**CLASS® CONTRACT OBSERVER PARTICIPANT AGREEMENT**

**READY REGION SW Virginia Quality Birth to Five – Southwest/New River Valley**

**United Way of Southwest Virginia (UWSWVA) | CLASS® Contract Observation**

1096 Ole Berry Drive, Abingdon VA 24210 (P) 276-628-2160 | (F) 276-628-8484

As a contracted CLASS® observer for UWSWVA, I acknowledge the following:

* I am currently certified to complete CLASS® observations for the age level(s) I am observing, and will provide a copy of my CLASS observer certification to UWSWVA before completing any observations;
* I will be in communication with UWSWVA on a regular basis in order to complete my observation assignment through the entire payment process.
* I understand that while I am certified, I have the option to conduct observations **outside of my program​**, communicate the results to UWSWVA, enter in scores for completed observations into LinkB5, receiving an incentive of $250 per classroom observation from UWSWVA (restrictions apply);

○ I will be asked to fill out a W-9 for payment and reporting purposes

* I am expected to provide written feedback to all the classrooms I observe within 2 weeks;
* I understand I may be selected to calibrate (watch one video through the Teachstone website and score it) at any point throughout the grant year which I will need to pass at a 80% rate before I can observe. I may also be selected to double code with another certified observer at a site once in the fiscal year.
* I will register on the Teachstone Observer Registry;
* UWSWVA will pay for my Observer Recertification as long as I am willing to serve as a certified observer for VQB5 (Internal or contracted).
* Local setting (e.g., school-based, community-based) procedures and requirements for volunteers and visitors should always be followed (e.g., health & safety; background check, identification presented). I will ask about these procedures prior to the observation.
* I will follow all health and safety guidelines in place at each site, including COVID-19 protocols and procedures.
* Please remember that while you are conducting an observation, you are **not** a responsible party for the classroom, your presence does **not** factor in the site’s ratios, and you **are** a mandated reporter.

*​****\_\_\_\_\_\_\_\_ within the New River Valley \_\_\_\_\_\_\_ within the Southwest Region.***

**Name/Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ​**Date: ​**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Organization Name/Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Site/Program: ​** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_​** ​**Phone#: ​**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_