

THE FUND
FOR TRANSFORMING EDUCATION

MEMORANDUM OF UNDERSTANDING

The organizations listed below agree to work together to explore the possibility of opening a School on FIRE in Jefferson County. This Memorandum of Understanding (MOU) does not legally bind any of the parties to anything; it is simply a statement of collaboration and investigation. This MOU will expire on July 31, 2017.

We agree to collaborate with each other through July 31, 2017 to explore the possibility of opening a School on FIRE in Jefferson County. If we agree to move forward with an implementation plan, a new agreement(s) outlining specific responsibilities will be drafted.

SIGNATURE PAGE FOLLOWS

AGREED:

THE FUND FOR TRANSFORMING EDUCATION

Dated: _____

By: /s/  _____

Barbara A. Bellissimo
Its: **Chief Executive Officer**

JEFFERSON COUNTY PUBLIC SCHOOLS


Dated: _____

By: /s/ _____

Donna Hargens
Its: **Superintendent**

**JEFFERSON COUNTY TEACHERS
ASSOCIATION**

Dated: _____

By: /s/  _____

Brent McKim
Its: **President**

**JEFFERSON COUNTY PUBLIC
EDUCATION FOUNDATION**

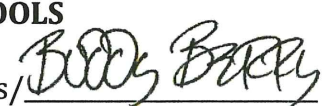
Dated: _____

By: /s/  _____

Sam Corbett
Its: **Executive Director**

**EMINENCE INDEPENDENT
SCHOOLS**

Dated: _____

By: /s/  _____

Buddy Berry
Its: **Superintendent**



THE FUND

FOR TRANSFORMING EDUCATION

THE FUND FOR TRANSFORMING EDUCATION: Eminence West – Gheens Funding Only

Our proposal is to break this project into three phases, plus implementation. Each Phase ends with a recommendation to the JCPS Board to approve proceeding to the next Phase. Our proposal is to accept that JCPS accept needed funding/support from The Fund at the beginning of each Phase.

Partner Roles

The Fund for Transforming Education (The Fund): meeting facilitation, project management and coordination, and fundraising. More specifically, The Fund is the project lead for The Gheens funding. The Fund will facilitate all meetings, including providing agendas and minutes. The Fund will act as overall project management: ensuring all partners meet deadlines, communicating among partners when necessary, documenting processes, and reporting to all partners and funders. We will also be the liaison to KDE as we work through the process. Our goal is to work through a process to explore the opening or conversion of a JCPS School on FIRE. We'll gather partners together to explore the options, conduct any research necessary, and develop a plan for moving forward. If, at the end of the process, we decide not to move forward, we will draft a report of the process, our decision, and rationale. Finally, we will work with the Jefferson County Public Education Foundation (JCPEF) to raise any additional funds the team deems necessary.

JCPEF: meeting participation and fundraising. More specifically, JCPEF will participate in meetings, and be the lead fundraiser, with assistance from The Fund, for any additional funds the team deems necessary.

Eminence Independent Schools (EIS): meeting participation, documentation, and internal communication. More specifically, the Superintendent will participate in meetings, providing more details and documentation about the School on FIRE model. He will also share their experience about their own transition, and advise accordingly. Finally, he will be responsible for internal Eminence communication regarding the project.

JCPS: meeting participation and internal communication. More specifically, representatives from JCPS will participate in meetings, representing the district in all discussions. The representatives will also be responsible for all JCPS internal communication about this project.

Note that JCTA has agreed to participate where appropriate, but will not receive any funding.

Also note that all activity descriptions and budget amounts are projected; these could shift as the project and discussions move forward.

Phase I - Initial Conversation/Exploration

Through July 31, 2017

The purpose of Phase I is to begin a conversation around the possible replication of the School on Fire Model in JCPS on the elementary level. Both districts will identify the members of the conversation committee. (To include JCPS points of contact from the following areas: Deeper Learning, Computer Ed, Principals with advanced technology capacity (1:1 device implementation) and select Achievement Area Superintendents.)

Conversation 1

A description of the model outlining the essential components, the research-base, other similar national models including the cost of each component in the current School on FIRE model at Eminence Independent Schools.

Projected Expenses:

- Staff time for participants:
 - The Fund: meeting logistics, schedule coordination, presentation development, preparation of pre-meeting materials, meeting facilitation, meeting notes and follow-up
 - EIS: meeting attendance and presentation
 - JCPEF: meeting attendance and participation
 - JCPS: meeting attendance and participation
- Meeting Supplies: flip charts, markers, post-its, etc.
- Materials production
- Travel: 4 Eminence/Louisville roundtrips

Cash Paid to JCPS: \$500

Other Support to JCPS: \$1,810

Other Support Details:

The Fund Staff Time	\$500
JCPEF Staff Time	\$250
EIS Staff Time	\$750
JCPS Staff Time	\$500
Meeting Supplies	\$100
Printing	\$100
Travel	\$110

Conversation 2

A visit to Eminence Independent Schools to see the model in action.

Projected Expenses:

- Staff time for participants:
 - The Fund: meeting logistics, schedule coordination, agenda development, meeting facilitation, meeting notes and follow-up
 - EIS: agenda development, staff preparation, meeting attendance and leadership
 - JCPEF: meeting attendance and participation
 - JCPS: meeting attendance and participation

- Travel: 10 Louisville/Eminence roundtrips

Cash Paid to JCPS: \$250
Other Support to JCPS: \$1,700

Other Support Details:

The Fund Staff Time \$500
JCPEF Staff Time \$150
EIS Staff Time \$500
JCPS Staff Time \$250
Travel \$550

Conversation 3

How do the components fit in JCPS? What is the cost of each component in JCPS? (i.e., infrastructure, technology needs, and professional learning). What are potential funding sources? Are the components/scope of work aligned to JCPS Vision2020 and tied to personalizing learning? What would a MOA with JCTA need to include?

Projected Expenses:

- Staff time for participants:
 - The Fund: meeting logistics, schedule coordination, agenda development, meeting facilitation, meeting notes and follow-up, preparation and presentation of fundraising pipeline (based on ongoing activities), MOA draft
 - EIS: meeting attendance and participation
 - JCPEF: meeting attendance and participation, preparation and presentation of fundraising pipeline (based on ongoing activities)
 - JCPS: information sharing, meeting attendance and participation
- Travel: 1 Eminence/Louisville roundtrip, several local roundtrips
- Meeting Supplies
- Materials Production

Cash Paid to JCPS: \$750
Other Support to JCPS: \$1,490

Other Support Details:

The Fund Staff Time \$500
JCPEF Staff Time \$250
EIS Staff Time \$500
JCPS Staff Time \$750
Meeting Supplies \$100
Printing \$50
Travel \$90

Conversation 4

JCPS takes information learned to formulate a recommendation (including a MOA with JCTA) to the Board to proceed with Phase II.

Projected Expenses:

- Staff time for participants:

- The Fund: meeting logistics, schedule coordination, agenda development, meeting facilitation, meeting notes and follow-up, preparation of materials and support for JCPS board presentation
- EIS: meeting attendance and participation, additional information sharing
- JCPEF: meeting attendance and participation
- JCPS: meeting attendance and participation, JCPS board presentation
- Materials Production
- Supplies

Cash Paid to JCPS: \$750
 Other Support to JCPS: \$1,350

Other Support Details:

The Fund Staff Time \$500
 JCPEF Staff Time \$250
 EIS Staff Time \$500
 JCPS Staff Time \$750
 Supplies \$50
 Printing \$50

Phase I Totals:

Cash Paid to JCPS: \$2,250
 Other Support to JCPS: \$7,400

JCPS BOARD APPROVAL REQUIRED TO PROCEED TO PHASE II

July 25, 2017 Board Meeting: Present recommendation for Board approval to proceed to Phase II.

Phase II –School Application & Selection Process Planning

Activities in this phase would include (but are not limited to):

Identify a "project lead" or "owner"

Create an application process for schools

Solicit funders

Write a detailed project plan detailing everything that would need to be in place and the actual cost of each component

Create a rubric for school selection/best fit

Draft an MOA with JCTA.

JCPS BOARD APPROVAL REQUIRED TO PROCEED TO PHASE III

If JCPS funds are needed, a detailed budget request would need to be part of the budget process.

Phase III – School Selection & Implementation Planning

Select school to include in the plan, work with school staff on an implementation plan/timeline.

JCPS BOARD APPROVAL REQUIRED TO PROCEED TO IMPLEMENT THE PLAN

Bring to the JCPS Board a selected school and implementation plan (including MOA w/JCTA) for final approval.