



## JEFFERSON COUNTY BOARD OF EDUCATION

April 21, 2020, Board Work Session  
7 p.m. Video Teleconference

Agenda Item: **V.R.2. Recommendation for Approval of Memorandum of Agreement with Arizona State University in Support of Olmsted Academy North Innovation Lab**

Recommendation: Superintendent Martin Pollio recommends the Board of Education approve the attached Memorandum of Agreement with Arizona State University and authorize the Superintendent to sign same.

Rationale: Arizona State University (ASU) is responsible for curriculum development and program implementation for Verizon Innovative Learning Schools awarded the Verizon Innovation Labs. ASU develops, facilitates, and manages the elective curriculum, curriculum technology, professional learning, program implementation, and program measurement.

ASU will work with Olmsted Academy North (OAN) to implement the curriculum and program in their innovation lab created by Hearts of America through support from Verizon. ASU will provide at no cost to the District or OAN, technology, curriculum, professional learning and support to OAN teachers.

This project aligns with Vision 2020 strategy 1.1.7.

The project does not obligate the District after the agreement period ends.

Submitted by: Dr. Devon Horton

Attachment

# Memorandum of Understanding

between

Arizona State University

and

Jefferson County  
Public Schools

## SUMMARY

This Memorandum of Understanding ("Agreement") is entered into by and between Arizona State University ("ASU") and Jefferson County Public Schools ("District"), setting forth the terms and understanding by which the parties will implement the Verizon Innovative Learning ("VIL") Lab program (the "Project") at the school site, Frederick Law Olmsted Academy North ("School"). If the District does not comply, appropriate action will be taken by ASU. This may include improvement plans, intervention activities, and/or dismissal from the program.

## BACKGROUND

The Project is part of a grant given to Arizona Board of Regents for and on behalf of Arizona State University (ASU) by the Verizon Corporate Resources Group LLC ("VCRG" or "Verizon") having its principal office at One Verizon Way, Basking Ridge, New Jersey 07920. VCRG is the contracting company for Verizon Communications Inc. ("Verizon") and the Verizon Global Corporate Citizenship organization ("VGCCO"), an internal organization that administers philanthropic giving by Verizon and its Affiliates. The Verizon Innovative Learning Lab program is a three-year initiative that combines immersive cutting-edge technology with an innovative project-based curriculum and real-world problem solving in a custom-designed, state-of-the art Innovation Lab, all within the school building.

This Project is led by three core entities: Verizon, ASU, and Heart of America ("HOA"), a non-profit with twenty years of experience transforming school spaces into modern learning environments. Verizon is responsible for overall program management including but not limited to: program design, district identification, partner management, program assessment and iteration, and program marketing, branding and public relations.

HOA is a 501(c) 3 nonprofit organization, based in the Washington, DC area. HOA transforms educational spaces into modern learning environments, so students and communities can learn and grow. HOA is dedicated to supporting and cultivating opportunities for increased learning and literacy in K-12 schools in under-resourced communities. HOA, with support from Verizon and VGCCO, is responsible for space design and transformation, which includes but is not limited to school space vetting, lab design and buildout, space transformation and project management, and core technology procurement. As part of the space transformation process, HOA manages the architectural design plans and contracted services and trades such as general contracting, lighting and in some regards plumbing, space furniture, lighting, flooring, wall treatments, technology, and more. HOA also develops and leads a celebratory grand- opening event with community and district stakeholders.

ASU a public research university ranked #1 in the U.S. for innovation, dedicated to accessibility and excellence. ASU has developed a new model for the American Research University, creating an institution that is committed to access, excellence and impact. ASU measures itself by those it includes, not by those it excludes. ASU, with support from VGCCO and VZW, is responsible for curriculum development and program implementation. ASU develops, facilitates, and manages the elective curriculum, curriculum technology, professional learning, program implementation, and program measurement. ASU partners with U.S. schools to empower students to change the world by using emerging technology, design thinking, and social innovation to impact their communities.

## **PURPOSE**

The purpose of this Agreement is to provide an outline of how ASU, the District, and the School will work together to implement the Project. This Agreement sets forth the required commitment from partners to ensure a meaningful and productive program experience for teachers, students, and the School community as a whole.

## **ASU COMMITMENT**

ASU will provide the following to Jefferson County Public Schools:

- Four technology and/or supplies packages that are aligned to the curriculum and online courses developed by ASU. The kits include:
  - Immersive Media (Virtual Reality and Augmented Reality) Kit
  - Smart Solutions (Electronics and Wearables) Kit
  - Artificial Intelligence (Coding) Kit
  - General Making Kit
- Teacher access to the VIL online course hosted on the Canvas learning management system. ASU will pay the per-user-fee for up to 15 teachers per School to access, administer, and manage the course.
- Student access to the VIL online course hosted on the Canvas learning management system. ASU will pay the per-user fee for up to 600 students per School to access, use, and complete the course.
- Professional learning for all teachers and staff involved in the Project including:
  - Face-to-face professional learning
  - Virtual professional learning
  - Blended professional learning
  - Self-directed professional learning
  - In-class, one on one, and small group coaching
  - Virtual communities of practice
- Ongoing Project planning and implementation support.
- Prior to any data collection, including teacher and student surveys, ASU must obtain approval from JCPS IRB. Applications can be submitted at the following link  
<https://www.jefferson.kyschools.us/about/data-reports-and-research/institutional-review-board> to determine if data should be provided through a formal data request, open records request or Data Sharing Agreement.

## **JEFFERSON COUNTY PUBLIC SCHOOLS COMMITMENT**

- Provide points of contact who will participate in regular meetings with ASU.
- Support the participating School in the facilitation, implementation and management of the Project.
- Assist ASU in documenting the implementation and outcomes of the Project throughout the Term of this Agreement.
- Participate in marketing and publicity efforts in collaboration with ASU and Verizon, in accordance

with District policies.

- Assist ASU and Verizon in securing media releases from participating staff, students, teachers, and community members.

The participating School in Jefferson County Public Schools commits to:

- Abide by the expectations of the Project, participate in required elements, and implement with fidelity for duration of the program.
- Implement the elective course for two full academic years ("AY"):
  - AY 1: August/September 2020 through May/June 2021
  - AY 2: August/September 2021 through May/June 2022
- Utilize the Canvas learning management system to facilitate the virtual elective courses.
- Enroll at least 30% of the student population in the elective each academic year.
- Endeavor to create an environment in which 100% of School student and staff population engages with the VIL Lab each academic year.
- Participate in teacher surveys and impact reporting once JCPS IRB approval is obtained by ASU.
- Support branding and messaging of the space by ASU and Verizon.
- Plan and execute a culminating showcase event at the end of each academic year.

DATE	COMMITMENT
<b>Q1 2020</b> Jan., Feb., Mar.	<ul style="list-style-type: none"> <li>• Complete and submit teacher pre-survey #1.</li> <li>• Attend and participate in multi-day VIL Institute.</li> <li>• Participate in ASU welcome and onboarding calls.</li> <li>• Participate in quarterly administrator check-in call.</li> </ul>
<b>Q2 2020</b> Apr., May, June	<ul style="list-style-type: none"> <li>• Facilitate at least one staff culture-building activity in the lab*.</li> <li>• Participate in bi-weekly planning calls with ASU.</li> <li>• Participate in quarterly administrator check-in call.</li> <li>• Attend one virtual collaboration session each month.</li> <li>• Submit final elective plan to ASU.</li> <li>• Submit final School engagement plan to ASU.</li> <li>• Submit monthly Digital Media artifacts (i.e. student projects or products).</li> </ul>
<p><i>*Contingent upon lab transformation completion.</i></p>	
<b>Q3 2020</b> July, Aug., Sept.	<ul style="list-style-type: none"> <li>• Launch elective course in August/September.</li> <li>• Launch School engagement plan in August/September.</li> <li>• Complete and submit teacher mid-survey #1.</li> <li>• Ensure 100% of students complete and submit student pre-survey #1.</li> <li>• Participate in ASU AY20/21 School Site Visit #1.</li> <li>• Participate in bi-weekly planning calls with ASU.</li> <li>• Participate in quarterly administrator check-in call.</li> <li>• Attend one virtual collaboration session each month*.</li> <li>• Submit monthly Digital Media artifacts*.</li> </ul>
<p><i>*July and August excluded.</i></p>	
<b>Q4 2020</b> Oct., Nov., Dec.	<ul style="list-style-type: none"> <li>• Participate in ASU AY20/21 School Site Visit #2.</li> <li>• Participate in bi-weekly planning calls with ASU.</li> <li>• Participate in quarterly administrator check-in call.</li> <li>• Attend one virtual collaboration session each month.</li> <li>• Submit monthly Digital Media artifacts.</li> <li>• Complete and submit AY20/21 Mid-Year Progress Report.</li> </ul>
<b>Q1 2021</b> Jan., Feb., Mar.	<ul style="list-style-type: none"> <li>• Complete and submit teacher mid-survey #1.</li> <li>• Ensure 100% of students complete and submit student mid-survey #1.</li> <li>• Participate in ASU AY20/21 School Site Visit #3.</li> <li>• Participate in bi-weekly planning calls with ASU.</li> <li>• Participate in quarterly administrator check-in call.</li> <li>• Attend one virtual collaboration session each month.</li> </ul>

	<ul style="list-style-type: none"> <li>• Submit monthly Digital Media artifacts.</li> </ul>
<b>Q2 2021</b> Apr., May, June	<ul style="list-style-type: none"> <li>• Complete and submit teacher post-survey #1.</li> <li>• Ensure 100% of students complete and submit student post-survey #1.</li> <li>• Participate in ASU AY20/21 School Site Visit #4.</li> <li>• Host culminating showcase event onsite at VIL Lab.</li> <li>• Participate in bi-weekly planning calls with ASU.</li> <li>• Participate in quarterly administrator check-in call.</li> <li>• Attend one virtual collaboration session each month.</li> <li>• Submit monthly Digital Media artifacts.</li> <li>• Complete and submit AY20/21 Annual Progress Report (APR).</li> </ul>
<b>Q3 2021</b> July, Aug., Sept.	<ul style="list-style-type: none"> <li>• Submit updated elective plan to ASU.</li> <li>• Submit updated School engagement plan to ASU.</li> <li>• Launch elective course in August/September.</li> <li>• Launch School engagement plan in August/September.</li> <li>• Complete and submit teacher pre-survey #2.</li> <li>• Ensure 100% of students complete and submit student pre-survey #2.</li> <li>• Participate in ASU AY21/22 School Site Visit #1.</li> <li>• Participate in bi-weekly planning calls with ASU.</li> <li>• Participate in quarterly administrator check-in call.</li> <li>• Attend one virtual collaboration session each month*.</li> <li>• Submit monthly Digital Media artifacts*.</li> </ul>
<p><i>*July and August excluded.</i></p>	
<b>Q4 2021</b> Oct., Nov., Dec.	<ul style="list-style-type: none"> <li>• Participate in ASU AY21/22 School Site Visit #2.</li> <li>• Participate in bi-weekly planning calls with ASU.</li> <li>• Participate in quarterly administrator check-in call.</li> <li>• Attend one virtual collaboration session each month.</li> <li>• Submit monthly Digital Media artifacts.</li> <li>• Complete and submit AY21/22 Mid-Year Progress Report.</li> </ul>
<b>Q1 2022</b> Jan., Feb., Mar.	<ul style="list-style-type: none"> <li>• Complete and submit teacher mid-survey #2.</li> <li>• Ensure 100% of students complete and submit student mid-survey #2.</li> <li>• Participate in ASU AY21/22 School Site Visit #3.</li> <li>• Participate in bi-weekly planning calls with ASU.</li> <li>• Participate in quarterly administrator check-in call.</li> <li>• Attend one virtual collaboration session each month.</li> </ul>

	<ul style="list-style-type: none"> <li>• Submit monthly Digital Media artifacts.</li> </ul>
<b>Q2 2022</b> Apr., May, June	<ul style="list-style-type: none"> <li>• Complete and submit teacher post-survey #2.</li> <li>• Ensure 100% of students complete and submit student post-survey #2.</li> <li>• Participate in ASU AY21/22 School Site Visit #4.</li> <li>• Host culminating showcase event onsite at VIL Lab.</li> <li>• Participate in bi-weekly planning calls with ASU.</li> <li>• Participate in quarterly administrator check-in call.</li> <li>• Attend one virtual collaboration session each month.</li> <li>• Submit monthly Digital Media artifacts.</li> <li>• Complete and submit AY21/22 Annual Progress Report (APR).</li> </ul>

## Compliance with Applicable Laws, Regulations, Policies, Bargaining Agreements

The parties hereto will comply with all applicable laws, including without limitation Federal, state, and local laws, regulations and District policies governing student privacy. The terms and conditions of employment of Jefferson County Public Schools educators and other employees are governed by applicable laws, regulations, District policies and collective bargaining agreements.

## Media Releases

Jefferson County Public Schools will assist ASU and Verizon in securing media releases. Parents of students or students who are 18 or older may opt in to image use, thereby agreeing to the release of photographs and video/audio recordings made during School hours, School events, and other similar activities. If students or parents of students have not opted in, then these students' likenesses and voices may not be used in any photographic or audio storytelling done as part of this Project, and the District will help manage this process.

## Escalation Process

Should the District or School not fulfill the expectations of the Project, the escalation process will be followed.

1. District or School will be informed of issue. District will be informed of School-specific issues.
2. District or School will have 30 days to resolve issue and communicate resolution to ASU.
3. Any issues not resolved within 30 days may result in a District or School improvement plan and evaluation process.
4. Failure to meet the expectations of the District or School improvement plan may result in termination from the program.

Districts or Schools terminated from the program will be ineligible to be considered for additional Verizon Innovative Learning opportunities. Examples of issues that may result in escalation include but are not limited to the following:

- Using a learning management system other than Canvas, or using no learning management system, to facilitate the elective courses.
- Lack of demonstrated effort to engage at least 30% of student population in the elective courses each year.
- Routine absences from virtual engagements such as quarterly administrator check-in call, monthly virtual collaboration sessions, etc.
- Inability to secure media releases from participating staff, students, teachers, and community members in a timely manner.
- Frequent lack of communication and responsiveness or significantly delayed communication.
- Failure to adhere to reporting requirements such as completion and submission of teacher surveys.

## **Modification; Term of the Agreement**

This Agreement is at-will and may be modified by mutual consent of authorized officials from ASU and Jefferson County Public Schools via written agreement executed and approved in the same manner as this Agreement. This Agreement shall become effective upon signature by the authorized officials from ASU and the District and will remain in effect until June 30, 2022 (the "Term"), unless modified by mutual consent of the parties as provided for herein, or unless terminated earlier by either or both of the parties as provided for herein.

## Contact Information

### **Arizona State University**

Ji Mi Choi, Associate Vice President  
Knowledge Enterprise Development  
1475 N. Scottsdale Rd.  
Scottsdale, AZ 85257  
(480) 965-7910  
[Jimi.Chi@asu.edu](mailto:Jimi.Chi@asu.edu)

### **Jefferson County Public Schools**

Dr. Stephen Lin, Research Specialist  
Accountability, Research and Systems Improvement  
VanHoose Education Center, 3<sup>rd</sup> Floor  
3332 Newburg Road  
Louisville, KY 40218  
(502) 485-8206

*(Signature block follows on the next page.)*

**Party Signatures to the Agreement**

*Ji Mi Choi*

07/27/2020

Date:

Ji Mi Choi, Associate Vice President  
Knowledge Enterprise Development  
Arizona State University

*Marty Pollio*

Date:

*7/22/20*

Dr. Marty Pollio, Superintendent  
Jefferson County Public Schools

*Pursuant to Board of Education approved on\**

*\*If applicable.*