

**LETTER OF UNDERSTANDING  
BETWEEN DEARBORN BOARD OF EDUCATION  
AND  
DEARBORN FEDERATION OF TEACHERS  
Parent Teacher Home Visit Project**

The Dearborn Board of Education (hereinafter referred to as the Board), and the Dearborn Federation of Teachers (hereinafter referred to as the D.F.T.), whereas the above mentioned parties agree as follows:

The Teacher Home Visit Project was developed in Sacramento, CA where it has been successfully implemented since 1998. The goals of the Teacher Home Visit Project are to build a stronger partnership between teachers and parent, to promote Dearborn Public Schools, and to work with parents to strengthen student outcomes. The Teacher Home Visit Project operates on a model where parents are seen as an asset to the educational process. By meeting parents in an area of their comfort, teachers have more success in working with them in partnership around academics.

The Dearborn Federation of Teachers, in collaboration with the district, will begin a pilot of the Parent Teacher Home Visit (PTHV) project in the 2016-17 school year at Long and Oakman elementary schools.

1. Participation in the PTHV project will follow the model outlined in the training:
  - A. Voluntary for teachers
  - B. Voluntary for parents
  - C. All visits are conducted in pairs, one being the teacher, the other an employee of the district that the teacher feels would be beneficial in helping build a positive relationship with the family
  - D. Not solely targeting a particular group of students
  - E. Relation based, focused on the hopes and dreams of the family – the teacher brings no papers
  - F. A maximum of 3 students can receive a maximum of 2 home visits per teacher
  - G. Each student and their family should receive a visit in the fall and one in the spring, unless the teacher and/or parent do not volunteer to do a spring visit
  - H. Non-participation in the PTHV project can, in no way, be used negatively in a teacher's evaluation
  - I. Teachers who take part in the program with access to their class lists no later than July 15th.

2. Teacher participation in the PTHV project requires the following commitments:
  - A. Attendance at a four (4) hour PTHV training
  - B. In order to be compensated for attending the training, a teacher must provide evidence of at least one home visit
  - C. In order to be compensated for home visit(s), attendance at a fall and/or spring debrief session is required
  - D. Home visits will be documented by the teacher in a manner to be determined by the PTHV committee. This document(s) will be shared with the DFT President to determine compensation amounts following the fall and spring debrief sessions.
3. Compensation
  - A. Teachers who participate in PTHV project and meet the commitments described, receive \$25 per hour for attending the training after the first visit is completed and debrief is held. Teachers who initiate the home visit as the primary teacher will receive \$50 per documented home visit. Payment of the stipends will be made following the fall and spring debrief sessions. The compensation will be provided by the district. Second teacher receives compensation as described below.
  - B. Teachers who do not attend the training but take part in a home visit as the second person, will not be compensated for the visit. Once a teacher completes the training, he/she would receive \$25 per visit as the second person.
4. The PTHV committee, consisting of the DFT president, DFT members, and building and/or central office administrators shall
  - A. Be represented at the training and both debrief sessions.
  - B. Meet during the year to evaluate the progress of the project and determine its continuation for the next school year
  - C. Attend the National PTHV Conference in October at no expense to the committee member

For the Board of Education  
of the school District of the  
City of Dearborn

Glenn Maleyko  
Glenn Maleyko, Superintendent

7-6-16  
Date

For the Dearborn Federation  
of Teachers

Christine Sipperley  
Christine Sipperley, DFT President

7-15-16  
Date