

Missouri Professional Learning Communities Project

Year 1 Partnership Agreement

SCHOOL INFORMATION

PARTICIPATION YEAR: \_\_\_\_\_

School Name \_\_\_\_\_ District Name \_\_\_\_\_

School Address \_\_\_\_\_ Phone Number \_\_\_\_\_

Principal Name \_\_\_\_\_ Email \_\_\_\_\_

Leadership Teams will include the principal, a representative of the Special Education department and designated faculty members. (Leadership teams should include adequate representation from grade levels and disciplines to positively influence change and growth, generally a minimum of 4 staff plus the administrator.)

Number of Leadership Team Members: \_\_\_\_\_ Number of certificated instructional staff in building \_\_\_\_\_

Registration for \_\_\_\_\_ participants at the Powerful Learning Conference at \$200 each = \$ \_\_\_\_\_

AGREEMENT

Missouri Professional Learning Communities Project agrees to:

- Provide staff development consisting of a minimum of four one-day regional training/networking sessions or on-site whole staff trainings;
• Two days of additional training for school administrators;
• Provide a minimum of four site visits to the school, which may include, but are not limited to building leadership team consultation, individual collaborative team visits and/or administrative/policy-making group consultation;
• Provide a pre-assessment of school's readiness for implementation of PLC project
• Provide training materials;
• Provide technical assistance by electronic mail, fax and phone;
• Find resources, when appropriate, to help teams in their work; and
• Provide access to resource materials.

School/District agrees to:

- Provide letters of commitment (from the superintendent, building principal, and representative members of the staff, for each building team), indicating support at all levels for project goals and activities;
• Include all certificated instructional staff members on collaborative teams;
• Send leadership team (including the principal) to all required trainings provided by the Project, as described above;
• Require building principal to attend all trainings, including the administrator training workshops;
• Plan and schedule time during the school day for collaborative teams to meet;
• Participate in assessments developed or approved by the Professional Learning Communities Project; and
• Communicate with all stakeholders (board of education, central office, staff, students, parents, community members, etc.) about the goals and progress of the project.

ASSURANCES

I, the principal of the school above, support and will attend training and assist in the objectives of the Missouri Professional Learning Communities Project.

SIGNATURE OF BUILDING PRINCIPAL \_\_\_\_\_ Date \_\_\_\_\_

THE SCHOOL DISTRICT HEREBY ASSURES THE RPDC THAT:

- A. It will keep such records and provide such information necessary for progress monitoring/evaluation, and will provide the RPDC any information it may need regarding the project.
B. It will abide by the terms of the current Partnership Agreement.
C. The accompanying letters (Year 1only) verify the districts understanding of meaningful school change as a long-term process requiring time, effort and commitment for all involved.
D. The Board of Education, through its authorized representative, fully understands the assurances and the responsibility for compliance.

SIGNATURE OF SUPERINTENDENT \_\_\_\_\_ Date \_\_\_\_\_

SIGNATURE OF PROJECT REPRESENTATIVE \_\_\_\_\_ Date \_\_\_\_\_

Missouri Professional Learning Communities Project

Year 2 Partnership Agreement

SCHOOL INFORMATION

PARTICIPATION YEAR: \_\_\_\_\_

School Name \_\_\_\_\_ District Name \_\_\_\_\_

School Address \_\_\_\_\_ Phone Number \_\_\_\_\_

Principal Name \_\_\_\_\_ Email \_\_\_\_\_

Leadership Teams will include the principal, a representative of the Special Education department and designated faculty members. (Leadership teams should include adequate representation from grade levels and disciplines to positively influence change and growth, generally a minimum of 4 staff plus the administrator.)

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• Provide a minimum of four site visits to the school, which may include, but are not limited to building leadership team consultation, individual collaborative team visits and/or administrative/policy-making group consultation;
• Provide training materials;
• Provide technical assistance by electronic mail, fax and phone;
• Find resources, when appropriate, to help teams in their work; and
• Provide access to resource materials.

School/District agrees to:

- Include all certificated instructional staff members on collaborative teams;
• Send leadership team (including the principal) to all required trainings provided by the Project, as described above;
• Require building principal to attend all trainings, including the administrator training workshops;
• Plan and schedule time during the school day for collaborative teams to meet;
• Participate in assessments developed or approved by the Professional Learning Communities Project; and
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SIGNATURE OF PROJECT REPRESENTATIVE \_\_\_\_\_ Date \_\_\_\_\_

Missouri Professional Learning Communities Project

Year 3 Partnership Agreement

SCHOOL INFORMATION

PARTICIPATION YEAR: \_\_\_\_\_

School Name \_\_\_\_\_ District Name \_\_\_\_\_

School Address \_\_\_\_\_ Phone Number \_\_\_\_\_

Principal Name \_\_\_\_\_ Email \_\_\_\_\_

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Missouri Professional Learning Communities Project

Year 4 Partnership Agreement

SCHOOL INFORMATION

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Principal Name \_\_\_\_\_ Email \_\_\_\_\_

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