

## Confidentiality Agreement

It is understood and agreed to that (volunteer)\_\_\_\_\_ may be provided certain information that is and must be kept confidential. To ensure the protection of such information, and to preserve any confidentiality necessary, it is agreed that:

1. Any information discussed, disclosed or otherwise made available to the volunteer through Involve M-E and it's volunteer opportunities, is confidential and may not be disclosed to third parties. The confidential information to be disclosed can be described as and includes:

Information relating to finances, personnel, students, and parents, regardless of whether such information is designated as "Confidential Information" at the time of its disclosure.

2. This Agreement states the entire agreement between the parties concerning the disclosure of Confidential Information. Any addition or modification to this Agreement must be made in writing and signed by the parties.
3. If any of the provisions of this Agreement are found to be unenforceable, the remainder shall be enforced as fully as possible and the unenforceable provision(s) shall be deemed modified to the limited extent required to permit enforcement of the Agreement as a whole.

\_\_\_\_\_ acknowledges that they have read and understands this Agreement and voluntarily accept the duties and obligations set forth herein.