University of Delaware Montessori Teacher Residency (UDMTR)

Memorandum of Understanding

University of Delaware, Partnering Schools and Residents
Responsibilities and Commitments 2018

The UDMTR is a member of the Public Montessori Residency Consortium (PMRC), a national network of Montessori teacher residencies. The Consortium includes programs that offer integrated teacher development that is school-wide, practice-based and focused on preparing teachers to work in the public sector. Consortium members offer high-quality Montessori training and wrap-around support for trainees and novices using a set of tools and structures designed to drive continuous improvement that is fueled by talent development.

University of Delaware will provide:

- A comprehensive Montessori teacher training program consisting of:
  - Elementary Level (ages 6 years old - 12 years old):
    - Summer 1: 5 weeks
    - AY1: 4 weekends
    - Summer 2: 5 weeks
    - AY2: 4 weekends
    - Summer 3: 5 weeks
    - AY3: Exams
  - 4 Field Supervision visits for each Resident over the course of the Program
- Fully-prepared practice environments, complete with the full complement of Montessori materials
- Coaching preparation and support if schools choose to have an in house coach.
- UDMTR/NCMPS trained coaches for schools that do not have an in house coach.

Partnering Schools commit to:

- Identifying, screening and employing Residents who:
  - Have or will earn a Bachelor’s degree from an accredited 4-year college by the completion of their Montessori training
  - Pass a full and thorough background check as required by the Partnering School for all of its teachers
  - Are employed at the Partnering School as a Lead or Assistant Teacher at their training level (Primary or Elementary) during each of the Program’s two academic years.
● Supporting coaching for Residents by:
  ○ Employing a Montessori trained and experienced Instructional Coach (trained by UDMTR/NCMPS) or contracting with UDMTR to provide a Coach.
  ○ Providing for Coaches to support residents with:
    ■ Weekly instructional Coaching (1/2 hour observation and 1/2 hour debrief)
    ■ Weekly Lesson Study for each Resident and other teachers in the school as appropriate.
    ■ Bi-weekly meetings for teachers, Residents designated for Child Study
  ○ Supporting Coaches with training and professional support including:
    ■ 1-day training on Lesson Study and Child Study at UD MTR (for first time coaches)
    ■ 2 day coaches training at UDMTR (for first time Coaches)
    ■ Participating in bi-weekly online Coaches Workshops
    ■ Participating in 4 face-to-face UDMTR Coaches cohort meetings during the weekend seminars for residents.
● Paying the Tuition and other required fees as stated in the MOU. If a Partnering School requires their Resident to contribute to the tuition and fees, which will be arranged between the Resident and Partnering school. All tuition and fees must be paid in full by the Partnering School directly to UDMTR.

Residents commit to:
● Holding a Bachelor’s degree from an accredited 4-year college by the completion of their Montessori training
● Attending and participating fully in all components of the training program including:
  ○ Summer Sessions
  ○ Weekend Seminars during residency
  ○ Lectures and Presentations
  ○ Weekly Lesson Study and Child Study during residency
  ○ Supervised Practice
  ○ Album submission
  ○ Classroom teaching
  ○ Exams
● Maintaining employment in good standing at their Partnering Schools
● Making financial arrangements with their Partnering School if they are required to contribute to the UDMTR tuition and fees. All payments made to UDMTR must be made directly from the Partnering School and not the Resident.
● Submitting all paperwork required for credentialing in a timely manner
Allowances and contingencies:

- Any and all arrangements regarding payment for training and/or employment at the Partnering School will be negotiated and handled by the Partnering Schools and their Residents. All payments made to UDMTR must be made by the Partnering School and not the Resident.
- If a Resident leaves his/her original Partnering School, s/he may continue in the UDMTR so long as s/he secures a position in another Montessori school that already is or is willing to become a Participating School.
- UDMTR will not offer any refunds to Partnering Schools for Residents who begin but do not complete the Residency, whether due to inadequate performance, change of employment, withdrawal by choice or any other reason.
- Residents must meet all requirements of the Program in order to receive a MACTE accredited Montessori teaching diploma. UDMTR will offer reasonable supports to Residents to guide their successful completion of the training program. UDMTR cannot guarantee nor be held responsible for Residents’ satisfactory completion of the requirements.
- Residents whose program is interrupted for extenuating circumstances (illness, family leave, etc), will need to work with the Program Director to develop a plan for completing all program components and meeting MACTE requirements.

The University of Delaware does not discriminate against any person on the basis of race, color, national origin, sex, gender identity or expression, sexual orientation, genetic information, marital status, disability, religion, age, veteran status or any other characteristic protected by applicable law in its employment, educational programs and activities, admissions policies, and scholarship and loan programs as required by Title IX of the Educational Amendments of 1972, the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, Title VII of the Civil Rights Act of 1964, and other applicable statutes and University policies. The University of Delaware also prohibits unlawful harassment including sexual harassment and sexual violence.
UDMTR Memorandum of Understanding

__________________________________ agrees to the above commitments and will enroll ______
(Name of participating school) (number)

Residents in the 1st summer running July 9 - August 10, 2018. Classes are 8am - 4pm.

Reserving ______ Number of spots in the cohort. Please email a signed copy of the MOU along with the application to MTR-UD@udel.edu no later than May 4th. If there is insufficient enrollment by May 11th, a representative from UDMTR will notify you of program cancellation.

<table>
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<tr>
<th>Elementary Tuition Information</th>
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<tr>
<td>Elementary Level</td>
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<tr>
<td>W/UD supplying Coach*</td>
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<tr>
<td>Elementary Level</td>
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<tr>
<td>W/Participating school supplying their own Coach.</td>
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<tr>
<td>Participating School Coach Training and Support</td>
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<td>School based coach is able to support multiple Residents.</td>
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<th>Additional Fees</th>
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<td>Application Fee</td>
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<td>Application Fee after 5/15</td>
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<td>Individual Audit</td>
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*UDMTR will adjust tuition rates for Partnering Schools sending multiple Residents who require a UDMTR Coach. Application fees are refundable in the case of a program cancellation.

*By signing below, you agree to the terms in the Memorandum of Understanding between your school and UDMTR.

__________________________________________   _______________
Participating School Representative/Title    Date