

## MEMORANDUM OF UNDERSTANDING

### Between the Kentucky School Boards Association (KSBA) and Participating Local School Boards

The Kentucky School Boards Association (KSBA) seeks to partner with school boards across the state in raising student achievement by assisting a cohort of local school boards with strategic goal setting and the identification of key strategies to close achievement gaps. The work developed as part of this cohort model will be used to enhance board awareness and public will, as well as enhance board capacity to close achievement gaps in school districts across Kentucky.

#### A. Scope of Work

*Kentucky School Boards Association shall:*

- Present a one-day working session for participating districts to provide strategies and resources in understanding information and data related to their achievement gap(s)
- Provide state and district-specific data to each participating district related to the achievement gap
- Solicit the participation of state partners, and other state department agencies to share data that can be instrumental at the local level
- Assist school boards with identifying achievement gap issues
- Assist school boards with proactive efforts to address achievement gaps
- Assist school boards with understanding more detailed district data (both quantitative and qualitative) and barriers to addressing the achievement gap
- Assist school boards with developing a district goal and plan related to reduce the achievement gap
- Assist school boards with identifying measurable indicators of progress towards district achievement gap goal(s)
- Assist school boards with framing conversations with the community to ensure information/efforts are shared with the community at large
- Provide ongoing support and assistance with cohort districts to ensure movement toward a “*theory of change*” (e.g., district driven initiatives, action-oriented, and outcome based)
- Provide opportunities for districts to network and learn about the strategic efforts of the other cohort participants
- Develop in-district and online training to ensure continued conversations with school boards regarding the achievement gap

*Local School Board District shall:*

- Identify 1-2 board members, the superintendent or his/her designee, and up to two others to serve as part of the cohort team
- Attend the one-day work session on May 12, 2017 to receive district data from KDE and other state agencies regarding the achievement gap, and begin planning strategies for moving forward

- Review district's current comprehensive district improvement plan (CDIP) regarding addressing the achievement gap
- Prepare a meaningful and actionable plan of action to address the achievement gap in your district
- Develop a goal(s) and timelines to begin to close achievement gaps in the district
- Identify supporting strategies to achieve the goal(s) to close the gap
- Develop strategies to address the achievement gap, and create measurable benchmarks
- Develop and implement ways to engage the community in discussion and efforts to reduce the achievement gap
- Attend a one-day meeting in late August (date: TBD) to discuss progress and next steps
- Present and approve a finalized district gap plan at a fall school board meeting
- Provide representation to share district's efforts to close achievement gaps at the KSBA Annual Conference on March 3, 2018

## **B. Additional Terms and Conditions**

1. The term of this agreement shall be March 31, 2017 by and through October 31, 2017. This agreement shall terminate on October 31, 2017 unless extended by mutual written agreement of KSBA, and the Prichard Committee.
2. Districts will receive necessary and reasonable travel expenses required for participation in project-related activities attended at the request of KSBA and the Prichard Committee.

Signed:

\_\_\_\_\_  
Superintendent  
District

\_\_\_\_\_  
Date

Signed:

\_\_\_\_\_  
Board Chair  
District

\_\_\_\_\_  
Date

Signed:

\_\_\_\_\_  
Kerri Schelling, Associate Executive Director  
for Kentucky School Boards Association

\_\_\_\_\_  
Date