Memorandum of Understanding: BloomBoard Program Implementation

Southern Ohio Educational Service Center, BloomBoard, Inc., and your district

About the program

This memo explains how your district/ESC takes part in BloomBoard's educator pathway programs through Southern Ohio ESC, what the program looks like day to day, and what the district agrees to so participants can succeed. Please read through it, then complete the participation form on the last page.

Who is involved

- **Your district/ESC** employs the participants and gives them the time, mentorship, and classroom access they need to finish the program.
- **Southern Ohio ESC/SOESC** (the "Organization") has contracted with BloomBoard to offer discounted tuition to its member districts and educators, and coordinates participation.
- **BloomBoard, Inc.** runs the online platform that participants use and supports participants, mentors, and district leaders along the way.
- **A university partner,** currently Lake Erie College (LEC), awards the credit hours and degrees participants earn.

How it works

BloomBoard's degree and certification programs are built into the school day, so district/ESC employees can earn their credentials without leaving their jobs. Participants take coursework on the BloomBoard platform and complete a residency in their own district, working alongside a mentor teacher. Time in residency counts toward the field experience and student teaching hours that the university and the Ohio Department of Education and Workforce require.

What it costs

Program	Tuition per participant	ESC discount included
Two-year degree program	$17,000	$1,800
Three-year degree program	$32,500	$2,900

How tuition is covered

Many participants qualify for the Grow Your Own grant, which provides $7,500 per year. Other grants, like Pell, may also apply. For any participant who is not grant funded, the district decides who covers the remaining balance: the district, the district and participant together, or the participant. You will make that choice for each participant on the form at the end.

No financial obligations extend beyond funds that are lawfully appropriated and available. Neither the SOESC nor the district/ESC is responsible for grant continuation, federal aid eligibility, or changes in a participant's status unless agreed to in writing.

What the district agrees to

These commitments are what make the residency work. By signing, the district/ESC agrees to the following for every participant.

1. Protected time in residency

Each participant has regularly scheduled time, such as one period a day or the equivalent of five periods a week, to work on coursework, observe, and practice teaching methods. LEC requires participants to document 70 hours of field experience per semester, including observations, co-teaching, and teaching. This also meets the minimum field experience hours set by the Ohio Department of Education.

2. The right placement

- **Elementary participants:** ideally a general education classroom in grades 1 through 6, with access to the same group of students for four to six weeks at a time rather than changing classrooms every day. A Pre-K or K placement works, but participants will need access to grade 1 through 6 classrooms for some assignments, especially methods coursework.
- **Special education participants:** working with students who have IEPs, and with content-based work (math, ELA, science, social studies) aligned to state standards when completing content-specific coursework.
- **All participants:** the chance to teach in each subject area (ELA, math, science, and social studies) during terms when they are taking methods coursework, if they are not in a self-contained setting.

3. Real classroom authority

Participants have about the same access and permissions as a student teacher in a clinical placement. That means regularly leading lessons, making instructional decisions (pacing, grouping, formative assessment), interacting with parents, and reviewing pertinent student information in line with school and district policy. They also need enough access to classroom space and culture to set their own norms and routines.

4. Curriculum and materials

Participants receive curriculum and instructional materials for each subject they teach, including a scope and sequence, unit plans, texts, detailed lesson plans, assessments, and student-facing materials. They can adjust lessons to meet students' needs, but should not be expected to build their own materials.

5. A mentor

Each participant has a mentor, a teacher who is reasonably available during working hours to give feedback, advice, and guidance, and who meets university and state requirements for mentors. The

mentor's classroom is usually the main residency placement, and the mentor helps the participant find other placements for clinical experiences or student teaching when needed. If the participant is a long-term substitute, the ideal mentor shares their grade and subject assignment, or is an instructional coach. The district makes sure every mentor attends program orientation and training.

6. Funding applications

Based on the district's funding strategy, participants apply for FAFSA and any other agreed federal (such as the TEACH Grant), state, or local funding each year or on the program's timeline.

7. Terms and Conditions

The district agrees to the BloomBoard Terms and Conditions, linked at the end of this memo.

Recommended practices

The district also agrees to consider the following:

- **A participant agreement.** Use a short memo with each participant that spells out the benefit, costs, repayment, and any employment requirements. BloomBoard can share a template.
- **Principal involvement.** Have principals at participating schools attend a BloomBoard info session and give participants the time, resources, and classroom access they need, including for student teaching.
- **An organizational lead.** Name a senior-level instructional coach or curriculum director who coordinates with mentors, schedules, and resident time, tracks participant progress, and supports interventions when needed. This person attends program training, stays in regular contact with BloomBoard, and helps train mentors, principals, and other staff.
- **Inclusion.** Give participants the same communications, professional development, and meeting invitations as teachers with similar grade or subject assignments, where appropriate.
- **Orientation.** Cover ethics and professional conduct rules, FERPA, technology policies, and any school or district-specific policies.

If something is not working

If the district or its participants are not meeting these commitments or the Terms and Conditions, BloomBoard may suspend access to the program on its platform. Before that happens, BloomBoard will give written notice and a reasonable chance to fix the issue, unless immediate suspension is required by law or to address an imminent security threat. Access can be restored once the district/ESC shows it is back in compliance.

Legal terms

The full BloomBoard Terms and Conditions apply to everyone participating in the program. You can read them here: https://bloomboard.com/terms/program-terms-and-conditions/

By signing below, the district/ESC confirms that it has received the Terms and Conditions and agrees to be bound by them.

District/ESC participation form

District/ESC name: MID-OHIO ESC

List each participant below. For each one, mark whether they are funded by the Grow Your Own grant ($7,500 per year). If they are not, enter the amount the district/ESC will contribute toward the tuition that remains after grants like Pell. Write "full balance" if the district/ESC will cover everything not paid by grants. Write "$0" if the participant will cover the remaining balance.

Participant name	Grant funded? (Yes / No)	District contribution, if not grant funded
Bethany Rachel		$0 Employee to be billed directly by Lake Erie College, then receive Professional Development Reimbursement according to MOESC policy.

So agreed this _____ day of _____, 2026.

Mid-Ohio ESC	Southern Ohio ESC
Superintendent: _____	Superintendent: _____
Treasurer: _____	Treasurer: _____