

## MEMORANDUM OF UNDERSTANDING

### Teacher Apprenticeship Program

This Memorandum of Understanding (“Agreement”) is entered into on this \_\_\_\_ day of \_\_\_\_\_, 2025 by and between the Mid-Ohio Educational Service Center (“MOESC”) and \_\_\_\_\_ (“Program Participant”).

WHEREAS, the MOESC aims to strengthen its workforce by identifying future teachers, enhancing instructional effectiveness, and improving Program Participant retention through initiatives that empower paraprofessionals to advance their careers by earning advanced degrees and obtaining their teaching licenses; and

WHEREAS, the MOESC seeks to address the shortage of intervention specialists by establishing a Teacher Apprenticeship Program designed to provide paraprofessionals with a pathway to licensure, thereby expanding their qualifications and expertise; and

WHEREAS, in furtherance of these objectives, the MOESC will support Program Participants by subsidizing a portion of the tuition for enrollment in an online degree program offered by Lake Erie College (the “Program”) through its partnership with BloomBoard, Inc. (“BBI”); and

WHEREAS, the parties wish to establish their respective commitments, wherein the MOESC agrees to pay a portion of the Program Tuition, and the Program Participant agrees to remain employed with the MOESC for a specified period in exchange for MOESC’s financial contribution to the Program Tuition; and

WHEREAS, the MOESC and Program Participant desire to enter into this Agreement to define their relationship and outline their rights and duties with respect to the operation of the Teacher Apprenticeship Program.\

NOW, THEREFORE, the parties hereby agree as follows:

#### TERMS OF AGREEMENT:

1. As of the date of this Agreement, the full cost of the Program is \$16,000 per participant (the “Program Tuition”). The MOESC agrees to pay **[insert exact dollar amount]** on behalf of Program Participant (“Tuition Subsidy”). Program Participant shall be responsible for any remaining tuition costs not covered by the Tuition Subsidy.
2. Program Participant, in exchange for the Tuition Subsidy provided herein, agrees to:
  - a. Complete the Program leading to the attainment of an intervention specialist (mild/moderate) license issued by the Ohio State Board of Education;

- b. Continue to provide teaching and/or other MOESC approved educational services to the District for a period of two (2) school years from the date on which Program Participant obtains an intervention specialist license. This two (2) year commitment shall be evidenced by a separate written employment contract between MOESC and the Program Participant.
- c. Maintain all necessary licenses required by law for his/her position.

In the event that MOESC does not have a suitable position upon Program completion and licensure, MOESC shall make a good faith effort to identify a suitable position for the Program Participant by collaborating with neighboring educational agencies to identify potential placements that fulfill the service requirement. If no suitable position is secured after one (1) year from the date of licensure, the Program Participant's obligation to provide services may be waived or modified at the discretion of MOESC.

The obligations under this provision shall commence upon the successful completion of the Program and issuance of the intervention specialist license.

- 3. Should the Program Participant either fail to complete the Program within four (4) years or fail to complete the two (2) year service commitment set forth in Section 2 of this Agreement, Program Participant agrees to repay the Tuition Subsidy to the MOESC in full as follows:
  - a. If the Program Participant leaves the Degree Program or fails to graduate within four (4) years of beginning the Degree Program, Program Participant shall reimburse MOESC one hundred percent (100%) of its tuition investment.
  - b. If the Program Participant does not accept the offer of employment as an Intervention Specialist from MOESC upon graduating from the Degree Program (i.e., does not fulfill the two (2) year commitment), the Program Participant shall reimburse MOESC one hundred percent (100%) of its tuition investment.
  - c. If the Program Participant accepts the offer of employment as an Intervention Specialist for MOESC for two (2) years, but does not complete his/her full term, the Program Participant shall reimburse the MOESC its tuition investment as follows:
    - i. Leaves in Year 1: One hundred percent (100%) of tuition investment
    - ii. Leaves in Year 2: Fifty percent (50%) of tuition investment

4. The Program Participant agrees to have deductions taken from his/her MOESC paycheck for any monies owed to the MOESC if he/she should leave employment before the end of the full employment term. If such paycheck deduction does not fully reimburse the MOESC for its tuition investment, or if no such paycheck deduction is possible, the Program Participant agrees to reimburse MOESC its tuition investment within twelve (12) months pursuant to a written repayment plan ("Repayment Plan"). The Repayment Plan shall include a provision stating that if the MOESC incurs any fees or costs in recouping its tuition investment from the Program Participant, Program Participant shall be responsible for such fees and costs, including the MOESC's reasonable attorneys' fees.
5. Program Participant, in exchange for the Tuition Subsidy provided herein, agrees to apply for the Free Application for Federal Student Aid (FAFSA) as well as additional available federal and state funding for apprenticeship or apprenticeship-like programs, as identified by the Program, on the timeline required by the program.
6. Program Participant acknowledges that the Tuition Subsidy provided under this Program may be considered a taxable fringe benefit and may be included on the Program Participant's IRS Form W-2.
7. Program Participant agrees to comply with all applicable federal and state tax reporting obligations related to the Tuition Subsidy.
8. Program Participant understands and agrees that he or she will be assigned to a general education elementary classroom during the Program and have access to a group of students for 4-6 weeks at a time, with the authority necessary to complete course assignments.
9. Program Participant shall attend a minimum of two (2) hours per week of synchronous classes for the first semester of the Program and at least one (1) hour per month throughout the program as determined by the Program.
10. Program Participant agrees to complete student teaching requirements, as required by the Program.
11. Program Participant understands and agrees that they will have daily, regularly scheduled time in their placement to work on coursework, complete observations, and practice teaching methods as required by the Program.
12. The Program Participant will be assigned a local "mentor" teacher who will be reasonably available to the Program Participant during working hours to provide feedback, advice, and/or guidance.
13. The Program Participant agrees to comply with the Family Educational Rights and Privacy Act ("FERPA") and any other applicable federal and state laws governing

the privacy and confidentiality of student educational records during their participation in the Program.

14. The Program Participant agrees to indemnify, defend, and hold harmless MOESC, its officers, directors, employees, and agents from and against any and all claims, liabilities, losses, damages, costs, and expenses (including reasonable attorneys' fees) arising out of or related to the Program Participants' failure to comply with the BBI Terms and Conditions. This indemnification obligation shall survive the termination or expiration of this Agreement.
15. Program Participant acknowledges that this Agreement may be placed in their personnel or other similar file, and that MOESC may provide a copy of or inform any prospective employer who may make inquiry to MOESC regarding Program Participant. Program Participant acknowledges and agrees to advise any prospective employer of the existence of this Agreement, including the two (2) year commitment and MOESC's rights under this Agreement.
16. The Parties agree that this Agreement shall not constitute any agreed upon term of employment, termination and/or discipline, all of which shall be governed by applicable statutes, regulations, employment contracts.
17. This Agreement shall not alter and/or amend any statutory or other rights governing Program Participant's employment with the MOESC.
18. The Agreement represents the entire agreement of the parties with respect to the subject matter and may only be amended or modified in writing and signed by both parties

**IN WITNESS WHEREOF**, the parties have executed this Memorandum of Understanding on the date first written above.

FOR THE BOARD:

PROGRAM PARTICIPANT:

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Name \_\_\_\_\_

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Treasurer