



## **Educational Services Alternative Licensure Program**

### **Memorandum of Understanding (Member District)**

This Memorandum of Understanding (MOU) is between \_\_\_\_\_(Teacher), and  
\_\_\_\_\_School District (District), and the San Luis Valley BOCES.

### **Background**

The Teacher is employed by the District for the 2023-2024 school year to teach  
\_\_\_\_\_(subject area). All Parties to this MOU recognize and agree that  
the Teacher must complete the alternative licensure program provided by the San Luis Valley  
BOCES in order to be licensed by the Colorado Department of Education (CDE), CDE has  
approved and endorsed the San Luis Valley BOCES Alternative Licensure Program. The  
registration fee for the program is \$4,500.

### **Alternative Licensure Non-Negotiable**

- Candidate must attend the Initial Program Orientation.
- Candidate must hold an alternative license through CDE.
- Candidate must honor mandatory requirements and meet all timelines.  
Program requirements may be found on [www.slvboces.org](http://www.slvboces.org).
- Candidate must attend all SLV BOCES seminars.
- Candidate must complete online coursework in a timely manner. Candidates' mentor must have attended the Mentor Orientation/Training.

*\*\*\* Failure to complete required elements, which includes no more than one absence from SLVBOCES seminars will result in a loss of successful completion of the program.*

## Agreement

In consideration of the foregoing and the other promises contained herein, the parties to this MOU agree as follows:

1. The Teacher will be responsible for the full registration fee of \$4,500, whether or not the teacher completes the program, or CDE refuses to grant a license.
2. The Teacher will allow the District to payroll deduct the registration fee from the Teacher's salary on terms to be agreed upon by the Teacher and the District.

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3. The District will pay the San Luis Valley BOCES the full registration fee of \$4,500. The District can elect to pay the full registration fee upon billing; or in semi-annual payments by October and February; or monthly as the fee is recovered from the employee.
4. The San Luis Valley BOCES will provide Mentor Training, evening seminars, online learning options, and 4 coach observations in the classroom. BOCES will also facilitate communication among the program coordinator, Joy Werner, the respective teacher, the mentor teacher, and their building principals. Finally, San Luis Valley BOCES will complete the evaluation of the portfolios and preparation of the necessary documentation for CDE.
5. It is the candidate's responsibility to apply for the initial license once documentation is provided by San Luis Valley BOCES.

_____	_____
Teacher	Date
_____	_____
Alternative Licensure Coordinator	Date
_____	_____
District Superintendent	Date

\*\*\*\*\* It is the responsibility of the candidate to review this with their superintendent and return a signed copy to Joy Werner at [jwerner@center.k12.co.us](mailto:jwerner@center.k12.co.us) or Fax: 719-589-5007.