

Memorandum of Understanding

This agreement is made by and among **Learn to Earn Dayton** and

(Name of the scholarship receiving teacher)

Teaching preschool at

(Name of School/childcare)

This agreement assures that if _____ (name of the teacher) receives a scholarship through the Passport to Kindergarten program, **the teacher will:**

- a) **Make a one year commitment** to work with **Learn to Earn Dayton** to accomplish the goals of the Passport to Kindergarten program.
- b) Commit to ongoing and **timely e-mail communications** with the Program training coach and manager
- c) Attend mandatory four (4) day Passport to Kindergarten **Summer Institute** (June 12-15, 2017 scheduled 4-8PM);
- d) Attend mandatory **monthly fidelity of implementation meetings** to be held 1st Monday of the month 5:00-8:00 PM, August 2017 through May 2018 (September meeting is 9-11-17) to be held at the Regional Center (4801 Springfield St.) with no more than two absences;
- e) **Ensure that each child in the classroom experiences dialogic reading in small groups** of no more than five children, at least three times a week, and report on that data weekly;
- f) **Submit to Classroom Assessment Scoring System (CLASS) observations twice a year** (to allow collection of pre and post data). The assessment score will exclusively be utilized for teacher coaching and to report aggregate scores to PNC. The scores will **NOT** be shared with the teacher supervisors or employers;
- g) Participate in **instructional coaching once a month** by scheduling a time for the coach to come and observe him/her implementing dialogic reading and participating in a subsequent meeting to discuss the observations;
- h) **Collect implementation data** which includes three video tapes of him/herself using dialogic reading instructional strategies in small groups throughout the school year (video camera maybe borrowed from the program by scheduling ahead of time), report fidelity of implementation weekly and submit other documents as developed by the group at the summer institute;
- i) **Take an active role in ensuring family participation in Passport to Kindergarten community events.** This includes but is not limited to attendance at community events (Dayton Metro Library, Dayton Art Museum, and Boonshoft Museum of Discovery), providing at least two instructional parent meetings through the school year, sending books home with children at least weekly and keeping track of the reading families provide to their children and stamping their passports.



Learn to Earn Dayton will agree to provide the following:

- a) Coordination of the program by keeping scholars informed via email.
- b) A calendar of trainings and events, coordination of all community events, and designed invitation materials for these events where applicable.
- c) Commitment to not share individual teacher’s assessment scores with his/her employers.
- d) Ongoing support and assistance on as needed basis.
- e) Materials, information, and resources to support program goal.
- f) Stipend: \$300 in Dec 2017, and \$500 in May 2018 if all application requirements are met.

Commitment to Partnership:

The receipt of this document with original signatures is assurance that _____ (name of teacher) under the leadership of _____ (administrator name) will make a one year commitment to work with **Learn to Earn Dayton** to accomplish the goals of the Passport to Kindergarten program.

Teacher

Learn to Earn Dayton

Signed: _____

Signed: _____

Date: _____

Date: _____