

Partnership Agreement
For Delivery of Step Into Kindergarten-a transition to school program

Ontario Early Years Centre is a program of Children's Resources on Wheels

This agreement is signed by the school principal, the executive director of the Ontario Early Years Centre (OEYC) and the Early Literacy Specialist (ELS) for the program located at:

Beckwith Public School
R.R.#2 1523 9th line of Beckwith
Carleton Place, Ontario
K7C 3P2

Project Details

Duration: July 19- July 23, 2010

Days and Hours of Operation: 8:30am-12:30pm Monday to Friday

Supervisor: Corry Goddard

Project Facilitator: Kathy Boelsma

Partnership Agreement Mandate

The OEYC is the governing body, accountable to the partners and the community to ensure that all commitments of the project are met. The ELS in partnership with the school sets overall strategic direction, vision, objectives, and operating policies for the project.

Agency Responsibilities

Ontario Early Years Centre and the Early Literacy Specialist:

Responsibilities include, but are not limited to:
approving the project model
ensuring that the project components meet the objectives;
establishing the work plan and priorities for the project coordinator and participating in her/his evaluation, recognizing that day-to-day supervision is provided by employing partner;
promoting and monitoring project effectiveness and integration among project components;
liaising with the government, funders and the community;
Supporting goals and directions of the school readiness program, in particular its vision to create and integrate a continuum of services.
Completing financial requirements as required by funders and sponsoring agency.
Participating in and supporting the project evaluation process.
Conduct hiring, coordination, payment and supervision of staff according to Children's Resources On Wheels policies and procedures.
Provide projected and actual budget spending in advance of and at the end of the project to all funders.
OEYC will distribute money according to the agreement with the funder.
Coordinate/ delegate advertising of the project.
Insurance: CROW \$2 million liability, additional insured includes Upper Canada District School Board and Catholic District School Board of Eastern Ontario, certificate upon request.

Host Organization – Beckwith Public School

Provide access to adequate space as required by the project which includes but is not limited to bathrooms, kindergarten classrooms, and outdoor space.

Provide registration access for junior kindergarten students entering school in September, 2010.

Name of Signatory and Partnering Agencies:

We, the undersigned, agree to the terms outlined in the Partnership Agreement set forth.

Sue Cavanagh, Executive Director, OEYC, Smiths Falls

Signature

Date

Joanne Clayton, Principal, Beckwith Public School,

Signature

Date

**Kathy Boelsma, Early Literacy Specialist,
Lanark County**

Signature

Date