

**Memorandum of Understanding**  
**between Participating Universities/Programs and Visalia Unified School District**  
**Clear Administrative Services Credential (CASC) Induction Program**  
**2020-2022**

*The Clear Administrative Services Credential (CASC) Induction Program requires collaboration between Visalia Unified School District and universities/programs as administrators transition from their Preliminary Administrative Services Credential Program into the district Clear Administrative Services Credential (CASC) Induction Program. Visalia Unified and a representative from the University/Program listed on this Memorandum agree to the following roles and responsibilities:*

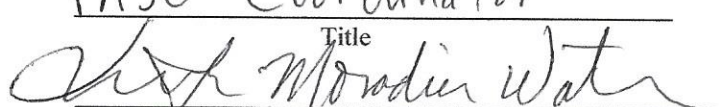
**Visalia Unified School District Induction Program roles and responsibilities:**

1. At regularly scheduled VUSD CASC Induction Program Advisory Committee Meetings, the VUSD CASC Induction Program representative(s) will:
  - Provide feedback to the university/program for the purpose of the preliminary administrative services program improvement.
  - Systematically seek input and feedback from the preliminary programs for the purpose of VUSD CASC Induction Program improvement.
  - Establish informal linkages across the administrative services programs through email, phone communication, and additional task-oriented meetings as necessary.
2. Induction Program Leadership and University/Program Representatives will openly communicate via email, phone conversations, etc., for advice and clarification of the procedure for receiving documents from the preliminary administrative services programs and transitioning of administrators into the VUSD CASC Clear Induction Program.

**University/Program Representative roles and responsibilities:**

1. At regularly scheduled VUSD CASC Induction Program Advisory Committee Meetings, University/Program Representative(s) will:
  - Provide feedback to the VUSD CASC Induction Program for the purpose of program improvement.
  - Inform the Induction Program regarding Candidates' Individual Induction Plans per articulation with the Preliminary Administrative Services Credential for the purpose of alignment and quality.
  - Systematically seek input and feedback from the VUSD CASC Induction Program for the purpose of administrator preparation program improvement.
  - Establish informal linkages across the Administrative Services Programs through email, phone communication, and additional task-oriented meetings as necessary.
2. University/Program Representatives and CASC Induction Program Leadership will openly communicate via email and phone conversations for advice and clarification of the procedure for transitioning qualifying preliminary administrative services credential holders into the VUSD CASC Induction Program.
3. University/Program Representatives and VUSD CASC Induction Program Leadership will work together to provide options for administrators to successfully complete their induction program, which may include unit credit for completion of induction program requirements and/or service as a coach.

*This MOU is agreed upon by the authorized representative(s) of the Visalia Unified School District CASC Induction Program and the authorized representatives of the collaborating university/preliminary program as indicated below:*

VUSD CASC Induction Program	Fresno State Preliminary Administrative Services
Shelly Groom	University/Program Name
VUSD Representative	Dr. Jennifer Moradian Watson
Director, Human Resources Development	Print Name of Representative
Title	PASC Coordinator
Signature	
Date	April 22, 2020