

**Partners in Education
Memorandum of Understanding
Between the Derby Board of Education and Post University**

January 13, 2016

The intent of this memorandum is to outline the understanding between the Derby Board of Education (“BOE”), acting on the behalf of itself and the City of Derby (“City”), and Post University to provide access to educational benefits as a means of improving employee recruitment, retention, and qualifications.

The following is a general description of the activities undertaken by the two parties to achieve these objectives:

1. Post University will provide access to a variety of undergraduate and graduate degree programs that meet the needs of residents and employees of the BOE/City and their dependents. Individuals will have the flexibility and convenience of a) taking accelerated degree program courses online, at any of Post University’s Regional Locations in Connecticut or a combination of both; or b) enrolling at Post University’s traditional, four-year main campus in Waterbury, Connecticut.
2. The Derby BOE and Post University will work together to define ways that employees, their dependents and residents can earn college credit toward a degree for educational activities undertaken at the City.
3. Post University also will work with the BOE and City employees, their dependents and residents to accept the transfer of credits earned at other accredited higher education institutions or through employee development trainings offered at the City.
4. The BOE and City will have access to the Career Services department at Post University in which they can submit job postings as well as utilize the internship program.
5. Post University will collaborate with the BOE in the creation and distribution of information on educational benefits and degree program options afforded to employees through this partnership. Post University will then produce all promotional materials. The BOE will have the right to review and approve the content of all written and online promotional materials prior to publication and distribution.
6. Partnership materials and activities will include, but are not be limited to:
 - o A website landing page and a link from your company website to the landing page
 - o A document that lists which educational activities qualify for Post University credit and indicates how much credit will be awarded

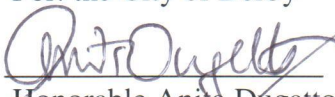
- Emails to agreed-upon lists of employees describing the program with links to relevant website content minimally on a quarterly basis. Email content will be produced by Post University and reviewed by the BOE. Emails that are distributed to employees will include a cc to a designated Post University contact(s).
 - Regularly scheduled opportunities for interested individuals or groups of employees to meet with a Post University representative to learn about these educational benefits
 - Inclusion of the BOE and City as a Post University Partner in Education participant on the University's website
 - Inclusion of a link to the landing page on the BOE and City Intranet and/or the employee page of the external websites
 - Other mutually agreed upon promotional materials and/or opportunities may include:
 - Webinars
 - Lunch and learns
 - Flyers
 - Submission of articles to the organization newsletter
 - Brochures
 - Posters
 - Payroll stuffers
 - In-service/professional development programs
 - Materials for inclusion in employees' benefits packages
7. Post University will offer a **15 percent tuition grant** to individuals taking undergraduate and graduate courses at Post University. This offer is extended to employees of the BOE, City, immediate family members (including spouses and children) as well as all residents of the City. This tuition grant cannot be combined with other scholarships or discounts offered by Post University. Employees and residents who are enrolled in classes prior to the signing of the Memorandum of Understanding can apply the tuition grant for their remaining coursework. It will not go towards classes taken prior to the signing of the Memorandum of Understanding.
8. Post University will encourage your academically and professionally qualified employees to submit their credentials for evaluation and selection as an adjunct professor with Post University.
9. The above outlines the intent of the BOE/City and Post University and will be followed by action plans when needed that detail the steps required to accomplish these objectives. The Memorandum of Understanding shall remain in effect unless either party provides a 30-day prior written notice. The parties agree to work together under the conditions described above.

For: Post University



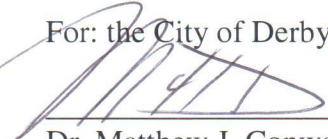
 David Higley
 Chief Marketing Officer
 Date:

For: the City of Derby



 Honorable Anita Dugatto
 Mayor, City of Derby
 Date: 1-14-16

For: the City of Derby



 Dr. Matthew J. Conway, Jr.
 Superintendent
 Date: 1-14-16