Memorandum of Understanding

This MOU is between
The State University of New York at Oneonta
and

_____________________________________________
(name of school)
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 MOU 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 practices 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 resources and support;
- 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 participating students (candidates):
- Must verify with the New York State Education Department that their base initial teaching certification is a valid base for the Bilingual Education Extension.
- 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; and comparative strategies proposals with justifications and rationales.
- All candidates will be expected to create, justify, teach, reflect 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:
- Allow candidate to complete pre-approved course-required observations and assignments in classrooms in the school.
Institution Name  SUNY College at Oneonta
Name and Title  Betty Tirado

Signature____________________ Date________________
(In blue ink)

Partner Name: ____________________________________________________________________

Principal or Authorized Administrator Name and Title: ____________________________________________________________________

Signature____________________ Date________________
(In blue ink)

**State University of New York**
**Notary Acknowledgement**

(Acknowledgement by Individual)

FORM IX

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

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SUNY Oneonta Bilingual Education Tuition Assistance Agreement 2016

Participants in the 2016 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:

- Successful completion of the five-course, 15 credit hour, graduate-level program sequence, including field experience, within one year
- Completion of all NYSED requirements for Bilingual Education certification, including certification exam, prior to April 1, 2017¹
- 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:
  - withdraws from the SUNY Oneonta program; or
  - does not successfully complete the course sequence below; or
  - does not pass the NYSED Bilingual Education Assessment prior to April 1, 2017¹

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

Estimated 2016 Bilingual Education Program Costs²

<table>
<thead>
<tr>
<th>Semester</th>
<th>Credit Hours</th>
<th>Tuition</th>
<th>Fees</th>
<th>Total Program Cost</th>
<th>Tuition Assistance</th>
<th>Student Cost</th>
<th>Payment Due Date</th>
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<td>Spring 2016</td>
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¹BEA (paper-based) exams are typically given in February, April, July, and October. Consult the NYSTCE website for test dates and further information: [http://www.nystce.nesinc.com/NY17_testdates.asp?pagetype=CBT](http://www.nystce.nesinc.com/NY17_testdates.asp?pagetype=CBT)

²Estimates based on proposed NY resident graduate tuition and fee rates

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