DALLAS ISD/ CHILDCAREGROUP (LANDAUER CENTER) SERVICE INTEGRATION PLAN 2008-09

This MOU establishes and delineates the intention of the Dallas Independent School District to comply with the mandates set forth in the Prekindergarten Continuation Grant - Cycle 14 in an effort to meet the School Readiness Integration (SRI) requirement.

Additionally, the MOU formalizes relationships and responsibilities between the participating entities to foster an efficient and cohesive partnership to provide quality early childhood programs for students who are eligible for public prekindergarten services. TEC 29.1532

The Landauer ChildCareGroup Center (CCG) and the Dallas Independent School District (Dallas ISD) agree to provide educational services to 3 and 4 year-old children who are deemed eligible for prekindergarten education as described in this document. Services will be provided at the Landauer ChildCareGroup Center.

The terms and conditions set forth in the following document shall constitute the entire agreement between the Landauer ChildCareGroup Center and Dallas ISD and may not be amended except by a written document signed by Landauer ChildCareGroup Center and Dallas ISD.

DALLAS ISD will provide:

- A degreed, certified Prekindergarten Teacher to work at the Landauer ChildCareGroup Center from 8:00 AM until 3:45 PM each school day in accordance with the Dallas ISD approved calendar. The Dallas ISD teacher will provide services to two (2) classrooms of students each day as follows:
 - 1. AM Class: 8:00 11:00* (times are approximate)
 - 2. PM Class: 12:00 3:00* (times are approximate)
- The Dallas ISD Prekindergarten Teacher's salary with benefits in accordance with the Dallas ISD salary schedule.
- Access to an Early Childhood Instructional Specialist/Coach to coordinate efforts between Dallas ISD and the Landauer ChildCareGroup Center to include consultation with teachers and/or director as needed.
- Copies of required Dallas ISD enrollment paperwork for students (i.e.: immunization record, birth certificate, emergency information, etc.).
- Supplementary materials and supplies that are purchased as needed to accommodate the students served by the Dallas ISD teacher
- Parent training and information (i.e.: Virtual Pre-K, Parent Conferences), which can be requested through the Dallas ISD Prekindergarten Teacher.
- The state adopted materials (Scholastic Early Childhood System) and supplementary program materials including the Language Enrichment Activities Program (LEAP), Building Language for Literacy (BLL), and Every Day Math in PreK.
- Opportunities for Landauer ChildCareGroup Center staff to attend Dallas ISD workshops.

DALLAS ISD staff will:

- Follow the dress code policy of the District.
- Be on duty at the Landauer ChildCareGroup Center from 8:00 AM until 3:45 PM daily unless attending a workshop or approved school business.
- Utilize the hours of 8:00 AM 3:45 PM for instructional time with students except:
 - 1. The teacher's 30 minute duty free lunch period
 - 2. The teacher's 45 minute conference period during the instructional day
 - 3. From 3:00 PM 3:45 PM which is designated for planning time each day
- Attend Landauer ChildCareGroup Center staff meetings as long as they are conducted during the course of the regularly scheduled workday from 8:00 AM – 3:45 PM.

 Co-teach with the two (2) Landauer ChildCareGroup Center staff members assigned to the classroom, taking equal responsibility for lesson plans, daily preparation and instruction for the students.

The Landauer ChildCareGroup Center will provide:

- A Center Manager to coordinate efforts between Dallas ISD and Landauer ChildCareGroup Center.
- A furnished, developmentally appropriate classroom area to accommodate the 3 and 4 yearold students served.
- Two (2) co-teachers assigned to each classroom in which the Dallas ISD Prekindergarten Teacher will be working.
- Assistance with the distribution, completion, and submission of the required Dallas ISD student enrollment documents within the first week that a child(ren) enrolls
- Assistance with ensuring that all students are current on all required immunizations
- Accurate daily enrollment data, which will be communicated to the district by 9:30 AM each morning and 1:00 PM each afternoon.
- A minimum of 15-18 eligible students consistently enrolled in each classroom served by the Dallas ISD Prekindergarten Teacher.
- Information concerning implementation of the service integration when requested by district personnel.
- Information to the Dallas ISD Prekindergarten Teacher concerning times and dates of Landauer ChildCareGroup Center staff meetings.
- Access to and use of a telephone for educational purposes.
- A designated area for a file cabinet and storage cabinet during all school days on the Dallas ISD calendar.
- A tuition and registration waiver for Dallas ISD students for all school days in the Dallas ISD calendar.
- Breakfast and/or lunch for students enrolled at the Landauer Center.

Additional responsibilities of the Landauer ChildCareGroup Center include:

- A Manager/Director who will oversee staff responsible for maintaining the classroom environment after the Dallas ISD program is finished for the day.
- Certifying that it is a child care facility licensed by the State of Texas, providing Dallas ISD with a copy of its current license, informing Dallas ISD immediately of any change in its license status.
- A Manager/Director who will ensure that only children who reside within the Dallas ISD boundaries are being served in the partnership classrooms.
- Purchasing and maintaining in force a general liability insurance policy as will protect the
 center from all claims that arise out of or result from the center's operations under this
 agreement. The center shall provide Dallas ISD a certificate of insurance naming Dallas ISD
 as additional insured and waiving any right of subrogation against Dallas ISD.
- The Landauer ChildCareGroup Center shall hold Dallas ISD harmless and indemnify Dallas ISD claims or losses sustained by individuals directly or indirectly involved with the performance of services in connection with this agreement.

Collaboration Efforts:

- The Landauer ChildCareGroup Center staff and the Dallas ISD Prekindergarten Teacher will
 utilize a weekly planning time for lesson plan development and preparation. The center staff
 will assist with classroom coverage during the planning time. Lesson plans will be provided
 weekly to the site director.
- A meeting between the Landauer ChildCareGroup Center Manager/Director and the Director/Designee of the Dallas ISD Early Childhood Department will be held twice a year (fall/spring).

- The Landauer ChildCareGroup Center and Dallas ISD will participate in ongoing problem solving and evaluation.
- Staff will provide families with Child Find information if a disability is suspected with any child at the center.

Staff Development/Training:

- Staff working with Dallas ISD students will be encouraged to attend training sessions provided by Dallas ISD.
- The Dallas ISD Prekindergarten Teacher will share Information regarding upcoming Dallas ISD workshops and conferences with the site Manager/Director.

Transportation:

Dallas ISD will not provide student transportation to or from the center.

Miscellaneous Provisions:

- This agreement shall not serve to create a principal agent relationship, partnership or joint venture. Each party shall retain control over its own employees and agents.
- No party waives or relinquishes any immunity or defense on behalf of itself, its agents, trustees, officers or employees as a result of entering into this agreement.
- This agreement shall not benefit or obligate any person or entity who is not a party. The
 parties shall cooperate fully in opposing any attempt by any third party to claim any benefit,
 protection or other consideration under this agreement.
- Any notice required under this agreement must be in writing and be directed to the following persons:
 - Vincent Reyes
 Dallas ISD Executive Director
 Core Curriculum and Instruction
 - Beth Steerman
 Dallas ISD Director
 Early Childhood Education Department
 - 3. Susan Hoff
 CEO and President ChildCare Group
 - Phyllis Smoots
 Site Manager
 Landauer ChildCareGroup Center
- This agreement may not be assigned by either party without the prior written consent of the other party.
- Both parties agree to abide by the rules and regulations or standards set by both law and regulatory agencies.

TERMINATION:

Dallas ISD or the Landauer ChildCareGroup Center may terminate the Agreement, with or without cause, by giving sixty (60) days written notice to the other party.

TERM:

This agreement is in effect from August 1, 2008 through June 10, 2009, unless earlier terminated as provided herein.

Vincent Reyes Dallas ISD Executive Director Curriculum and Instruction	Date
Beth Steerman Dallas ISD Director Early Childhood Education	Date
Susan Hoff CEO and President - ChildCare Group	Date
Phyllis Smoots Landauer ChildCareGroup Center Manager	
Reviewed by Dallas ISD Legal Services	
Attorney	Date