

# **C**ustom **E**ducational **C**onsulting

## **Memorandum of Understanding**

**Browning Public Schools—Comprehensive School Support**

and

Custom Educational Consulting

**2018-2019**

**Amended September 10, 2018**

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

### **Background**

Browning High School, Browning Middle School, Napi Elementary, Browning Elementary, and K. W. Bergan/Vina Chattin (combined), part of the Browning Public School system, are participating in the Comprehensive School Support Grant. Part of that grant requires educational consulting to assist in improving math learning outcomes for students in the participating schools. CEC is a Montana OPI-approved Comprehensive School Support Grant consultant provider.

## Purpose

The purpose of the relationship between Browning Public Schools and CEC is to establish instructional protocols that can improve math learning outcomes for Browning High School, Browning Middle School, Napi Elementary, Browning Elementary, and Bergan/Chattin Elementary (combined).

For the academic year 2018-2019, CEC will provide a total of twenty (20) days of consulting in BPS. (Though Bergan/Chattin are two different schools, they will be sharing a consulting allotment. Therefore, for the purposes of this MOU, they are considered as one entity.) This consulting will be with designated classroom teachers, classroom assistants or paraprofessionals, school leadership, and school coach(es) to implement math instructional strategies that support the goals stipulated in each school's Comprehensive Grant application and aligns with the latest in educational research and best practices.

Also, Browning Public Schools will receive funding for the participation of Ms. Mary Buck in the four (4) MCLP/Comprehensive Statewide Meetings Days.

Below is the assigned CEC consultant and the subject area receiving consulting for each school:

School	CEC Consultant	Subject Area	Consulting Days per Quarter	Total # of Consulting Days in 2018-2019
Browning High School	Michele Douglass	Math	1	4
Browning Middle School	Michele Douglass	Math	1	4
Napi Elementary School	Mary Buck	Math	1	4
Browning Elementary	Mary Buck	Math	1	4
Bergan/Chattin (combined)	Mary Buck	Math	1	4
Statewide Meeting Days	Mary Buck	Meetings	n/a	4
Total Days in 2018-2019				24

The consultants' work will 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 Common Core Standards; and collaborating with school principals and leadership teams, as well as MT OPI Comprehensive School Support personnel, for improved student learning outcomes.

## Reporting

Ms. Mary Buck and Dr. Michele Douglass will provide reports as required by MT OPI after each visit and will debrief school and district administrators as requested.

## 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 all 5 schools. This rate is inclusive of consultant fee and consultant travel expenses.

MT OPI will send funds for Ms. Buck's attendance for four (4) days at the Fall 2018 (2 days) and Spring 2019 (2 days) MCLP/Comprehensive Statewide Meetings. The total cost for these 4 Statewide Meeting days is \$10,000.

School	Total # of Consulting Days in 2018-2019	Cost per Consulting Day	Total # of Consulting Days in 2018-2019
Browning High School	4	\$2,500	\$10,000
Browning Middle School	4	\$2,500	\$10,000
Napi Elementary School	4	\$2,500	\$10,000
Browning Elementary	4	\$2,500	\$10,000
Bergan/Chattin (combined)	4	\$2,500	\$10,000
Statewide Meeting Days for Mary Buck	4	\$2,500	\$10,000
Total Days in 2018-2019	24		\$60,000

## 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 Schools 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 Browning Public Schools and CEC, this MOU shall end on June 30, 2019.

## Contact Information

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\_\_\_\_\_ Date: \_\_\_\_\_

Jeri Matt  
Browning Public Schools, Curriculum Coordinator



Date: August 12, 2018 **Amended Sept. 10, 2018**

Marilyn Wade Masters  
Custom Educational Consulting, President