

Memorandum of Understanding (MOU)
between Denton Independent School District
and The Kid Zone Learning Center

Program Description

Denton Independent School District (DENTON ISD) and THE KID ZONE LEARNING CENTER will collaborate to provide children and their families a comprehensive and cohesive early childhood program. Students in the collaborative classes will receive 185 minutes of Pre-K instruction from a certified DENTON ISD Pre-K teacher and up to 9 hours of wrap-around child care from THE KID ZONE LEARNING CENTER teachers.

Mission

Our mission is to offer families and children the option of a DENTON ISD Pre-K class with full-day, high quality wraparound early care and education.

Class Composition

1. The maximum size for the combination 3 and 4 -year-old class is 22 students with (2) adults: child ratio of 1:11.
2. The collaborative 3 and 4-year-old class will provide 22 spaces with a minimum of 15 spaces and a maximum of 18 spaces for DENTON ISD Pre-K eligible children and a minimum of 1 space and a maximum of 4 spaces for THE KID ZONE LEARNING CENTER only.
3. Pre-K eligible as stated above is defined by the Texas Pre-K Enrollment Guidelines.
4. All 3-year-old students who are eligible for DENTON ISD Pre-K will be placed in the same 3 and 4-year-old class. All 4-year-old students who are eligible for DENTON ISD Pre-K will be placed in the same 3 and 4-year-old class.

Teachers/Instruction

1. DENTON ISD will provide a Pre-K teacher and a paraprofessional for the collaborative Pre-K class.
2. DENTON ISD Pre-K teacher will provide 183 minutes of Pre-K instruction to one group of children and 183 minutes of Pre-K instruction to a second group of children per day following the DENTON ISD school calendar.
3. THE KID ZONE LEARNING CENTER will provide teacher/s to provide/offer Child Care before and after DENTON ISD Pre-K class.

4. The DENTON ISD Pre-K teacher and THE KID ZONE LEARNING CENTER teachers will work together to coordinate classroom instruction.
5. When the DENTON ISD teacher is absent, he/she will contact the Director of THE KID ZONE LEARNING CENTER and DENTON ISD substitute scheduling system.
6. DENTON ISD will provide a substitute when the DENTON ISD teacher is absent.
7. When THE KID ZONE LEARNING CENTER teacher(s) are absent, they will contact Director of the Center, following THE KID ZONE LEARNING CENTER procedures.
8. THE KID ZONE LEARNING CENTER will provide a substitute when THE KID ZONE LEARNING CENTER teacher is absent.
9. A DENTON ISD Administrator will serve as the supervisor and evaluator for the DENTON ISD Pre-K teacher.
10. THE KID ZONE LEARNING CENTER Director will serve as supervisor and evaluator for THE KID ZONE LEARNING CENTER teacher.
11. If an issue arises with the DENTON ISD teacher on site, the issue should first be discussed between THE KID ZONE LEARNING CENTER staff and the DENTON ISD teacher. If the issue is not resolved, then the DENTON ISD teacher should meet together with THE KID ZONE LEARNING CENTER Director and the DENTON ISD Early Childhood Coordinator.
12. If an issue arises with THE KID ZONE LEARNING CENTER teacher in the collaborative classroom, the DENTON ISD teacher may discuss these issues with THE KID ZONE LEARNING CENTER teacher. If the issue is not resolved, the DENTON ISD teacher will discuss the issue with THE KID ZONE LEARNING CENTER Director. If the issue is still not resolved, THE KID ZONE LEARNING CENTER Director should contact the DENTON ISD Early Childhood Coordinator.
13. Any issues still unresolved after following the process listed above will be referred to the DENTON ISD Area Superintendent responsible for the Pre-K program and THE KID ZONE LEARNING CENTER Owner/Director.
14. THE KID ZONE LEARNING CENTER Director and DENTON ISD Early Childhood Coordinator will communicate as needed regarding supervisory issues.
15. The DENTON ISD teacher working in the collaborative class will abide by Child Care Licensing Minimum standards and all policies in THE KID ZONE LEARNING CENTER Employee Handbook excluding uniform dress code. DENTON ISD teachers will conduct themselves in accordance with DENTON ISD Employees Handbook as well.

Schedule

1. DENTON ISD will provide Pre-K instruction in accordance with the DENTON ISD school year calendar following this schedule:

7:45 - 10:55 DENTON ISD Pre-K for 3 & 4 -year-olds (AM Session)

10:55 - 11:40 DENTON ISD Teacher Conference

11:40 - 12:10 DENTON ISD Teacher & PARA Lunch

12:10 - 3:20 DENTON ISD Pre-K for 3 & 4-year-olds (PM Session)
2. THE KID ZONE LEARNING CENTER will provide child care for students in the collaborative classes before and after Pre-Kindergarten in accordance with THE KID ZONE LEARNING CENTER calendar.
3. The DENTON ISD teacher will receive a 30-minute duty-free lunch and 45 minutes of planning time immediately following the morning Pre-K instructional time.
4. The DENTON ISD teacher will report daily attendance as instructed by DENTON ISD Early Childhood Coordinator and deliver absence notes once per week.

Curriculum

1. The collaborative class will use DLM Express curriculum and the UbD units of study.
2. DENTON ISD will provide the curriculum that will stay in the collaborative classroom for the duration of the school year.

Professional Development

1. All of THE KID ZONE LEARNING CENTER teachers and directors at THE KID ZONE LEARNING CENTER will be invited to professional development opportunities hosted by Denton Independent School District.
2. The DENTON ISD teacher will be invited to all training and professional development hosted by THE KID ZONE LEARNING CENTER.
3. The DENTON ISD teacher will attend participate in New Employee Orientation hosted by THE KID ZONE LEARNING CENTER.

Assessment and Ongoing Progress Monitoring

1. The DENTON ISD teacher will complete DENTON ISD report cards for all DENTON ISD students.
2. The DENTON ISD teacher and THE KID ZONE LEARNING CENTER teachers will complete the School Ready Collaborative assessments.
3. The DENTON ISD teacher will share all assessments with THE KID ZONE LEARNING CENTER teacher and Director.

Coordination of Student Support and Supplementary Services

1. THE KID ZONE LEARNING CENTER will provide breakfast, lunch and snack for children in the collaborative classroom.
2. Families of students in the collaborative classroom will be responsible for transportation to and from THE KID ZONE LEARNING CENTER.
3. The DENTON ISD Elementary school nurse will provide visual and hearing screenings to DENTON ISD students in the collaborative classes.
4. THE KID ZONE LEARNING CENTER and DENTON ISD will report any child abuse allegations within 24 hours, per Child Care Licensing Minimum Standards.
5. DENTON ISD and THE KID ZONE LEARNING CENTER teachers will refer children who may need special education services to the DENTON ISD Elementary Diagnostician Counselor and complete THE KID ZONE LEARNING CENTER Special Needs Policy packet.
6. DENTON ISD has a legal obligation to maintain the confidentiality and privacy of student records in accordance with applicable law and regulations, specifically the Family Educational Rights and Privacy Act (FERPA). THE KID ZONE LEARNING CENTER and its authorized representatives may only receive student information upon obtaining written authorization from the student's parents in compliance with the requirements and exceptions outlined in FERPA. THE KID ZONE LEARNING CENTER shall provide DENTON ISD with a copy of the parent's written authorization. THE KID ZONE LEARNING CENTER and its authorized representatives acknowledge that they must comply with said law and regulations and safeguard student information. THE KID ZONE LEARNING CENTER and its authorized representatives may not re-disclose the information to a third party without prior written consent from the DENTON ISD, the parent or eligible student. THE KID ZONE LEARNING CENTER and its authorized representatives must destroy any student information received from the DENTON ISD when no longer needed for the purposes listed in this Agreement. THE KID ZONE LEARNING CENTER and its authorized representatives must maintain the confidentiality of the student records

according to commercially reasonable administrative, physical and technical standards that are no less rigorous than the standards by which THE KID ZONE LEARNING CENTER protects its own confidential information.

Physical Environment

1. The DENTON ISD teacher will have access to the collaborative classroom after work hours to set up the classroom and prepare activities/lessons as needed.
2. THE KID ZONE LEARNING CENTER will be provided classroom furniture and learning materials for the collaborative classroom from DENTON ISD.
3. The DENTON ISD teacher will collaborate with DENTON ISD Early Childhood Coordinator on ordering supplies. DENTON ISD will also provide consumable materials for the collaborative classroom.
4. The DENTON ISD teacher will have access to THE KID ZONE LEARNING CENTER office equipment (copier, fax, etc.) for educational services.
5. DENTON ISD will provide a laptop computer to be used by the DENTON ISD collaborative classroom.
6. THE KID ZONE LEARNING CENTER will provide wireless internet access for the DENTON ISD teacher.
7. THE KID ZONE LEARNING CENTER will provide the DENTON ISD teacher with personal storage space.
8. THE KID ZONE LEARNING CENTER will provide classroom repairs when the DENTON ISD teacher informs THE KID ZONE LEARNING CENTER Owner/Director, not including DENTON ISD furniture or technology.
9. THE KID ZONE LEARNING CENTER will provide custodial supplies and services.
10. THE KID ZONE LEARNING CENTER will pay rent and building utilities.

Communication with Parents and Parent Involvement

ENROLLMENT

1. Onsite registration will be offered at Hodge Elementary School before school begins and throughout the year.
2. DENTON ISD and THE KID ZONE LEARNING CENTER will maintain copies of student records.
3. All parents of children in the collaborative class must comply with Child Care Licensing minimum standards for enrollment, THE KID ZONE LEARNING CENTER policies and

DENTON ISD polices and regulations.

ONGOING COMMUNICATION

4. Parents of students in the collaborative class will provide written permission for THE KID ZONE LEARNING CENTER to communicate with DENTON ISD and vice versa.
5. If a parent expresses a concern or complaint, THE KID ZONE LEARNING CENTER Owner/Director, THE KID ZONE LEARNING CENTER teachers, DENTON ISD Area Superintendent for Pre-K Program, DENTON ISD Early Childhood Coordinator, and/or DENTON ISD Pre-K teacher will share information with other collaborative partners.
6. Last minute communications from DENTON ISD to the families of students in the collaborative class will be emailed or faxed to THE KID ZONE LEARNING CENTER. THE KID ZONE LEARNING CENTER will print notices to send home on the day requested.

Management of the Collaboration

1. DENTON ISD and THE KID ZONE LEARNING CENTER will work together to meet the target attendance level of at least 90% for the collaborative classes.
2. THE KID ZONE LEARNING CENTER assumes responsibility for complying with all Child Care Licensing regulations.
3. The DENTON ISD Area Superintendent for Pre-K Program, DENTON ISD Early Childhood Coordinator and THE KID ZONE LEARNING CENTER Owner/Director will meet twice during the year to monitor the collaboration and make changes as needed.

The DENTON INDEPENDENT SCHOOL DISTRICT and THE KID ZONE LEARNING CENTER shall each retain the right to terminate or amend this agreement upon giving a thirty (30) day written notice to the other party.

This agreement is in effect from August 1, 2018 – June 1, 2019.

_____	_____
Dr. Jamie Wilson, Superintendent	Date
_____	_____
Mia Price, Board President	Date
_____	_____
Jacqueline Roberson, The Kid Zone Learning Center Owner/Director	Date