

**Memorandum of Understanding  
Between the  
AAAS Senior Scientists and Engineers  
and the  
Montgomery County Public Schools**

This Memorandum of Understanding (MOU) describes an agreement between the Senior Scientists and Engineers (SSE), a program of the American Association for the Advancement of Science (AAAS), and the Montgomery County Public Schools (MCPS), to conduct the “MCPS Science Volunteer Project”. The Project will involve local scientists and engineers in activities that support the teaching and learning of science in MCPS.

To implement the Project, the SSE, AAAS, and MCPS will carry out the following tasks, in partnership or separately:

**SSE**

1. Provide the Project Leader.
2. Conduct campaign for recruiting volunteers.
3. Jointly, with the MCPS, conduct an orientation and training program for the volunteers.
4. Assist the MCPS in conducting orientation and training for the teachers
5. Jointly, with the MCPS, assign volunteers to schools.
6. Jointly, with the MCPS, conduct conferences, for the volunteers and teachers to share experiences.
7. Jointly, with the MCPS, develop and administer evaluation of the Project, at no cost to AAAS and SSE.
8. With support from the MCPS, write a final report.

**AAAS**

1. Partner with science and engineering societies to recruit science and engineering professionals residing in Montgomery County and vicinity.
2. Develop recruiting material for publication in local newspapers.
3. Enlist support of professional societies in recruiting volunteers.
4. Develop and host a database of volunteers.
5. Provide funding support for the orientation meeting.
6. Host the annual meeting for sharing experiences.
7. Oversee implementation of the Project.

## **MCPS**

1. Support the development of recruiting materials.
2. Jointly, with the SSE, conduct an orientation and training program for the volunteers.
3. Jointly, with the SSE, conduct an orientation and training program for the teachers.
4. Jointly, with the SSE, assign volunteers to schools.
5. Jointly, with the SSE, conduct conferences, for the volunteers and teachers to share experiences.
6. Jointly, with the SSE, develop and administer evaluations of the Project.
7. Contribute to the final report.

### **Definition and Status of the SSE**

The SSE is a program of the AAAS. The SSE has no independent legal or tax status. It is an informal association of senior scientists and engineers who provide volunteer services to communities and institutions without expectation of remuneration, though in some cases the SSE members do accept fees for their efforts.

### **Ownership of Database**

The SSE database is owned, operated, and maintained by the AAAS on the AAAS computer network. To protect the confidentiality of volunteers, access to the database is restricted to the AAAS representative, the SSE officers, and other persons so designated by these people. Backup and data recovery are governed by AAAS standard operating procedures. Records are retained for a minimum of five years.

### **Changes**

Any changes to this memorandum must be approved in writing by the Chief Executive Officer of the AAAS, the Chairman of the SSE, and the Superintendent of Schools of the MCPS.

### **Period of MOU**

This MOU is effective from the date of signing to July 1, 2010.

Alan I. Leshner, Ph.D.  
Chief Executive Officer  
AAAS

Donald G. Rea, Ph. D.  
Chairman  
SSE

Jerry D. Weast, Ed. D.  
Superintendent of Schools  
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