



PARTNERSHIP AGREEMENT
Between
The Collaborative for Teaching and Learning and
Mary Todd Elementary
June 2015 - May 2016

This agreement, between the Collaborative for Teaching and Learning (CTL) and Mary Todd Elementary, describes the goals and expectations for school wide implementation of Project-Based Learning.

The goals for this agreement are:

- To engage teachers in project-based learning PD and coaching support so that they use PBL as the vehicle for organizing instruction.
- To build upon existing PBL efforts in the school, fostering higher levels of student learning.
- To develop the capacity of school leaders to support implementation of PBL.

Expectations for CTL:

CTL's PBL Professional Development Process for Mary Todd Elementary is summarized below, along with a projected time frame for each deliverable, for engaging 30 teachers and instructional leaders in PBL training and implementation.

PBL Professional Development Process	Time Frame
PBL Workshop (3 day) – Teachers Leave with One Project	June 2015
Virtual PBL Unit Refinement/Tuning Prior to Implementation	Aug/Sep 2015
Site Visits for Continued Model/Unit Refining	Sep/Oct 2015
Leadership Team Development	Oct 2015
Virtual and Sites Visit for Observation and Feedback during Projects	Oct/Nov 2015
Reflection and Revision/Coordination	Dec 2015
Refinement of PBL Understanding & Planning of Second Project	Jan 2016
Virtual PBL Unit Refinement/Tuning Prior to Implementation	Feb 2016
Virtual and Sites Visit for Observation and Feedback during Projects	March 2016
Culminating Day Debriefing/Reflection, Planning	May 2016

Expectations for Mary Todd Elementary:

- Identify and coordinate efforts, and oversee communications for MT Elem.
- Work with CTL to organize logistics for training and coaching that provide an appropriate timeframe and location for optimum interactions.

- Provide for any logistical, support, or participant expenses not covered in the fees and description provided here (see possible costs below), distance coaching and training logistics (Skype projection, set-up, etc. / cost to be incurred by school).
- Maintain communications with CTL program staff and leadership to identify and respond to ongoing needs of project participants.
- Provide leadership representatives at all training and coaching activities to demonstrate strong and continued commitment to the work of the project.
- Communicate to participating faculty accountability for implementation of new learning to improve professional practice.
- Allow CTL to videotape training and coaching activities as appropriate.

Budget for this agreement:

Costs include all labor, CTL travel expenses, and participant tools, materials, and print.

Total Budget: \$41,000

- Mary Todd Elementary \$20,000 secured
- CTL: \$11,000 in kind services
- \$10,000 to be secured through district or grant funds

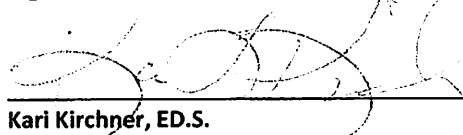
Other expenses to Mary Todd Elementary, not covered by the fees quoted here, may include


- local training-associated costs (subs/stipends, meals, site fees, etc)
- teacher release time for job-embedded coaching
- student and/or teacher materials, beyond those provided during direct training and/or coaching activities (including school-level distance coaching expenses)

This agreement is for work to be accomplished between June 1, 2015 and May 30, 2016, and may be amended to include additional services.

CTL will invoice Mary Todd Elementary in two installments: June 30, 2015 and May 1, 2016, with payment of invoices due within 30 days.

Signatures below indicate acceptance of this agreement.

 5-19-15
 Kari Kirchner, ED.S. Date
 Principal
 Mary Todd Elementary


 May 19, 2015
 Deborah Walker, ED.D. Date
 President and CEO
 CTL

