



[Date]

Dear [Name]

For the purpose of assisting [Name] (the "Resident") to obtain specialized training, Summit Preparatory Charter High School, a California local education agency ("Summit"), has agreed to offer you a Residency (the "Residency") with Summit. This offer is contingent upon satisfactory completion of all enrollment paperwork and the requirements of the admissions process detailed in this Enrollment Agreement.

About the Residency:

The Residency is a one-year full-time program during which Residents are immersed in Summit Learning or partner school classrooms while also completing credentialing coursework culminating in a California Single Subject Preliminary Teaching Credential. The Residency will commence on July 8, 2020, and end on June 25, 2021.

In addition to increasing the diversity of the teaching force, the Residency is an educational experience designed to model a personalized approach to educator preparation through building a pipeline of high quality, personalized learning teachers. Residents will complete the Residency under the direct supervision of Molly Posner, Program Director of the Summit Learning Teacher Residency ("SLTR"). During the Residency, you are responsible for meeting all program expectations, including but not limited to:

Coursework:

- Complete all projects, checkpoints, and playlists at the expected standard, including revising work as needed to meet the expected standard.
- Engage in regular reflection on coursework and learning experiences.
- Participate in all cohort learning experiences, including one full day and one afternoon each week.
- Complete the edTPA, a Teacher Performance Assessment that is required to earn a California Single Subject Preliminary Teaching Credential.
- Complete all requirements for a California Single Subject Preliminary Teaching Credential.
- Participate in the program evaluation processes to provide feedback on your experience in the Residency.

Clinical Responsibilities:

- Co-teach, co-plan, and co-assess alongside a Cooperating Teacher four days a week for a full academic school year and a minimum of 600 clinical experience hours.
- Independently student teach one class section, including planning and assessment of student work, beginning approximately in January through the end of the school year.
- Lead one section of Self-Directed Learning (SDL) with the support of the Cooperating Teacher for the length of the school year.
- Participate in all school site meetings and professional development that does not interfere with Resident coursework learning experiences.
- Serve as a substitute teacher (with a valid California 30 day substitute teaching permit) for up to 20 days over the course of the school year.

Professional Growth:

- Demonstrate the expected level of performance on all required Look Fors in both coursework and in the clinical setting.
- Be a professional member of the Residency and school site communities in both the coursework and clinical settings, including consistent attendance and professional communication.
- Engage in ongoing formal and informal observations, feedback, and coaching with the Cooperating Teacher and the SLTR Mentor.
- Engage in regular reflection on your development as a teacher and on your performance in the clinical setting.
- Participate in quarterly co-assessment meetings to discuss strengths, growth areas, and goal with the Cooperating Teacher and the SLTR Mentor.

Credential Information:

Upon successful completion of the one-year Residency and all credentialing requirements, you will be recommended for a California Single Subject Preliminary Teaching Credential by Summit.

School Placements (non-exhaustive):

- Summit Public Schools (Tahoma, Denali, Prep, Everest, Shasta, K2, Tamalpais)

Residency Tuition/Costs Information:

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|-------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Summit Learning Teacher Residency Tuition | \$14,000 (divided into two \$7,000 payments) |
| Tuition Payment Dates | First Payment: July 8, 2020 (\$7,000) Second Payment: December 4, 2020 (\$7,000) Note: Tuition Payment Slips Attached |
| Late Fees | First Payment: Tuition payments made between July 9, 2020 to July 20, 2020, inclusive, will be assessed a \$60 late fee. Note: Residents who have not submitted the |

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| | <p>first tuition payment by July 20, 2020, will be withdrawn from the Residency effective July 21, 2020.</p> <p>Second Payment: Tuition Payments made between December 5, 2020, and December 14, 2020, inclusive, will be assessed a \$60 late fee.</p> <p>Note: Residents who have not submitted the second tuition payment by December 14, 2020, will be withdrawn from the Residency effective December 15, 2020.</p> |
| Resident Stipend | \$20,000 (divided over 12 months) |
| Resident Stipend Disbursement Date(s) | Monthly (on or around the 23rd) from July 2020 through June 2021; approximately \$1,667 |
| Eligibility for Monthly Stipend Disbursement | <p>In order to receive monthly stipends, prior to the disbursement date, Residents must have:</p> <ul style="list-style-type: none"> A. Fewer than 10 total absences; B. Submitted all applicable projects (whether revised or needing resubmission to meet program standards); C. Demonstrated active participation (see Clinical Responsibilities section above) in all responsibilities at the school site; and D. Made tuition payments by their respective due dates. <p>Note: Residents not meeting the eligibility requirements above will forfeit monthly disbursements during their ineligibility period.</p> <p>Also Note: Summit reserves the right to prorate or eliminate the stipend reimbursement for Residents on a leave of absence from the Residency. Residents are advised to consult with the Program Director of the Residency prior to commencing a leave of absence or as soon as practicable after beginning a leave of absence.</p> |

Tuberculosis Screening and Background Checks:

In accordance with California law, prior to beginning the Residency and starting the first day on their school site, each prospective Resident is required to satisfy certain clearance requirements:

- Each Resident must pass a tuberculosis (“TB”) risk assessment and/or test Confirming that the Resident does not have risk factors, or if TB risk factors are identified, the Resident has been examined and determined to be free of infectious TB.
- Each Resident must submit to a criminal background check to confirm eligibility to participate in classrooms by submitting fingerprints through LiveScan to the California Department of Justice and Federal Bureau of Investigation.
- Each Resident must satisfy all identification requirements required by and obtain a Certificate of Clearance from the California Commission on Teacher Credentialing (“CTC”).
- Each Resident must provide documentary evidence of identity and eligibility to be employed in the United States

Please note that Residents are responsible for any costs associated with the TB test.

California Substitute Teaching Permit:

Each prospective Resident is required to have obtained a 30-Day California Substitute Teaching Permit (“STP”) prior to starting the first day on their school site (approximately August 1, 2020). Additional information about how to obtain this permit will be provided the first week of summer training.

Basic Skills Requirement:

As part of the 30-day substitute teaching permit application, each prospective Resident must show proof of having passed or waived out of the California Basic Educational Skills Test (“CBEST”) by June 19, 2020, to ensure that they can apply for a substitute teaching permit. Residents are responsible for any costs associated with taking and passing the CBEST. To demonstrate progress towards this requirement, please submit evidence/documentation of one of the following along with this signed Enrollment Agreement:

- Having registered for, attempted, or passed the CBEST exam
- SAT scores of 500 or higher in English and 550 or higher in Math
- ACT scores of 22 or higher in English and 23 or higher in Math
- AP scores of 3 or higher on AP English Language or Literature exams and AP Calculus and AP Statistics exams
- College ready or exempt on EAP exams
- EPT score of 151 or higher and ELM score of 50 or higher

Subject Matter Requirement:

Each prospective Resident is required to attempt or pass all subtests of the California Subject Examinations for Teacher (“CSET”) exam prior to the start of the Residency. For all subject areas except World Language, you must take all subtests by June 7, 2020. For World Language, you must take all subtests by May 10, 2020.

As required by the CTC, candidates for the Residency must provide evidence of their progress towards meeting the subject-matter requirement prior to enrolling in the Residency. Along with this signed Enrollment Agreement, please submit evidence/documentation of one of the following:

- Having passed the CSET exam in your subject area
- Having attempted all subtests of the CSET exam in your subject area
- Registration for the CSET exam in the next scheduling window
- Having completed a CTC-approved subject matter preparation program in your subject area

Your spot in the program is not guaranteed without submission of this documentation.

No Employment Relationship

While enrolled in the Residency, Resident acknowledges and agrees that you are not an employee of Summit and no employment relationship is implied by the enrollment agreement. Residents are not entitled to benefits of any kind to which Summit employees are entitled, including but not limited to unemployment compensation, workers' compensation, health insurance and retirement benefits.

Additional Residency Responsibilities:

You will perform the Residency under the supervision of the Residency faculty and staff. .

Neither Summit nor the partner schools guarantee employment for Residents following successful completion of the Residency. One goal of the Residency, however, is to prepare teachers who may then have an opportunity to continue to teach in partner schools. Residents who successfully complete the Residency may be eligible to apply for possible job opportunities with partner schools after completion of the Residency. While participating in the Residency, Residents acknowledge their obligation to:

- Meet all program expectations;
- Comply with all lawful and reasonable directions and instructions given to you by employees of Summit and employees of the school at which you are placed during the course of the Residency;
- Adhere to all applicable policies and procedures of Summit and the school at which you are placed during the course of the Residency; and
- Undergo training that Summit and the school at which you are placed deems necessary to enable you to safely and efficiently perform your duties during the Residency.

You accept that the Residency may be terminated prior to the end date at the sole discretion of Summit. Additionally, this Enrollment Agreement constitutes the entire agreement between the Resident and Summit with respect to the Residency and supersedes all prior and contemporaneous agreements, proposals or representations, written or oral, concerning its subject matter.

If you have any questions about the terms of the Residency outlined above, please contact Pamela Lamcke at plamcke@summitps.org.

Sincerely,

Pamela Lamcke | Executive Director, Summit Learning Teacher Residency

My signature below indicates my acceptance of the Residency as outlined above.

(Signature)

(Date)

(Printed Name)