

**School Readiness Coalition of Racine  
2012-2014 MEMORANDUM OF UNDERSTANDING (MOU)**

**Among**

**Racine Unified School District (RUSD)**

**and**

**Racine Kenosha Community Action Agency (RKCAA) for  
Head Start**

**and**

**Next Generation Now (NGN)**

**and**

**21<sup>st</sup> Century Preparatory School (21<sup>st</sup> CPS)**

**and**

**United Way of Racine County (UWRC)**

**and**

**The Johnson Foundation at Wingspread (TJF)**

**This is an agreement between the parties listed above hereinafter referred to as  
“The Coalition”**

## **I. PURPOSE & SCOPE**

The purpose of this MOU is to specify the roles and responsibilities of each party as we work to implement and test a process to assess the growth and development of 4-5 year old children and to establish methods and means for monitoring progress as they move through Kindergarten and complete the primary grades. Through the Coalition, the parties will increase collaboration between agencies, use common tools and training for assessment of young children and share resources in order to reduce costs and avoid unnecessary duplication of services. The ultimate goal of the Coalition is to ensure school readiness and success of young children as they progress along the education continuum.

To support this goal, RUSD, Head Start, NGN and 21<sup>st</sup> CPS and UWRC will conduct a pilot project designed to create a longitudinal approach to assessing and teaching young children as they progress from pre-school age into K, 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> grades. A longitudinal database will be created that will allow-s data entry and access to all parties and provide information for continous program improvement.

All will ensure that program activities are conducted in compliance with all applicable Federal laws, rules, and regulations including Civil Rights and Confidentiality of Student Records.

In particular, this MOU will:

- Enhance collaboration
- Increase student success
- Reduce unnecessary duplication of services and redundancy, particularly for parents
- Establish a protocol for future work

## **II. BACKGROUND**

- **RUSD:** Racine Unified School District, a public school district serves students from pre-school through high school living in the eastern portion of Racine County. With approximately 21,000 students, we are the fourth largest school district in the state of Wisconsin. The district has 21 elementary schools including 3 magnet elementary schools, 7 middle schools including 2 magnet middle schools and 1 charter middle school, and 6 high schools including 1 magnet high school, and 1 charter high school.

Racine Unified features rigorous academics, a success orientation for all students, and strong programming in the fine arts, foreign language, career-to-work, physical education, technology, and other electives. As a district, all eyes are on the North Star. The North Star is a shared vision that clearly identifies the path to successful completion of high school for all RUSD students with an ultimate goal of every graduate being ready for a career and/or college. This goal aligns with the RUSD mission of "Educating Every Student to Succeed."

Our early learning programs include Parent Child Orientated Classrooms, 4K, and Early Childhood opportunities for students with disabilities in our buildings and out in the community. We understand that the "North Star Vision" begins with a strong foundation for early learning through parent involvement. Community collaboration

along with our early learning opportunities are avenues for us to begin our journey to the North Star.

- **RKCAA (Head Start):** The Racine Kenosha Community Action Agency, Inc. (RKCAA) is a non-profit organization whose mission is to provide available local, state, private and federal resources with the goal of enabling low-income individuals of all ages, in rural and urban areas, to attain the skills, knowledge, motivation and opportunities needed for them to become fully self-sufficient. RKCAA administers the Head Start Program in Racine County

The mission of the Head Start Program is to shape and prepare today's preschool children to succeed in tomorrow's world. The primary goal for all participating children is that they enter school ready to learn and continue to be successful learners. Head Start is part of a comprehensive system of integrated community services for preschool children in Racine County. Head Start shares, with the families and community, the responsibility for preparing children to meet the challenges of life. This preparation includes understanding the rights of others, appreciating fully the privileges and responsibilities of membership in society, as well as developing wholesome attitudes, multicultural appreciations, academic skills and the social, physical, intellectual and emotional aspects of living.

- **NGN:** The mission of Next Generation Now (NGN) is to provide resources and family support to prepare children (birth thru 5) for school. Care is provided by competent, nurturing adults in a safe environment with "leading-edge" developmental curriculum that promotes maximum cognitive, emotional, social, and physical development. NGN embraces the children and families in Racine's central city neighborhoods where more than half of the children live below the federal poverty level. The organization works to create a very positive self-esteem building environment reinforced with proper nutrition, support for families, and opportunities for parents focused on strengthening families.
- **21st CPS:** In the Fall of 2002, Racine families had a new choice in education. Established under a charter from the University of Wisconsin-Parkside, the Preparatory School is an independent public school of choice for Racine's diverse student population. Its purpose is to help students thrive academically, personally and socially to prepare them to succeed as adults in 21st century American society. The Preparatory School provides students an alternative for access to academic excellence, and success in a wide range of life choices. Our unique learning community prepares children of all backgrounds and learning styles for future achievement, opening the door for college and careers. Our student body reflects the community as a whole — culturally and economically diverse, and inclusive of children at risk of failure. The Preparatory School promotes student success through smaller class sizes, a focus on the learning needs of each student enrolled, and a strong culture that sets high expectations for everyone involved.
- **United Way (Advancing Family Assets Initiative):** Advancing Family Assets is a community impact initiative of the United Way of Racine County that provides eligible families with support services to help them lead a better life. Through involvement in AFA, families develop the building blocks for a better life: a quality

education that leads to a stable job; enough income to support the family through retirement; and good health for all members of the family. Eligible families are those who are Racine residents, live at or below 200% of the Federal Poverty Level, have dependent children, are employed or have been employed and/or received legal income during the past 12 to 18 months and are motivated. AFA serves all members of the family, adults and children, and focuses intensively on making sure children on track for healthy development and ultimately graduation from high school. Since its inception, AFA has utilized the Ages and Stages Questionnaires to assess young children.

- **The Johnson Foundation:** The Johnson Foundation at Wingspread is dedicated to serving as a catalyst for innovative public and private solutions in two spheres – one global and one regional – that reflect the Johnson Family’s longstanding passions: healthy environments and healthy local communities. The Foundation serves as the convener and facilitator for the Coalition.

### III. JOINT RESPONSIBILITIES UNDER THIS MOU

All parties are responsible for:

- promoting involvement in the pilot by delivering consistent messages about the coalition and pilot project.
- training their respective staff/teams on the proper use of the ASQ-3 and ASQ:SE assessments and the procedures for managing and sharing data.
- executing the necessary forms and releases in order to facilitate the exchange of information between agencies.
- responding expeditiously to requests from partner agencies and the Coalition
- maintaining the highest level of confidentiality and respect for the sensitivity of the data collected, reviewed and shared.
- using the agreed upon parent release forms for purposes of data sharing among the parties over multiple years.
- exploring and piloting the use of State generated student identification numbers for purposes of assessing student success longitudinally.
- assuring the accuracy and completeness of data entered.

Each party will identify a site administrator for purposes of data management and coordination.

Each party will enter data into the common data management system for the assessments they administer.

Each party will purchase their own assessment kits (ASQ3 and ASQ-SE in both English and Spanish).

#### **IV. RESPONSIBILITIES UNDER THIS MOU**

Each party will, for purposes of the pilot test, assess approximately the following numbers of children aged 4-5:

RUSD—50 children

Head Start—50 children

NGN-21<sup>st</sup> CPS—30 children

United Way of Racine County—20-30 children (number may vary if children are enrolled in RUSD/Head Start/21<sup>st</sup> CPS)

Head Start will purchase and manage the Enterprise data management system for use during the first year of the pilot.

The Johnson Foundation agrees to continue to convene and facilitate regular meetings of the Coalition for the life of the pilot project.

#### **V. SHARED EXPENSES**

This MOU includes cost sharing among the parties for purchase of the Enterprise data management system on a pro-rated basis based upon the number of children to be assessed. The total cost for the system and technical support is \$635 annually (November-October ) and will be shared as follows:

RUSD— \$212

Head Start—\$212

NGN/21<sup>st</sup> CPS/AFA—\$212 (to be paid by the United Way of Racine County).

Each party will assume the costs for screenings in excess of the initial 1,000 screenings and/or for non-project related assessments as invoiced by RKCAA.

#### **VI. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:**

This MOU is at will and may be modified or terminated with the mutual consent of the authorized officials of the respective parties. This MOU will remain in effect through the 2011-2012 academic year.

#### **VII. RECORD RETENTION**

RKCAA will maintain records of transactions related to the ASQ Enterprise account.

#### **VIII. EFFECTIVE DATE AND SIGNATURE**

This MOU shall be effective upon the signature of all authorized officials for each Coalition member organization. It shall be in force from March 1, 2011 to June 30, 2012.

