



Literacy Action and DeKalb County School's Family Engagement Center Partnership Agreement

This Program Partnership Agreement establishes a formal programmatic relationship between Literacy Action and DeKalb County School's Family Engagement Center. This collaborative relationship will provide adult literacy classes, known hereafter as the Program, to benefit parents with children enrolled in DeKalb County Schools. The goal of the program is to increase a parent's literacy and language skills in order to better support their child's academic development. To ensure programmatic success, the following guidelines have been created and agreed upon by both organizations.

Program Branding: A collaborative marketing approach will be taken to effectively highlight the programmatic partnership and will adhere to the following guidelines:

- When referencing the program for new participant recruitment, the program will be referred to as "Parent Engagement Class." When referencing the program in the media and for media purposes, it will be referred to as the "Family Literacy Initiative."
- All program collateral will utilize both organization's approved logos and reference the partnership by name. Collateral includes, but is not limited to: flyers, websites, social media and video
- Both organizations will leverage their respective staff, as needed, to coordinate media outreach and program testimonials.

Program Scope: The program will blend adult learning principles and terminology on school culture, norms and standard information to frame a curriculum designed to increase parent engagement. Parents with improved literacy skills are more equipped to support and engage in their child's academic development.

The programmatic framework includes 2, 14 week sessions with classes meeting for 90 minutes, twice a week. Each session can serve a max of 15 families.

Program Goals: The following programmatic goals have been created and agreed upon by both organizations:

- Through measurable progress, parents will improve their literacy skills.
- Parents will increase time spent reading with their child/children by 15%.
- Parents will increase their engagement within the school by 15%.
- Parents will be confident in supporting their child/children academically.

Program Management: Both organizations will be responsible for a set of programmatic components, as well as shared responsibilities, outlined below:

- **Shared Responsibilities**
 - Marketing strategy and branding
 - Data collection and reporting, includes but not limited to program intake and survey materials
 - Monthly program check-ins

- **Family Engagement Centers**
 - Recruit participants
 - Participant intake and orientation
 - Provide a space conducive to student-centric learning
 - Assist with data collection and assessments, as needed.
 - Coordinate childcare for participants, if needed.
 - Participant commitment and attendance. Follow up with participants as needed.

- **Literacy Action**
 - Program design, including but not limited to curriculum and lesson plans.
 - Assessment tools and implementation schedule
 - Adult Literacy classroom instruction
 - Develop, schedule and administer self- efficacy surveys
 - Participant data management and progress reporting
 - Attendance data management
 - Semester program update reports
 - Explore additional joint funding opportunities

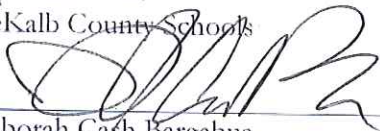
All communications about this partnership will transpire between Literacy Action's Director of Programs, Deborah Cash Bargabus and DeKalb County Schools District Family Engagement Liaison, Marcia Coward.



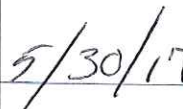
Dr. R. Stephen Green
Superintendent
DeKalb County Schools



Date



Deborah Cash Bargabus
Director of Programs
Literacy Action



Date