

Milagros R. Fornell, Associate Superintendent  
Curriculum and Instruction

**SUBJECT:                   REQUEST AUTHORIZATION FOR THE SUPERINTENDENT  
TO ENTER INTO A MEMORANDUM OF UNDERSTANDING  
BETWEEN MIAMI-DADE COUNTY PUBLIC SCHOOLS AND  
THE INSTITUTO CAMÕES OF PORTUGAL**

**COMMITTEE:           INSTRUCTIONAL   EXCELLENCE    AND    COMMUNITY  
ENGAGEMENT**

**LINK TO DISTRICT  
STRATEGIC PLAN:   EDUCATION**

The Instituto Camões (I.C.) of Portugal and the School Board of Miami-Dade County, Florida, driven by a desire to strengthen ties between the citizens of Portugal and the Citizens of Miami-Dade want to cooperate in a joint effort to design an educational model in which international understanding is an essential element. This program of cooperation is centered on the importance of teaching world languages as an instrument of communication in the fields of education, the economy, science and culture. The I.C. will support the efforts of M-DCPS to provide students with an ever more effective world languages education.

The proposed MOU seeks to support and improve the quality and extent of the teaching of the Portuguese language and culture in M-DCPS. Its general terms and conditions encompass cooperation in professional development, recruitment of teachers of Portuguese, expansion of Portuguese courses, and teacher and student exchanges. The I.C. will provide technical support through the Coordinator or Advisor of Portuguese Language Programs in the United States. The MOU further explores the possibility of establishing other venues of cooperation such as sister schools. Currently an English/Portuguese dual language program is offered at Ada Merritt K-8 Center and Portuguese World Languages courses are offered at Doral Middle School, Westland Senior High School and Miami Beach Senior High School.

This item requests authorization for the Superintendent to enter into a MOU with the Instituto Camões of Portugal, represented by the Ambassador of Portugal to the United States, Nuno Brito, for a period of three years. The MOU will be implemented during the school years 2011-2014.

There is no additional cost to the District.

**C-3**

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida, authorize the Superintendent to enter into a Memorandum of Understanding between Miami-Dade County Public Schools and the Instituto Camões of Portugal for a period of up to three years, effective October, 2011 through October, 2014.

MRF/MDA/KAS:Imm

# MEMORANDUM OF UNDERSTANDING

BETWEEN

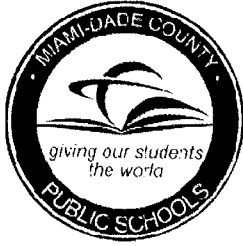
THE SCHOOL BOARD OF  
MIAMI-DADE COUNTY, FLORIDA

AND

THE INSTITUTE CAMÕES

OCTOBER 2011





**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN**  
**THE INSTITUTE CAMÕES AND THE SCHOOL BOARD**

The *Instituto Camões*, henceforth called "the I.C.", with headquarters at *Rua Rodriguez Sampaio, n° 113, 1150-279* in Lisbon, Portugal, hereby represented by the Ambassador of Portugal, *Nuno Brito*, on behalf of the I.C. President, *Ana Paula Laborinho*, and the School Board of Miami-Dade County, Florida, henceforth called "the School Board", hereby represented by Superintendent of Schools, Alberto M. Carvalho, intend to establish a program of cooperation to be implemented during the school years 2011-2014. Hence, the I.C. and representatives of the School Board agree to sign this Memorandum of Understanding (MOU).

The I.C. and the School Board are driven by a desire to strengthen ties between the citizens of Portugal and the citizens of Miami-Dade County Public Schools (M-DCPS) and to cooperate in joint efforts to design an educational model in which international understanding is an essential element.

The I.C. and the School Board are in agreement on the importance of teaching world languages as an instrument of communication in the fields of education, the economy, science, and culture. This collaboration shall act to support the efforts of the School Board to provide students with ever more effective world languages education consistent with the standards in the M-DCPS World Languages Curriculum Framework.

A Memorandum of Understanding (MOU) is hereby signed in due form and parties agree to the following:

## **I. GENERAL PRINCIPLES**

1. The I.C. and the School Board have established that the main objective of this MOU is the improvement of the quality and extent of the teaching of the Portuguese language and culture in schools in the M-DCPS District. Our joint goals are to:
  - 1.1. Promote educational and cultural relationships that shall be mutually beneficial for the students in Miami-Dade County and those serving the schools from the I.C.;
  - 1.2. Foster knowledge and appreciation of the cultural heritage among one of the largest Portuguese-speaking communities in the United States by expanding and enriching the educational resources and programs available to all the children of Miami-Dade County;
  - 1.3. Provide students who enroll in these programs with educational experiences that contribute to their future personal, academic, economic, and professional success and expand their access to the fifth most spoken language in the World and to the extraordinary diversity of more than 260 million Portuguese speakers from many nations in the five continents; and
  - 1.4. Contribute to the professional growth and expertise of M-DCPS members and the Portuguese staff.
2. The resources and programs described in this MOU will be available to all Miami-Dade County school district's public schools in which the Portuguese language is taught or will be taught.
3. All plans and programs subject to this MOU will promote high academic standards and high student achievement in English as well as in Portuguese.

## **II. COOPERATING PROGRAMS**

1. The basic means of cooperation between the I.C. and the School Board will be implemented through the following programs:

## **1.1 Visiting Teacher**

The I.C. will assist the School Board in establishing a visiting teachers program and in the identification and selection of the visiting teachers. These will be qualified teachers selected locally and presently lecturing in Department of Portuguese Studies of universities, higher education institutions, as well as teaching staff residing in the United States. Teachers from Portugal or other Portuguese-speaking countries with appropriate legal status or visa will be considered visiting teachers and may be hired under local M-DCPS district contracts for a minimum of a school year and a maximum of three years. The visiting teachers will be hired as needed to teach in the existing Portuguese program and as the program expands, to teach Portuguese in elementary, middle and high schools. All decisions relating to the hiring, employment, and evaluation of visiting teachers under this MOU are the responsibility of the School Board.

- 1.1.1. The School Board and I.C. agree to invite schools in the district to take part in the program.
- 1.1.2. The School Board of Miami-Dade County, Florida will collaborate with the I.C. in preparing in-service training activities for participating visiting teachers.
- 1.1.3. The I.C. will promote orientation in-service training activities, e-learning system / distance learning system for the district's Portuguese teachers in collaboration with M-DCPS.

## **1.2 Short-Visit Programs**

- 1.2.1. If funding is available, the I.C. and M-DCPS will cooperate in promoting and organizing selected study visits to Portugal for teachers, administrators, and other educational personnel.
- 1.2.2. For each academic year the I.C. will communicate to M-DCPS ability to provide financial support for the above study visits.
- 1.2.3. The duration of each visit will be 5 to 7 calendar days and all participants will be assisted by the I.C., within pre-arranged conditions.

### **1.3 Summer Courses**

1.3.1. If funding is available, the I.C. and the School Board agree to publicize on their websites opportunities for M-DCPS teachers to attend summer courses on the teaching of Portuguese as a world language, to be held in Portuguese universities.

1.3.2. For each academic year, the I.C. will communicate to the School Board the number of persons that could be funded by the Portuguese authorities to enroll in these courses.

### **1.4 Other Programs**

As human and financial resources are made available, the I.C. and the School Board agree that other programs may be formulated and implemented, taking into account the spirit and the principles defined within this MOU, as follows:

#### **1.4.1. Sister schools**

The I.C. and the School Board agree to discuss the terms and conditions to promote an international sister school program to enhance teaching and learning of languages and the sharing of cultures in the participant schools in Miami-Dade County and in Portugal, as well as developing a wider range of teaching and learning activities to address the goals and principles of this MOU.

#### **1.4.2. Internet/World Video Web**

The I.C. and the School Board agree to make available and to publicize programs developed under this MOU on the websites of the I.C. and the School Board .

## **III. PORTUGUESE EDUCATION OFFICE**

1. The I.C. will provide the Education office, with the human and technical resources to allow it to participate effectively in the development of the cooperating programs, set forth in this memorandum.

- 1.1. The Coordinator of the Portuguese Language Program in the United States will ensure that all tasks and activities are properly undertaken until a suitable Advisor will be appointed by the I.C. The Coordinator of the Portuguese Language Program in the United States will ensure the attendance to all meetings on these matters, and who, in cooperation with M-DCPS staff, will develop and monitor the programs described in this MOU.
- 1.2. The responsibilities of the above Advisor will include assignments in foreign languages curriculum and their assessment, development and evaluation; collaboration with professional organizations, schools, and universities for foreign language training; analysis of student achievement data of Portuguese-speaking students; collaboration with foreign language educators and educator preparation and educator testing programs; management of the Portuguese visiting teachers' program and other activities, as agreed with the School Board .
- 1.3. The I.C. will be responsible for the honorarium and benefits of the above mentioned Advisor and all expenses related to his/her professional occupation (e.g. air travel, medical insurance, others).
- 1.4. M-DCPS will provide support to enable the coordinator and the above mentioned Advisor to perform all activities related to the MOU.

#### **IV. EVALUATION**

1. Annually, representatives of the I.C. and the School Board will jointly evaluate the activities and results pertinent to the program implementation developed under this MOU.
2. The I.C. and the School Board accept that specialists and supervisors of both Administrations will evaluate the development and the results of the initiatives, which are the object of this MOU, through related visits.

#### **V. DURATION**

1. This MOU will become effective from the academic year of 2011/2012 to the academic year of 2013/2014. This MOU shall terminate as of July 31<sup>st</sup>, 2014 unless the I.C. and the School Board wish to renew it, in which case they will have to propose a renewal of the MOU in writing.



2. Either of the Signatories may cancel this MOU provided that a written notice of such decision is forwarded to the other party. The MOU will discontinue six months after the reception of said communication.
3. The present MOU will be able to be altered by decision in writing of both Signatories. Any modification will come into effect starting from the date of signature by both of Signatories.

This Memorandum of Understanding is written in English and in Portuguese.

This MOU is not an instrument of public international law.

Signed in Miami, Florida, on the .....of .....2011

Representing the School Board of  
Miami-Dade County, Florida  
Florida

Representing the  
Ministry of Foreign Affairs,  
Instituto Camões

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Alberto M. Carvalho  
Superintendent  
Miami-Dade County Public Schools

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Nuno Brito  
Ambassador of Portugal  
in the United States

Approved as to Form:

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Attorney for the Board

Reviewed and Approved:

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Risk Management