

MEMORANDUM OF UNDERSTANDING BETWEEN RAISE YOUR HAND TEXAS, CAMPUS LEADERS AND CAMPUS LEADERSHIP TEAMS, AND THEIR DISTRICTS

This Memorandum of Understanding (MOU) is entered into by and between the following entities

- **Raise Your Hand Texas** – a non-profit education organization working to improve public education by catalyzing research-driven innovation in policy and practice for all Texas students
- **Insert Campus Name**
- **Insert District Name**

I. Introduction

Raise Your Hand Texas knows school leaders are the linchpin of innovation needed to advance the quality of education across the state. For this reason, we invest in leadership development programs that build capacity in our state's public school leaders to ensure that all students receive a quality education that prepares them for success in life. Raise Your Hand has sponsored nearly one thousand principals across the state to attend training at the Harvard Graduate School of Education's Principals' Center.

II. Purpose

The purpose of the Raise Your Hand Texas Leadership Program is to select and invest in the development of Texas school leaders that exhibit (a) the potential to affect significant change at their campus, within their district, and across their region, and (b) a commitment to participating in ongoing professional learning opportunities sponsored by Raise Your Hand Texas. The purpose of this MOU is to set the terms and agreements between Raise Your Hand Texas, the school district, the campus leader, and when applicable the members of the campus leadership team.

III. Raise Your Hand Texas Responsibilities

Raise Your Hand Texas agrees to:

1. Pay for registration costs, round trip airfare from Texas to Boston, MA, and hotel costs (each participant is responsible for the cost of meals and ground transportation)
2. Facilitate professional learning opportunities beginning in August 2019 and terminating in June 2020
3. Provide at no cost a leadership symposium that will occur in early spring 2020

IV. Campus Leader and Campus Leadership Team Responsibilities

Each participating campus leader and campus leadership team member agrees to:

1. Complete all pre-work required by Raise Your Hand Texas and the Harvard Graduate School of Education including, but not limited to, pre-planning, goal-setting, and pre-readings
2. Communicate with Raise Your Hand Texas on program deadlines, travel, and other logistics
3. Upon request, submit all campus improvement plans to Raise Your Hand (e.g. campus improvement plans, targeted improvement plans, turnaround plans)
4. Upon request, grant Raise Your Hand access to your campus data for internal program evaluation
5. Attend and actively engage in all sessions at Harvard
6. Participate in all Harvard activities and complete all assignments
7. Participate in all Raise Your Hand evening events during the Harvard institute
8. Construct and submit a prospectus(es) to Raise Your Hand explaining your plan for applying your summer learning
9. Complete monthly progress updates on the submitted prospectus
10. Present an overview of your summer learning to principal colleagues in your district and to your district administration team
11. Attend the 2020 Raise Your Hand Texas Leadership Symposium
12. Volunteer to host a Raise Your Hand Texas site visit

13. Attend at least one Raise Your Hand Texas site visit

V. District Responsibilities

In consideration of the support provided by Raise Your Hand Texas to the district’s participating principal and campus leadership team, the district agrees to:

1. Support the participation of campus leaders and campus leadership team members in all activities outlined in Section IV
2. Reimburse Raise Your Hand Texas for costs associated with attending the Harvard Institute, if any of the participating members withdraw from the program after April 9, 2019.

VI. Terms

1. **Timeframe:** This MOU will commence on March 29, 2019 and will dissolve August 1, 2020.
2. **Employment:** To the best of his/her knowledge, each participating campus leader confirms that they will continue to serve as a school leader in a Texas public school in the 2019-2020 school year.
3. **Physical Health:** Each participating campus leaders confirms they are in reasonable physical health to participate in any physical activities.

VII. Signatures

Raise Your Hand Texas	District Superintendent or Designee	Campus Leaders
Signature/Date	Signature/Date	Signature/Date
Print Name/Title	Print Name/Title/Name of District	Print Name/Title/Name of Campus
		Signature/Date
		Print Name/Title/Name of Campus
		Signature/Date
		Print Name/Title/Name of Campus
		Signature/Date
		Print Name/Title/Name of Campus
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