



**MEMORANDUM OF UNDERSTANDING**  
**Mt. Diablo Unified School District Teacher Induction and Support Program**  
**(TISP)**

**2016-2017 Academic Year**  
**Candidate: Kimberly Simpson**

This is a Memorandum of Understanding (MOU) between the Mt. Diablo Unified School District Induction Program and St. Agnes School, Concord, CA. The purpose of this MOU is to establish agreements and funding procedures for support provided by Mt. Diablo Unified School District Induction Program to Credential Candidates employed by St. Agnes School.

**ANTICIPATED OUTCOMES OF THIS AGREEMENT:**

1. To prepare Induction Candidates to complete program requirements to be recommended for a Clear Multiple or Single Subject Credential or a Clear Education Specialist Credential
2. To develop and enhance teacher capacity as defined by the California Standards for the Teaching Profession (CSTP).
3. To support Credential Candidates with the purpose of improving student achievement.
4. To facilitate ongoing professional growth.
5. To foster collaboration and leadership among educators.
6. To ensure continuous Induction Program improvement through ongoing research, development and evaluation.

**THE MDUSD INDUCTION PROGRAM AGREES TO:**

1. Provide a TISP Program Coordinator who will fulfill the roles and responsibilities outlined in the MDUSD Induction Handbook.
2. Consult with St. Agnes School (including administration and the Induction Candidate) in reviewing the site's needs and resources in relation to new teacher induction.
3. Provide identified Credential Candidates with a highly trained and skilled Peer Coach who will provide contact and support on average of one hour a week as the Credential Candidates progress through the Induction process. Support will include assisting in deepening understanding of the CSTP, high-level pedagogical practices and universal access for all students, including English Language Learners and students with special needs.
4. Provide a linkage to state and local Teacher Induction Programs and fulfill state requirements for an Induction Program.

**ST. AGNES SCHOOL AGREES TO:**

1. Designate a site/district contact (e.g. principal) who will serve as liaison to Mt. Diablo Unified School District's Induction Program.
2. Identify and notify teachers who qualify for participation in the MDUSD TISP Induction Program and communicate that information to MDUSD's Induction Program Coordinator.
3. Provide each qualified Induction new teacher with a supportive environment.
4. Ensure that all Credential Candidates and all district leaders sign this commitment form.
5. Ensure that site administrator and Credential Candidates participate in program evaluation and research activities as required by the MDUSD Teacher Induction Program and the State of California.
6. Provide professional and other resources required for program implementation beyond those provided by MDUSD Teacher Induction Program.
  
7. **Provide \$4,000 per Credential Candidate. Payment will be made in two equal installments of \$2,000 each. Payment 1 will be due in full by December 3, 2016. Payment 2 will be due in full by February 15, 2017.**

**The annual allocation of Title II funds (all or in part) may be used for TISP by Not for Profit Non-Public Schools (NPNPS). If a school elects to do so, the need must be represented in the school's needs assessment. Additionally, the appropriate request for expenditure paperwork must be received and approved by the Assistant Director of Categoricals and School Support. An expenditure transfer will be made from the NPNPS funds. Any remaining expense not covered by the Title II funds for said NPNPS will be paid in full by the NPNPS no later than February 15, 2017.**

**Hold harmless:**

Both parties agree to indemnify, defend, and save harmless the other from any and all claims and losses resulting from the action of either organization's employees for any activity undertaken in this contract.

**Termination:**

- In the event that either party does not fulfill the terms of this agreement in a timely manner, the other party may terminate this agreement with a 30-day written notice to the breaching party.
- In the event that either party determines this agreement is no longer to be bound by the terms, termination may be made with a 30-day prior notice to the date of determination.

Jill Lucia \_\_\_\_\_ Date 10/4/16  
Principal, St. Agnes School

Kimberly Simpson \_\_\_\_\_ Date 10/4/16  
Credential Candidate

Aoni Tzib \_\_\_\_\_ Date 10/4/16  
Program Coordinator, MDUSD TISP Program

Jung Sachs \_\_\_\_\_ Date 10/5/16  
Program Administrator