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Memorandum of Understanding for Programs & Program Coaches

Program Coach will commit to:

1. Provide support for monthly Program/District/Collaborative Early Childhood Team meetings for Pyramid Model implementation for pre-k children.
2. Provide ongoing professional learning (i.e., training, technical assistance, and coaching).
3. Assist with the collection, interpreting and action planning of data.
4. Assist, interpret and facilitate strategic planning using data reports and assessments.
5. Conduct external evaluations regarding implementation of Pyramid Model utilizing the Teaching Pyramid Observation Tool (TPOT).
6. Support district/program utilization of the Early Childhood Program-wide Benchmarks of Quality (BOQ) self-assessment.

District or Program will commit to:

1. Review previous & current behavioral & academic data trends to determine priorities & action planning.
2. Provide baseline evidence of classroom/program quality (e.g., BOQ, TPOT, QRIS, ECERS, CLASS, NAEYC Accreditation).
3. Provide information on program’s current early childhood curriculum, program structure & demographics.
4. Create a Program Leadership Team (PLT) (administrator, teacher, coach, family member, data coordinator) and ensure that monthly Program/District/Collaborative Early Childhood Team meetings are occurring and decisions made are data-based.
5. Program Leadership Team commits to sharing information and decisions made with all relevant stakeholders (e.g., staff and family members).
6. Create structures for ongoing partnerships with families.

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Memorandum of Understanding for Programs & Program Coaches

District or Program will commit to:

1. Participate in all identified professional learning and coaching regarding early childhood Pyramid Model and commit to implementation of Pyramid Model practices.
2. Submit data as requested.
3. Complete, submit, and participate in identified assessment(s) at least yearly.
4. Complete a 3-5 year strategic action plan specific to pre-k children.

Agreements of the District or Program Receiving Support:

I have read the agreement and understand the technical assistance to be provided from \_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_.

I understand and agree to meet the obligations listed above. This contract is terminable at will by either party upon thirty days written notice.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

District Superintendent/ Date

Collaborative Lead Partner/

Program Director

Agreements of Coach/Technical Assistance Provider:

I understand and agree to meet the obligations listed above. This contract is terminable at will by either party upon thirty days written notice.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Coach Date

Title