

**Custom
Educational
Consulting**

Memorandum of Understanding
Comprehensive Support of Instruction

Browning Public Schools
and
Custom Educational Consulting

October 14, 2021

This Memorandum of Understanding (MOU) sets the terms and understanding between Browning Public Schools and Custom Educational Consulting (CEC) to meet requirements of Montana Comprehensive Support of Instruction (Title I) under the direction of the Montana Office of Public Instruction (MT OPI).

Browning Public Schools is participating in Comprehensive Support of Instruction. This funding allows educational consulting to assist in improving learning outcomes for students in Browning Middle School. CEC is a Comprehensive Support of Instruction-approved consultant provider.

Purpose

The purpose of the relationship between Browning Public Schools and CEC is to establish instructional protocols that can improve English Language Arts learning outcomes for Browning Middle School classrooms.

For 2021-2022, CEC will provide seven (7) days of on-site consulting by Brenda LeBrasse. This consulting will be with district-designated classroom teachers, school leadership, and school coach(es) to set protocols that align to Montana ELA standards, the Montana Literacy Plan, and the latest in educational research and best practices. Ms. LeBrasse's consulting work may include, but is not limited to, the following: modeling best instructional practices; modeling delivery of curriculum; guiding data analysis and using that information for instruction; aligning instruction with the Montana Literacy Standards; supporting intervention curricula and instruction; planning with school leadership to meet Browning Public School's Comprehensive

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Support of Instruction goals, establish strategies, and track progress toward meeting the goals; and collaborating with the Browning Public Schools district leadership, schools principals, School Leadership Teams, and MT Regional Specialists for effective Comprehensive Support of Instruction implementation.

The total cost for these 7 on-site days is \$17,500. If additional days are requested, Ms. LeBrasse and CEC are prepared to provide them at the rate of \$2,500/day. Browning Public Schools will receive funds from MT OPI through Comprehensive Support of Instruction (Title I) for payment of CEC services.

Reporting

Ms. LeBrasse will provide Site Visit documentation as directed by OPI.

Funding

Though this MOU is not a commitment of funds, the agreed daily compensation to CEC from Browning Public Schools is \$2,500 per consulting day for the on-site days. This rate is inclusive of consultant fees and consultant travel expenses.

Distance support is available should Browning Public Schools request it. Custom Educational Consulting LLC will invoice this distance support at \$312.50 per hour. Distance support will be invoiced in two-hour minimum blocks. Distance support hours are in place of, not in addition to, the designated number of on-site days. If distance support is utilized, Ms. LeBrasse will supply a running record of the days and time length of his off-site technical support as well as a summary of the work conducted.

Duration

This MOU is at-will and may be modified by mutual consent of authorized officials from Browning Public Schools or CEC. This MOU shall become effective upon signature by the authorized officials from Browning Public School and CEC and will remain in effect until modified or terminated by any one of the partners by mutual consent. In the absence of mutual agreement by the authorized officials from the Browning Public Schools and CEC, this MOU shall end on June 30, 2022.

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Contact Information

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_____ Date: _____
Dennis Juneau
Browning Public School, Assistant Superintendent



Marilyn Wade Masters
Custom Educational Consulting, President

Date: October 14, 2021