

Sacramento
Office of Education **County LEADERSHIP INSTITUTE**

MEMORANDUM OF UNDERSTANDING
Leadership Institute
August 1, 2016 – June 30, 2017

This Memorandum of Understanding (MOU) is between the **Sacramento County Office of Education's (SCOE) Leadership Institute** and the **CA Montessori Project**. The Sacramento County Office of Education will serve as the provider for a comprehensive, Preliminary Administrative Services Credential Program for the education community in the Sacramento Region. The **CA Montessori Project** will partner with the **SCOE Leadership Institute** with the purpose of working closely together to shape the work of the program in an effort to meet district needs, as well as support participants at all levels. Together, the **Leadership Institute** and the **CA Montessori Project** will address the growing leadership needs of the region.

This memorandum is intended to define the roles and responsibilities of the **Leadership Institute** and the **CA Montessori Project** in regards to supporting the program for aspiring administrators. Once signed by both parties, this MOU is in effect.

The SCOE Leadership Institute agrees to:

- Provide a high-quality, connected program that will recommend participants for their Preliminary Administrative Services Credential to the California Commission on Teacher Credentialing (CTC) upon successful completion of the program.
- Notify Superintendent or designee of successful completion of participants in Preliminary Administrative Services Credential Program.

CA Montessori Project agrees to:

- Provide a district coach to each participant to guide him/her around his/ her field project. Participants secure a volunteer coach and provide the name to the Leadership Institute.
- Provide district staff members to serve on a review panel at a year-end symposium involving fieldwork presentations.
- Apply the total 231 hours of program credit (15 hours = 1 unit/ 231 hours = 15.4 units) towards a candidate's current certificated salary schedule upon successful completion of program.

Other conditions SCOE Leadership Institute and CA Montessori Project agrees to:

Indemnity: The SCOE Leadership Institute, defend, and hold harmless the CA Montessori Project, its officers, agents, and employees from and against any and all loss, cost, damage, expense (including attorney fees), claim, suit, demand, or liability of any kind or character to any persons or property arising from or relating to any negligence of the SCOE Leadership Institute, its officers, agents, or employees.

CA Montessori Project shall indemnify, defend, and hold harmless the SCOE Leadership Institute, its officers, agents, and employees from and against any and all loss, cost, damage, expense (including attorney fees), claim, suit, demand, or liability of any kind or character to any persons or property arising from or relating to any negligence of its district, its officers, agents, or employees.

The undersigned represent all collaborative partners of the Leadership Institute and commit to insuring the successful implementation, monitoring, and assistance needed for completion of the program.

**For the SCOE Leadership Institute:
Sue Stickel, Deputy Superintendent
Sacramento County Office of Education**

**For the CA Montessori Project
Gary Bowman,
Executive Director/CEO**

 5-24-16
Signature and Date

 5-20-16
Signature and Date