



# Professional Development Federation



## MEMORANDUM OF UNDERSTANDING

With \_\_\_\_\_ School District

### SECTION I STATEMENT OF INTENT

**WHEREAS**, we believe in the North County Professional Development Federation mission which states:

*The mission of the North County Professional Development Federation (NCPDF) is to meet the needs of all students and support staff in the areas of curriculum, instruction, assessment and leadership in meeting the Common Core State Standards.*

*This mission can be accomplished by maximizing and focusing the resources of participating school districts/charters, community colleges, California State University San Marcos (CSUSM), and the University of California at San Diego (UCSD) for professional development, using a process of networking, collaborative articulation, assessment, and evaluation.*

### SECTION II DISTRICT/CHARTER ADMINISTRATIVE COMMITMENT

The School District/Charter Administration will:

1. Designate district/charter liaison to the Steering Committee Meetings;
2. Identify district NCPDF priorities based upon district/charter needs;
3. Provide support and evaluation of NCPDF program activities and personnel; and
4. Provide annual membership fee up to \$.90 per ADA to NCPDF.

**SECTION III**  
**COMMUNITY COLLEGE ADMINISTRATIVE COMMITMENT**

The Community College Administration will:

1. Designate community college liaison to the Steering Committee Meetings;
2. Identify community college NCPDF priorities based upon community college needs;
3. Provide support and evaluation of NCPDF program activities and personnel;
4. Provide annual membership based on \$.90 per 85% of their FTE.

**SECTION IV**  
**DEPARTMENT OF EDUCATION STUDIES AT UCSD COMMITMENT**

The Department of Education Studies at UCSD will:

1. Ensure participation by the Chair, and/or designee of the Department of Education Studies on the NCPDF Steering Committee(s);
2. Maintain close liaison with membership districts to ensure Education Studies Department courses and activities consider the growing needs of school districts/charters;
3. Provide support, and feedback of the NCPDF program activities;
4. Provide annual membership based on \$.90 per 85% of UCSD undergraduate enrollment. In addition, pay \$3,400 so that up to 20 people can attend any single day professional development opportunities.

**SECTION V**  
**COLLEGE OF EDUCATION, HEALTH AND HUMAN SERVICES/  
CALIFORNIA STATE UNIVERSITY SAN MARCOS COMMITMENT**

The College of Education/California State University San Marcos will:

1. Ensure participation of College of Education, Health and Human Services by the Dean, or designee on the NCPDF Executive and Steering Committee(s);
2. Maintain close liaison with membership districts to ensure College of Education courses and activities effectively meet the growing needs of school districts/charters;
3. Provide support, evaluation (as member of the Executive Committee) and evaluation of the NCPDF program activities;
4. Provide annual financial support in the amount of \$28,886 to NCPDF.

**SECTION V**  
**PARTIES TO THE AGREEMENT**

In consideration of the spirit and intent of this Memorandum of Understanding, the following signatories confirm their understanding of and commitment to the principles and objectives embodied herein for a period of 12 months, July 1, \_\_\_\_ through June 30, \_\_\_\_\_. This MOU will be automatically renewed each year based on contribution of annual membership dues.

**Executive Committee Representatives**

**Superintendent  
School District K-12**

By: \_\_\_\_\_

Date: \_\_\_\_\_

**Vice-President of Instruction  
Community College**

By: \_\_\_\_\_

Date: \_\_\_\_\_

**Dean, College of Education  
Health and Human Services  
California State University San Marcos**

By: \_\_\_\_\_

Date: \_\_\_\_\_

**Chair, Department of Education  
Studies at UCSD**

By: \_\_\_\_\_

Date: \_\_\_\_\_

**New Member**

By: \_\_\_\_\_

Date: \_\_\_\_\_