

APPENDIX E

LEA Agreement

This document is intended to serve as a partnership agreement between the Regional Educational Laboratory-Southeast (REL-SE), SERVE, Pearson Achievement Solutions (Pearson), Abt Associates Inc., and [Insert LEA Name] for the study of The Effectiveness of Sheltered Instruction on English Language Learners in Georgia 4th and 5th Grade Classrooms (“SIOP Study”). This agreement sets forth the individual and joint responsibilities of REL-SE, SERVE study staff, Pearson, and the LEA. We are currently extending invitations to eligible schools to apply to participate in this study. The study will take place beginning in June 2008 and continuing through June 2009. Within each school, 4th and 5th grade teachers will participate in the study for one year. This document outlines the responsibilities of involved parties should the schools in the Atlanta Public School district be selected to participate in the SIOP Study.

In the year of the study (the 2008-2009 school year, “Treatment”), 4th and 5th grade teachers in one half of the schools will be randomly assigned to receive training in the Sheltered Instruction Observation Protocol (SIOP) model of Sheltered Instruction. Fourth and fifth grade teachers in the other half of the schools (“Control” schools) will be eligible to receive SIOP training in the summer following the study year (June 2009). Fourth and fifth grade teachers in all participating schools will be asked to complete a brief survey and allow their classrooms to be observed by SERVE study staff consultants once during Spring 2009.

Responsibilities of Partners: Major responsibilities for partners are listed below.

SERVE STUDY STAFF WILL:

- **Randomly Assign Schools:** In Spring 2008, after selected schools and their teachers have agreed to participate, SERVE staff will randomly assign participating schools to Treatment or Control conditions. Of the schools that have volunteered and are eligible, up to 64 schools will be selected to participate. From this group, half will be randomly assigned to “Treatment” (i.e., receive SIOP training in the 2008-2009 school year), and half will be assigned to “Control” (i.e., be eligible to receive SIOP training in the 2009-2010 school year). All 4th and 5th grade teachers in participating schools will be assigned to the same group as the other teachers in their school and will remain in that group until June 2009.
- **Collect Data:** SERVE staff will observe all participating classrooms to understand the materials and activities available to children and the nature of teacher-child instructional interactions. These observations will be conducted once, on a mutually agreed upon date, in Spring 2009. Observers will collect surveys completed by teachers.
- **Assure Confidentiality:** SERVE staff will combine the data from all participating schools when we analyze outcomes for teachers and children. In reporting findings to the U.S. Department of Education and publicly, no information will be linked to a specific school, teacher, or child.
- **Provide Reports:** SERVE study staff will ensure that all participating schools and teachers receive copies of any reports that present the findings of the study.

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PEARSON ACHIEVEMENT SOLUTIONS (Pearson) WILL:

- **Provide SIOP Training Materials and Training:** Throughout the study year, Pearson will provide the necessary SIOP training materials for Treatment schools in 2008-2009 **at no cost to schools or teachers** (beyond the cost of substitute teachers for training days, if needed). Pearson will provide the initial training of teachers, which will occur in Summer 2008 for Treatment teachers and Summer 2009 for Control teachers. Pearson will also provide the follow-up training (4 days of follow-up component enrichment training, during the school year) and coaching of Treatment teachers during the school year (2008-2009).
- **Schedule Training/Coaching Sessions:** Pearson will work with schools and teachers to schedule the follow-up training (4 days) and coaching and observation sessions (2 visits) for Treatment teachers (AY 2008-2009).
- **Provide SIOP Coaches:** Pearson will support administrators and teachers in each participating Treatment classroom, including visiting each classroom at least twice during the school year (2008-2009) at no cost to the districts, schools, or teachers.

[Insert LEA Name] WILL:

- **Agree to Participate for the Duration of the Study:** [Insert LEA Name] commits to participating for the duration of the study (July 2008-June 2009). Participation requirements include: If schools in LEA are assigned to Treatment, the LEA will agree to work with schools to ensure funding for substitute teachers during the 4 days during school year 2008-2009 when teachers in Treatment schools will attend SIOP component enrichment training.

Changes to the Partnership Agreement: If, over the course of the study, any modifications or additions need to be made to this agreement, terms may be adjusted with written amendments as agreed upon by both parties.

Period of Partnership Agreement: July 2008 – June 2009.

Signatures:

SERVE official

Principal

Date

School Name

Date

Note. Responses to this data collection will be used only for statistical purposes. The reports prepared for this study will summarize findings across the sample and will not associate responses with a specific district or individual. We will not provide information that identifies you or your district to anyone outside the study team, except as required by law.