

Memorandum of Agreement

This MOA is between
The State University of New York at Oneonta
and
the participating partner for the
Clinically-Rich Intensive Teacher Institute In
Bilingual Education (CR-ITI-BE)

This cooperative agreement reflects the overall commitment of each of the partners, as well as details the specific roles and responsibilities, services, materials, and/or fiscal resources each partner will provide to enhance the preparation of participants to receive a Bilingual Education Certification.

This MOA must include the following:

- the role of each partner in the recruitment, preparation, and mentoring of candidates;
- the process for the selection, recruitment and evaluation of mentor-teachers who demonstrate excellence in content area and a sincere intent to serve as mentor-teachers;
- the various types of assessments that will be used to evaluate candidates throughout the program;
- how such assessments will be utilized to prescribe study and authentic, real-world experiences that will enable candidates to develop the knowledge, understanding, and skills necessary to successfully meet the requirements of the program;
- the process for providing effective teaching in high-need schools,
- the process on how to obtain certification upon completion of the program.

CUNY/SUNY and its school/department of education agree to:

- Provide 15 s.h. of instruction and practice in courses that will prepare candidates for the Bilingual Education Assessment ;
- Assess candidate progress;
- Provide mentor training via webinar;
- Provide access to a course management system sufficient in quality to support instruction, curricular objectives, research, and candidate performance;
- Provide technical support and advisement;
- Administer student accounts;
- In addition, in compliance with Part 52.2 of the Regulations of the Commissioner of Education (<http://www.highered.nysed.gov/ocue/aipr/guidance/gpr6.html>) Section 52.2 Standards for the registration of undergraduate and graduate curricula, SUNY Oneonta will provide the financial resources necessary to accomplish its mission and the purposes of this curriculum;
- Provide qualified faculty with earned doctorates or other terminal degrees in the field in which they are teaching or shall have demonstrated, in other widely recognized ways, their special competence in the field in which they direct graduate students;
- Provide a program content coordinator who will be responsible for setting curricular objectives, for determining the means by which achievement of objectives is measured, for evaluating the achievement of curricular objectives, and for providing academic advice to students.

Requirements of mentor-teachers:

- Master's degree in Education
- Tenured in the school district

- At least three years of experience teaching K-12 English Language Learners in an inclusive environment.
- Recommended by the school administrators
- Participation in online training about the mentoring process and expectations.
- Participation in the College provided online professional development workshops based on research and best practices and make it available to the mentors.

Requirements of participating students (candidates):

- Must already have initial teaching certification in anything other than library media or technology specialist
- Must already have a minimum of 12 s.h. in a language other than English OR be eligible for the equivalent through an alternate pathway to certification, such as the Oral Proficiency Interview (OPI)
- Must sign the SUNY Oneonta Bilingual Education Tuition Assistance Agreement form (see attached)
- Prior to entry into the program, candidates will have successfully completed the Teacher Performance Assessment, or in the case of the safety net provision of 2014-15, the ATS-W or an initial teaching certification.
- For each course, candidates' will document field hours in bilingual classrooms (including their own, as relevant) through assignments such as lesson analysis, critique and redesign; evaluation and interpretation of student learning; and comparative strategies proposals with justifications and rationales.
- Create, justify, teach, reflect and adapt a sequence of lessons for a bilingual education classroom.

Assessment requirements and effective teaching practices in high-needs schools:

- A variety of assessments will be integrated throughout this program for the purpose of measuring candidates' application of bilingual education theories and research into their own teaching practice. This process will be recursive between course work and K-12 classrooms.
- With each course, candidates' will document field hours in bilingual classrooms (including their own, as relevant) through assignments such as lesson analysis, critique, and redesign; evaluation and interpretation of student learning; comparative strategies proposals with justifications and rationales.
- All candidates will be expected to create, justify, teach and adapt a sequence of lessons for a bilingual education classroom. Evidence of student learning from those lessons will be analyzed and interpreted to inform subsequent lessons.

Obtaining certification upon completion of the program

- Upon completion of course requirements, the SUNY Oneonta Registrar's Office will recommend the candidate for certification
- Elementary Education and Reading Department staff will provide information on taking the NYSTCEs required by State Ed.

Participating Partner agrees to:

- Summarize its roles and responsibilities in the design, implementation, and evaluation of the pilot program as described fully in the program narrative;
- Detail the specific services, materials, and/or fiscal resources to be provided
- Provide evaluative feedback to the College course instructors on candidate's classroom and professional performance

- Provide up to one continuous school year of mentored clinical experience by the assigned mentor-teacher for the candidate
- Provide support by a team comprised of program faculty, teachers and administrators at the high-need school and, if applicable, the superintendent.
- Enable all candidates to complete the new Teacher Performance Assessment in the context of the clinical residency

Institution Name _____

Name and Title _____

Signature _____ Date _____
(In blue ink)

Partner or LEA Name: _____

Principal or Authorized Administrator Name and Title:

Signature _____ Date _____
(In blue ink)

**State University of New York
Notary Acknowledgement**

(ACKNOWLEDGEMENT BY INDIVIDUAL)

STATE OF NEW YORK)
COUNTY OF) SS.:

On this _____ day of _____, 20___, before me personally came _____, to me known and known to me to be the person described in and who executed the foregoing instrument and he/she acknowledged to me that he/she executed the same.

Notary Public

SUNY Oneonta Bilingual Education Tuition Assistance Agreement 2018-2019

Participants in the 2018-19 SUNY Oneonta Bilingual Education program will be eligible for tuition assistance in the amount of \$300 per credit hour subject to the following terms and conditions (*Note: ongoing tuition assistance is provided by a New York State grant and is available to only the first 20 students who register for classes prior to the first semester of the program*):

- Confirmation that the participant’s base degree is valid for NYS Bilingual Education Certification. It is the participant’s responsibility to work with NYS Education Department or their BOCES certification officer to ensure that the base degree is applicable to this certification.
- Successful completion of the five-course, 15 credit hour, graduate-level program sequence, including field experience, within one year. Program requirements include minimum GPA of 3.0.
- Intent to support Bilingual Education by working as a full-time teacher in a New York State public school district for two years after certification (see statement below)
- Payment of balance of tuition not covered by Tuition Assistance and student fees on or before published semester due dates as indicated in table below
- Agreement to repay to SUNY Oneonta the Tuition Assistance amount deferred or disbursed pursuant to the SUNY Oneonta tuition liability schedule and terms of this agreement if the student:
 - does not hold a base degree valid for NYS Bilingual Education Certification; or
 - withdraws from the SUNY Oneonta program; or
 - does not successfully complete the course sequence below

Repayment due within 30 days of withdrawal, sequence completion, or deadline, as applicable

Estimated 2018-19 Bilingual Education Program Costs¹

Semester	Credit Hours	Tuition	Fees	Total Program Cost	Tuition Assistance	Student Cost	Payment Due Date
Summer 2018	6	\$2,718	\$126	\$2,839	\$1,800	\$1,039	14-May
Fall 2018	6	\$2,718	\$126	\$2,839	\$1,800	\$1,039	27-Aug
Spring 2019	3	\$1,359	\$68	\$1,422	\$900	\$522	16-Jan
Costs billed by SUNY Oneonta				\$7,100.00	\$4,500	\$2,600	
Textbooks (estimate)						\$500	
NY State Teacher Certification Examination Bilingual Education Assessment²						\$79	
Total Student Cost						\$3,179	

¹Estimates based on estimated NY resident graduate tuition and fee rates; tuition rates differ for non-NYS residents

²BEA exams are given during several testing windows throughout the year. Consult the NYSTCE website for test dates and further information: https://www.nystce.nesinc.com/PageView.aspx?f=HTML_FRAG/GENRB_TestDates.html

I have read and agree to the terms and conditions of this Tuition Assistance Agreement, and declare my intent to support Bilingual Education by working as a full-time teacher in public school district in New York State for two years following my certification in Bilingual Education through the New York State Education Department.

Student Name (print)

Student ID Number

Student Signature

Date