

**Memorandum of Understanding (MOU) between  
Parents Reaching Out, New Mexico’s Parent Information & Resource Center,  
and <School Name>**

**<Date>**

This **PARTNERSHIP AGREEMENT** is made and entered into by and between **Parents Reaching Out, New Mexico’s Parent Information & Resource Center**, hereinafter referred to as “**PRO/NMPIRC**” and **<School Name>**, hereinafter referred to as “**<School Acronym>**”.

The purpose of this **MOU** is to have **PRO/NMPIRC** and **<School Acronym>** work together to establish a School Action Team for Partnerships (ATP) at **<School Acronym>**, which will work in collaboration with each schools mandated School Advisory Councils, Site Councils, etc and any other organization such as PTA/PTO, etc to provide a comprehensive approach to improving student learning through coordination and integration of Federal, State, and local services and programs. The School Action Team for Partnerships is designed and intended to operate as the “action arm” of the School Advisory Council by utilizing collaborating with any/all other existing parent organizations at the school to maximize school resource to implement and/or support successful and effective parental involvement policies, programs, and activities that lead to improvements in student academic achievement as funded and required by Title I and other provisions of No Child Left Behind. The ATP will strengthen partnerships among parents, teachers, principals, administrators, and other school personnel in meeting the educational needs of children by developing and strengthening the relationship between parents and their children's school. The ATP will also further the developmental progress of children from areas with high concentrations of low-income families and serve parents who are severely educationally or economically disadvantaged.

**The <SCHOOL ACRONYM> shall:**

1. Establish an Action Team for Partnerships, if one is not preexisting, that consists of 6 teachers and 12 parents, as selected or invited by the 6 participating teachers, who will represent the following types of involvement:
  1. Parenting – One teacher, and two parents
  2. Communicating – One teacher, and two parents
  3. Volunteering – One teacher, and two parents
  4. Learning at Home – One teacher, and two parents
  5. Decision Making – One teacher, and two parents
  6. Collaborating with the Community – One teacher, and two parents;
2. Advise/assist the Action Team, if assistance is needed and/or requested by the ATP, with the selection of type chairs and a co-chairs who can and will communicate well with

educators, families, and **PRO/NMPIRC** Staff, who will serve as the primary contact person for their school;

3. Express expectation/enforce that they will contact **PRO/NMPIRC** when they have formed the above described ATPs and are ready for the first partnership training;
4. Will support the delivery of the following workshops in order to ensure action teams and families understand the different systems and requirements:
  1. Overview of the parental requirements under section 1118 of NCLB and HB 212
  2. Overview of what PRO and the NM PIRC offer
  3. Overview of the accountability requirements under NCLB
  4. Overview of the EPSS;
5. Will assure/require that all the ATP members are available for the partnership training provided by Parents Reaching Out on the selected date;
6. Provide snacks for all trainings and meals for full day trainings provided by **PRO/NMPIRC**;
7. Provide access for ATP members and **PRO/NMPIRC** staff to copy materials required, as well as the use of the telephone, fax machine, Internet service, if required for a training, and use of any other technical equipment required by the **PRO/NMPIRC** staff to deliver workshops;
8. Provide a Family Room/Resource Center where ATP can meet, store resources, etc. and families can access those resources and network; and
9. Make every effort to publicize partnerships efforts.

**PARENTS REACHING OUT, New Mexico's Parent Information & Resource Center, shall:**

1. Provide Technical Assistance in the implementation of <**School Acronym**> Parental Involvement Policy /Title I, Part A, Sec. 1118;
2. Will support the delivery of the following workshops in order to ensure action teams and families understand the different systems and requirements:
  - a. Overview of the parental requirements under section 1118 of NCLB and HB 212
  - a. Overview of what PRO and the NM PIRC offer
  - b. Overview of the accountability requirements under NCLB
  - c. Overview of the EPSS;
3. Collaborate with <**SCHOOL ACRONYM**> to develop parental involvement policies and procedures that support each school's Education Plan for Student Success (EPSS);

4. Provide Technical Assistance to <School Acronym> in the implementation of the Action Teams for Partnerships, which will include training on the Epstein Model for School-Family-Community partnerships, resources, materials and one-on-one support;
5. Work with <SCHOOL ACRONYM> to meet the unique training, information, and support needs of parents of children, particularly such parents who are educationally or economically disadvantaged, low income, minority, limited English proficient or receiving Special Education services, as requested by the parents or teachers;
6. Work to provide assistance to <SCHOOL ACRONYM> parents in areas such as understanding: State and local standards and measures of student and school academic achievement, State and local Report Cards, Public School Choice, and Supplemental Educational Services achievement by providing a host of workshops, conferences, trainings, Fact Sheets, newsletters, peer mentors, and other support mechanisms, available in both English and Spanish;
7. Develop and demonstrate the capacity and expertise to conduct effective parent training, information, and support activities, including activities/strategies to network with: (a) <SCHOOL ACRONYM>; (b) parents of children enrolled in <SCHOOL ACRONYM> (c) parent training and information centers assisted under the Individuals with Disabilities Education Act (IDEA); (e) clearinghouses; and (f) other organizations and agencies.

**Agreed upon by:**

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Principal's Signature

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Date

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Larry Fuller  
Director of Educational Programs

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Date