

MEMORANDUM OF UNDERSTANDING

*Between BLANK SCHOOL and Big Country Master Gardener Association
Texas A&M; AgriLife Extension Service – Taylor County*

I. Purpose

This Memorandum of Understanding (MOU) establishes a cooperative partnership between BLANK School (“School”) and the Big Country Master Gardener Association (BCMGA), operating under the supervision of Texas A&M; AgriLife Extension Service – Taylor County.

The purpose of this agreement is to provide hands-on horticulture education for students during the 2025–2026 school year. Students will participate in a comprehensive garden-based learning project led by Rachel Perkins and BCMGA volunteers where they will plant seeds, learn germination techniques, grow seedlings, transplant plants, maintain crops, and harvest produce. The project will conclude in May 2026.

II. Scope of Activities

The garden education program will take place inside designated classroom space for seed starting and instructional lessons, and on school property for outdoor planting, maintenance, and harvesting.

Instruction will be age-appropriate and research-based, consistent with Texas A&M; AgriLife Extension guidelines.

III. Responsibilities of Big Country Master Gardener Association

1. Provide educational instruction led by Rachel Perkins and approved BCMGA volunteers.
2. Ensure volunteers are current and in good standing with Texas A&M; AgriLife Extension Service.
3. Deliver research-based horticulture instruction.
4. Coordinate scheduling with school administration.
5. Provide guidance on plant selection appropriate for Taylor County.
6. Maintain volunteer documentation consistent with Extension policies.

IV. Responsibilities of BLANK School

1. Provide classroom space for instruction and seed starting.
2. Provide access to approved outdoor planting areas.
3. Ensure student supervision by school personnel during all sessions.
4. Provide access to water and necessary utilities.
5. Assist with communication to parents/guardians as needed.
6. Maintain liability coverage for school property and students.

V. Materials and Funding

The parties agree to determine in advance which materials will be supplied by BCMGA and which will be supplied by the School. All purchases and donations shall comply with Texas A&M; AgriLife Extension and school district policies.

VI. Liability and Risk Management

BCMGA volunteers operate under Texas A&M; AgriLife Extension guidelines. School personnel remain responsible for student supervision and discipline. Each party agrees to maintain its own liability coverage.

VII. Term of Agreement

This agreement shall be effective upon signature and remain in effect for the duration of the 2025–2026 school year, concluding May 31, 2026, unless terminated earlier by mutual written agreement. Either party may terminate this agreement with 30 days written notice.

VIII. Evaluation

At the conclusion of the project in May 2026, both parties may meet to evaluate program outcomes and discuss potential continuation.

IX. Non-Discrimination

Programs conducted under this agreement shall comply with applicable federal and state nondiscrimination laws and Texas A&M; AgriLife Extension policies.

Signatures

For BLANK School:

Name: _____

Title: _____

Signature: _____

Date: _____

For Big Country Master Gardener Association:

Name: _____

Title: _____

Signature: _____

Date: _____