

Study of Teacher Preparation Experiences and Early Teacher Effectiveness



Memorandum of Understanding

[Jefferson County Public Schools]



MEMORANDUM OF UNDERSTANDING
BETWEEN
ABT ASSOCIATES
AND
[JEFFERSON COUNTY PUBLIC SCHOOLS]

This **MEMORANDUM OF UNDERSTANDING** (the “MOU”), made by and between **Abt Associates**, a Massachusetts corporation (“Abt”), and Jefferson County Public Schools a local education agency whose principal place of business is at 3332 Newburg Road, Louisville, KY 40218 (“Agency”), is dated as of the 28th day of October, 2014. Abt and Agency may individually be referred to as a “Party”, and collectively, “the Parties”.

RECITALS

WHEREAS, Agency seeks to enter into this MOU in tandem with the Data Use Agreement with Abt in support of the US Department of Education Institute of Education Sciences’ Study of Teacher Preparation Experiences and Early Teacher Effectiveness (“TPREP”); and

WHEREAS, the Parties acknowledge that sharing data is critical to improving educational programs, instructions and services and expanding educational opportunities to children; and

WHEREAS, Agency has access to student educational records and teacher data, including personally identifiable information (“PII”) (hereafter referred to as Confidential Data), that is protected under the Family Educational Rights and Privacy Act (“FERPA”) and will release Confidential Data to Abt and its Subcontractors (Education Analytics, Pemberton Research and Survey subcontractor currently TBD) for research and evaluation purposes and to prepare analytical reports for Agency.

WHEREAS, this MOU describes the proposed collaboration between the Parties and defines each Party’s respective role and responsibility to each other.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. PROJECT DESCRIPTION:

The Study of Teacher Preparation Experiences and Early Teacher Effectiveness, sponsored by the U.S. Department of Education, will examine the relationship between teacher preparation experiences and early teacher effectiveness. This study aims to provide new knowledge about how to improve teacher quality. The study will obtain information from teachers about experiences in their preparation programs and measure relationships between these experiences and teachers’ effectiveness in their first year as full-time classroom teachers. Teacher effectiveness is defined in this study as teacher value-added (TVA), which will be measured using analytic techniques that isolate teacher contributions to student achievement gains. The study will use survey and administrative data to estimate relationships between teacher preparation experiences and early teacher effectiveness.



2. ABT ASSOCIATES STUDY RESEARCH TEAM

This MOU provides authorization to Abt Associates and its subcontractor(s) and consultant(s) listed below to use the confidential data for the sole purpose of the TPREP project.

Subcontractor(s): Education Analytics
Survey Subcontractor (To Be Determined)
Pemberton Research

3. DESCRIPTION OF DATA TO BE SHARED

To conduct the study the Agency will provide teacher and student data to include but not limited to the following: HR data, student demographics data, student assessment data, and linkage data. The following table is for schools that administer standardized assessments in the spring semester.

Data Type	HR Data	Demographics Data	Assessment Data	Linkage Data
Description	Teacher HR Data: First, second and third year teachers in 4th-6th grade in the 2014-2015 school year; first and second year teachers in 4th -6th grade in the 2013-2014 school year; and first year teachers in 4th-6th grade in the 2012-13 school year ¹ Principal Data: Principals of schools serving 4 th , 5 th and/or 6 th graders in the 2014/15 school year	Demographic data to be collected for students: 3rd-6th grade for 2012/13 through 2014/15 school years	Assessment data to be collected for students: 3 rd -6 th grade for 2011/12 through 2014/2015 school years	Linkage data to be collected for students: 3 rd -6 th grade for 2012/13 through 2014/15 school years

¹If the site is unable to identify eligible teachers as described above (by years of teaching and grade level for each of three years), then the study would request instead: Teacher Data: first, second, and third year teachers in the 2014-2015 school year.



Variables	<p>Teacher</p> <ul style="list-style-type: none"> • Name • ID crosswalk from HR data to Linkage data • District hire date or years of teaching experience • District email address • School name • School mailing address • Grade level taught (if available) • Subject area taught (if available) • School phone number (if available) • Personal email address (if available) <p>Principal</p> <ul style="list-style-type: none"> • Name(s) • District email address(es) 	<ul style="list-style-type: none"> • Student identifier • Gender • Race • ELL/LEP • Free/Reduced Price Lunch • SPED 	<ul style="list-style-type: none"> • Student identifier • Standardized test data • State test or other as determined by Education Analytics • Test characteristics data, such as standard errors of measurement (SEMs) • 3rd-6th grades 	<ul style="list-style-type: none"> • Students linked to courses • Teachers linked to courses • Courses linked to assessment content area
------------------	--	---	--	---

This list is not exhaustive and may be changed based on the needs of the research and data available.

Agency shall provide this data at two instances:

- Fall of 2014
- Fall of 2015

EA will provide Agency with guidance to aid in this collection.

4. ROLES AND RESPONSIBILITIES:

1. AGENCY:

- Agency is responsible for providing data quality support.
- Agency is also responsible for providing any glossaries or assistance in understanding the definitions and business rules of the data provided in Article 3 above.

2. EDUCATION ANALYTICS:

- EA is responsible for coordinating with Agency and acquiring the requested data.
- EA will provide guidance for the data to be requested from Agency.
- EA will work with the Agency to discuss the data requirements and shall acquire the data using a secure transfer protocol.
- EA will use the linkage data collected in fall 2014 to target the subset of teachers to survey in order to reduce the survey burden if district HR data are unable to target the sample.



- e. EA will analyze the data and use the data collected to create value-added results for all teachers in grades 4-6, who teach reading/ELA and math.
- f. Reports:
 - i) Overall: EA will assist in creating a technical report that details the value-added modeling, correlations of the teacher surveys to the value-added scores, and the conclusions of the study. The Agency's results will not be identified in this report.
 - ii) District: EA will provide (via Abt Associates) a district report that presents district-specific findings and comparisons to the overall study findings.
- g. Restricted Use Dataset:
 - i) EA will assist in creating a restricted use dataset that will be transferred to the Department of Education's research division, the Institute of Education Sciences (IES) via Abt Associates. This dataset will include both survey results and value-added scores. The (RUF) will not include any identifiable data. RUF requirements ensure that information cannot be associated with identifiable individuals, schools, or school districts, and the transfer of the information does not violate Family Educational Rights and Privacy Act (FERPA) requirements.

3. SURVEY CONTRACTOR (TBD):

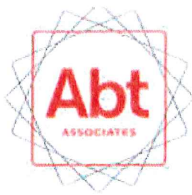
- a. The survey collection subcontractor (TBD) will conduct teacher surveys in the spring of 2015.
- b. TBD will work with the Agency to determine the best time to field these surveys and will use the data collected in fall 2014 by EA to determine the subset of teachers to survey in order to reduce the survey burden.

4. PEMBERTON ASSOCIATES:

- a. Pemberton Associates will advise on analyses relating survey results and teacher value-added, and will support reporting of study findings.

5. ABT ASSOCIATES:

- a. Abt Associates will manage the entire study, including
- b. Analysis: Abt will analyze the results of teacher surveys and correlate the teacher survey results to teacher value-added scores.
- c. Reports:
 - i) Overall: Abt will create a technical report that details the value-added modeling, correlations of the teacher surveys to the value-added scores, and the conclusions of the study. The Agency's results will not be identified in this report.



- ii) District: Abt will provide a district report that presents district-specific findings and comparisons to the overall study findings.

d. Restricted Use Dataset:

- i) Abt will submit a restricted use dataset to the Institute of Education Sciences (IES). This dataset will include both survey results and value-added scores. The (RUF) will not include any identifiable data. RUF requirements ensure that information cannot be associated with identifiable individuals, schools, or school districts, and the transfer of the information does not violate Family Educational Rights and Privacy Act (FERPA) requirements.

4. DUTIES OF COOPERATION AND GOOD FAITH:

Abt and Agency mutually pledge to each other to cooperate with each other, to consult with each other, and to act in good faith towards each other to further the Project. All actions by the Parties in furtherance of the Project shall be subject to the covenants of good faith and fair dealing.

5. TERM:

Unless terminated earlier this MOU shall conclude on March 26, 2015, the current end date of Abt's contract with the US Department of Education for TPREP. It is anticipated that the analysis and reports for this project will not be completed until 2017/ 2018. In the event there is an extension to Abt's contract end date, then this agreement will automatically extend to coincide with the extension.

6. CANCELLATION:

This MOU may be cancelled by either party upon thirty (30) days prior written notice, delivered as set forth in Section 7 (c) below.

7. MISCELLANEOUS:

- a. This MOU shall bind and benefit the parties hereto and their respective successors and assigns.
- b. This MOU is the entire understanding of the parties on this subject matter and may be amended or modified only by written instrument signed and executed by both parties.
- c. If required by this MOU, all notices intended for either party shall be in writing and (i) personally delivered, (ii) mailed by certified mail, return receipt requested, postage prepaid addressed to that party at the address noted opposite their signatures below; or (iii) electronically or facsimile transmitted to such party at the electronic address or facsimile number listed below. The identification or location of either party, including their electronic address and facsimile number, if any, may be changed by written notice to the other party.

If to the Agency:



Donna M. Hargens, Ed.D.
Superintendent
Jefferson County Public Schools
3332 Newburg Road, Louisville, Kentucky 40218
Tel. (502) 485-3011

If to Abt Associates: Miyanda Hanson
Contracts Manager
Miyanda_hanson@abtassoc.com
4550 Montgomery Ave, Suite 800 N
Bethesda, MD 20814

- d. The headings of the sections and subsections of this MOU are not intended to affect construction of the terms of this MOU and are for illustrative purposes only.
- e. This MOU shall be governed by the laws of Kentucky. Any action concerning this MOU, including arbitration action, shall be venued in Jefferson County, Kentucky.
- f. In the event that any term of this MOU is deemed invalid or unenforceable by a court of competent jurisdiction, the remainder of this MOU shall remain in full force and effect.

[SIGNATURE PAGE TO FOLLOW]



IN WITNESS WHEREOF, the undersigned have duly executed this MOU as of the day and year first written above.

ABT ASSOCIATES, INC.

By: _____

Miyanda Hanson
Contracts Manager

Its: _____

JEFFERSON COUNTY PUBLIC SCHOOLS

By: _____

Donna M. Hargens, Ed.D.
Superintendent

Its: _____