

# Memorandum of Agreement

## Success By 6 2024

Name of School: \_\_\_\_\_

The memorandum of Agreement (MOA) entered into on \_\_\_\_\_, 2024 by and between United Way of Youngstown and the Mahoning Valley, (hereinafter "UNITED WAY") and \_\_\_\_\_ (School District's Name).

Location where Pre-Kindergarten Summer Readiness program is provided (hereinafter referred to as "Provider"):

Address: \_\_\_\_\_

Telephone Number: (330)- \_\_\_\_\_

Whereas United Way and the Provider have agreed to provide enhanced educational opportunities to selected pre-kindergarten students. Now, therefore, the Parties hereto mutually agree as follows:

### **SCOPE OF SERVICES**

The Provider will provide professional services as described below and work directly with the United Way Director of Early Learning, Kielly Rapp. . The Provider will deliver pre-Kindergarten summer programming to selected students. The Provider, working in partnership with the Director of Early Learning, shall also manage program evaluation. The Provider will perform these essential duties and other functions as fully described in Attachment I and follow the Guidelines shown in Attachment II. United Way may amend this agreement, after consultation with the Provider, to adjust the scope of services.

### **I. INTENT**

The Provider shall have control over the means, method, and details of fulfilling the Provider's duties and functions required hereunder. Under no circumstances is any staff person assigned by the Provider to be considered an employee of United Way for any purpose, and any person assigned by the Provider is not entitled to any of the benefits provided by United Way or to its own employees. Provider is solely responsible to pay all applicable federal, state, and local income and withholding tax obligations or contributions imposed by Social Security or State Teachers Retirement System, unemployment insurance, or workers' compensation insurance in connection with this agreement on behalf of the Provider itself or those employees, if any, employed by the Provider.

**II. FINANCIAL SUPPORT**

Number of units \_\_\_\_ at \$4,500 each. The cost of the agreement will not exceed \$\_\_\_\_\_. A funding log will be completed and submitted to Kielly Rapp at the completion of the program listing costs for staffing, materials, and resources along with documentation. If the Funding Log is not submitted by year end, funding could be forfeited to the provider/district.

**III. TIME OF PERFORMANCE**

The services of the Provider are to commence on and end no later than \_\_\_\_\_.

**IV. DISCRIMINATION**

Provider shall comply with Federal and State laws which prohibit discrimination.

**V. HOLD HARMLESS**

Provider shall hold United Way, its officers and employees and agents harmless and indemnify same for any loss, claim, liability, legal action or damage caused by acts of Provider.

**VI. OTHER**

The United Way and any of its duly authorized representatives shall be allowed reasonable access to any books, documents, papers and records of the Provider which are directly pertinent to this Agreement for the purpose of making assessing program effectiveness and student progress.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the date first above written.

WITNESSETH:

United Way of Youngstown and the Mahoning Valley

\_\_\_\_\_

\_\_\_\_\_

(President)

WITNESSETH:

Provider

\_\_\_\_\_

\_\_\_\_\_

## **VISION**

For our children to be ready to go to school, our area needs to be ready to prepare children for success. Based on discussions with area educators, United Way believes the best way to prepare children for success is to begin early. We understand that quality early learning increases success in school, graduation rates, workforce readiness, job productivity and community engagement. United Way of Youngstown and the Mahoning Valley is committed to devoting resources to programs that give children opportunity to be successful in kindergarten and beyond.

## **GOALS AND OBJECTIVES**

United Way of Youngstown and the Mahoning Valley want every child in our community to have the best-possible start in life. One of the most important ways that goal can be met is through increased school readiness. We propose to do this by providing children the opportunity to:

- Establish familiarity with the physical structure
- Develop a relationship with the kindergarten teacher
- Learn to adhere to classroom structure
- Develop appropriate social skills
- Overcome any readiness deficiencies identified through the screening process

Children who participate in this program will exhibit age-appropriate or developmentally appropriate physical, emotional, social, and cognitive development. Process: Program Guidelines are shown on Attachment II. The services of the teacher(s) and/or aides will follow the guidelines for hiring established by the Provider.

## **TARGET POPULATION**

The targeted population will be students who may have one or more of the following categories:

- No Preschool experience
- Limited amount of Preschool experience
- Students who may benefit from a Pre-K summer intervention program as observed during registration.
- Inability to separate from family
- Poor social interaction
- Inability to follow simple directions
- Students who may benefit from a Pre-K summer intervention program as identified during registration
- Birth date that falls in May, June, July, or August.
- Eligibility for free and reduced lunch.
- Reports by family members of problems with pre-school skills
- Family history or reports of limited exposure to readiness activities and/or life experiences.
- Previous attendance at Head Start and still considered needing additional support.

## **CURRICULUM**

Curriculum will be identified and developed by the Provider and based on the needs of the children in the program and requirements set forth in the Ohio Department of Education's Early Learning Content Standards.

## **EVALUATION**

United Way of Youngstown and the Mahoning Valley is committed to outcomes evaluation that assesses the effectiveness of programs. A pre- and post-test chosen by United Way will be administered to all students. Teachers, aides and administrators will meet with United Way staff and/or designated volunteer to evaluate and adjust the program.

# Pre-Kindergarten Readiness Summer Program Attachment II

## REQUIREMENTS FOR PARTICIPATION

United Way of Youngstown and the Mahoning Valley, as part of their Success By 6 Initiative, will provide \$4,500 per unit/class to the District for a Pre-Kindergarten Summer Enhancement Program that will give children opportunity to be successful in kindergarten and beyond. The District will be required to:

1. Offer the program during the summer for a minimum period of **50 hours**.
2. Assure a certified teacher is in the classroom.
3. Offer teaching staff a minimum of **8 hours of planning**.
4. Provide United Way update staff list and dates of any special events (graduations, field trips, etc.) a week prior to program start.
5. Maintain a minimum enrollment of 12 and maximum of 15 students per class.
6. Maintain a maximum of 15:1 student/teacher ratio.
7. Provide a snack and/or lunch or breakfast depending on the time of day.
8. Use the pre- and post-test screening instruments for academic and social/emotional assessment as recommended by the Mahoning County Educational Service Center and approved by United Way.
9. Share student data and outcomes with United Way, specifically pre- and post-test results from the screening instruments.
10. Conduct a family/caregiver survey post-program to determine their satisfaction with the program and gain insight for ways of improvement.
11. Complete an **administrator and teacher** survey post-program to determine their satisfaction with the program and gain insight for ways of improvement.
12. Attend Success By 6 Zoom Meetings:
  - a. April 18, 2024
  - b. September 12, 2024

