**Memorandum of Agreement for the Global Educator Digital Badge (GEDB)**

North Carolina educators participating in the NC Global Educator Digital Badge (GEDB) process and their supervising administrators are asked to review the expectations, roles, and responsibilities noted on the following pages in order to ensure fidelity of implementation.

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| **LEA Name** | **District Liaison Name:**    **Title:**    **Email:** |
| **GEDB Candidate Name** | **Title** (example: Teacher, School Counselor, Principal, Superintendent, ELA Curriculum Coordinator)  **Content Area** (if teacher):  **Email:** |
| **Supervising Administrator Name** | **School Name** |
| **Date of Annual Completed Documented Plan or Summary Goals and Strategies:** | |

The Memorandum of Agreement (MOA) shall be effective upon receipt of this signed document by the North Carolina Department of Public Instruction (NCDPI).

Upon receipt of the MOA, the NCDPI GEDB coordinator will enroll the candidate into the GEDB online platform and upload this MOA as completion of Step 1 of 4 on the platform.

The educator candidate will then be responsible for uploading any additional documentation onto the platform.

***Information page about Expectations, Roles, and Responsibilities follows***

**Educator Expectations, Roles, and Responsibilities**

*A candidate for the GEDB must successfully complete the following:*

* Documentation of goals to address global awareness elements within the North Carolina Professional Educator Standards as part of the annual professional development plan or summary goals and strategies. The plan or summary will outline any professional development to be completed to address the goals.
* Incorporation of applicable global awareness elements into the plan or summary, as defined in policy criteria for each educator category in the *North Carolina Professional Standards* Evaluation System; *North Carolina Standard Course of Study* for students.
* Completion within two years: a minimum of 100 hours or 10.0 continuing education units (CEUs) of global education professional development and a Capstone Project related to the educator’s global education goals of the documented professional development plan or summary goals and strategies.
* Upload of all requested information to the Global Educator Digital Badge in the Home Base Global Educator Online Management Forum.
* Completion of the Capstone Project and submission in the Home Base/Schoolnet for Instructional Units, Canvas for Professional Development, or PDF document for Leadership Brief for review process at the school, district, and state levels.

**Supervising Administrator Expectations, Roles, and Responsibilities**

*The administrator supervising a candidate for the GEDB must complete the following:*

* Observation and/or evaluation of the candidate’s successful facilitation of the Capstone Project, with emphasis on the applicable global awareness elements in *North Carolina Professional Standards,* as defined in policy for each educator category.
* Verification that Capstone Project lessons facilitated, professional development or Leadership Brief align with the global awareness objectives outlined in the candidate’s professional development plan or summary goals and strategies through observation data.
* Verification and attestation that candidate did meet requirements within two years for earning the Global Educator Digital Badge through completion of a minimum of 100 hours or 10.0 continuing education units (CEUs) of global education professional development and a Capstone Project related to the educator’s global education goals of the documented professional development plan or summary goals and strategies.
* Evaluation of candidate capstone project utilizing the evaluation checklist before submission to the district level.

**District Liaison Expectations, Roles, and Responsibilities**

*The district liaison for the Global Educator Digital Badge must complete the following:*

* Send this signed MOA to the NCDPI GEDB coordinator.
* Coordinate district evaluation of capstone projects utilizing evaluation checklists for curriculum development or organizing review teams or possible peer review coached sessions.
* Identify district level submitter to state Schoolnet bank for capstone projects.
* Primary district contact for the state level GEDB coordinator

**NCDPI Expectations, Roles, and Responsibilities**

*A designee from the North Carolina Department of Public Instruction shall:*

* Enroll candidate into the GEDB Online Management Forum
* Determine the final decision for acceptance of Capstone Project within Home Base.
* Document the educator’s Global Educator Digital Badge in the Home Base Educator’s Professional Development Profile upon approval.

***Signature page follows***

**We, the participating parties, have reviewed the expectations, roles, and responsibilities of each member noted above and have been authorized to submit this MOA on behalf of our local education agency.**

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**Signature of NC Candidate for Global Educator Digital Badge Date**

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**Signature of Supervising Administrator Date**

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**Signature of District Liaison Date**

**Please email signed form as an attachment to:**

NCDPI Global Education Steering Committee GEDB Coordinator at [ncglobaleducation@dpi.nc.gov](mailto:ncglobaleducation@dpi.nc.gov)