

2019-20 Tandem StoryCycles[®] MOU

Tandem, Partners in Early Learning[®] (“Tandem[®]”), is committed to supporting families, educators, and communities to surround young children with interactive learning experiences that spark joy and close the opportunity gap. The Tandem[®] Site Agreement (“Agreement”) memorializes Tandem and Mt. Diablo Adult Education (collectively “Parties”) agreement to implement Tandem’s programs and services during the 2019-2020 school year. Tandem will provide high quality early learning and family engagement services including its own StoryCycles[®] home book-sharing program. This Agreement is the entire agreement between the Parties and supersedes any and all agreements, whether oral or written, between the Parties with respect to programs and services Tandem has previously provided.

Tandem agrees to provide:

- access to a collection of high-quality, age-appropriate books in English and, where possible, in families’ home language, through Tandem’s StoryCycles home book-sharing program;
- sturdy book bags for the children to take home a different set of books each week, and an easy-to use tracking system to help manage the bag rotation;
- information for families about how best to engage in the book-sharing process as well as to build cognitive, social and emotional, language, and early literacy skills;
- as needed, initial training for educators to learn about program expectations, and gain access to training materials on program logistics and the basics of book-sharing skills to support children’s early learning
- ongoing support through phone, and email
- one Read Aloud demonstration per classroom annually
- opportunities for site staff and families to participate in community-based family and educator trainings on specific topics in early literacy and kindergarten readiness; and
- full access to online tools and videos to assist educators in their early literacy and family engagement efforts.


Mt. Diablo Adult Education agrees to:

- make Tandem’s StoryCycles program an integral part of its schools’ and classrooms’ early literacy programming;
- require that educators new to Tandem’s book-sharing program attend a StoryCycles orientation workshop or receive remote training via phone and video tutorials;
- bring enthusiasm to introducing the StoryCycles program to the children and families;
- use the tracking system to support careful management of the books and bags;
- inform educators of and promote attendance when there are Tandem sponsored educator events where staff can meet other educators and learn new strategies to keep the program lively and effective;
- respond to Tandem communications regarding site visits and program information;
- provide Tandem with an up to date list of classrooms and staff members and notify Tandem of any staff changes as soon as possible;
- support Tandem in our evaluation efforts by participating in, and encouraging families to participate in surveys and focus groups.

Tandem owns the copyright on any materials prepared by Tandem, and Mt. Diablo Adult Education shall not copy or distribute Tandem copyrighted materials without the written consent of Tandem. Tandem also owns the books, book bags, and educational material provided to Mt. Diablo Adult Education as part of this Agreement, and Mt. Diablo Adult Education should make reasonable efforts to maintain the good condition of those books, book bags, and educational materials. Should either Tandem or Mt. Diablo Adult Education elect to terminate this Agreement prior to the end of the 2019-2020 school year, or should either Tandem or Mt. Diablo Adult Education elect not to renew their relationship at the end of the 2019-2020 school year, Mt. Diablo Adult Education shall return all books, book bags, and educational materials provided by Tandem within 30 calendar days of the termination or expiration of this Agreement, whichever is the earliest.

Contribution: Tandem endeavors to raise funds through philanthropy and contracts with public agencies to cover the basic costs for the StoryCycles program at Mt. Diablo Adult Education sites in 2019-20. Additional services, such as additional Read Aloud Demonstrations, family workshops and literacy events may be provided directly to participating programs via separate fee-for-service contracts. Depending on funding and remittance of a partner contribution, in some cases additional services will be offered.

Signatures:

Agency Administrator	Agency Name	Signature	Date
Molly Wertz, Executive Director	Tandem, Partners In Early Learning		
Agency Administrator	Agency Name	Signature	Date