



St. John the Evangelist Catholic School

240 Arnold Street • Hapeville, Georgia 30354 • phone: 404-767-4312 • fax: 404-767-0359

Memorandum of Understanding

This agreement is made and entered by and between
St. John the Evangelist Catholic School
(School/Facility owned and operated by Catholic Archdiocese of Atlanta)
And
Tom E. Morris Sports Complex Parking Lot
(Alternate Site Provider)

WHEREAS, the alternate site provider is authorized and empowered to enter into leases and building use agreements: and

WHEREAS, if St. John the Evangelist Catholic School should need to evacuate students and staff due to an emergency from one of its buildings or grounds, the school desires to identify a site where students and staff may be housed until they can be released. Since the alternate site provider could act as a temporary shelter, it is reasonable to set up an agreement outlining the terms; and

WHEREAS, St. John the Evangelist Catholic School desires to enter into an agreement for the emergency only use of the building for students and staff; and

WHEREAS, the alternate site provider understands and agrees that after meeting its responsibilities to its primary usage, it will permit the school to use its physical facilities as an emergency shelter in the event of a disaster;

NOW THEREFORE, in consideration of the mutual covenants and promises contained herein, it is agreed as follows:

1. The school shall exercise reasonable care in the use of the alternate facility. Should any supplies be used or damages occur to the physical facility, the Principal should report this information to the Risk Management Department within 24 hours of occurrence.
2. Adequate supervision, as approved by the Principal, will be present.
3. The alternate site provider shall make reasonable efforts to make a building available for emergency shelter use by the school with minimal notice.
4. This agreement shall commence upon the date of execution by both parties. This agreement will remain in force and effect for one year, but may be terminated by either party at any time upon receipt of a thirty day written notice.

WHEREFORE, this Agreement was entered into on the date set forth below and the undersigned, by execution hereof, represent that they are authorized to enter into this agreement on behalf of the respective parties and state that this agreement has been read and each provision is understood. Implementation of this agreement will be in accordance with the emergency operations plan for St. John the Evangelist School.

St. John the Evangelist Catholic School
(School and facility)

Karen P. Vogtner
(Principal/ building Administrator)

2/29/16
(Date)

Tom E. Morris Sports Complex Parking Lot
(Alternate Site Location)

(Owner/ Manager)

(Date)