



North Coast Beginning Teacher Program
MEMORANDUM OF UNDERSTANDING

Intern Program

This Memorandum of Understanding (MOU) is between the Sonoma County Superintendent of Schools, serving as the Local Education Agency (LEA) for the North Coast Beginning Teacher Program (NCBTP), and the County Offices of Education, schools, districts, hiring agencies and independent charter schools (collectively "District") signing below. The purpose of the MOU is to establish a formal working relationship between the parties to provide services to teachers in the Alternative Certification Intern Program.

Intern Eligibility:

Classroom teachers who have obtained a BA, have passed the CBEST, have met subject matter competency, have met the U.S. Constitution requirements, and are employed at least 50% are eligible to participate in the North Coast Beginning Teacher Intern Program. To be accepted into a university Intern credential program, potential interns must also have *120 hours of pre-service training and must have met the minimum requirement to teach English Learners*.

District Agreements:

_____ (hiring agency) agrees to:

1. Assign Interns to teaching positions authorized by the *Single Subject, Multiple Subject, or Education Specialist Credential*. (Interns are paid on a full, non-reduced teacher's salary based on the district's salary schedule.)
2. Provide appropriate district orientation.
3. Make every effort to assign Interns to classrooms appropriate to their novice status, avoiding, wherever possible, combination classrooms, secondary assignments with multiple preparations, teaching assignments at multiple sites, and assigning them to multiple adjunct duties.
4. Provide services and support consistent with those provided to regularly credentialed teachers in similar circumstances.
5. Identify and assign a qualified Support Provider for each Intern. Support Providers must hold a valid California teaching credential and should have a teaching assignment that reasonably matches that of the Intern. Support Providers must demonstrate effective coaching, interpersonal and communication skills and;
 - a) Are committed to attend coaching trainings and meetings and to meet weekly with Intern teachers;
 - b) Display willingness to work collaboratively with colleagues including NCBTP staff and IHE Supervisors;
 - c) Embrace a positive attitude towards students and teaching;
 - d) Develop a sustaining and thoughtful collegial relationship with Intern teachers;
 - e) Demonstrate leadership skills, curriculum expertise and/or knowledge of district resources;
 - f) Serve as a role model for the teaching profession.
6. Provide release days for each Intern and/or Support Provider employed by the district and other support and professional development opportunities deemed necessary for the success of the Intern. Pay the \$25 annual registration fee per participant.
7. Facilitate distribution of funds for compensation of Support Providers and, if applicable, the District Coordinator. ***For hired intern applicants who have been given Supports Providers and do not become intern eligible by March 1, 2010, the District will fund their site Support Providers at a rate of \$800 per ineligible intern.***

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The North Coast Beginning Teacher Program agrees to:

1. Provide training and guidance for Support Providers, district personnel, credential analysts, and District Coordinators.
2. Provide fiscal oversight and distribute funds to the universities to be used to offset supervision and advisement and to districts to be used for Support Provider compensation and Intern teacher support. *For the 2009/2010 school year, each district will receive funds to offset compensation for Support Providers at the rate of \$800 per eligible intern. Districts will also receive District Coordinator funds, pro-rated according to the number of eligible Interns.*
3. Provide advisement and professional development opportunities for each Intern.
4. Through the NCBTP Advisory Board provide a regular forum for communication and feedback about the program.
5. Complete all state reports, compliance reviews and mandated evaluations of program services.

Amendments and Extensions to this MOU may be made only by written agreement signed by all parties. Authorized signatures below indicate understanding and acceptance of the terms of this Memorandum of Understanding:

North Coast Beginning Teacher Program:

Signature	<u>Corinne Muelrath/Regional Director</u> Printed Name/Title	<u>July 1, 2009</u> Date
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Sonoma County Superintendent of Schools as LEA:

Signature Superintendent or Designee	<u>Dr. Carl Wong/Superintendent</u> Printed Name/Title	<u>July 1, 2009</u> Date
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Participating Agency:

Name of District, Hiring Agency or County Office of Education:

Signature Superintendent or Designee	Printed Name/Title	Date
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