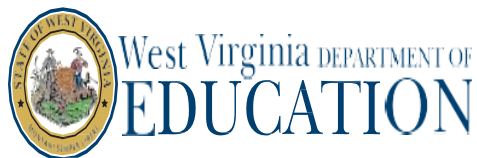


Memorandum of Understanding

**Between
West Virginia Department of Education
And
County Boards of Education**

**In response to
West Virginia GRADUATION 20/20
2018-2019**



West Virginia Department of Education agrees to:

1. Provide ongoing technical assistance to include, but not limited to, listserv, print resources and materials, assistance with the development of dropout prevention and transition programs, and assistance with reviewing and analyzing data relevant to school retention and predictors of positive post-school outcomes and capacity building forums.
2. Provide three days of professional learning yearly.
3. Set aside financial resources to support substitutes, travel and stipends.
4. Assist with the utilization of ZoomWV, ZoomWV-e, West Virginia Early Warning System, and WVEIS on the web (WOW) to measure and monitor progress on WV GRADUATION 20/20 including:
 - a. lead collaborative conversations quarterly; and
 - b. monitor and make recommendations for adjustments as needed.
5. Review progress annually and develop an annual report submitted to USDE's Office of Special Education Programs (OSEP).

County Boards of Education that have a school that participates as a WV GRADUATION 20/20 school agree to:

1. Appoint a Point of Contact who will:
 - a. collaborate with the assigned school leadership team at the WV GRADUATION 20/20 school on a monthly basis;
 - b. attend School Leadership Team meetings at least once a month; and
 - c. participate in all WV GRADUATION 20/20 professional learning.
2. Assist the school in developing the Action Plan.
3. Support the implementation of evidence-based strategies to increase positive in-school experiences and positive post-school outcomes for all students utilizing the Dropout Prevention Intervention Framework (DPIF) and CEEDAR Evidence-based Transition Practices and Predictors of Post School Success.
4. Verify evidence provided by the school in the ZoomWV, ZoomWV-e, West Virginia Early Warning System, and WVEIS on the web (WOW) to measure and monitor progress on WV GRADUATION 20/20 including:
 - a. participation in collaborative conversations quarterly; and
 - b. monitoring and making adjustments as needed.
5. Review progress annually.
6. Ensure collaboration between Point of Contact and school.
7. Grant permission for Point of Contact to have access to school level data through WOW if necessary.

A WV school that participates as a WV GRADUATION 20/20 school agrees to:

1. Ensure that the administration and faculty work collaboratively with the WVDE WV GRADUATION 20/20 Team and County Point of Contact.
2. Implement a shared decision making model within the school by utilizing the School Leadership Team to focus on increasing the graduation rates for all students, specifically students with disabilities, through the use of evidence-based practices:
 - a. use recommendations regarding team composition from the WV GRADUATION 20/20 Implementation Manual; and
 - b. include County Point of Contact.
3. Develop a WV GRADUATION 20/20 Dropout Prevention/Transition Action Plan to guide school improvement work.
4. Implement the evidence-based strategies to increase positive in-school experiences and positive post-school outcomes for all students utilizing the Dropout Prevention Intervention Framework (DPIF) and CEEDAR Evidence-based Transition Practices and Predictors of Post School Success.
5. Utilize the ZoomWV, ZoomWV-e, West Virginia Early Warning System, and WVEIS on the web (WOW) to measure and monitor progress on WV GRADUATION 20/20 including:
 - a. participation in collaborative conversations quarterly; and
 - b. monitoring and adjusting plans as needed.
6. Present progress annually to the county superintendent and WVDE.
7. Work with the Collaboration for Effective Educator, Development, Accountability and Reform (CEEDAR) Center and the National Technical Assistance Center for Transition (NTACT)/National Dropout Prevention Center for Students with Disabilities (NDPC-SD).

Agreement

The undersigned have reviewed this Memorandum of Understanding and accept it as the basis for working together toward a common purpose of increasing the high school completion rate of all students, specifically students with disabilities. This agreement is in effect for one year.

County Superintendent	County	Date
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Special Education Director	County	Date
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Point of Contact	School	Date
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Principal	County	Date
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