



DEPARTMENT OF THE ARMY  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT SILL  
462 NW HAMILTON ROAD, SUITE 120  
FORT SILL, OKLAHOMA 73503

REPLY TO  
ATTENTION OF:

**MEMORANDUM OF AGREEMENT  
AMONG  
UNITED STATES ARMY GARRISON (USAG)/IMCOM, FORT SILL  
AND  
SOUTHWEST OKLAHOMA SCHOOL DISTRICTS**

**SUBJECT:** Army Partnership with Local Area Schools (APLAS) (ML03).

This is a Memorandum of Agreement (MOA) between the USAG/IMCOM, Fort Sill, and the Southwest Oklahoma School Districts. When referred to collectively, the USAG/IMCOM, and Southwest Oklahoma School Districts, are referred to as the "Parties". USAG/IMCOM, Fort Sill is referred to as the "Garrison".

**1. AUTHORITIES:**

- 1.1. DoDI 4000.19, Support Agreements, 25 April 2013.
- 1.2. Army Regulation 215-1, Morale, Welfare and Recreational Activities and Nonappropriated Fund Instrumentalities, 22 June 2010.
- 1.3. Army Regulation 360-1, The Army Public Affairs Program, 15 September 2000.
- 1.4. Army Regulation 608-10, Child Development Services, 15 July 1997.
- 1.5. DoDI 1402.5, Criminal History Background Checks on Individuals in Child Care Services, 19 January 1993.

**2. PURPOSE:** To stipulate terms and areas of responsibility and prescribe policies and procedures in order to establish and maintain a cooperative effort between Fort Sill and the Local Area Public Schools that is designed to improve the citizenship and learning experiences of children in South West Oklahoma's elementary, middle, and senior high schools.

**3. BACKGROUND:** The Army Partnership with Local Area Schools (APLAS) program was started on 14 November 1995. It was originally a junior high program but has grown to include the elementary and the high school. APLAS is a partnership program that encourages strong community ties between Fort Sill and the surrounding school districts. It promotes a positive leadership example for youth, a step in the right direction for children's future, and a friend.

**SUBJECT: Army Partnership with Local Area Schools (APLAS) (ML03).**

**4. SCOPE:** This Memorandum of Agreement (MOA) is applicable to Fort Sill, School Liaison Services, and the school districts in Southwest Oklahoma. The APLAS Program consist of four components: Mentorship Program, Unit-School Partnership, Leadership Program and Parental Involvement.

**5. RESPONSIBILITIES OF THE PARTIES:**

**5.1. The Garrison will –**

**5.1.1. Provide overall responsibility for the development, implementation, and statistical reporting of the APLAS Program under the direction of the Garrison Commander, Family and Morale, Welfare and Recreation – through the School Liaison Services Officer.**

**5.1.2. Develop, produce, and disseminate volunteer application forms.**

**5.1.3. Coordinate for publicity when needed.**

**5.1.4. Recruit, screen, and provide school volunteers and mentors.**

**5.1.5. Coordinate and conduct the training of all volunteers.**

**5.1.6. Screen all potential unspecified classroom volunteers, using automatic and discretionary disqualifiers as specified in DoDI 1402.5.**

**5.1.7. Conduct installation records checks on all Mentorship Program volunteers and classroom volunteers with discretionary disqualifiers.**

**5.1.8. Coordinate facility usage for on-post program activities.**

**5.1.9. Monitor and submit volunteer hours to Installation Volunteer Coordinator.**

**5.1.10. Support mentor volunteers in their participation of the Mentor Program.**

**5.1.11. Coordinate partnership activities.**

**5.2. Southwest Oklahoma Schools will:**

**5.2.1. Insure that APLAS classroom volunteers are always under line-of-site supervision of a school employee who has completed a background check.**

**5.2.2. Provide partner unit with an orientation to the school, introduction to key staff members, etc.**

**5.2.3. Determine the most practical partnership activities in relation to available resources and services.**

**SUBJECT: Army Partnership with Local Area Schools (APLAS) (ML03).**

5.2.4. Identify selected school students for participation in the mentoring program.

5.2.5. Obtain written parental approval for student participation in the mentoring program.

5.2.6. Provide mentoring sites, instructional supplies and materials.

5.2.7. Assist with training for mentor volunteers in cooperation with the Fort Sill Program Coordinator.

5.2.8. Coordinate partnership activities recommended by the Advisory Council.

5.2.9. Provide supervision of children during conduct of the school-based partnership projects and activities.

5.2.10. Support school faculty and students in their participation of the Mentor Program;

5.2.11. Assume primary insurer responsibility for liability claims generated as a possible result of activities held in conjunction with the APLAS Program.

### **5.3. Agreements and Understandings of All Parties.**

5.3.1. Selected teachers from the Southwest Oklahoma School Districts will be honored each year for their support of the APLAS program.

5.3.2. Each party waives all claims against the other for compensation of any loss, damage, injury, or death occurring as a consequence of the performance of the Agreement.

**6. PERSONNEL:** Each party is responsible for all costs of its personnel including pay and benefits, support, and travel. Each party is responsible for supervision and management of its personnel.

### **7. GENERAL PROVISIONS:**

7.1. POINTS OF CONTACT AND CORRESPONDENCE: The following points of contact (POC) will be used by the Parties to communicate in the implementation of this MOA. Each Party may change its POC upon reasonable notice to the other Party. All correspondence to be sent and notices to be given pursuant to this MOA may be mailed to the following addresses.

7.1.1. For the Garrison.

SUBJECT: Army Partnership with Local Area Schools (APLAS) (ML03).

7.1.1.1. Ms. Winona Morris, Garrison Support Agreements Manager (SAM), Manpower and Agreements Division, Resource Management Office (RMO), 462 NW Hamilton Road, Fort Sill, OK 73503-9004. [winona.f.morris.civ@mail.mil](mailto:winona.f.morris.civ@mail.mil) or phone (580) 442-3560.

7.1.2. For Child and Youth Services (CYS).

7.1.2.1. Susan N. Murray, Child and Youth Services (CYS) School Liaison Officer, 4700 Mow Way Rd, Fort Sill, OK 73503, email [susan.n.murray2.naf@mail.mil](mailto:susan.n.murray2.naf@mail.mil) or phone (580) 442-2130.

7.2.1. For Southwest Oklahoma School Districts.

7.2.1.1. Bishop Public School. Mr. Howard Hampton, 2204 Bishop Road, Lawton, OK 73505, (580) 353-4870.

7.2.1.2. Cache Public Schools. Mr. Chad Hance, 100 Buffalo Circle, Cache, OK 73527, (580) 429-3266.

7.2.1.3. Elgin Public Schools. Mr. Nate Meraz, P.O. Box 369, Elgin, Ok 73538, (580) 492-3663.

7.2.1.4. Fletcher Public Schools. Mr. Shane Gilbreath, 108 Hornaday, Fletcher, OK 73541, (580) 549-3025.

7.2.1.5. Flower Mound Public School. Mr. Dax Trent, 2805 SE Flower Mound Rd., Lawton, OK 73501, (580) 353-4088.

7.2.1.6. Geronimo Public Schools. Mr. Bill Pascoe, P.O. Box 99, Geronimo, Ok 73543, (580) 355-3160.

7.2.1.7. Lawton Public Schools. Dr. Tom Deighan, 753 Fort Sill Blvd., Lawton, OK 73502, (580) 357-6900.

7.2.1.8. Sterling Public Schools. Ms. Julie Poteete, P.O. Box 158, Sterling, OK 73567, (580) 365-4307.

7.2.1.9. Lawton Academy of Arts and Sciences. Mr. Jim Johnson, 1911 NW 72<sup>nd</sup> St., Lawton, OK 73505, (580) 536-6885.

7.2.1.10. Lawton Christian School. Ms. Patti Rhea, 1 Crusader Drive, Lawton, OK 73505, (580) 536-6885.

7.2.1.11. St. Mary's Catholic School. Ms. Nancy Post, 611 SW "A" Ave., Lawton, OK 73501, (580) 355-5288.

**SUBJECT: Army Partnership with Local Area Schools (APLAS) (ML03).**

**7.2.1.12. Trinity Christian School. Ms. Shelly McKee, 902 SW "A" Ave., Lawton, OK 73503, (580) 250-1900.**

**7.3. REVIEW OF AGREEMENT:** This MOA will be reviewed annually on or around the anniversary of its effective date for financial impacts and triennially in its entirety.

**7.4. MODIFICATION OF AGREEMENT:** This MOA may only be modified by the written agreement of the Parties and duly signed by their authorized representative. Each Party shall provide sufficient advance notice in writing to the other Party prior to changing, reducing, or terminating this agreement and/or any aspect of support provided.

**7.5. DISPUTES:** Any disputes-relating to this MOA will, subject to any applicable law, Executive Order, Directive, or Instruction, be resolved by consultation between the Parties in accordance with DoDI 4000.19.

**7.6. TERMINATION OF AGREEMENT:** This MOA may be terminated by either Party by giving at least 90 days written notice to the other Party. The MOA may also be terminated at any time upon the mutual written consent of the Parties.

**7.7. TRANSFERABILITY:** This Agreement is not transferable except with the written consent of the parties. The document survives the departure or position change of any of the signatories.

**7.8. ENTIRE AGREEMENT:** It is expressly understood and agreed that this MOA embodies the entire agreement between the Parties regarding the MOA's subject matter.

**7.9. EFFECTIVE DATE:** This MOA takes effect beginning on the day after the last Party signs. It remains in effect for nine years, unless amended, revised, superseded or canceled by mutual agreement (or until canceled by 90 days written notice to the other Party).

**7.10. EXPIRATION DATE:** This Agreement expires nine years after the date of the last signature.

SUBJECT: Army Partnership with Local Area Schools (APLAS) (ML03).

8. AGREED

For the Southwest Oklahoma  
School Districts:

For the Garrison



HOWARD HAMPTON  
Superintendent  
Bishop Public School

3-20-17

DATE



SAMUEL W. CURTIS  
COL, SF  
Commanding

MAR 31 2017

DATE



CHAD HANCE  
Superintendent  
Cache Public Schools

3/21/17

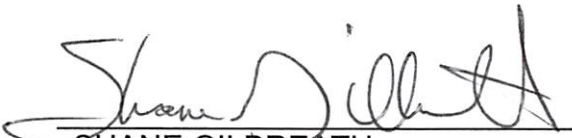
DATE



NATE MERAZ  
Superintendent  
Elgin Public Schools

3-20-17

DATE



SHANE GILBREATH  
Superintendent  
Fletcher Public Schools

3/23/17

DATE



DAX TRENT  
Superintendent  
Flower Mound Public School

3-21-17

DATE


SUBJECT: Army Partnership with Local Area Schools (APLAS) (ML03).

  
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BILL PASCOE  
Superintendent  
Geronimo Public Schools


3-20-2017  
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DATE

  
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DR. TOM DEIGHAN  
Superintendent  
Lawton Public Schools

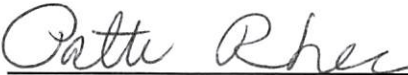
3-22-17  
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JULIE POTEETE  
Superintendent  
Sterling Public Schools

3-27-17  
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JIM JOHNSON  
Superintendent  
Lawton Academy of Arts and Sciences

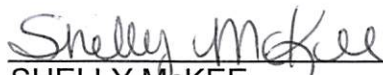
3-22-17  
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PATTI RHEA  
Superintendent  
Lawton Christian School

3-23-2017  
\_\_\_\_\_  
DATE

  
\_\_\_\_\_  
NANCY POST  
Principal  
St Mary's Catholic School

3-21-2017  
\_\_\_\_\_  
DATE

  
\_\_\_\_\_  
SHELLY MCKEE  
Principal  
Trinity Christian School

3/21/2017  
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DATE