



MEMORANDUM OF AGREEMENT

BETWEEN

DeSoto ISD

AND

DALLAS COLLEGE

THIS MEMORANDUM OF AGREEMENT ("Agreement") is made as of this 1st day of July, 2025, between DeSoto ISD ("DISD"), and Dallas College ("College" or "Dallas College"). The College and DISD may hereafter be individually referred to as "Party" and collectively, as "Parties."

WHEREAS, Dallas College, through its School of Education ("SOE"), is the first community college in the State of Texas to offer a bachelor's degree in Early Childhood Education; and

WHEREAS, in support of its Early Childhood Education program, Dallas College wishes to create a framework to support its students with an engaging learning model that supports high-quality mentorship, clinical practice and coursework modules that will ensure the provision of highly qualified teacher candidates that can meet the extreme needs of school systems across the Dallas area; and

WHEREAS, DISD seeks to recruit and develop skillfully trained individuals who have the pedagogical and practical capabilities to meet student performance expectations and who are committed to teaching in high-need school communities in the Dallas area;

WHEREAS, the Parties seek to establish a Paraprofessional-to-Teacher Agreement that provides at least ten (10) current DISD employees a pathway to complete a bachelor's degree in Early Childhood Education and Teaching and a pathway to teacher certification.

WHEREAS, the Paraprofessional-to-Teacher Agreement will be structured as a Residency opportunity to co-teach and co-plan for instruction with a dedicated mentor teacher via a gradual release model that provides numerous opportunities for the candidate to lead whole group instruction. The exact responsibilities for the fourth year will be memorialized in an updated job description that DISD and Dallas College will co-create during the 2025-2026 academic year.

NOW, THEREFORE, the Parties agree as follows:

Performance Period. This Agreement shall be for a period of performance ("Term") beginning **July 1, 2025 and ending June 30, 2026**. The agreement may be renewed for two one-year terms, provided that DISD has given Dallas College written notice of the District's intention to renew not later than thirty (30) days prior to the expiration of the then-current term and provided further that at the time that DISD gives its written notice, Dallas College is not in default and the contract has not been terminated.

PARAPROFESSIONAL-TO-TEACHER AGREEMENT

1. Paraprofessional Recruitment and Selection: DISD shall recruit and select Paraprofessionals for participation in the Paraprofessional-to-Teacher Agreement.
2. Agreed Number of Paraprofessionals: DISD shall select at least ten (10) paraprofessionals to participate in the Paraprofessional-to-Teacher Agreement.
3. Release Time: DISD agrees to provide Paraprofessionals release time on designated district professional learning days during the first 90 credit hours of the bachelor's degree program to participate in coursework and other learning activities related to the program.
5. Residency Year: Upon successful completion of the first 90 credit hours of the program, DISD agrees to adapt the candidate's responsibilities so that each candidate can co-teach and co-plan for instruction with a dedicated mentor teacher via a gradual release model that provides numerous opportunities for the candidate to lead whole group instruction. The exact responsibilities for the fourth year will be memorialized in an updated job description that DISD and Dallas College will co-create during the 2025-2026 academic year.
6. Cohort Placement: DISD and Dallas College hereby agree to collaborate in good faith to identify individual DISD schools appropriate for training ("host schools") and to identify mentor teachers who meet the criteria outlined in Attachment I, Mentor Selection, during the paraprofessionals residency year.

OVERARCHING PROVISIONS

1. Termination Provision. If Dallas College shall fail to fulfill its obligations under this Agreement, or if Dallas College breaches any of the covenants, agreements, representations, or stipulations of this Agreement (collectively, the "Dallas College Default"), DISD may terminate this Agreement for cause at any time in the following manner: DISD shall provide Dallas College written notice of the Dallas College Default and an explanation of its decision to terminate this Agreement. Dallas College shall have thirty (30) calendar days after the receipt of DISD's written notice to Dallas College to cure the Dallas College Default ("Dallas College Cure Period"). If Dallas College does not cure the Dallas College Default to the reasonable satisfaction of DISD by the expiration of the Dallas College Cure Period, DISD may then terminate this Agreement immediately. Dallas College shall not be relieved of liability to DISD by virtue of any breach of this Agreement.

If DISD shall fail to fulfill its obligations under this Agreement, or if DISD breaches any of the covenants, agreements, representations, or stipulations of this Agreement (collectively, the "DISD Default"), Dallas College may terminate this Agreement for cause at any time in the following manner: Dallas College shall provide DISD written notice of the DISD Default and an explanation of the of its decision to terminate this Agreement. DISD shall have thirty (30) calendar days after the receipt of Dallas College's written notice to DISD to cure the DISD Default ("DISD Cure Period"). If DISD does not cure the DISD Default to the reasonable satisfaction of Dallas College by the expiration of the DISD Cure Period, Dallas College may then terminate this Agreement immediately.

This Agreement may be terminated for any other reasons upon mutual agreement of DISD and Dallas College. Any such request for termination shall be made in writing, provided to the individuals designated in Section 14 herein, and shall be effective upon the signature of both Parties.

2. Notices

Notices to DISD shall be directed to:

Name, Title

EMAIL address

Physical address

Notices to Dallas College shall be directed to:

Sara DeLano, Dean of Educator Pathways and Teacher Preparation, Dallas College

Dallas College

sdelano@dallascollege.edu

3737 Motley Dr.

DeSoto, TX 75150

IN WITNESS WHEREOF, the Parties have signed and sealed this Agreement as of the day first written above.

By: Name
Title
DeSoto ISD

By: Dr. Shawnda Floyd, Provost & Vice
Chancellor of Workforce Education
Dallas College

Date
Approved as to form for DISD ONLY:

Date

Date

ATTACHMENT I

AGREEMENT REQUIREMENTS

Requirements for Paraprofessional-to-Teacher Agreement:

Coursework & Coaching Support

Paraprofessionals will need to leave their school building, on pre-selected designated days, during the first 90 credit hours to attend professional development as designated by Dallas College Faculty/Staff to engage in sessions relevant to Paraprofessional success.

- ⌘ Paraprofessionals will participate in an in-person cohort meeting with Dallas College employees on designated district professional learning days, during the first 90 credit hours.
- ⌘ Paraprofessionals must be allowed to record their practice for coaching and coursework purposes consistent with the rules for recording students as established by DISD and will adhere to all photography and videography rules as determined by DISD.
- ⌘ Paraprofessionals must be able to administer assessments and collect data for coursework purposes

Requirements for Resident Year: In the fourth year of the program, the responsibilities of the candidate will be adapted so that each candidate has the opportunity to co-teach and co-plan for instruction with a dedicated mentor teacher via a gradual release model that provides numerous opportunities for the candidate to lead whole group instruction. Adaptive residents will be expected to dedicate 40% of their work week under the tutelage of a mentor teacher.

The exact responsibilities for the fourth year will be memorialized in an updated job description that DISD and Dallas College will co-create during the 2025-2026 academic year.

Mentor Selection

DISD agrees to select an employee (teacher of record) to mentor the paraprofessional while the paraprofessional completes the first 90 credit hours of the bachelor's degree.

Mentor Responsibilities

The mentor must:

1. Meet with the paraprofessional monthly to discuss their progress
2. Sign off on the program competencies and tasks within the online platform that Dallas College uses for program reporting.

Host Classrooms

- ⌘ Dallas College requires Residents (students at Dallas College and Paraprofessionals of DISD) to teach in one classroom setting during the residency year, whenever possible.
- ⌘ Residents are expected to partner with the host teacher, shadow the host teacher throughout the school day, and enact a co-teaching model to deliver instruction to students in both whole and small group settings.
- ⌘ Residents are expected to engage in a gradual release of responsibility with their host teachers that will allow them to actively plan and facilitate instructional activities and interact with students as appropriate, based on their readiness and under the observation of a mentor teacher.
- ⌘ Residents are required to complete clinical assignments inside and outside of their host classrooms. Course assignments will require residents to work with elementary students at various elementary grade levels and in different educational settings.
- ⌘ Residents may, at times, administer assessments and collect data on students. All data collected will follow the process outlined in Attachment III and may be used to support instructional planning by the resident or program improvement by the organization.
- ⌘ Residents are expected to shadow their host teacher during any professional development occurring within the school day.

Mentor Selection

Dallas College and DISD will collaborate on the selection of mentors that will train Residents. Chosen mentors will meet the requirements established by Dallas College and DISD to ensure consistency and effectiveness.

Mentor teachers must:

- ⌘ Have at least three years of classroom experience and at least one year of experience teaching in the grade level where the resident is assigned

- ⊄ Be recommended by their principal
- ⊄ Have been rated effective or above by campus leaders
- ⊄ Have a proven record of increasing student achievement, strong classroom management practices, and demonstrated success in implementing social emotional learning techniques with students

Mentor Responsibilities

The Mentor teacher must support the resident's learning during the residency year. This includes:

1. Co-planning with the resident
2. Following the gradual release co-teaching model outlined in the Dallas College Mentor handbook.
3. Providing the resident with written feedback regarding their development of key teaching skills at least twice per semester
4. Meeting with the resident's faculty coach at least twice per semester to discuss the resident's progress
5. Signing off on the program competencies and tasks within the online platform that Dallas College uses for program reporting.
6. Informing the resident's faculty member in a timely manner of any concerns regarding the resident's performance

Mentor Training

Dallas College will provide training to mentor teachers on co-teaching strategies, effective relationship building strategies, how to give actionable feedback that is grounded in student learning and that results in the resident knowing the exact next step to take to improve their teaching practice.

DISD agrees to provide at least three days of release time (one prior to the first day students return, one during the fall semester, and one during the spring semester) to mentors to participate in the training outlined above. During these days, the resident is expected to cover the teacher's classroom responsibilities.

Placement Obligations

DISD commits to placing Dallas College Residents on campuses not to exceed the Dallas County jurisdiction. DISD will also place Residents in the content area of which they have been preparing. DISD shall not place Dallas College Resident in substitute or auxiliary positions. DISD shall not assign administrative responsibilities to Residents inside or outside of the host classroom. During the residency year, Residents are employees of DISD, therefore, DISD reserves the right to terminate the services of any Resident during their employment.

School Services

Residents may substitute teach one day per week, (inside or outside of host teacher's classroom) based on individual campus need. Residents must be on their individual campuses at least six (6) weeks before they are able to serve in a substitute teacher capacity. More than one class period of substituting in the absence of a teacher of record constitutes one day.

DISD Obligations

- ∄ DISD agrees to complete two (2) surveys per year (fall and spring) regarding Paraprofessionals' or Residents' progress.
- ∄ DISD agrees to communicate with Dallas College's Dean of Educator Pathways and teacher Preparation, Sara DeLano quarterly, or on an as-needed basis.
- ∄ DISD agrees to select host classrooms using the criteria provided by Dallas College.
- ∄ DISD agrees to allow Dallas College Residents access to participate in professional development offered to its teachers.

Nothing in this Agreement creates a partnership or joint venture between the Parties.