E.L. Achieve
Partner System Assurances

Systems establishing a partnership with E.L. Achieve commit to building capacity throughout the organization.

The Lead (Assistant Superintendent/Director of E.L. Services) will serve as the primary contact and collaborator with E.L. Achieve to lead and sustain implementation of the initiative(s).

Partners agree to:

Participate in Core Services

1. **Initial Institute**
   Learn to implement the initiative

   - **Teacher Strand:** Sufficient cohorts for system-wide implementation

   - **Instructional Leader Strand:** System and site leaders, including principals, vice principals, and coaches responsible for implementation

2. **Annual Spring Symposium**
   Robust team of system and site leaders – including principals, vice principals, coaches, and teacher leaders – continue to deepen knowledge to sustain the initiative(s)

3. **Summer Leadership Seminar**
   A sufficiently large team, consisting of teacher leaders and instructional coaches who will facilitate ongoing learning and collaboration, build district capacity to support implementation

Commit to Implementation Support

1. **Dedicate Resources for Ongoing Support**
   Provide regular, dedicated time with system and site leaders to take stock of initiative implementation and plan for effectively sustaining the work using *Refining Our Practice* tools.

2. **Renew Annual Partnership**
   Commit to an annual renewal fee to maintain access to online resources – including instructional and planning tools – plus ongoing support from the E.L. Achieve team.

Honor Presenter Agreements

1. Use only E.L. Achieve-certified presenters for in-house institutes.

   - Refrain from allowing participants from other systems to attend institutes, either for a fee or gratis.

   - Refer requests from other systems for seats in institutes to E.L. Achieve.

2. Support in-house leadership through peer collaboration, consistent use of website resources and tools, and calling upon the E.L. Achieve team, as needed.

Use E.L. Achieve Materials Appropriately

1. Refrain from photocopying or sharing materials and electronic files without permission. This includes PowerPoint files, Google documents, handbook contents, instructional materials, and any document downloaded from or posted on the password-protected website.

   If partners would like to post documents on the system's password-protected intranet, they may submit a written request to E.L. Achieve.

2. Ensure that E.L. Achieve product license keys are used only by assigned users (may include leaders, teachers, and/or students).

3. System staff may not offer services using E.L. Achieve materials at conferences or to other systems, either for a fee or gratis.

   If partners would like to present at a conference using E.L. Achieve materials, they may submit a written request to E.L. Achieve.

E.L. Achieve will provide:

1. Comprehensive professional development for teachers and administrators to sustain system-wide implementation of Systematic ELD and/or Constructing Meaning

2. Digital and print resources for classroom implementation, including instructional materials, interaction tools, and student resources

3. Access to the E.L. Achieve app with digital products, newsletters, blogs, and continuing learning events, including webinars and annual Symposia

4. Website resources for all institute participants, including videos, tools, and a virtual community of educational experts and peers

5. Readily available, virtual technical assistance to support planning and implementation (e.g., communication and monitoring, ongoing learning sessions, problem-solving, etc.)

Initiative/s:

☐	☐	☑
K-12 Systematic ELD	**Elementary Constructing Meaning**	**Secondary Constructing Meaning**

System Name: __Mountain View-Los Altos High School District__   City/State: __Mountain View, CA__

Program Lead: __Kim Rogers__   Program Lead Title: __District TOSA/Coach__
_____Name_____   _____Director, Coordinator, or District TOSA/Coach_____

System Lead: __Teri Faught__   System Lead Title: __Associate Superintendent of Ed Services__
_____Name_____   _____Assistant Superintendent or Director_____

System Lead Signature: _____   Date: _____

E.L. Achieve Signature: _____   Date: _____