide access to the Program to potential participants (*e.g.*, administrators, teachers, staff, volunteers, and students);
  - (v) provide protocols and policies for all participants of the Program, including, but not limited to, volunteers and non-Provider staff;

- (vi) provide appropriate training concerning said protocols and policies;
  - (vii) appoint an advisor or other personnel (the "Advisor") who shall be responsible for overseeing the Program, providing data collection/reporting to BBF in the format provided by BBF to the Advisor, timely performing the deliverables set forth on **Exhibit B** hereto (the "Deliverables"), and coordinating with BBF throughout the Program (collectively, the "Services"); and
  - (viii) provide proof of meeting the Deliverables by the dates agreed upon by the Parties with respect to each Location
  - (ix) prior to the commencement of the BOOK EXPLORERS program, obtain and provide BBF certification of a clear background check in strict compliance with all applicable laws for each adult volunteer or adult Mentor participating in the BOOK EXPLORERS program using the Background Check Certification in Exhibit C.
- (b) **BBF Obligations** for contracted Book Explorers programs BBF shall:
- (i) provide to the Mentors a curriculum consisting of twelve (12) 45-minute sessions that are each developed by BBF;
  - (ii) provide access to books and parent guides to each Mentee throughout the year, so that parents of each Mentee can help reinforce a love of reading;
  - (iii) provide programmatic and evaluation technical assistance to the Advisor;
  - (iv) provide programmatic and data collection training to the Advisor and Mentors;
  - (v) remit to Provider a total of \$1,000 (the "Compensation") for the Advisor(s) that timely complete the Deliverables at the applicable Location. The Compensation shall be paid directly to the Provider as compensation for the Services provided by the Advisor(s). For the avoidance of doubt, if there are multiple Advisors providing Services at any one Location, then such Advisors shall share the Compensation. IRS 1099 forms will be issued by BBF as required by law.

3. **Term and Termination.**

- (a) **Term.** The term of this Agreement shall be for a period of one (1) year commencing July 1, 2024 unless terminated earlier as set forth in Sections 3(b) and (c) below. Following expiration of the term, this Agreement may be renewed for additional consecutive terms of one (1) year each upon mutual written agreement of the Parties.
- (b) **Termination.** This Agreement may be immediately terminated by either Party for Cause, as defined herein. "Cause" shall mean the gross negligence or willful misconduct of the other Party with respect to this Agreement. A termination of this Agreement shall not cause the termination of any other agreement previously entered into between the Parties.

- (c) BBF Termination. In addition to other relief, BBF may terminate this Agreement in whole or in part at any time and for any reason by providing thirty (30) days' prior written notice to Provider.

4. Reimbursement of Costs. Except as otherwise hereafter mutually agreed by the Parties in writing, at all times during the term of this Agreement, each Party shall perform its responsibilities hereunder at its own expense without contribution from the other Party.

5. Representations and Warranties. Unless stated otherwise, each Party represents and warrants to the other Party as follows:

- (a) Capacity and Authority. The representing Party has all requisite power, authority, and legal capacity to execute, deliver, and perform this Agreement, and its execution, delivery, and performance of this Agreement have been duly authorized by all requisite action and do not require the consent or approval of any other person.
- (b) Execution and Validity. This Agreement has been duly and validly executed and delivered by the representing Party and is valid, effective, and enforceable against the representing Party by the other Party in accordance with its terms.
- (c) Due Diligence Regarding Employees, Independent Contractors, and Volunteers. The representing Party has taken reasonable and prudent actions to assess the background and suitability of each of its employees, agents, and volunteers to participate in the activities of the Party contemplated by this Agreement. Prior to the commencement of the **BOOK EXPLORERS** program, Provider has acquired, obtained in strict compliance with all applicable laws, and certified to BBF that Provider has obtained clear background checks of each adult volunteer or adult Mentor participating in the **BOOK EXPLORERS** program. BBF disclaims and Provider assumes any and all liability resulting from any failure to comply with applicable law, including, but not limited to the Fair Credit Reporting Act and the Fair and Accurate Credit Transactions Act, in the procurement of background checks pursuant to this Agreement. Parties shall keep the results of these background checks confidential, unless otherwise required by law, and agree to use such results in compliance with all federal, state, and local laws.

6. Insurance. Each Party shall, throughout the term of this Agreement, at its sole cost and expense, maintains occurrence-based general liability insurance insuring such Party against any and all claims and demands made by any person or persons whomsoever, for any risks normally and customarily insured against by such policies, with such policies to have limits of not less than \$1,000,000 for damages incurred or claimed by one or more persons for bodily injury and not less than \$1,000,000 for damages to property. Upon request, each Party agrees to furnish to the other Party current certificates of insurance to the effect that the above policy or policies of insurance are in force and that the same will not be cancelled without fifteen (15) days' advance written notice to the other Party.

7. Relationship of the Parties. This Agreement does not constitute or create a joint venture, partnership, or agency relationship between the Parties, nor does it authorize either Party to bind the other Party in any dealings with third parties. The rights and obligations of the Parties shall be limited to those set forth in this Agreement. The Parties hereto shall for all purposes be deemed to be independent contractors, and the employees or agents of one Party shall not be deemed to be employees or agents of the other Party.

8. Amendments and Modifications. This Agreement shall not be amended or modified, nor any right hereunder be considered to have been waived, unless such amendment, modification, or waiver is in writing and executed by duly authorized representatives of both Parties.

9. Notice. All notices, requests, demands, and other communications under this Agreement shall be in writing and shall be deemed to have been duly given (a) on the date of service if served personally or by electronic mail to the party identified below, (b) on the day of transmission if sent via facsimile transmission to the facsimile number given below, provided that telephonic confirmation of receipt is obtained promptly after completion of transmission, (c) on the second day after delivery to any express courier, or (d) on the fifth (5<sup>th</sup>) day after mailing by first class mail, registered or certified, postage prepaid, return receipt requested, in each case as set forth below:

To BBF:	The Barbara Bush Foundation for Family Literacy, Inc. 516 N. Adams Street, Tallahassee, FL 32301 Attn: Evangeline Fields Fax No: 850-224-6532 Phone: 850-562-5300 E-mail: Accounting@Barbarabush.org
To Provider:	Broken Arrow Public Schools 701 S. Main Street Broken Arrow, OK, 74012 Attn: Chuck Perry Phone:918-259-5700 E-mail: cperry@baschools.org

Each Party, by written notice to the other, may change its address and the person to receive notice.

10. Governing Law, Venue and Attorneys' Fees. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida, excluding any conflicts of laws, rule, or principle that might refer the governance or construction of this Agreement to the law of another jurisdiction. The exclusive venue and jurisdiction for any proceeding relating to this Agreement shall be in the appropriate state or federal court sitting in Leon County, Florida. In the event of any suit, action, or proceeding (including any arbitration proceeding) between the Parties arising out of this Agreement, the prevailing Party in any such suit, action, or proceeding shall be entitled to recover from the non-prevailing Party the reasonable attorneys' fees, costs, consultants' fees and other expenses incurred by the prevailing Party in connection with such suit, action, or proceeding.

11. Severability. Except as otherwise provided in the succeeding sentence, every provision of this Agreement is intended to be severable, and if any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity or legality of the remainder of this Agreement. The preceding sentence of this Section 11 shall be of no force or effect if the consequence of enforcing the remainder of this Agreement without such illegal or invalid term or provision would be to cause any Party to lose the benefit of its bargain.

12. Assignment. The rights and obligations arising under this Agreement are not assignable by any Party without the prior written consent of the other Party hereto, which consent may be given or withheld in the sole discretion of such Party.

13. Non-Waiver. The failure of any Party to insist upon strict performance of any provisions hereof shall not constitute a waiver of, or estoppel against asserting, the right to require such performance in the future, nor shall it be a waiver or estoppel with respect to later breach of a similar nature or otherwise.

14. Binding Effect. Except as otherwise provided in this Agreement, every covenant, term, and provision of this Agreement shall be binding upon and inure to the benefit of the Parties and their respective legal representatives, successors, transferees, and assigns.

15. Proprietary Rights. BBF shall exclusively own and retain all patent, copyright, trade secret and other intellectual property rights in and to the Program (and any derivative works thereof) and any work product resulting from the Deliverables, the Services and any other work performed under this Agreement by Provider. Provider hereby unconditionally and irrevocably assigns to BBF any entire right, title and interest in and to (and waives all moral rights with respect to) all intellectual property rights of any kind or nature relating to or in respect of any activity undertaken by Provider under this Agreement. Nothing in this Agreement shall grant or transfer any rights, title or interest in any intellectual property developed or conceived before, on or after the date hereof by or on behalf of BBF.

16. Construction. Every covenant, term, and provision of this Agreement shall be construed simply according to its fair meaning and not strictly for or against any Party. This Agreement shall be deemed to have been drafted by both Parties, each of whom has been represented by legal counsel, and, in the event of a dispute, no Party hereto shall be entitled to claim that any provision should be construed against any Party by reason of the fact that it was drafted by one particular Party.

17. Headings. Section and other headings contained in this Agreement are for reference purposes only and are not intended to describe, interpret, define, or limit the scope, extent, or intent of this Agreement or any provision hereof.

18. Incorporation by Reference. Every exhibit, schedule, and other appendix attached to this Agreement and referred to herein is incorporated in this Agreement by reference unless this Agreement expressly provides otherwise.

19. Further Action. Each Party agrees to perform all further acts and execute, acknowledge, and deliver any documents which may be reasonably necessary, appropriate, or desirable to carry out the provisions of this Agreement.

20. Counterpart Execution. This Agreement may be executed in any number of counterparts with the same effect as if all of the Parties had signed the same document. All counterparts shall be construed together and shall constitute one agreement.

21. Dispute Resolution. All disagreements and disputes relating to or arising out of this Agreement which the Parties are unable to resolve informally, may be resolved according to the following dispute resolution process:

- (a) The individual named in Section 9 of this Agreement or appointee for the grieving Party will write to the other Party to identify the problem, propose action to correct the problem, and explain reasons for the proposed action. The correspondence shall indicate that the grieving Party is acting pursuant to this Agreement provision.
- (b) The individual named in Section 9 of this Agreement or appointee for the other Party will respond in writing within thirty (30) calendar days, accepting the proposed action or offering alternative solution(s) to the problem. A meeting of representatives of the Parties may be held to reach agreement on the solution and subsequent action.
- (c) If the representatives are unable to reach agreement, they shall submit to mediation services within fifteen (15) calendar days of their agreed deadlock. They will attempt to jointly agree upon a mediator, who will meet with the Parties separately and/or together to assist them in resolving the problem. If the parties are unable to agree upon a mediator, the grieving Party shall select the mediator. The cost of mediation shall be shared equally by the Parties.
- (d) Upon resolution of the problem, the responsible personnel from both Parties will develop and execute a joint written explanation indicating the resolution.
- (e) If efforts at agreement within a reasonable time are unsuccessful, the Parties may pursue the available legal remedies.

22. Indemnification.

- (a) Provider agrees to indemnify BBF for any injury or loss of property, personal injury, or death to the extent determined to have been caused by the negligent or wrongful act or omission of any employee of Provider while acting within the scope of the employee's office or employment under circumstances in which Provider, if a private person, would be liable to the claimant.
- (b) BBF agrees to indemnify Provider for any injury or loss of property, personal injury, or death to the extent determined to have been caused by the negligent or wrongful act or omission of any employee of BBF while acting within the scope of the employee's office or employment.



23. Confidentiality.

- (a) “Confidential Information” means any and all confidential or proprietary information, which includes, without limitation, trade secrets, including any information or data relating to programs, systems, forms, vendors, licensees and licensors, promotional material, designs, plans and samples, studies, software specifications, evaluations, policies and procedures, “know-how,” assets, and products of BBF. The term “Confidential Information” does not include information that (a) is or becomes generally known to the public through no action on Provider’s part, (b) is generally disclosed to third parties by the BBF without restriction on such third parties, or (c) is approved for release by written authorization of BBF.
- (b) Provider agrees at all times, both during and after the term of this Agreement, to hold such Confidential Information in strict confidence and to not divulge, use, furnish, disclose, or make available to any person or entity, except to employees, volunteers, Advisors, or other personnel who need to know the information to exercise rights and fulfill the obligations under this Agreement and who have agreed in writing to maintain the confidentiality of such information. Notwithstanding the foregoing, Provider may disclose Confidential Information if required by law or regulation after giving reasonable notice to BBF. Upon termination or expiration of this Agreement, Provider will, upon written direction of BBF, return or destroy the Confidential Information.

24. Force Majeure. Either Party will be excused from any delay or failure in the performance of its obligations under this Agreement (other than payment obligations) that is caused by any intervening act, incident, or circumstance that is and has been beyond the reasonable control of such Party but only if such act, incident, or circumstance was not caused by the negligence or fault of such Party, and such Party will be so excused only during the period that the intervening act, incident or circumstance cannot be overcome through the exercise by such Party of reasonable diligence (an “Event of Force Majeure”). An Event of Force Majeure shall include, without limitation: (a) a storm, flood, washout, epidemic, tornado, hurricane, windstorm, landslide, earthquake, or other act of God; (b) a fire, explosion, or electrical power outage; and (c) a war, riot, strike, boycott, lock-out, blockade, insurrection, act of the public enemy, civil or industrial disturbance.

25. Entire Agreement. This Agreement constitutes the entire Agreement between the Parties as of the date hereof. Any and all previous discussions, communications, agreements and/or representations are merged herein and superseded hereby.

26. No Third-Party Beneficiaries. Nothing in this Agreement, express or implied, is intended to or shall confer upon any person other than the Parties and their respective successors any legal or equitable right, benefit, or remedy of any nature under or by reason of this Agreement.

27. Execution of Agreement. The Parties agree that the execution of this Agreement may be by electronic signature and maintained and transacted by electronic record.

*[Signature page follows.]*

**WHEREFORE**, the Parties, through their signature below, agree to the terms and conditions of this Agreement.

**Broken Arrow Public Schools**

\_\_\_\_\_  
Signature Date

Printed Name: **Chuck Perry**  
Title: **Superintendent**

**The Barbara Bush Foundation for Family Literacy, Inc.**

DocuSigned by:  
*Vangie Fields* 6/20/2024  
\_\_\_\_\_  
Signature Date

Printed Name: **Evangeline Fields**  
Title: **Chief Financial Officer**

**Exhibit A**

**READSQUAD Program Locations**

**Program 1**

Centennial Middle School  
225 E. Omaha Street  
Broken Arrow, OK 74012

Country Lane Primary School  
301 E. Omaha Street  
Broken Arrow, OK 74012

**Program 2**

Oliver Middle School  
3100 W. New Orleans  
Broken Arrow, OK 74011

Wolf Creek Elementary School  
3000 W. New Orleans  
Broken Arrow, OK 74011

**BOOK EXPLORERS Program Locations**

**Program 1**

Centennial Middle School  
225 E. Omaha Street  
Broken Arrow, OK 74012

Country Lane Intermediate School  
251 E. Omaha Street  
Broken Arrow, OK 74012

**Program 2**

Oliver Middle School  
3100 W. New Orleans  
Broken Arrow, OK 74011

Wolf Creek Elementary School  
3000 W. New Orleans  
Broken Arrow, OK 74011

## **Exhibit B**

### **READSQUAD Program Deliverables**

**Broken Arrow Public Schools**, through each of the Program Advisors identified at Program Locations in **Exhibit A**, shall meet the following deliverables for payment. The Program shall meet for a minimum of 21 sessions before June 6, 2025.

A total payment of \$1,300 (the “Compensation”) for the Advisor(s) will be determined by BBF on a per Location basis. For the avoidance of doubt, if there are multiple Advisors providing Services at any one Location, then such Advisors shall share the Compensation. BBF reserves the right to withhold Compensation for the Advisor(s) if the deliverables itemized in A-D below are not satisfied.

**A. By October 18, 2024, the Advisor shall:**

- Confirm parental consent for participation into the program by entering all required information from the student intake and consent forms for each Mentor and Mentee into the BBF Student Information System (“SIS”), such as: unique student IDs (names, school student ID or IDs created locally through a unique coding system), birth month and year, gender, ethnicity, and grade in school. BBF acknowledges that such information is a student record, which is confidential pursuant to federal law and the laws of the applicable state. BBF shall maintain the confidentiality of such records as required by law.
- Document that all Mentors and Advisors have been trained using approved training materials.
- Record in the SIS all required local Mentee reading assessment (pre-test) scores given in either Grade Level Equivalent (“GLE”), Lexile, or RIT format. Scores from individual Mentee reading assessments must be converted to GLE or Lexile using approved conversion charts.
- Develop and maintain a written record of Mentor/Mentee attendance to be kept locally and entered in the SIS.

**B. By January 17, 2025, the Advisor shall:**

- Record in the SIS Mentor/Mentee contacts of a minimum of 10 sessions for the period September 3 through January 17.
- Update all Mentor/Mentee data including those who have dropped out or entered the Program.

**C. By June 6, 2025, the Advisor shall:**

- Submit a nomination for the Excellence in Leadership and Service Award for one deserving Mentor.

- Record in the SIS Mentor/Mentee contacts of a minimum of 11 sessions for the period January 18 through June 6.
- Update all Mentor/Mentee data including those who have dropped out or entered after January 17, 2025.
- Complete and submit year-end surveys for Advisors/educators, Mentors, Mentees, and parents via the Survey Monkey link provided by your BBF Program Director.
- Record all required participant data, including local Mentee reading assessment (post-test) scores given in either GLE, Lexile, or RIT. Scores from individual Mentee reading assessments must be converted to GLE or Lexile using approved conversion charts.
- Complete all data on any Mentors that are seniors in high school, such as each of their graduation and post-graduation intentions.

### **BOOK EXPLORERS Roles and Responsibilities**

**Broken Arrow Public Schools**, through each of the Program Advisors identified at program locations in Exhibit A, shall meet the following deliverables for payment. The Book Explorers program shall meet for a minimum of 12 sessions by June 6, 2025. A total payment of \$1,000.00 (the “Compensation”) for each program will be determined by the Barbara Bush Foundation on a per location basis. For the avoidance of doubt, if there are multiple Advisors providing Services at any one Location, then such Advisors shall share the Compensation. The BBF reserves the right to withhold payment for a Program Advisor if the deliverables itemized in A-H below are not satisfied.

Each program is coordinated and overseen by a Program Advisor; whose responsibilities include:

- A. Recruit volunteer mentors and eligible mentees.
- B. Confirm parental consent for participation into the program by entering/confirming all required information from the consent form such as: unique student IDs (names, school student ID or IDs created locally through a unique coding system) and birth month and year, gender and ethnicity for mentors and mentees, and grade in school into the Barbara Bush Foundation Digital Learning Platform (DLP).
- C. Document that all mentors and program advisors have been trained using approved training materials.
- D. Record, maintain and verify mentor/mentee attendance utilizing the Barbara Bush Foundation’s DLP. Organize and attend mentoring sessions.
- E. Organize and attend mentoring sessions.
- F. Complete and submit surveys for advisors, mentors, mentees, and parents provided by BBF.

- G. Record, maintain and submit all required local mentee reading assessments (pre-test) scores given in either Grade Level Equivalent (GLE), Lexile, or RIT format and/or assessment or reading behaviors and attitudes.
- H. If applicable, provide BBF with the Background Check Certification in Exhibit C for each adult volunteer or adult mentor as required per the contract.

**Exhibit C**

**Background Check Certification**

**for**

**BOOK EXPLORERS Adult Volunteer Mentors**

This is to certify that \_\_\_\_\_ (Provider), in accordance with and as required by the Fair Credit Reporting Act, Fair and Accurate Credit Transactions Act, and applicable federal law, obtained clear background checks, including but not limited to a state and federal criminal background check, for any and all individuals and mentors interacting with minors under the age of 18 years pursuant to the Agreement, by and between The Barbara Bush Foundation for Family Literacy, Inc. and

\_\_\_\_\_ (Provider), including

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ (Name of

Volunteer(s) / Mentor(s)) within one (1) month prior to the start date of \_\_\_\_\_

(date).

\_\_\_\_\_  
(Provider)

\_\_\_\_\_  
Date