

ADDENDUM #1 TO MEMORANDUM OF UNDERSTANDING (MOU)

Between

Jefferson County Public Schools

&

ARIZONA STATE UNIVERSITY (ASU)

This document constitutes an Addendum to the agreement between Jefferson County Public Schools and Arizona State University (ASU).

Objective:

The objective of this Addendum is to describe the role and responsibilities of each party relative to the implementation of the Verizon Innovative Learning Lab Mentor position and provided stipend as well as define the Verizon 5G initiative.

This understanding is entered into by and between Arizona State University ("ASU") and Jefferson County Public Schools, setting forth the terms and understanding by which the parties have implemented the Verizon Innovative Learning ("VIL") Lab program (the "Project") at the school site, Frederick Law Olmsted Academy North.

In markets where Verizon 5G is available, the Project will explore providing the designated School lab space with access to the Verizon 5G network to support Verizon 5G Educational Technology applications.

ASU Entrepreneurship + Innovation COMMITMENT

ASU will provide the following to Jefferson County Public Schools:

- 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 annually per School to access, use, and complete the course.
- Professional learning for all teachers and staff involved in the Project will be delivered in accordance with Jefferson County Public Schools: guidelines, which could include:
 - 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, including for curriculum and Verizon 5G Education Technology applications
- Asynchronous methodology for content and curriculum implementation.
- 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

The Jefferson County Public Schools commits to:

- Support the participating School in the facilitation, implementation and management of the VIL Labs Mentor Role.
- Assist ASU in documenting the implementation and outcomes of the Project throughout the Term of this Agreement.
- Work with Verizon, ASU and HOA to deploy Verizon 5G, where available, to the designated lab space, through a 5G Node on or near School premises.
- Participate in marketing and publicity efforts in collaboration with ASU and Verizon, in accordance with Jefferson County Public Schools policies.

Frederick Law Olmsted Academy North COMMITMENT

The Frederick Law Olmsted Academy North commits to:

- Assist ASU and Verizon in securing media releases from participating staff, students, teachers, and community members.
- Provide regular updates and impact information from Project participants, including but not limited to educators, VIL Lab Mentors, and students.
- Participate in live and virtual events, including site visits and showcases, which may include a media presence.
- Participate in the VIL Lab Mentor Role (details below).
- Provide feedback on the space, emerging technologies, curriculum, Verizon 5G Educational Technology applications and/or learning experiences, as applicable.

Verizon Innovative Learning Lab Mentor with Stipend:

The participating School in Jefferson County Public Schools will provide the Point of Contact for the VIL Lab Mentor Role who will fulfill the below key duties and responsibilities. The VIL Lab Mentor will abide by the expectations of the Project, participate in required elements, and implement with fidelity for the duration of one year.

Implement the elective course for two full academic years ("AY"):

- AY 1: August/September <2020> through <May/June 2021>
- AY 1: August/September <2021> through <May/June 2022>

Space Management

- Manage Lab space and all technology/equipment.

Professional Learning

- Schedule Lab use/training sessions.
- Attend monthly check-in meetings with ASU.
- Attend or view monthly VIL Labs trainings with ASU.
- Participate in virtual trainings twice during the school year.
- Support in the design, development and delivery of virtual and in person professional development in collaboration with ASU.
- Help with coordination and scheduling of ASU and/or Verizon school site visits.

School, Jefferson County Public Schoolst and Community Engagement

- Encourage use of Lab space across the school and community, including across multiple content areas and subjects.
- Host at minimum two STEM events per year that are community-facing.
- Help secure ASU and Verizon media releases for students in the program.
- For Subject Matter Teachers, where applicable, **encourage to:**
 - Participate in the in-person/virtual training twice during the school year.
 - Contact Lab Mentor if any issues with application/device.
 - Develop lesson plan using 5G Educational Technology applications based on guidance, where applicable.
 - Ensure 100% students studying respective subjects experience 5G Educational Technology applications as part of their standard curriculum.
 - Provide feedback to Lab Mentor on issues/improvement recommendations for applications.

Impact & Reporting

- 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
- Provide student digital media artifacts to ASU every month
- Complete required educator surveys each year (pre, mid-year, and post)
- Submit progress reports each year (mid-year and end-of-year)
- Submit annual school engagement plan and elective course plan to ASU
- Collaborate with administrator(s) to complete grant and progress reports

Verizon 5G

- Where applicable, thoroughly understand Verizon 5G Educational Technology applications and:
 - Coordinate loading of AR applications onto provided technology with School IT
 - Test AR applications over 5G to ensure they are working properly
 - Understand how 5G applications work within elective, if applicable

- Understand how 5G applications work within broader curriculum to support subject matter teachers
- Provide school site support for subject matter teachers around usability and functionality of Verizon 5G Educational Technology applications
- Regular communication with Verizon and Verizon 5G Educational Technology solution application developers, as needed
- Contact the appropriate partner for support, if needed
 - Verizon 5G support: Verizon Network Contact
 - Curriculum & 5G solution support: ASU

If there are any issues with the Verizon 5G connectivity or applications, the School is to submit a helpdesk ticket with the support query via email to: helpdesk@vils.freshservice.com.

Tickets can also be created from the [VILS Helpdesk Portal](#). New users will need to sign up first. In the portal, the School can submit tickets, check ticket details and status, and open any tickets previously submitted.

Qualifications and Characteristics

- Strong leadership skills
- Interest in and engagement with educational technology
- Relationship with local community members and organizations
- Motivator and collaborator at the school and Jefferson County Public Schoolst level
- Commit at minimum 8 hours per week

Preferred Qualifications

- Knowledge of Verizon 5G and related applications, where applicable
- Experience with Verizon Innovative Learning programming
- Understanding of grant-funded programs and associated reporting

Compensation

- \$15,000 will be provided for one academic year 2020-21 to be applied to either the VIL Lab mentor salary and fringe benefits, or extra service pay for teachers or staff working afterschool, summer or during breaks to coordinate, implement and oversee events and activities in the VIL Lab for students, families or community.
- Renewable at the end of the year if all grant requirements are met.

If there are changes to the role, the Jefferson County Public Schoolst is responsible for notifying ASU in writing via email within one week of the change. ASU will support the Jefferson County Public Schoolst for orientation of the new employee in their role within the VIL Lab program.

A more detailed outline of responsibilities follows:

DATE	COMMITMENT
<Q3 2020> July, Aug., Sept.	<ul style="list-style-type: none"> • Launch elective course in August/September. • Launch School engagement plan in August/September. • Complete and submit teacher mid-survey #1. • Ensure 100% of students complete and submit student pre-survey #1. • Participate in ASU <AY20/21> School Site Visit. • Participate in monthly planning calls with ASU. • Participate in quarterly administrator check-in call. • Attend one virtual collaboration session each month*. • Submit monthly Digital Media artifacts*. • <i>*July and August excluded.</i>
<Q4 2020> Oct., Nov., Dec.	<ul style="list-style-type: none"> • Participate in ASU <AY20/21> School Site Visit. • Participate in monthly planning calls with ASU. • Participate in quarterly administrator check-in call. • Attend one virtual collaboration session each month. • Submit monthly Digital Media artifacts. • Complete and submit <AY20/21> Mid-Year Progress Report.
<Q1 2021> Jan., Feb., Mar.	<ul style="list-style-type: none"> • Complete and submit teacher mid-survey #1. • Ensure 100% of students complete and submit student mid-survey #1. • Participate in ASU <AY20/21> School Site Visit. • Participate in monthly planning calls with ASU. • Participate in quarterly administrator check-in call. • Attend one virtual collaboration session each month. <p>Submit monthly Digital Media artifacts.</p>
<Q2 2021> Apr., May, June	<ul style="list-style-type: none"> • Complete and submit teacher post-survey #1. • Ensure 100% of students complete and submit student post-survey #1. • Participate in ASU <AY21/22> School Site Visit. • Host culminating showcase event onsite at VIL Lab. • Participate in monthly planning calls with ASU. • Participate in quarterly administrator check-in call. • Attend one virtual collaboration session each month. • Submit monthly Digital Media artifacts. • Complete and submit <AY21/22> Annual Progress Report (APR).
<Q3 2021> July, Aug., Sept.	<ul style="list-style-type: none"> • Submit updated elective plan to ASU. • Submit updated School engagement plan to ASU. • Launch elective course in August/September.

	<ul style="list-style-type: none"> • Launch School engagement plan in August/September. • Complete and submit teacher pre-survey #2. • Ensure 100% of students complete and submit student pre-survey #2. • Participate in ASU <AY22/23> School Site Visit. • Participate in monthly planning calls with ASU. • Participate in quarterly administrator check-in call. • Attend one virtual collaboration session each month*. • Submit monthly Digital Media artifacts*. <p><i>*July and August excluded.</i></p>
<Q4 2021> Oct., Nov., Dec.	<ul style="list-style-type: none"> • Participate in ASU <AY22/23> School Site Visit. • Participate in monthly planning calls with ASU. • Participate in quarterly administrator check-in call. • Attend one virtual collaboration session each month. • Submit monthly Digital Media artifacts. • Complete and submit <AY22/23> Mid-Year Progress Report. • Provide sustainability plan
<Q1 2022> Jan., Feb., Mar.	<ul style="list-style-type: none"> • Complete and submit teacher mid-survey #2. • Ensure 100% of students complete and submit student mid-survey #2. • Participate in ASU <AY22/23> School Site Visit. • Participate in monthly planning calls with ASU. • Participate in quarterly administrator check-in call. • Attend one virtual collaboration session each month. • Submit monthly Digital Media artifacts.
<Q2 2022> Apr., May, June	<ul style="list-style-type: none"> • Complete and submit teacher post-survey #2. • Ensure 100% of students complete and submit student post-survey #2. • Participate in ASU <AY22/23> School Site Visit. • Host culminating showcase event onsite at VIL Lab. • Participate in monthly planning calls with ASU. • Participate in quarterly administrator check-in call. • Attend one virtual collaboration session each month. • Submit monthly Digital Media artifacts. • Complete and submit <AY22/23> Annual Progress Report (APR).

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 Jefferson County Public Schoolst 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, Jefferson County Public Schoolst policies and collective bargaining agreements.

Non-Discrimination Statement

ASU shall not discriminate on the basis of race, color, national origin, age, religion, marital or parental status, political affiliations or beliefs, sex, sexual orientation, gender identity, gender expression, veteran status, genetic information, disability, or limitations related to pregnancy, childbirth, or related medical conditions.

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 Jefferson County Public Schoolst and will remain in effect until May/June 2022, 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 leading Entrepreneurship + Innovation
Knowledge Enterprise =
1475 N. Scottsdale Rd.
Scottsdale, AZ 85257
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Jimi.Choi@asu.edu

Jefferson County Public Schools
Jefferson County Public Schoolst Contact _____

Title _____

Address _____

Phone _____

Email _____

Jefferson County Public Schoolst Federal EIN _____

(Signature block follows on the next page.)

Party Signatures to the Agreement :

Signature: **Ji Mi Choi** Digitally signed by Ji Mi Choi
Date: 2020.08.13 05:08:37
-07'00' Date: **08/13/2020**

Ji Mi Choi
Associate Vice President
Leading Entrepreneurship + Innovation
Knowledge Enterprise
Arizona State University

Signature: _____ Date: _____

Jefferson County Public Schools

Contact Name _____

Title _____

Pursuant to Jefferson County Public Schools, Board of Education approved on _____.*

*If applicable.