



# MEMORANDUM OF AGREEMENT

BETWEEN JOBS FOR TENNESSEE GRADUATES, INC. AND  
ONEIDA HIGH SCHOOL

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In consideration of the partnership between Jobs for Tennessee Graduates, Inc. (JTG) and Oneida High School, JTG hereby agrees to:

## For In-School Students

1. Provide the additional resources needed to have a full-time staff member (Job Specialist) serve a minimum of 35-45 eligible youth for the Jobs for America's Graduates program as defined by JTG in Oneida High School for school year 2016-2017. That commitment includes having the staff member working in the summer to help assist the young people into jobs, college, or some combination.
2. Meet the minimum Process and Outcome standards of the Jobs for America's Graduates Model as defined by Jobs for America's Graduates, Inc., including:
  - a. Documenting daily contacts with enrolled youth.
  - b. Administer and document pre- and post-assessment results for all enrolled youth.
  - c. Ensure that a minimum average of 120 contact hours be achieved for enrolled students.
  - d. Document in the e-NDMS student progress reports.
  - e. Ensure that each school has an active Career Association to provide students with opportunities for recognition and to develop leadership and team membership skills.
  - f. Ensure that each enrolled student has a completed Individual Development Plan that documents a plan of action to attain his/her academic and career goals.

## For Follow-up Students

3. Provide follow-up services to graduates and non-graduates who were enrolled in the program during the 2015-2016 school year beginning June 1, 2016 and concluding May 31, 2017.



4. Provide follow-up that consists of a minimum of one documented contact per month for each graduate/non-graduate, and a minimum of six documented employer contacts for working graduates/non-graduates during the 12-month follow-up period.

#### General Program Requirements

5. Have the staff member responsible for conducting the Jobs for America's Graduates Model in Oneida High School available for requested training and development activities as part of the commitment to the fidelity of the JAG Model.
6. Make its best efforts to work with JTG to secure the resources needed to sustain the Jobs for America's Graduates program in the 2016-2017 school year from either or both the internal and external sources, working in close cooperation with JTG.
7. In turn, the JTG agrees to provide pre-service and in-service training, the delivery of the whole Jobs for America's Graduates National Curriculum; the implementation of the Jobs for America's Graduates research and tracking system (the JAG Electronic National Data Management System – e-NDMS); the JAG Career Association activities; ongoing supervision; technical assistance; and troubleshooting to help assure the highest levels of implementation consistent with the Process and Outcomes standards of the High School Model of Jobs for America's Graduates. It is understood that JTG may withdraw funding, if funding is possible, and all parts of the Jobs for America's Graduates Model delivered to Oneida High School if, after efforts at remediation, Oneida High School is unable or unwilling to take the actions necessary to assure high-quality delivery of the Model of Jobs for America's Graduates, Inc.



**Agreed and Approved:**

**Date:** September 28, 2016

*John Dwyer*  
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SIGNATURE

John Dwyer  
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PRINTED NAME

President & CEO Jobs for Tennessee Graduates  
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TITLE

**Agreed and Approved:**

**Date:**

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
PRINTED NAME

Oneida High School Principal  
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\_ TITLE