

Memorandum of Understanding

Between Denver Public Schools Head Start Delegate Program
and
Denver Federation for Paraprofessionals and Nutrition Service Employees
Effective Starting the 2018-19 School Year

In consideration of the requirements set forth by the Federal Government's Head Start Act, Public Law 110-134 for Head Start programs, the parties agree as follows:

Denver Public Schools (DPS) Early Childhood Education (ECE) Paraprofessionals assigned to a DPS Head Start classroom who meet at least one of the following requirements are eligible to receive a stipend in the amount of \$150 per semester, total of \$300 per school year, contingent on availability of funds in the DPS Head Start Delegate program.

The stipend is to be compensated in the Fall Semester (December) and in the Spring Semester (May) of the same school year in which the requirement is met. The requirements are separated into two groups:

- 1) DPS Head Start Paraprofessionals Who Have Not Met Head Start Qualifications (required); and
- 2) DPS Head Start Paraprofessionals Who Have Met Head Start Qualifications (optional).

DPS Head Start Paraprofessionals Who <u>Have Not Met</u> Head Start Qualifications	DPS Head Start Paraprofessionals Who <u>Have Met</u> Head Start Qualifications
<p><i>ECE Paraprofessionals assigned to a DPS Head Start classroom are required to participate in the development of a <u>Head Start Professional Development Plan for Paraprofessionals</u> leading to completion of requirements for Head Start staff qualifications within two years of assignment in the DPS Head Start classroom. The requirements are as follows:</i></p> <ul style="list-style-type: none"> • Adequate coursework enrollment and progress leading to the completion of an associate degree or baccalaureate degree in Early Childhood Education, Child Development or related field within two years of assignment in the Head Start classroom; or • Adequate coursework enrollment and progress leading toward the completion of a Child Development Associate (CDA) within two years of assignment in the Head Start classroom; or • Adequate coursework enrollment and progress leading to the completion of Head Start CDA Equivalency plan (completion of courses ECE 101, 102, and 238 through the Colorado community college system); or • Adequate progress leading to the completion of Colorado Child Care Director Qualification status. 	<p><i>ECE Paraprofessionals assigned to a DPS Head Start classroom who have met Head Start qualifications are encouraged to participate in the optional development of a <u>Head Start Professional Development Plan for Paraprofessionals</u> leading to advanced understanding of Early Childhood Education best practices. The stipend requirements are as follows:</i></p> <ul style="list-style-type: none"> • Adequate coursework enrollment and progress leading to the completion of an advanced degree in Early Childhood Education, Child Development or related field; or • Adequate progress and development of a Professional Development Unit (http://plc.dpsk12.org/pdu/) in collaboration with a DPS licensed teacher and successful completion by the end of the school year; or • Self-designation of Champion for the Culture of Wellness Program (COWP) in your school's ECE classrooms throughout the school year, with prior approval by teacher and principal; or • 15-minute presentation during a DPS HS Professional Learning day after attending a conference, district training, or similar event which focuses on ECE, per semester; or • Presentation at a conference or major event such as the Rocky Mountain Early Childhood Conference, in collaboration with a DPS licensed teacher or a member of the DPS Head Start Management Team during the school year; or • Become the lead DPS HS staff contact and provider of knowledge and understanding about a special project such as Homework Activity Packets, 5x5, etc.; • Para-representative in school leadership group throughout the school year; or • Another related project presented to and approved by the DPS Head Start Education Coordinator and Leadership.

To be eligible for these Fall and Spring stipends, a DPS Head Start Professional Development Plan for Paraprofessionals must be developed and approved by the DPS Head Start Education Coordinator and/or Education Mentor Contract and submitted to DPS HS Leadership by the end of September of the practicing school year. Status updates or semester completion of requirements are to be submitted to the DPS Head Start Education Coordinator and/or Education Mentor Contract by December 1 for the Fall semester stipend and by May 1 for the Spring semester stipend, of the school year in practice.

If the Department of Health and Human Services, Administration for Children, Youth and Families, Office of Head Start or the City and County of Denver, Head Start Grantee, or any other agency modifies, adds or eliminates policies or regulations that impact qualifications required for ECE Paraprofessionals assigned to Head Start classrooms, this MOA will be modified accordingly and signed by both parties.

DFPNSE Representatives

DPS District 1 Representatives

By: _____

By: _____

By: _____

By: _____

Date: _____

Date: _____