

DEPARTMENT OF DEFENSE EDUCATION ACTIVITY

AND

FEDERAL EDUCATION ASSOCIATION

Memorandum of Understanding

ELA PK-12 Curriculum Materials

The Department of Defense Education Activity (DODEA) and the Federal Education Association (FEA), hereafter referred to as the "parties", hereby agree that the PK-12 ELA Curriculum Materials for use beginning school year 2010-2011 will be implemented in accordance with the attached DoDEA guidance dated December 1, 2009 and the ELA Roll-Out Timeline updated February 16, 2010.

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.



Lenoir Graham  
HR Director, DoDEA

Joel Hansen  
DoDEA Special Projects

22 Feb 10



Michael Priser  
FEA President

22 Feb 2010

**Information Paper**  
**Department of Defense Education Activity**  
**Arlington, Virginia**

**TITLE:** ELA Materials Roll-Out

**POC:** Sandra Whitaker, Lori Pickel, Sandee Scruggs

**DATE:** 1 December 2009

**PURPOSE:** To communicate new ELA materials roll-out

**BACKGROUND:** PK-12 ELA materials aligned with the updated standards were selected in October 2007 by technical evaluation boards consisting of representatives from all three DoDEA areas following federal laws and procurement regulations. Contracts were awarded February 2008 as follows:

- Grades PK-6: Pearson, *Reading Streets*
- Grades 3-6 nonfiction leveled content readers: Scholastic, *Guided Reading Orange*
- Grades 7-12: Harcourt International Education Group, *Elements of Literature*.

Funding was held pending recommendations from the Literacy Task Group (LTG). Subsequently, the LTG recommendation to update ELA resources was approved, funding released and materials were ordered. Kindergarten ELA materials were ordered in July 2009 for all Kindergarten classrooms. Priority was given to this grade-level in order to equip the expanding number of Kindergarten classroom impacted by the Reduced Kindergarten PTR and provide consistency in Kindergarten program materials across the system.

**CURRENT STATUS:** Kindergarten materials should be in the schools. Schools should expect the remaining grade levels to arrive January-March 2010. Teachers are invited to explore and begin using materials. To facilitate this process, ELA teachers will be given .5 PD day in order to review new materials and complete optional online vendor resources. This time should be allotted within two weeks of schools receiving materials. Teachers should then gradually implement full use of new materials for the remainder of the school year. Informal feedback to HQ is welcome and will be used to plan professional development for SY10-11. Current ELA materials should remain in schools for use as supplemental resources.

**IMPLEMENTATION PLAN:** See attached timeline

**NEXT STEPS:** See attached timeline

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1 December 2009

PK-12 ELA Materials Roll-Out Timeline

| Timeline         | Action Item   | Involvement   |
|------------------|---|---|
| October 2007     | <p>PK-12 <u>ELA Technical Reviews</u>:</p> <ol style="list-style-type: none"> <li>PK-6 Integrated Reading/Language Arts Program to include following components:<br/>PK-6 Integrated Reading/Language Arts, K-2 Intervention, K-2 Decodable Text, Leveled Readers/Database</li> <li>Grades 3-6 Nonfiction Leveled Content Readers with a focus on Social Studies and Science</li> <li>7-12 Integrated ELA to include the following components:<br/>Integrated English/Language Arts (one text incorporating English/Writing/etc); Novels, Online resources</li> <li>AP Literature and Composition; AP Language and Composition</li> </ol> | <p>Area ELA<br/>ECE ISS</p> <p>Classroom teachers</p> <p>Association representatives</p>  |
| February 2008    | <p><u>Contract Award/Ordering Materials PK-12 ELA Contracts Awarded</u>:</p> <ol style="list-style-type: none"> <li>PK-6 Integrated Reading/Language Arts:<br/>Pearson-Scott Foresman's <i>Reading Streets</i></li> <li>3-6 Nonfiction Leveled Content Readers:<br/>Scholastic's Guided Reading Orange</li> <li>7-12 Integrated English/Language Arts:<br/>Harcourt-Holt's Language of Literature</li> <li>Materials were not submitted for AP Literature and Composition; AP Language and Composition. Members of TEB recommended possible resources.</li> </ol>   | <p>Weekly Packet<br/>March 26, 2008:</p> <ol style="list-style-type: none"> <li>PK-6 ELA Award Information</li> <li>7-12 ELA Award Information</li> </ol> |
| May 2008         | Ordering Information collected for K-2 Literacy Intervention/Grades 3-6 Guided Reading Orange   | Weekly Packet<br>May 7, 2008  |
| June 23-27, 2008 | <p><b>Professional Development for Updated Standards, Curriculum Materials, &amp; Assessment</b><br/><u>ELA/SS Work Group</u>:</p> <p>Activity/Audience: ELA/SS Work Group</p> <p>Conduct training of trainers and/or provide training for area ELA ISSs, SS ISS and one district generalist in DoDEA updated ELA and SS Standards, best practices for instruction and assessment, developing PK-3 ELA/SS Standards Instructional Framework lesson design, and use of new 1) K-2 intervention component (My Sidewalks) and 2) Grade 3-6 Nonfiction Leveled Content Readers (Guided Reading Orange).</p>                                   | <p>Area ELA ISS<br/>Area ECE ISS</p> <p>1 Generalist per district</p> <p>Association Representatives</p>  |
| June 2009        | Reduced PTR memo: Announced Reduced PTR for Kindergarten  | DoDEA Memo:<br>June 3, 2009   |
| July 2009        | Materials needed for new kindergarten classroom/ Scholastic contract expired- Kindergarten <i>Literacy Place</i> no longer in publication and not available for purchase. Funding approved to order new materials (Feb 08 contract) for all kindergarten teachers (will support LTG recommendations).   |   |
| August 2009      | <ol style="list-style-type: none"> <li>Reduced PTR for Kindergarten: Kindergarten updated materials begin to arrive in schools</li> <li>.5PD day provided to all Kindergarten teachers to review updated ELA materials and complete optional online book walk-through.</li> <li>Kindergarten materials are to be used SY09-10.</li> </ol>   | DoDEA Memo  |
| August 2009      | End of year funds available to order all ELA materials (PreK-6). Orders placed late September 2009.   |   |

updated February 16, 2010

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22 Feb 2010

PK-12 ELA Materials Roll-Out Timeline

| Timeline  | Action Item   | Involvement  |
|---|---|--|
|   | <b>Materials Roll-Out/Refinement of Curriculum &amp; Instructional Practices</b>  |  |
| SY 09-10  | Literacy Task Group work continues SY09-10<br>Recommendations updated as needed and submitted for approval.   | Association<br>Representatives                           |
| December 2009-<br>March 2010<br><br>Spring 2010 | <ol style="list-style-type: none"> <li>1. ELA materials arrive in schools-teachers are invited to explore materials and may begin using materials.</li> <li>2. ELA teachers given .5PD day in order to review new materials and complete optional online vendor resources. Teachers should be given this time within two weeks of receiving materials. Informal feedback to HQ welcome.</li> <li>3. Following the .5PD review, materials are to be gradually incorporated into instruction for the remainder of SY09-10. (337 PD days for 7-12 ELA teachers/1433 PD or early release for PK, 1-6 ELA teachers). Note: Kdgn teachers had .5 PD fall 2009.<br/>Additional PD days allotted for ELA teachers the following school year-see number 3 below for SY10-11.</li> <li>4. Note: Current resources such as Literacy Place, Guided Reading Blue, Elements of Writing, and Language of Literature materials may continue to be used as resources and should not be removed from the school.</li> </ol> |  |
| Spring-Summer<br>2010                           | District ECE/ELA specialists trained on modules focusing on integrating standards, reading instruction, and support strategies with the new resources and materials. Aug/Sept 2010. (24 participants approx. 120 PD days)   | Association<br>Representatives                           |
| SY10-11   | <ol style="list-style-type: none"> <li>1. Approved LTG recommendations implemented.</li> <li>2. Mandatory use of updated materials.</li> </ol>  |  |
| SY 10-11  | <ol style="list-style-type: none"> <li>3. SY10-11 2.0 PD (approximately 4491 ELA teachers, approximately 8982 PD days or early release)<br/>Each ELA teacher will be given 2 PDs days to be used during SY2010-11 to receive guided training on integrating standards, reading instruction, and support strategies using the new materials.<br/>-- 1 PD day for initial planned face-to-face training on effective practices during the beginning of the year with<br/>-- .5PD day: Approximately 8 weeks after PD 1<br/>-- .5 PD day: Approximately 8 weeks after PD 2<br/>Note: .5PD delivery models may vary to include: Face-to-Face; Online; Study Groups; Video Conference, etc.<br/><br/><i>Current resources such as Literacy Place, Guided Reading Blue, Elements of Writing, and Language of Literature materials may continue to be used as resources and should not be removed from the school.</i></li> </ol>  | Association<br>Representatives<br>at each school         |
| SY 09-10<br>SY 10-11<br>SY 11-12                | <b>Evaluate ELA Materials Rollout</b><br>Ongoing program evaluation and updating of action plans to monitor fidelity of program implementation  | Association Leadership<br>Association<br>Representatives |
| SY14-15   | <b>PK-12 Literacy Program</b> implemented/refined/revised as needed per yearly review of action plans/program evaluation Data used to revise ELA plans for SY14-15.   | Association Leadership<br>Association<br>Representatives |

updated February 16, 2010

*MPK 22 Feb 2010*