

## **MEMORANDUM OF UNDERSTANDING THE SOCIAL STUDIES COALITION OF DELAWARE**

### **PURPOSE OF THIS MEMO**

This memorandum of understanding will define the roles and responsibilities of each party in the Social Studies Coalition of Delaware (SSCD). This coalition is a partnership with the purpose to improve the teaching and learning of K-12 social studies in Delaware public schools and to help all Delaware public school students reach the Delaware Social Studies Standards.

The partnership includes the Department of Education, public school districts throughout the state, charter schools, and other agencies involved in standards-based instruction and assessment (Center for Economic Education and Entrepreneurship, Delaware Geography Alliance, Delaware Social Studies Education Project, Democracy Project and State Archives). The partnership is open to all public school entities, including vocational/technology schools and charter schools, that agree to collaborate in the systemic improvement of their K-12 social studies programs as outlined in this memorandum.

This Memorandum of Understanding (MoU) defines the conditions under which the Coalition will be financed, principles for operation and the collaborative processes as established by the Coalition. The MoU can be modified at any time by majority agreement of voting members of the Steering Committee.

### **MISSION**

The Coalition exists to support the creation of the highest quality social studies instruction for the K-12 students in Delaware. The goals of the SSCD are to:

- Assist districts in the development of assessments to guide social studies curriculum development and instruction at the district level.
- Continue the development and alignment of social studies curriculum and instructional materials by designing model lessons for each benchmark to be distributed to members of the Coalition.
- Provide staff development for curriculum development and instructional delivery.
- Provide leadership and an organizational structure to facilitate planning, assist with the development of instructional materials and coordinate the delivery of the items listed above.

### **GUIDING PRINCIPLES**

- The purpose of the partnership is to support continuous standards-based reform of social studies education in Delaware schools.
- Adoption and implementation of curricula is the responsibility of individual school systems. The Coalition is established to assist them in this endeavor and to provide cost effective standards-based education programs.
- Costs will be shared in a way that all parties benefit as equally as possible. Every effort will be made to provide services in support of the program at cost. Member districts and charter schools will pay **\$2000** by Sept. 30, 2014 to support Coalition actions beginning July 1, 2014 through June 30, 2015 for professional development, development of products and other activities. Thereafter, annual fees will be determined by the Board.
- Professional development will be provided by the Coalition. Individual districts/charter schools will provide additional support for the participants.
- The Coalition will seek to coordinate financial support from foundations, affiliates and others for implementation of standards-based social studies education for Delaware students.

**GOVERNANCE OF THE COALITION**

The Coalition will be directed by the Board that includes voting and non-voting members. Voting members shall include a representative from each member school district and charter school that has paid its annual fee. Non-voting members shall include two representatives from the Department of Education, affiliate members including the Center for Economic Education and Entrepreneurship, the Delaware Geographic Alliance, the Delaware Social Studies Education Project and the Democracy Project.

The purpose of the Board is to:

- Establish and approve operating policies and practices for the Coalition.
- Set and approve the annual budget for the Coalition and monitor expenditures. The Milford School District has agreed to act as the fiscal agent at no cost, and for this will receive a reduced membership fee for the 2014-2015 school year.
- Establish and implement an effective communications program.
- Take a leadership role in developing and overseeing a strategic plan for K-12 social studies education in Delaware.
- Promote partnerships among the K-12 public schools, higher education and the business community.

Coalition Leadership – SSCD leadership shall be administered by an Executive Committee and directed by the Board. An Executive Secretary and two chairpersons shall be elected by the voting members of the Steering Committee to a two year, staggered term without remuneration and will coordinate the Coalition’s activities and chair meetings. Additionally, the Executive Committee shall consist of two non-voting members from the Department of Education as well as one representative from each of the three counties who are approved by the Board.

The Board will establish sub-committees to manage specific aspects of the Coalition. These committees will be defined as the Coalition membership is firmly established. Meetings of the Coalition’s Executive committee and Board will be held on a monthly basis.

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**Signatures of Agreement – 2014 - 2015**

\_\_\_\_\_  
SSCD Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent –S.D./Charter

\_\_\_\_\_  
Date

School District/Charter School name \_\_\_\_\_

# Social Studies Coalition of Delaware

Partnering to Promote Student Achievement & Quality Teaching



May 23, 2014

Dear Superintendent:

During the last few years, the Social Studies Coalition of Delaware has met monthly to address social studies issues that affect all districts and held institutes and workshops in the four strands of social studies. This year we continued our Lead Teacher Project, providing training in the implementation of Delaware Recommended Curriculum units. SSCD is also working collaboratively with the Delaware Department of Education to fund and write units of instruction that align with the Delaware social studies standards. The Lead Teachers of your district can now be used for professional development and as a resource for improving social studies instruction. Among our plans for year is to continue developing units of instruction, training Lead Teachers in the implementation of those units, offering researched based strategy training, and offering to support the development of the state assessment. Please visit our website at <http://www.sscde.org/> to find out more about the organization. We are looking forward to continuing the efforts of the Coalition and ask you to renew your membership.

Seventeen districts and seven charter schools are members of the Coalition and it is time for the districts and charters to make their commitment to the SSCD for the 2014-2015 school year. The fee is \$2000 for the period from July 1, 2014 to June 30, 2015. Payment would be due by September 30, 2014 in order to accommodate availability of funds for each district, depending on their source of funding.

Please review and sign the attached Memorandum of Understanding. **Send the agreement to Travis Moorman of the Milford School District (S 108), the Coalition's fiscal agent, when you request an IV for your business office.**

The Social Studies Coalition of Delaware appreciates your continuing support for social studies education. If you have any questions, please feel free to contact the officers of the SSCD listed below:

Mike Feldman	Milford School District Co-Chair, Executive Board SSCD – (302) 653-8585
Becky Reed	Red Clay Consolidated School District Co-Chair, Executive Board SSCD – (302) 552-3821
Fran O'Malley	Delaware Social Studies Education Project Executive Secretary SSCD – (302) 831-8443

Sincerely,

Becky Reed, SSCD Co-chair

pc: SSCD Member

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Superintendent –S.D./Charter

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