

Memorandum of Understanding and Collaboration Resources for K-12 Schools and School Districts

Memoranda of Understanding (MOUs)

Tool Box, REMS TA Center and U.S. Department of Education. This online repository contains tools and resources developed by local, regional, and state education agencies that are pertinent to the needs of practitioners as they engage in school and higher ed emergency management planning. Included are sample MOUs from school districts, state education agencies, institutions of higher education, and state school safety centers across the country. Available at <https://rems.ed.gov/ToolBox.aspx>.

Memorandum of Understanding Fact Sheet, U.S. Department of Justice, Office of Community Oriented Policing Services. This publication outlines the contents of an MOU between K-12 education agencies and law enforcement agencies on implementing school resource officer programs. Available at https://rems.ed.gov/docs/COPS_MOU_Fact_Sheet.pdf.

Developing a Memorandum of Understanding (MOU) for Your School-Justice Partnership, National Council of Juvenile and Family Court Judges. This archived Webinar focuses on how local agencies (e.g., education, law enforcement, district attorney, juvenile justice) can create an MOU to reduce school arrests and school-based referrals to court. Available at <https://www.schooljusticepartnership.org/component/mtree/resource-library/webinars/319-developing-a-memorandum-of-understanding-mou-for-your-school-justice-partnership-webinar.html>.

Writing Guide for a Memorandum of Understanding (MOU), U.S. Department of Homeland Security. This publication provides recommendations for structuring the MOU, questions to consider when writing each section of the MOU, and sample language that illustrates how each section could be written. Available at https://rems.ed.gov/docs/DHS_MOU_Writing_Guide.pdf.

Disaster-Specific Memorandum of Understanding, Federal Emergency Management Agency. This document focuses on creating an MOU that supports recovery efforts. Education agencies can use this tool as they engage in recovery planning for community-wide emergencies and develop MOUs with community partners to carry out those activities and courses of action. Available at https://rems.ed.gov/docs/FEMA_Disaster-Specific_MOU.pdf.

Memorandum of Understanding on Reducing Lead Levels in Drinking Water in Schools and Child Care Facilities, U.S. Environmental Protection Agency and U.S. Departments of Agriculture, Education, Health and Human Services, and the Interior. This MOU promotes the

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encouragement of schools and child care facilities to take actions that aim to reduce children's exposure to lead from drinking water. Available at <https://www.epa.gov/ground-water-and-drinking-water/mou-reducing-lead-levels-drinking-water-schools-and-child-care>.

Mutual Aid Agreements (MAAs)

Resource Management and Mutual Aid, Federal Emergency Management Agency. This Web page offers information on National Incident Management System (NIMS) resource typing, NIMS credentialing, inventorying, the National Qualification System, and the National Mutual Aid system. Available at <https://www.fema.gov/resource-management-mutual-aid>.

National Incident Management System Guideline for Mutual Aid, Federal Emergency Management Agency. This publication describes types of MAAs, key elements of MAAs, and key elements of mutual aid operational plans. Available at https://rems.ed.gov/docs/FEMA_NIMS_Mutual_Aid_Guideline.pdf.

IS-706: NIMS Intrastate Mutual Aid — An Introduction, Emergency Management Institute. This online course is self-paced and introduces NIMS intrastate mutual aid and assistance. This training has a prerequisite. Available at <https://training.fema.gov/is/courseoverview.aspx?code=IS-706>.

Collaboration

Enhancing Collaboration With Key Community Partners to Support Emergency Planning, REMS TA Center and U.S. Department of Education. This Web page within the topic-specific resources hub of the REMS TA Center Website houses resources from the REMS TA Center, U.S. Department of Education, and Federal agency partners on the topic of collaborating to support school and higher ed emergency management. Available at https://rems.ed.gov/Resource_Plan_Basic_Collaboration.aspx.

Collaboration: Key to a Successful Partnership, REMS TA Center and U.S. Department of Education. This publication describes considerations for education agencies as they engage in collaborative efforts. It includes information on developing a joint agency coordination plan through an MOU. Available at https://rems.ed.gov/docs/REMSX_Vol4Issue1.pdf.

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Developing High-Quality School Emergency Operations Plans: A Collaborative Process

Webinar, REMS TA Center and U.S. Department of Education with Paradise Valley Unified School District in Arizona. This archived Webinar focuses on the importance of collaborating with community partners in developing, implementing, and maintaining high-quality school emergency operations plans (EOPs). Available at <https://rems.ed.gov/webinarDetail?id=37>.

Tapping Into Nontraditional Community Partners for Emergency Management, REMS TA Center and U.S. Department of Education. This publication presents strategies for schools and school districts to use to enhance their collaboration with community partners. Available at <https://rems.ed.gov/docs/TapIn2CmunityPartnrs4ERMgmt.pdf>.

Information Sharing

Information Sharing, REMS TA Center. This at-a-glance version of the *Guide for Developing High-Quality School Emergency Operations Plans* contains considerations for information sharing in the emergency planning process in the school setting. Available at <https://rems.ed.gov/K12InfoSharing.aspx>.

Information Sharing for Schools and Postsecondary Institutions — The Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act (HIPAA), REMS TA Center and U.S. Department of Education. This Webinar focuses on FERPA and implications that FERPA and other Federal statutes may have on information sharing in the emergency planning process. Available at <https://rems.ed.gov/webinarDetail?id=44>.

Partnering With Law Enforcement

A Discussion on the Role of School Resource Officers in School Safety and a Review of the Averted School Violence Database, REMS TA Center, U.S. Departments of Education and Justice, National Association of School Resource Officers, National Police Foundation, and International Association of Campus Law Enforcement Administrators. This Webinar explores roles of school resource officers and their roles in school safety and the importance of integrating plans to prevent and respond to school violence. Available at <https://rems.ed.gov/webinarDetail?id=57>.

The Collaboration Toolkit for Community Organizations: Effective Strategies to Partner With Law Enforcement, U.S. Department of Justice. This publication aims to help strengthen partnerships between communities and law enforcement agencies and link entities to resources that already exist within their locality. Available at https://rems.ed.gov/docs/COPS_CollaborationToolkit_CommunityOrgs.pdf.

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School Safety, Security, and Emergency Management

The Role of Districts in Developing High-Quality School Emergency Operations Plans: A Companion to the *School Guide*, U.S. Departments of Education, Justice, Health and Human Services, and Homeland Security. This guide provides information that can assist school districts in fulfilling both their individual and their shared emergency planning responsibilities in school EOP development. Available at https://rems.ed.gov/docs/District_Guide_508C.pdf.

Guide for Developing High-Quality School Emergency Operations Plans, U.S. Departments of Education, Health and Human Services, Homeland Security, and Justice; Federal Bureau of Investigation; and Federal Emergency Management Agency. This guide was developed in collaboration by six Federal agencies to support school core planning teams in the development of high-quality EOPs that address a range of threats and hazards. Available at https://rems.ed.gov/docs/REMS_K-12_Guide_508.pdf.

National Incident Management System (NIMS), REMS TA Center. This Web page contains guidance and resources for implementing NIMS at schools. Available at <https://rems.ed.gov/K12NIMSImplementation.aspx>.

NIMS Implementation Activities for Schools and Institutions of Higher Education, REMS TA Center. This document contains comprehensive guidance on NIMS implantation activities for schools. Available at https://rems.ed.gov/docs/NIMS_ComprehensiveGuidanceActivities_2009-2010.pdf.

REMS TA Center, U.S. Department of Education. The Office of Safe and Supportive Schools administers the REMS TA Center to serve two critical functions aimed at helping education agencies, with their community partners, manage safety, security, and emergency preparedness programs. We build the preparedness capacity (including prevention, protection, mitigation, response, and recovery efforts) of schools, school districts, institutions of higher education (IHEs), and their community partners at the local, state, and Federal levels. We also serve as the primary source of information dissemination for schools, school districts, and IHEs for emergencies via the REMS TA Center Website. Available at <https://rems.ed.gov/>.