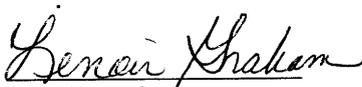


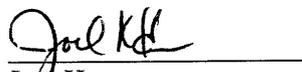
**DEPARTMENT OF DEFENSE EDUCATION ACTIVITY
AND
FEDERAL EDUCATION ASSOCIATION
Memorandum of Understanding**

**Provision of Home Visits for Students in the DoDEA Preschool Services for
Children with Disabilities (PSCD) Program**

The Department of Defense Education Activity (DODEA) and the Federal Education Association (FEA), hereafter referred to as the "parties," hereby agree to the following concerning the implementation of home visits for PSCD students in DoDEA..

- a. Beginning SY 2010/11, the parties agree to implement a plan for PSCD in accordance with the attached information paper dated May 17, 2010 (Attachment 1), the negotiated agreement and this memorandum of understanding (MOU). When there is a conflict between this MOU and/or the negotiated agreement and Attachment 1, the MOU and/or the negotiated agreement will control.
- b. School Principals and PSCD educators should jointly develop a home visit plan and schedule that will meet the needs of their students. This discussion should take place no later than the first date PSCD educators return to school for the new school-year and before the last day of the previous school year thereafter.
- c. Once the home visit schedule has been jointly developed, the Principal will identify the in-school start date for the PSCD Program and will communicate the start date for school year to parents, community members, ISS-Early Childhood, ISS-Special Education, and District Superintendent.
- d. PSCD educators are encouraged to follow the DoDEA Home Visit Guidance (Attachment 1) during the actual home visit. After the home visits have been completed, the PSCD educators and the Principal will meet to have a discussion of the overall needs of the students, based on information gathered by the PSCD educators during the home visits. Under no circumstances are home visits to be conducted by the teacher alone.
- e. PSCD educators will be provided duty time (including travel to/from the student's home) to conduct home visits up to two hours per student. Home visits may be made during the first week of school or as appropriate during the school year for PSCD children dependent upon the child's unique needs. PSCD educators should arrange for these home visits with the parents after the home visit plan and schedule have been jointly developed by the teacher and Principal.
- f. The parties agree to make every effort to resolve any disputes that arise at the organizational level where they arise prior to forwarding the matter to the next higher level.
- g. PSCD teachers will not be required to perform home visit duties outside the duty day.


Lenoir Graham
HR Director, DoDEA
8/17/2010


Joel Hansen
DoDEA Special Projects
12 Aug 2010


Michael Priser
FEA President 12 Aug 2010