

**CONNECTICUT’S RACE TO THE TOP (RTTT)
PARTICIPATING LOCAL EDUCATION AGENCY (LEA)
MEMORANDUM OF UNDERSTANDING (MOU)**

This Memorandum of Understanding (“MOU”) is entered into by and between The Connecticut State Board of Education (hereafter, CSBE), 165 Capitol Avenue, Hartford, CT, and _____ (“Participating LEA”). This agreement serves to establish a framework of collaboration, as well as articulate specific roles and responsibilities in support of the State in its implementation of an approved Race to the Top (RTTT) grant project.

I. PRELIMINARY SCOPE OF WORK

The LEA hereby agrees to participate in implementing the State’s RTTT Plan in each of the areas identified below under required initiatives. LEAs are strongly encouraged to select at least one of the elective programs or training opportunities detailed below in sections (A)(ii), (B)(ii), (C)(ii), and (D)(ii), but are **not** obligated to do so. If the LEA elects to participate in any of these elective programs or training opportunities the LEA will be eligible for additional funding to be determined by the CSBE at a later date.

For school districts in partnership with the CSBE around NCLB performance and accountability, the CSBE may direct participation in additional elective programs/trainings beyond the choices indicated by the LEA, if upon determination by the CSBE, the district’s participation in the additional elective initiative(s) addresses a high need concern identified in the district, or that inclusion in the additional activity will accelerate the potential for reaching school improvement goal(s).

A. STANDARDS AND ASSESSMENTS

i. Required Initiatives

- Support the transition to and implementation of national common standards and high-quality assessments.
- Implementation of Secondary School Reform: Part I of the Connecticut Eight-Year Plan.

ii. Elective Programs and Training (check if LEA elects to participate)

- Implementation of College-High School Partnerships.
- Implementation of a “Next Generation” Pilot School.

B. DATA SYSTEMS TO SUPPORT INSTRUCTION

i. Required Initiatives

- Participation in the expansion of the state longitudinal data system (SLDS) to include student schedule and staff modules.
- Providing data to the Connecticut Education Data and Research (CEDaR) to support the state and federal evaluation of the RTTT initiatives and on-going development of the State’s integrated PK – 16 SLDS.
- Integration of the CMT vertical scale results as a component of local accountability to measure student growth.
- Participation in professional development on the use of data and use data to improve instruction.
- Make available appropriate data for research and program evaluation.

ii. Elective Program and Training (check if LEA elects to participate)

- Use of the Grade 3-8 Benchmark Assessment System (CBAS) or an approved locally developed benchmark system to monitor student progress.

C. GREAT TEACHERS AND LEADERS

i. Required Initiatives

- Implementation of a new, comprehensive system for supporting, supervising and evaluating teachers and principals, to be developed by CSBE in collaboration with external partners and LEAs, based on:
 - *The Common Core of Teaching*,
 - *Connecticut's Guidelines for Teacher Evaluation and Professional Development*,
 - *The Common Core of Leading*,
 - Multiple measures of assessment (including student growth),
 - Current best practices in Connecticut, and
 - Statewide report indicators required by RTTT;
- Utilization of the new evaluation system developed to conduct annual evaluations that will inform professional development and decisions around compensation, promotion, retention, tenure and removal;
- Collaboration with CSBE to ensure equitable distribution of effective teachers and principals;
- Participation in the Teaching and Assessing Next Generation Learners Initiative;
- Participation in the Connecticut Accountability for Learning Initiative (CALI) to use data to improve instruction;
- Family engagement and parent leadership training activities (e.g. Parent Leadership Training Institute); and
- Participation in the Connecticut's TEAM Mentoring Program.

ii. Elective Programs and Training (check if LEA elects to participate)

- Initiatives to foster Equity, Diversity and Inclusion (e.g. Developing Tomorrow's Professionals).
- The Connecticut Institute for the Teaching of English Language Learners.
- The Connecticut STEM Teacher Regional Exchange.
- Teacher-in-Residence Master Teacher Placement Program.
- Advanced Placement Course Expansion.
- The Elementary and Middle School Math and Science Coaching Academy.
- Hartford Science Center STEM Curriculum and Assessment Projects Grades 4-6.

D. TURNING AROUND THE LOWEST ACHIEVING SCHOOLS

(Tentative Districts Identified: Bridgeport, Hartford, New Britain, New Haven, and Windham)

- i. Implementation of requirements of Section 1003 (g) of the ESEA Title I School Improvement Grants within the context of the CALI Framework
- ii. Elective Program and Training (check if LEA elects to participate)
 - Longer School Year Initiative.

II. PROJECT ADMINISTRATION

A. PARTICIPATING LEA RESPONSIBILITIES

In assisting the CSBE in implementing the tasks and activities described in the State's RTTT application, the Participating LEA will:

- 1) Implement the LEA plan as approved by the CSBE (and as identified in Section I of this MOU);
- 2) Actively participate in all relevant convenings, communities of practice, or other practice-sharing events that are organized or sponsored by the CSBE or by the U.S. Department of Education ("ED");

- 3) Post to any website specified by the CSBE or ED, in a timely manner, all non-proprietary products and lessons learned developed using funds associated with the RTTT grant;
- 4) Participate, as requested, in any evaluations of this grant conducted by the CSBE or ED;
- 5) Provide to CSBE or ED, upon request, information including, but not limited to, the status of the project, project implementation, outcomes, and any problems anticipated or encountered;
- 6) Participate in meetings and telephone conferences with the CSBE to discuss (a) progress of the project, (b) potential dissemination of resulting non-proprietary products and lessons learned, (c) plans for subsequent years of the RTTT grant period, and (d) other matters related to the RTTT grant and associated plans; and
- 7) Comply with any future state or federal requirements and conditions imposed on the CSBE or LEA within the grant period.

B. CSBE RESPONSIBILITIES

In assisting Participating LEAs in implementing their tasks and activities described in the State’s RTTT application, the CSBE will:

- 1) Work collaboratively with and support the Participating LEA in carrying out the approved LEA Plan as identified in Section I of this MOU;
- 2) Timely distribute the LEA’s portion of RTTT grant funds during the course of the project period and in accordance with the approved LEA Plan;
- 3) Provide feedback on the LEA’s status updates, annual reports, any interim reports, project plans and products; and
- 4) Identify sources of technical assistance for the project.

C. JOINT RESPONSIBILITIES

- 1) The CSBE and the Participating LEA will each appoint a key contact person for the RTTT grant.
- 2) These key contacts from the CSBE and the Participating LEA will maintain frequent communication to facilitate cooperation under this MOU.
- 3) The CSBE and the Participating LEA grant personnel will jointly determine appropriate timelines for project updates and status reports throughout the entire grant period.
- 4) The CSBE and the Participating LEA grant personnel will negotiate in good faith to continue to achieve the overall goals of the State’s RTTT grant, even when the State Plan requires modifications that affect the Participating LEA, or when the LEA Plan requires modifications.

D. STATE RECOURSE FOR LEA NON-PERFORMANCE

If the CSBE determines that the LEA is not meeting its goals, timelines, budget, or annual targets or is not fulfilling other applicable requirements, the CSBE will take appropriate enforcement action, which could include a collaborative process between the CSBE and the LEA, or any of the enforcement measures that are detailed in 34 CFR section 80.43 including putting the LEA on reimbursement payment status, temporarily withholding funds, or disallowing costs.

III. ASSURANCES

The Participating LEA hereby certifies and represents that it:

- 1) Has all requisite power and authority to execute this MOU;
- 2) Is familiar with the State’s RTTT grant application and is supportive of and committed to working on all or significant portions of the State Plan;
- 3) Agrees to implement those portions of the State Plan indicated in Section I of this MOU, if the State application is funded;
- 4) Will provide a Final Scope of Work to be attached to this MOU as Attachment 1 only if the State’s application is funded; will do so in a timely fashion but no later than 90 days after a grant is awarded; and will describe in Attachment 1 the LEA’s specific goals, activities, timelines, budgets, key personnel, and annual targets for key performance measures (“LEA Plan”) in a manner that is consistent with the Preliminary Scope of Work (Section I) and with the State Plan;

- 5) Will comply with all of the terms of the Grant, the State’s subgrant, and all applicable Federal and State laws and regulations, including laws and regulations applicable to the Program, and the applicable provisions of EDGAR (34 CFR Parts 75, 77, 79, 80, 82, 84, 85, 86, 97, 98 and 99); and
- 6) Shall execute “savings clause” with the appropriate collective bargaining unit, attached hereto as Addendum.

IV. MODIFICATIONS

This Memorandum of Understanding may be amended only by written agreement signed by each of the parties involved, and in consultation with ED.

V. DURATION/TERMINATION

This Memorandum of Understanding shall be effective, beginning with the date of the last signature hereon and, if a grant is received, ending upon the expiration of the grant project period, or upon mutual agreement of the parties, whichever occurs first.

VI. SIGNATURES

LEA Superintendent (or equivalent authorized signatory) - required:

Signature/Date

Print Name/Title

President of Local School Board (or equivalent, if applicable):

Signature/Date

Print Name/Title

Local Teachers’ Union Leader (if applicable):

Signature/Date

Print Name/Title

Authorized State Official - required:

By its signature below, the State hereby accepts the LEA as a Participating LEA.

Signature/Date

Print Name/Title

ADDENDUM

I. SAVINGS CLAUSE

The _____ Board of Education has agreed to be a Participating LEA in the State of Connecticut's Race to the Top ("RTTT") grant project. If the application is funded, the signatories below agree to work together in good faith to implement those areas of Connecticut's RTTT Plan set forth in the Preliminary Scope of Work in the Memorandum of Understanding attached hereto. Provided, however, that nothing in the attached MOU shall be construed to waive or to override any rights or duties as provided by the Teachers' Negotiation Act (Connecticut General Statutes sections 10-153a through n) or any federal or state statutes or regulations or collective bargaining agreements. Nor shall this MOU be construed to require a re-opening of the collective bargaining agreement. Those areas subject to collective bargaining shall be implemented only upon the written agreement of the LEA and the local bargaining agent.

II. SIGNATURES

LEA Superintendent (or equivalent authorized signatory) - required:

Signature/Date

Print Name/Title

Chairperson of Local School Board (or equivalent, if applicable):

Signature/Date

Print Name/Title

Local Teachers' Union Leader (if applicable):

Signature/Date

Print Name/Title