Memorandum of Understanding

Between University of the Cumberlands and the ________________________________
School District Regarding a Partnership in Support of the Principal Redesign Program

In support of creating a supportive structure in which candidates are trained in a variety of leadership and pedagogical skills and practices that will enable them to be certified as Principal, University of the Cumberlands and the ________________________________ School District enter into the following agreements:

University of the Cumberlands will:

1. Work collaboratively with the District to design and/or modify a Principal preparation program that is both rigorous and relevant that will produce high-quality transformative school leaders;
2. Provide appropriate coursework and directly collaborate with the District in providing appropriate experiences which will lead candidates to successfully obtaining a Certificate as a School Principal or the Specialist in Education as a School Principal;
3. Work collaboratively with the District to identify, recruit and select students wishing to enroll in the Principal Redesign Program that both parties agree have the potential to be effective in facilitating positive change in the school environment;
4. Will maintain regular communications between University supervisors and school principals and other district administrators and will provide frequent feedback to district candidates;
5. Provide guidance to the District on effective training and support for areas of professional development and growth;
6. Collaborate with the District in defining the roles and responsibilities for the Principal candidates, school administrators and University Supervisors;
7. Ensure that the graduate Principal program provides the required exposure to diverse populations (cultural and economic diversity, ELL/ESL, special education, gifted and P-12);
8. Collaborate with District personnel to ensure that Principal candidates will be prepared to succeed in state mandated summative assessments;
9. Work cooperatively with District administrators to identify curricular and assessment issues and areas regarding professional development that need to be targeted to ensure continuous school improvement;
10. Define how Principal candidates will be assessed and how District input will be utilized as well as define expected competencies possessed by program completers;
11. Hold a minimum of two (2) seminars each academic year that will bring Principal candidates together to create a network of support and an opportunity to share information about their experiences;
12. Collaborate with the District in the creation of a continuous quality improvement process that is directed by assessment and survey data.

The District will:
1. Collaborate with University of the Cumberlands in providing appropriate field experiences, which will lead to Principal candidates successfully completing the program;
2. Agree to work in the spirit of cooperation in establishing an environment within the District that supports the successful transition of University of the Cumberlands’ students into the development of Principals;
3. Collaborate with University of the Cumberlands in providing appropriate internships or field experiences which will lead candidates to the successful completion of the Principal program;
4. Collaborate with the university in creating and designing professional development and training for Principal candidates that support the needs of the school and the learning needs of the Principal candidate;
5. Ensure that internship or field experiences provide exposure to diverse populations (cultural and economic diversity, ELL/ESL, special education, gifted, and K-12);
6. Share school and district assessment data with the University and with Principal candidates in order to identify areas for school and district growth;
7. Cooperate with University of the Cumberlands to allow the university to assess the professional development needs of the school and district;
8. Cooperate with Principal candidates employed by the district to allow them to help provide school or district professional development experience for other district faculty;
9. Work cooperatively with University of the Cumberlands to assist any program evaluation by any relevant data available in the public domain. All test scores, grades and attendance will be provided with full protection of the rights of all students and school and district personnel.
10. Provide district internet service to the university representative for the purpose of accessing electronic documents pertaining to the candidate’s field/clinical experience.

The Candidate will:
1. Complete the admissions process.
2. Agree to complete the program in the allotted timeframe.
3. Provide timely documentation to both university and district pertaining to release time and other responsibilities of the program.
4. Meet all program requirements.

Agreed on this day _______ of _____________, 20____ by

_____________________________________________________
Director of Education Leadership Programs, School of Education
University of the Cumberlands

_____________________________________________________
Vice President for Academic Affairs – University of the Cumberlands

_____________________________________________________
Superintendent of ______________________________________ School District