



Center for Childcare Careers

Family Services of Central Massachusetts

**Memorandum of Understanding with
Region 2 Educator and Provider Support Partnership
for Fiscal Year 2017**

This memorandum of understanding is entered into by (please enter your program information):

Program/Provider:

Address:

Telephone:

Email:

Name of Program Representative:

Our program agrees to work toward program quality and to maintain compliance with state regulations and contractual requirements, as applicable. We are aware that we can use the following services available through the **Region 2 Educator & Provider Partnership** at Center for Childcare Careers (CCC). We understand that it is our program's responsibility to request program quality support, participate and cooperate with CCC staff and coaches, implement changes to meet accreditation/QRIS standards and improve/maintain program quality for the benefit of children, families and staff.

Our program agrees to:

1. Select and work with a program quality coach affiliated with CCC.
2. Allow CCC access to our program to conduct observations, technical assistance, training and evaluation, including use of accreditation/QRIS Tools such as Environmental Rating Scale.
3. Complete required CCC documentation and the signing of coach visit forms when applicable.
4. Over the duration of this MOU, demonstrate significant progress. Complete a Program Professional Development Plan (PPDP) or Continuous Quality Improvement Plan (CQIP), as required by the Department of Early Education and Care (EEC). Upon attainment of the plan, maintain and improve the program's ability to continue to meet accreditation and/or QRIS standards.
5. Meet deadlines for implementing quality improvements.
6. If applicable, pay accreditation fees to NAEYC/NAFCC with the possibility of submitting for up to 50% reimbursement from CCC.

7. Notify CCC in writing within 30 days of any significant changes including ownership, director or contact person, classrooms, building renovations, location, or operations including short or long term closures.
8. Notify CCC in writing within 30 days of any reports of non-compliance in licensing, founded complaints to EEC, abuse/neglect investigations, conditions placed on state or federal contracts (such as Subsidy, UPK, Quality, Assessment, Head Start).

Center for Childcare Careers agrees to:

1. Provide an overview of services.
2. Provide access to a qualified program quality coach.
3. Make recommendations designed to improve program quality and align with accreditation/QRIS standards.
4. Refer the program to appropriate resources.
5. Provide financial support for up to 50% the NAEYC/NAFCC initial or renewal accreditation fees for each accreditation cycle when fees are paid during the current fiscal year and funds are available.
6. CCC is not responsible for the decision of NAEYC/NAFCC regarding accreditation or deferral.
7. CCC is not responsible for the decision of EEC regarding granting of a QRIS level.
8. Maintain confidentiality of program information. Sharing of information will take place with program staff, coaches, NAEYC/NAFCC and the state funding agency. Exceptions to the observation of confidentiality may be required in cases of serious regulatory or contractual issues; reports of violations of NAEYC required criteria, or legal statutes such as child abuse and neglect. For reporting purposes CCC will group data without identifying individual program.

Signed:

Representative of Program

Joanne Gravell, Program Director
Center for Childcare Careers

Date: _____

Date: _____