



**MEMORANDUM OF UNDERSTANDING BETWEEN
FOUR CORNERS REGIONAL EDUCATION COOPERATIVE #1 AND
SCHOOLNAME**

This is an agreement between Four Corners Regional Education Cooperative #1, hereinafter “REC1”, and SCHOOLNAME.

1. PURPOSE AND SCOPE

The purpose of this MOU is to establish a partnership to implement the *Extending Equity into the Digital Workforce* (hereinafter “EEDW”) project at SCHOOL.

2. SCHOOL RESPONSIBILITIES UNDER THIS MOU

Under this MOU, the school and school district agrees to conduct the following actions:

1. share, display, and otherwise provide EEDW & IT information and resources among stakeholders.
2. promote participation in a Information Technologies (IT) career pathway established through EEDW among incoming students and existing students.
3. communicate to interested students that although they can participate in a default IT pathway, participation in the full, expanded pathway is limited and that students will be selected randomly for participation, with program descriptions as follows:
 - Default IT pathway: up to 2 total online IT-specific courses during school years 2023–2024 and 2024–2025, any online general education courses and face-to-face courses
 - Expanded IT pathway: unlimited online IT-specific courses, any online general education courses and face-to-face courses, business partner engagement activities
4. provide information to the evaluation team regarding interested students for random selection to the default or expanded pathway, and inform students in their selection status.
5. for school years 2023–2024 and 2024–2025, ensure that students in the default pathway enroll in no more than 2 online IT courses, after which time there will be no limitations on the number of online IT-specific courses.
6. ensure students participating in the online IT pathways will have access to the technology resources necessary to engage in related coursework.
7. ensure that students have “wrap-around” services to support success in courses related to the IT pathways, to include equitable access to necessary coursework, robust student support, connections to careers, appropriate coursework, and

- opportunities for applied learning (i.e., the design principles of early college high school).
8. follow the access and implementation processes necessary to engage students in the Pathways 2 Careers online mathematics curriculum, should SCHOOLNAME opt to incorporate the curriculum.
 9. provide REC-1 and the EEDW evaluation team with the ethnicity, socio-economic status, grade, high school course enrollment, and higher education course enrollment and course completion record of students who participate in the online IT pathway, using a unique identifier for each participating student.
 10. for students in the expanded IT pathway, facilitate their participation in business partner engagement activities-related components of the project, including but not limited to, mentoring, question and answer sessions, work place experiences, and capstone projects.
 11. collaborate with REC-1 and EEDW staff and representatives to mitigate barriers to students' success in the online IT pathway.
 12. support the school-based evaluation of EEDW with required data and information as determined necessary by the EEDW evaluation team.
 13. establish agreements, if necessary, with a higher education partner to access an online certificate or degree program in IT.

3. REC1 RESPONSIBILITIES UNDER THIS MOU

Under this MOU, the Four Corners Regional Education Cooperative #1 agrees to conduct the following actions:

1. provide promotional resources to assist SCHOOLNAME in soliciting enrollment in the online IT pathway.
2. provide up to \$20,000 annually to support recruitment, program supplies, and course materials, as well as technology resources to assist SCHOOLNAME in implementing an online IT pathway as determined in collaboration with SCHOOLNAME leadership.
3. on an as-needed basis, assist with establishing a partnership with a higher education partner offering online IT coursework, and assist with access to those courses.
4. on an as needed basis, assist with establishing face-to-face IT courses with a higher education partners.
5. identify business and industry partners for the provision of mentoring, question and answer sessions, work-based experiences, and capstone projects.
6. make available Pathways 2 Careers on-line mathematics instruction relevant to careers in IT and assist SCHOOLNAME is accessing and implementing the curriculum.
7. fund the development and implementation of project evaluation and provide aggregate results and findings to SCHOOLNAME and other stakeholders, as appropriate, maintaining appropriate protocols to ensure student safety and confidentiality of individual students.
8. submit necessary documentation to an appropriate agency for an IRB review of

evaluation protocols to ensure student privacy and safety and submit corresponding documentation to the U.S. Department of Education for approval of evaluation protocols, in particular regarding safety and confidentiality of students included in the evaluation processes.

- 9. make available professional development and various resources regarding online learning, careers in IT, and policies and other information relevant to preparation for careers in IT.
- 10. collaborate with SCHOOLNAME staff and representatives to mitigate barriers to students' success in the online IT pathway.

4. MUTUAL AGREEMENTS

- 1. This MOU may be amended by written and signed agreement by REC1 director and an authorized DISTRICTNAME representative.
- 2. Either party to this MOU may terminate this MOU with 30-days' notice in writing.
- 3. This agreement constitutes a joint venture or partnership between REC1 and SCHOOLNAME limited to the implementation of the EEDW project, and neither party assumes any responsibility for fiscal responsibility, management, and obligations of the other party. Each party reserves, and does not waive, its rights of sovereign immunity and similar rights, immunities and rights of its officials and employees, and its employees/officials' rights.
- 4. Both parties to this MOU agree to hold-harmless the other party and its representatives from and against any and all claims, damages, and liability, regardless of any negligent conduct by either party or its representatives to the proportional extent arising from any breach of the MOU, from the provision of the services, or from any acts or omissions of either party or representatives.
- 5. This MOU as effected does not prevent or prohibit REC1 and SCHOOLNAME from entering additional agreements that both parties find mutually beneficial.

5. EFFECTIVE DATE AND SIGNATURE

This MOU shall be effective upon the signature of both parties' authorized officials and shall terminate at the end of the EEDW funding period, except as otherwise indicated above.

Four Corners Regional Education Collaborative #1 and SCHOOLNAME agree to enact the terms of this MOU as declared by their signatures below.

FOR FOUR CORNERS REGIONAL EDUCATION COLLABORATIVE #1

_____ Date: _____

David Bowman, Executive Director

FOR DISTRICTNAME

_____ Date: _____

Superintendent of DISTRICTNAME

FOR SCHOOLNAME

_____ Date: _____

Principal of SCHOOLNAME



EEDW School Evaluation Processes, 10/17/2022

Since the inception of the EEDW project, we have informed ECHS leaders that the project is fundamentally a research study. The project design has undergone several changes that have broadened its scope—making it easier for schools to participate and for students to access high-interest coursework in information technologies (IT). Following discussions with the project and federal evaluation teams, we now have a clear picture of how the study will be conducted.

Research Goal: Understand the benefits for ECHS students of participating in **four or more online IT courses plus engaging with partner businesses** (i.e., expanded program), relative to participating in **two or fewer online IT courses** (i.e., default program). This goal reflects both EEDW’s limited capacity to provide business mentoring supports to all interested students and the federal requirement to assess the impacts of the program via a randomized control trial.

What this means to you and your students if your school participates in EEDW:

1. When recruiting students, communicate to students that the expanded IT online program has limited capacity and interested students will be randomly selected to participate.
2. When a student applies, or expresses an interest, to participate in an IT pathway, the ECHS will provide the student’s ID to the research team, who will promptly randomly determine whether the student is part of the expanded or default IT pathway.
3. Inform students selected for the expanded IT pathway that they have the option to participate in four or more online IT courses, any online general education courses, any face-to-face courses, and the business support activities.
4. Inform students selected for the default IT pathway that they have the option to participate in up to two online IT courses, any online general education courses, and any face-to-face courses.

This means that any student at your ECHS may participate in at least some of the online IT courses, but not every interested student will be able to participate in the expanded IT pathway. This does not affect any student who signs up for an IT pathway in or before Fall 2022.

Timelines for the study:

The current school year (SY) 2022–23 is a developmental year to build or expand access to IT online pathways, and the process by which students will be able to apply to participate. Study cohorts will be students who enroll in an IT pathway during SY 2023–24 and SY 2024–2025.

No later than the start of SY 2023–24, students will be invited to participate in the online IT pathway. Students may transfer in later under the same processes. Following SY 2024–25, students in the default pathway will not be limited in the number of online IT courses they may take.

The research team will work with the ECHSs to collect administrative data about students who apply through at least the end of SY 2024–25. The research team will also work with the ECHSs to administer optional online surveys to those students regarding their college and career plans.