

MEMORANDUM OF UNDERSTANDING

This Agreement is made and entered into by Cheney Public Schools, the City of Cheney, the City of Airway Heights, Communities In Schools of Spokane County, and Eastern Washington University to create a 21st Century Community Learning Center to serve Betz Elementary and Sunset Elementary School students. The Agreement is as follows:

WHEREAS, Cheney Public Schools, the City of Airway Heights, the City of Cheney, Communities In Schools of Spokane County, and Eastern Washington University understand the educational and social value of a quality after school program involving academic, social emotional, and recreational/enrichment components, and thereby are partnering in the process of seeking a 21st Century Community Learning Centers grant, AND

WHEREAS, Cheney Public Schools, the City of Airway Heights, the City of Cheney, Communities In Schools of Spokane County, and Eastern Washington University understand the benefit of providing students extended learning opportunities and safe and engaging after school programs as a service to children and families in our community.

NOW, THEREFORE, Cheney Public Schools, the City of Airway Heights, the City of Cheney, Communities In Schools of Spokane County, and Eastern Washington University agree as follows:

1. **Collaboration:** All partners have actively participated in the planning and design of the program, meeting to determine the role of each partner in implementation of the 21st Century Community Learning Center (Trailblazers) programs proposed for Betz Elementary and Sunset Elementary. Throughout the duration of the program, quarterly meetings involving leadership from each partner will be conducted to continue collaboration in the planning, design, oversight, and implementation of the program.
2. **Grant Administration:** Cheney Public Schools will act as the fiscal agent for the grant, providing a half-time project director during the school year as an in-kind contribution to the program. Business office and district administrative support for administration of the grant will also be provided by Cheney Public Schools as an in-kind contribution to the program.
3. **Role of Cheney Public Schools:** Cheney Public Schools will plan and provide academic and social-emotional programming to serve students in the Trailblazers program at Betz and Sunset Elementary. Half-time site coordinators to plan and oversee programming at each site will be hired by Cheney Public Schools and funded by the 21st Century Community Learning Center grant. Cheney Public Schools will also provide four teaching staff members (two certified and two classified) for the after school program at each site during the school year, and two teaching staff members (one certified and one classified) at each site during a four week summer program. Funding for the teaching staff members will be provided by the 21st Century Community Learning Center grant.
4. **Role of the City of Airway Heights:** The City of Airway Heights Parks & Recreation department will plan and provide recreation/enrichment programming for students at Sunset Elementary participating in the Trailblazers program. The City of Airway Heights will provide two staff members at Sunset Elementary to facilitate a recreational and enrichment component of the program during the school year, as well as two staff members to support no less than two days of activities during the summer program. Staff members hired by the City of Airway Heights will be funded by the 21st Century Community Learning Center grant. In addition, the City of Airway Heights will provide appropriate supervision for their staff members at Sunset Elementary to ensure quality service to the Trailblazers program.

Hiring, administration, and supervision support provided by the City of Airway Heights will be an in-kind contribution to the program.

5. Role of the City of Cheney: The City of Cheney Parks & Recreation department will plan and provide recreation/enrichment programming for students at Betz Elementary participating in the Trailblazers program. The City of Cheney will provide two staff members at Betz Elementary to facilitate a recreational and enrichment component of the program during the school year, as well as two staff members to support no less than two of activities during the summer program. Staff members hired by the City of Cheney will be funded by the 21st Century Community Learning Center grant. In addition, the City of Cheney will provide appropriate supervision for their staff members at Betz Elementary to ensure quality service to the Trailblazers program. Hiring, administration, and supervision support provided by the City of Cheney will be an in-kind contribution to the program.
6. Role of Communities In Schools of Spokane County (CISSC): CISSC will provide support for parent engagement and parent literacy programming. Specifically, CISSC will conduct annual Strengthening Families programs available to families in the Trailblazers program. In addition, CISSC will facilitate an annual resource fair at Sunset Elementary and Betz Elementary for the duration of the grant. CISSC will also facilitate one additional annual parent engagement event for families in the Trailblazers program at Betz and Sunset Elementary.
7. Role of Eastern Washington University (EWU): EWU will provide the opportunity for two elementary focused campus visits per year for students in the Trailblazers programs at Betz Elementary and Sunset Elementary. One visit will take place during the school year, and a second visit will take place during summer program. These visits will provide students the opportunity to see a college campus and learn about career opportunities provided through a college education. Transportation to and from the site will be funded from the 21st CLCC grant. EWU staff time will be an in-kind contribution to the program. EWU will also support parent education by providing an annual parent education night focused on college access, including topics including how to save and finance a college education. EWU staff time required to provide this training will be an in-kind contribution. EWU will also provide service learning course partnerships, offering EWU students who can assist with leadership of projects in their area of study. Finally, EWU will provide student mentors to support participants in the Trailblazers program.
8. Facilities: Cheney Public Schools will provide facilities at Betz Elementary and Sunset Elementary to create quality after school programs serving students at each site.
9. Supplies/materials: The 21st Century Community Learning Centers Grant will include budget capacity for supplies and materials to support after school programming.
10. Data Sharing: Cheney Public Schools, the City of Airway Heights, the City of Cheney, and Communities In Schools of Spokane County, as partners in a 21st Century Community Learning Center grant, will be required to provide assessment data and program data to the Office of the Superintendent of Public Instruction and to the grant evaluator. The 21st Century Community Learning Center grant is funded by the U.S. Department of Education and administered through the Washington Office of the Superintendent of Public Instruction. All partners understand that the project requires the collection of assessment and survey data that demonstrates the effect of the 21st Century Community Learning Center grant on student achievement, as well as social-emotional and non-cognitive goals as identified in the grant application. Specifically, the 21st Century Community Learning Center grant requires that data from the Measures of Academic Progress (MAP) and Washington State

Assessment for students participating in the Trailblazers program are used to measure the effect on student achievement. Student attendance data will be collected to determine the effect of the program on student attendance. In addition, Youth Program Quality Assessment (YPQA) data will be used to evaluate the quality of the program and to make recommendations for improvement. Therefore, the Trailblazers program will need to collect student data from the MAP and the Washington State Assessment, attendance data, and YPQA data for participating schools to complete required reporting. Assurances are given that teacher and student names will be deleted from all submitted assessment data. Further, assurances are given that this assessment has no impact on teacher or student evaluation. The required data serve only to comply with the federal and state requirements of the 21st Century Community Learning Center Grant.

Terms of Agreement:

The terms of this MOU shall be from September 1, 2014 to July 31, 2019 and may be extended by written agreement of both parties. Either party, upon 90 day written notice to the other party, may terminate this agreement.

Agreed:



Sean Dotson, Associate Superintendent
Cheney Public Schools

Date

Albert Tripp, City Manager
City of Airway Heights

Date



Mark Schuller, City Administrator
City of Cheney

Tom Trulove
Mayor

7-8-14
Date

Sherry Barrett, Executive Director
Communities in Schools of Spokane County

Date

Linda Kieffer, Vice Provost Academic Administration
Eastern Washington University

Date