



**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. promote participation in a Information Technologies (IT) career pathway established through EEDW among incoming students and existing students.
2. share, display, and otherwise provide EEDW & IT information and resources among stakeholders.
3. ensure students participating in the online IT pathways will have access to the technology resources necessary to engage in related coursework.
4. 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).
5. 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.
6. provide REC-1 and EEDW staff 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, and will conduct an IRB review in timely manner if necessary according to local policy.
7. facilitate student participation in industry-related components of the project, including but not limited to, mentoring, question and answer sessions, work place experiences, and capstone projects.
8. collaborate with REC-1 and EEDW staff and representatives to mitigate barriers to students’ success in the online IT pathway.
9. support the school-based evaluation of EEDW with required data and

information.

10. 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. assist on an as needed basis in establishing a partnership with a higher education partner offering online IT coursework leading to a certificate or degree, and in assisting with access to those courses.
4. identify business and industry partners for the provision of mentoring, question and answer sessions, work-based experiences, and capstone projects.
5. make available Pathways 2 Careers on-line mathematics instruction relevant to careers in IT and will assist SCHOOLNAME is accessing and implementing the curriculum.
6. fund the development and implementation of project evaluation and will provide aggregate results and findings to SCHOOLNAME and other stakeholders, as appropriate, maintaining appropriate protocols to ensure student safety and confidentiality of individual students.
7. submit necessary documentation to an appropriate agency for an IRB review of evaluation protocols and will 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.
8. 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.
9. 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 SCHOOLTNAME