

**THE SCHOOL DISTRICT OF ESCAMBIA COUNTY
CURRICULUM AND INSTRUCTION
SCHOOL BOARD AGENDA EXECUTIVE SUMMARY**

Item Number: V.b.1.F.1.

TITLE
Memorandum of Understanding Between the National Math & Science Initiative - College Readiness Program and the School Board of Escambia County, Florida

SUBMITTED BY:
Lesla Morgan, Director, High School Education

PERIOD OF GRANT/CONTRACT/REQUEST
June 1, 2016 - May 31, 2019

FUNDING SOURCE
NMSI & State AP Funds

PROJECT COORDINATOR AND DEPARTMENT
Lesla Morgan, Director, High School Education

**AMOUNT OF FUNDING REQUEST - Is amount more, less or same as last year?
(Explain differences at end of Purpose section if additional space is required.)**
N/A

TOTAL PROJECT - Is the amount more, less or same as last year?
N/A

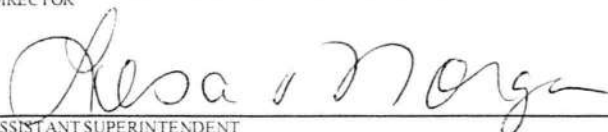
PURPOSE
To implement the National Math and Science Initiative's (NMSI) College Readiness Program in Escambia County Schools.

IMPLEMENTATION PLAN
The participating schools will implement the NMSI College Readiness Program in order to increase AP Math, Science and English (MSE) enrollment and qualifying scores on AP MSE exams. Schools will promote and publicize NMSI's College Readiness Program to encourage participation. Students and teachers will receive stipends and awards when successfully meeting the goals of the Program.

PARTICIPATING SCHOOLS/AGENCIES
Booker T. Washington High School, Escambia High School, Pensacola High School, Pine Forest High School, West Florida High School
National Math and Science Initiative

ACTION REQUIRED
Board Approval

STRATEGIC ALIGNMENT - Include Pillar, Goal and Measurable Objective as outlined in the current Strategic Plan.
PILLAR: Quality
GOAL: GOAL Q.1: To increase rigor at all levels
MEASURABLE OBJECTIVE:
Q.1.4. Increase the percentage of student participation in accelerated courses at the middle and high school levels.

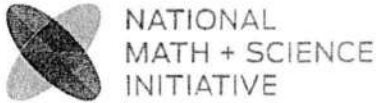
DIRECTOR


DATE
4/5/16

ASSISTANT SUPERINTENDENT


DATE
4/4/16

DATE OF BOARD APPROVAL



MEMORANDUM OF UNDERSTANDING BETWEEN THE
NATIONAL MATH & SCIENCE INITIATIVE – COLLEGE READINESS PROGRAM
AND THE SCHOOL BOARD OF ESCAMBIA COUNTY, FLORIDA

DISTRICT: Escambia County Schools

Purpose of Agreement: To implement the National Math and Science Initiative’s College Readiness Program (“the Program”) in schools (“the School/s”) in Escambia County Schools (“the District”). The following Schools are eligible to implement the Program:

Booker T Washington High School
Escambia High School
Pensacola High School
Pine Forest High School
West Florida High School

SECTION 1. TERM

The term of this Memorandum of Understanding (“MOU”) shall commence on June 1, 2016, and end on May 31, 2019 (the “Term”), subject to evaluations and renewals by NMSI during the term, based on ongoing performance and availability of funding.

SECTION 2. BACKGROUND

- a. The National Math and Science Initiative (“NMSI”) replicates on a national scale programs proven to elevate public education rigor and student performance in the educational disciplines of science, technology, engineering and math (“STEM”), utilizing performance-based accountability and rigorous demand for results. NMSI’s College Readiness Program has produced unparalleled success in expanding the number of students enrolled and achieving qualifying scores on Advanced Placement[®] (AP[®]) math, science, and English (“MSE”) exams, especially among economically disadvantaged and minority students.
- b. NMSI coordinates the planning, implementation, management and funding of the Program, which includes content-focused teacher training and support, expanded enrollments, additional time on task for students, and awards based on academic excellence, cultivation of teacher leaders, and measurement of and accountability for achievement. The overall Program goal is the increase in the number of students taking AP MSE exams and receiving qualifying scores as a measure of college readiness.

SECTION 3. COMMITMENTS BY THE DISTRICT

The District agrees to facilitate the implementation of NMSI’s College Readiness Program (“CRP”) consistent with its Program applications submitted by the District’s individual Schools and in accordance with the terms and provisions of this MOU, in order to increase AP MSE enrollment and qualifying scores on AP MSE exams. To ensure Program success, the District

agrees to take actions as necessary to ensure its Schools implement, achieve and maintain the strategies and goals set forth in this MOU and Attachments A, B, C, D, E, F, G, H, and I including the following:

1. Increase the number of qualifying scores on AP MSE exams over the grant term. Specific annual goals will be provided to the individual Schools implementing the Program.
2. Increase the number of AP MSE student enrollments and courses offered based on the individual School Growth Scenario completed by the School as part of the Program application (Attachment B).
3. Maintain the quality and sustainability of AP MSE courses by implementing the following practices:
 - a. Conduct parent/community outreach events, which may include an annual kickoff event;
 - b. Recruit, prepare and support students in AP MSE courses through open access and the elimination of barriers to student enrollment;
 - c. Recruit, support and train highly qualified teachers;
 - d. Submit required evaluation forms for all NMSI training events;
 - e. Plan for sustaining program gains beyond the Term of the Program;
 - f. Provide and fund the PSAT, during the week, for all 10th grade students;
 - g. Provide and fund substitute days aligned with Escambia School District training calendar to allow AP MSE teachers to attend Program training;
 - h. Support and fund AP Summer Institute training for AP MSE teacher;
 - i. Support and fund exam fees for AP students enrolled in MSE courses;
 - j. Coordinate student travel to student study sessions;
 - k. Provide facilities and custodial support for student study sessions;
 - l. Complete College Board course audits for all AP MSE courses;
 - m. Report data to NMSI as listed in Attachment A;
 - n. Follow general timeline of activities noted in Attachment D; and
 - o. Schedule all AP MSE courses as full year courses.
4. The District shall make every effort, within reason, to (1) promote and publicize NMSI's College Readiness Program in order to encourage participation, and (2) retain the Program's distinct character. The School shall:
 - a. Use all appropriate logos, marks, and other identifying materials on all NMSI Program-related materials and communications with School faculty and staff, School students, School officials, and School community constituents. This includes the display and usage of NMSI materials provided to the School. NMSI shall supply the School with appropriate instruction and guidance related to the usage of such identifying material in order to facilitate proper promotion of the Program;
 - b. Refer to NMSI and the College Readiness Program by name in all Program-related material;

- c. Where appropriate, include NMSI boiler plate (“About NMSI”) and Program boiler plate (“About the College Readiness Program”) on Program-related material, See *Attachment E*;
 - d. Notify NMSI of any press inquiries related to the Program and share any local media coverage related to the Program with NMSI staff, in advance when possible;
 - e. Tag, copy, link to, and/or otherwise mention NMSI and/or the College Readiness Program by name on relevant social media content generated by the School about the Program and/or related events;
 - f. Utilize the CRP toolkit located at www.crptoolkit.nms.org, which consists of a collection of templates, digital design assets, guidelines for usage of aforementioned templates and assets, and instructions for event management and media outreach and any other resources and materials provided by NMSI. The School shall use the aforementioned to provide guidance on event coordination and messaging, and make every effort, within reason, to adhere to the provided Program materials and usage guidelines;
 - g. Work through NMSI to engage in communication with Program funder(s) secured by NMSI. The School shall not engage in communication with existing/current Program Funders secured by NMSI without first consulting NMSI. NMSI shall advise on Funder communication as necessary;
 - h. Through School administrators, School counselors, and School faculty, make the School community aware of the Program by way of PTA meetings, mentions in School publications, newsletters, social media, etc.
 - i. Clearly communicate to School parents and students the availability of, and the requirements and expectations implicit in, participation in the Program.
5. The District acknowledges that NMSI is the sole and exclusive owner of any instructional materials, training materials, and auxiliary multimedia content distributed to its Schools either directly or by way of NMSI’s online distribution channels and of all associated intellectual property registrations and copyright protections. The District agrees that their engagement with NMSI under this MOU shall not create any ownership or licensing rights in the District in or to any NMSI materials, and the District agrees not to claim any such rights to NMSI materials. The District agrees that it will not reproduce any NMSI copyrighted materials in any form or by any electronic or mechanical means without explicit written permission from NMSI.

If, at any time, any District School is not in compliance with the terms of the commitments set forth herein, NMSI will work directly with administrators and leaders to determine appropriate interventions for the purpose of determining and implementing plans for correction with ongoing monitoring and assistance. If such interventions do not effectively bring the School within compliance, NMSI reserves the right to place the School on probation and/or to discontinue programming. If probation is deemed necessary, the School and the District will receive a letter detailing terms of the year-long probationary period with specific detail related to the individual requirements of the School.

SECTION 4. COMMITMENTS BY NMSI

Subject to the District's performance of its commitments and undertakings pursuant to this MOU, which shall be determined within the sole and absolute discretion of NMSI, during the Term NMSI agrees that it will provide the following to or for the benefit of the District:

1. Annual Stipends and Threshold Awards (as described more fully in the Attachments referenced below):
 - a. Program AP MSE teachers will receive up to a five hundred dollar (\$500) stipend for specific activities. See Attachment F;
 - b. Program AP MSE teachers will receive one hundred dollars (\$100) (up to fifty dollars (\$50) provided by Florida Department of Education and fifty dollars (\$50) by NMSI funding) for each student's AP MSE exam score of three (3) or higher on their class roster as registered with NMSI. Should a teacher exceed the maximum of three thousand dollars (\$3,000) paid by Florida Department of Education, NMSI will fund the full one hundred dollars (\$100) for each score beyond the three thousand dollars (\$3,000) maximum for that teacher. See Attachment F;
 - c. Program AP MSE teachers will also have an opportunity to receive a threshold award of up to one thousand dollars (\$1,000) based on the total number of students receiving an AP exam score of three (3) or higher in an AP MSE course. Each AP MSE teacher will receive a Letter of Expectations and Support that provides Program expectations and the threshold award goal. See Attachment F;
 - d. Students listed on the teacher's registered class roster who attain a AP MSE exam score of three (3) or higher will receive one hundred dollars (\$100); and
 - e. The School's NMSI Designated Administrator will receive a stipend of one thousand dollars (\$1,000) and an opportunity to receive a threshold award of up to one thousand dollars (\$1,000) based on reaching or exceeding the School goal. The Designated Administrator will receive a Letter of Expectations and Support that provides Program expectations and the School goal. See Attachment G.
2. Teacher Training and Exam Fees:
 - a. Program AP MSE examination fees: Reimbursement to the School for AP MSE examination fee expenses incurred, up to the budgeted amount. This amount will be calculated after any state, federal, or school funding is applied toward the examination cost. See Attachment C;
 - b. Program AP MSE teachers: Funding for Program AP MSE teachers to attend NMSI-approved Advanced Placement Summer Institutes, two-day (2) workshops, and mock exam readings; and
 - c. Program MSE teachers: Funding for Program AP MSE teachers to attend NMSI's Laying the Foundation teacher training, as approved by NMSI.
3. Student Study Sessions:
 - a. Resources to conduct AP MSE student study sessions over the course of the school year; and
 - b. Support in planning all sessions and logistical support.

4. AP Classroom Supplies:
 - a. Classroom supplies for AP MSE courses, subject to approval by NMSI.
5. Collaboration with the District and the School to implement, manage, and report the results of the Program as outlined below:
 - a. Provide forms needed for the Program;
 - b. Provide data and reports on the Program;
 - c. Advise Program schools in recruiting AP MSE teachers;
 - d. Assess, on an annual basis, each AP MSE teacher's participation in and support of Program goals and expectations as listed in Attachment F;
 - e. Assist the individual responsible for coordinating the School's AP program in providing the best testing environment for AP students;
 - f. Advise schools and districts on curriculum alignment and scheduling;
 - g. Provide subject matter experts to support teachers and students;
 - h. Work directly with administrators to proactively address concerns; and
 - i. If necessary, develop probation plans for struggling Program schools.
6. Payment of Stipends and Awards:
 - a. Pay stipends and threshold awards directly to teachers;
 - b. Send individual student awards to the school for distribution at a school-based celebration event.

SECTION 5. PROGRAM BUDGET AND FUNDING PROCESS

1. Funding Process. Pursuant to this MOU and its Attachments, NMSI is committing funding to assist each School in implementing and operating the College Readiness Program. Funding is provided to each School, the Designated Administrator, AP MSE teachers, qualified students, and vendors to pay for eligible expenses, as identified in Attachment C, subject to verification and approval by NMSI.

SECTION 6. GENERAL PROVISIONS

1. Relationship of the Parties; Indemnity; No Third-Party Beneficiaries. NMSI is an independent non-profit corporation and, subject to the terms of this MOU, shall have the sole right to supervise, manage, operate, control and direct the performance of the services to be provided pursuant to this MOU. The personnel and staff of NMSI are employees of NMSI and shall not, for any purpose, be considered employees or agents of the District. The personnel and staff of the District shall not, for any purpose, be considered employees or agents of NMSI. Nothing in this MOU shall be deemed or construed to establish a joint venture, employer-employee, agent, agency or partnership relationship. NMSI shall not incur any liability for or assume responsibility for any debts or obligations of the District, and shall not sign as a guarantor or co-signer on any instrument for the District. The agreement by and between the parties to this MOU does not create a warranty or guarantee of any particular results or funding, and is not intended to and does not create any right of any sort in any third party with respect to the representations and commitments set forth herein.

2. Incorporation of Attachments. The following Attachments are incorporated into and made part of this Memorandum of Understanding completely, as if they were copied verbatim at the point of reference to said Attachment:

- Attachment A: Authorization to Release Student Data
- Attachment B: Growth Scenario
- Attachment C: Budget
- Attachment D: Timeline
- Attachment E: NMSI Boilerplate, Name and Logo Usage Guidelines
- Attachment F: Teacher Letter of Expectation
- Attachment G: DA Letter of Expectation
- Attachment H: SC Letter of Expectation
- Attachment I: Jessica Lunsford Act

IN WITNESS WHEREOF, the parties have caused this MOU to be executed on the dates set forth below.

THE SCHOOL BOARD OF
ESCAMBIA COUNTY, FLORIDA

NATIONAL MATH AND SCIENCE
INITIATIVE

BY: _____
Bill Slayton, Chair

Signature: _____

ATTEST: _____
Malcolm Thomas, Superintendent

Name: Gregg Fleisher

Title: Chief Academic Office

Date: _____

Date: _____

APPROVED FOR LEGAL CONTENT

FOR April 2014 AGENDA

MAR 31 2016

GENERAL COUNSEL
ESCAMBIA COUNTY SCHOOL BOARD

ATTACHMENT A

Authorization to Release Student Data

Upon request, the District shall report to NMSI data that are necessary to measure Program results. The School agrees to release data from its programs and services, as requested by NMSI, for all students who participated in, or were exposed to, the College Readiness Program and who indicated attendance at a secondary school within this District. Class enrollment data, AP, and PSAT test data to be released include:

- Course Name
 - Class Period
 - Course Duration
- Teacher
 - Name
 - Email
- Student
 - Name
 - Sample High School Identification number
 - Date of Birth
 - Gender
 - Ethnicity
 - Socio-Economic Status
 - ESL/ELL
 - Grade Level
 - AP Exam Results
 - Military Status

The District agrees to comply with all state and federal privacy laws with respect to the collection and sharing of data described herein. Information will be released consistent with the Family Educational Rights and Privacy Act, Florida law and Escambia County School District's policy regarding the confidentiality of data. This authorization will include data for students graduating in 2016 through 2019.

Signature: _____

Name: _____

Title: _____

Date: _____

ATTACHMENT B

Growth Scenarios

FL - Escambia County - ESCAMBIA HIGH SCHOOL GROWTH SCENARIO 2016-17

MSE AP Courses	2014-15 Enrollment	2014-15 Exam Takers	2014-15 Qualifying Scores	2014-15 % of exam takers vs enrollment	2014-15 % of scores of 3 or higher vs taking	2016-17 % of exam takers vs enrollment	2016-17 % of scores of 3 or higher vs taking	# of students enrolled in AP Classes		# of students earning 3,4, or 5 on MSE AP Exams	
								CURRENT	PROGRAM	CURRENT	PROGRAM
								2015-16	2016-17	2015-16	2016-17
Math (A)											
Calculus AB	14	14	4	100%	29%	100%	30%	10	15	3	5
Calculus BC				100%		100%	50%				
Statistics				100%		100%	25%		75		19
Comp Sci A				100%		100%	50%				
Comp Sci P				100%		100%	25%		20		5
Total Math:	14	14	4	100%	29%			10	110	3	29
Science (B)											
Biology				100%		100%	25%	19	25	0	6
Chemistry				100%		100%	25%		15		4
Env Science				100%		100%	25%		25		6
Physics 1				100%		100%	25%		20		5
Physics 2				100%		100%	35%				
PhysC: E&M				100%		100%	35%				
PhysC: M				100%		100%	35%				
Total Science:	0	0	0					19	85	0	21
English (C)											
Eng Lang	31	31	7	100%	23%	100%	50%	50	50	11	25
Eng Lit	18	18	7	100%	39%	100%	50%	53	50	21	25
Total English:	49	49	14	100%	29%			103	100	32	50
TOTAL MSE	63	63	18	100%	29%			132	295	35	100

BASELINE

Only numbers in red can be changed

For comparison, this is the NMSI projected first year growth goal based on baseline MSE qualifying scores.

Baseline	NMSI 2016-
35	70

FL - Escambia - PENSACOLA HIGH SCHOOL GROWTH SCENARIO 2016-17

MSE AP Courses	2014-15 Enrollment	2014-15 Exam Takers	2014-15 Qualifying Scores	2014-15 % of exam takers vs enrollment	2014-15 % of scores of 3 or higher vs taking	2016-17 % of exam takers vs enrollment	2016-17 % of scores of 3 or higher vs taking	# of students enrolled in AP Classes		# of students earning 3,4, or 5 on MSE AP Exams	
								CURRENT	PROGRAM	CURRENT	PROGRAM
								2015-16	2016-17	2015-16	2016-17
MATH (M)											
Calculus AB	48	48	37	100%	77%	100%	77%	22	25	17	19
Calculus BC	27	27	24	100%	89%	100%	89%	26	26	23	23
Statistics				100%		100%	50%		35		18
Comp Sci A				100%		100%	50%		20		10
Comp Sci P				100%		100%	60%				
Total Math:	75	75	61	100%	81%			48	106	40	70
SCIENCE (S)											
Biology				100%		100%	35%				
Chemistry				100%		100%	35%				
Env Science	23	23	11	100%	48%	100%	48%	57	57	27	27
Physics 1				100%		100%	35%		50		18
Physics 2				100%		100%	35%				
PhysC: E&M				100%		100%	35%				
PhysC: M	6	6	4	100%	67%	100%	67%	17	17	11	11
Total Science:	29	29	15	100%	52%			74	124	38	56
ENGLISH (E)											
Eng Lang	105	105	59	100%	56%	100%	60%	120	200	67	120
Eng Lit	111	111	75	100%	68%	100%	68%	99	135	67	92
Total English:	216	216	134	100%	62%			219	335	134	212
TOTAL MSE	320	320	210	100%	66%			341	565	212	338
			BASELINE								

Only numbers in red can be changed

For comparison, this is the NMSI projected first year growth goal based on baseline MSE qualifying scores.

Baseline	NMSI 2016-
212	337

FL- Escambia County - PINE FOREST HIGH SCHOOL GROWTH SCENARIO 2016-17

MSE AP Courses	2014-15 Enrollment	2014-15 Exam Takers	2014-15 Qualifying Scores	2014-15 % of exam takers vs enrollment	2014-15 % of scores of 3 or higher vs taking	2016-17 % of exam takers vs enrollment	2016-17 % of scores of 3 or higher vs taking	# of students enrolled in AP Classes		# of students earning 3,4, or 5 on MSE AP Exams	
								CURRENT	PROGRAM	CURRENT	PROGRAM
								2015-16	2015-17	2015-16	2016-17
MATH (M)											
Calculus AB	2	2	0	100%	0%	100%	20%	1		1	
Calculus BC				100%		100%	50%				
Statistics				100%		100%	25%		25		6
Comp Sci A				100%		100%	50%				
Comp Sci P				100%		100%	25%		20*		5
Total Math:	2	2	0	100%	0%			1	45	1	11
SCIENCE (S)											
Biology				100%		100%	25%		21		5
Chemistry				100%		100%	35%				
Env Science	19	19	8	100%	42%	100%	35%		22		8
Physics 1	19	9	0	100%	0%	100%	25%	7	15	0	4
Physics 2				100%		100%	35%				
PhysC: E&M				100%		100%	35%				
PhysC: M				100%		100%	35%				
Total Science:	38	28	8	74%	29%			7	58	0	17
ENGLISH (E)											
Eng Lang	54	54	16	100%	30%	100%	25%	101	100	25	25
Eng Lit	56	56	8	100%	14%	100%	25%	82	100	10	25
Total English:	110	110	24	100%	22%			183	200	35	50
TOTAL MSE	150	140	32	93%	23%			191	303	36	78
			BASELINE								

Only numbers in red can be changed

*If Master Schedule will not support Computer Science for the 2016-2017 school year, it will be considered in future years.

For comparison, this is the NMSI projected first year growth goal based on baseline MSE qualifying scores.

Baseline	NMSI 2016-
36	72

FL- Escambia - WASHINGTON HIGH SCHOOL GROWTH SCENARIO 2016-17

MSE AP Courses	2014-15 Enrollment	2014-15 Exam Takers	2014-15 Qualifying Scores	2014-15 % of exam takers vs enrollment	2014-15 % of scores of 3 or higher vs taking	2016-17 % of exam takers vs enrollment	2016-17 % of scores of 3 or higher vs taking	# of students enrolled in AP Classes		# of students earning 3,4, or 5 on MSE AP Exams	
								CURRENT	PROGRAM	CURRENT	PROGRAM
								2015-16	2016-17	2015-16	2016-17
MATH (M)											
Calculus AB	30	30	8	100%	27%	100%	40%	14	35	4	14
Calculus BC	1	1	1	100%	100%	100%	100%		0		0
Statistics				100%		100%	40%		0		0
Comp Sci A				100%		100%	50%				
Comp Sci P				100%		100%	25%		20		5
Total Math:	31	31	9	100%	29%			14	55	4	19
SCIENCE (S)											
Biology	29	29	12	100%	41%	100%	50%	38	40	16	20
Chemistry				100%		100%	35%	12	20	4	7
Env Science	37	37	13	100%	35%	100%	50%	50	65	18	33
Physics 1				100%		100%	35%				
Physics 2				100%		100%	35%				
PhysC: E&M				100%		100%	35%				
PhysC: M				100%		100%	35%				
Total Science:	66	66	25	100%	38%			100	125	38	60
ENGLISH (E)											
Eng Lang	78	78	36	100%	46%	100%	50%	55	90	23	45
Eng Lit	64	64	28	100%	44%	100%	50%	47	75	21	38
Total English:	142	142	64	100%	45%			102	165	44	83
TOTAL MSE	239	239	98	100%	41%			216	345	86	162
			BASELINE								

Only numbers in red can be changed

For comparison, this is the NMSI projected first year growth goal based on baseline MSE qualifying scores.

Baseline	NMSI 2016-
86	160

FL - Escambia County- WEST FLORIDA HIGH SCHOOL GROWTH SCENARIO 2016-17

MSE AP Courses	2014-15 Enrollment	2014-15 Exam Takers	2014-15 Qualifying Scores	2014-15 % of exam takers vs enrollment	2014-15 % of scores of 3 or higher vs taking	2016-17 % of exam takers vs enrollment	2016-17 % of scores of 3 or higher vs taking	# of students enrolled in AP Classes		# of students earning 3,4, or 5 on MSE AP Exams	
								CURRENT	PROGRAM	CURRENT	PROGRAM
								2015-16	2016-17	2015-16	2016-17
MATH (M)											
Calculus AB	23	23	20	100%	87%	100%	75%	15	25	14	19
Calculus BC				100%		100%	50%				
Statistics				100%		100%	40%	45			18
Comp Sci A				100%		100%	35%	30			11
Comp Sci P				100%		100%	50%	0			0
Total Math:	23	23	20	100%	87%			16	100	14	48
SCIENCE (S)											
Biology				100%		100%	35%				
Chemistry				100%		100%	35%				
Env Science	14	14	12	100%	86%	100%	75%	30	30	20	23
Physics 1				100%		100%	35%		25		9
Physics 2				100%		100%	35%				
PhysC: E&M				100%		100%	35%				
PhysC: M				100%		100%	35%				
Total Science:	14	14	12	100%	86%			30	55	20	32
ENGLISH (E)											
Eng Lang	31	31	22	100%	71%	100%	70%	79	80	25	56
Eng Lit	24	24	22	100%	92%	100%	70%	27	40	25	28
Total English:	55	55	44	100%	80%			106	120	50	84
TOTAL MSE	92	92	76	100%	83%			152	275	84	164

BASELINE

Only numbers in red can be changed

For comparison, this is the NMSI projected first year growth goal based on baseline MSE qualifying scores.

Baseline	NMSI 2016-
84	158

ATTACHMENT C

Projected - Program School Budget

The amounts listed below are calculated from estimated growth projections and do not reflect the actual Program expenses or specific exchange of funding.

Escambia High School	SY 16-17		SY 17-18		SY 18-19		All Years
	School	Funder	School	Funder	School	Funder	
Teacher Training							
APSI Training	\$2,900	\$3,225	\$2,900	\$4,450	\$2,900	\$4,450	\$20,825
2-day Training	\$0	\$2,750	\$0	\$3,300	\$0	\$3,300	\$9,350
Mock Reading	\$590	\$1,750	\$654	\$2,100	\$728	\$2,100	\$7,922
Laying The Foundation	\$0	\$20,000	\$0	\$20,000	\$0	\$20,000	\$60,000
Total Training	\$3,490	\$27,725	\$3,554	\$29,850	\$3,628	\$29,850	\$98,097
Stipends and Awards							
Awards for Students	\$0	\$4,000	\$0	\$4,400	\$0	\$4,800	\$13,200
Awards for Teachers	\$2,000	\$2,000	\$2,200	\$2,200	\$2,400	\$2,400	\$13,200
AP Mentors/Consultants	\$0	\$3,250	\$0	\$1,950	\$0	\$1,950	\$7,150
AP Teacher Stipends	\$0	\$2,500	\$0	\$3,000	\$0	\$3,000	\$8,500
AP Site Coordinator Stipends	\$0	\$1,500	\$0	\$1,500	\$0	\$1,500	\$4,500
AP Teachers Threshold Awards	\$0	\$2,000	\$0	\$2,500	\$0	\$3,000	\$7,500
Designated Administrator Stipends	\$0	\$1,000	\$0	\$1,000	\$0	\$1,000	\$3,000
Designated Administrator Award	\$0	\$1,000	\$0	\$1,000	\$0	\$1,000	\$3,000
Total Stipends and Awards	\$2,000	\$17,250	\$2,200	\$17,550	\$2,400	\$18,650	\$60,050
Student Study Sessions							
Student Study Sessions	\$0	\$40,988	\$0	\$32,819	\$0	\$27,138	\$100,945
Total Student Study Sessions	\$0	\$40,988	\$0	\$32,819	\$0	\$27,138	\$100,945
Exam Fees							
AP Exam Fees	\$18,619	\$7,413	\$20,575	\$8,217	\$22,794	\$9,146	\$86,764
Total Exam Fees	\$18,619	\$7,413	\$20,575	\$8,217	\$22,794	\$9,146	\$86,764
Equipment and Supplies							
Equipment and Supplies	\$0	\$15,000	\$0	\$10,000	\$0	\$10,000	\$35,000
Total Equipment and Supplies	\$0	\$15,000	\$0	\$10,000	\$0	\$10,000	\$35,000
Program Management/Indirect Costs							
Program Management	\$0	\$29,146	\$0	\$27,448	\$0	\$20,853	\$77,447
Indirect Costs	\$0	\$22,522	\$0	\$21,210	\$0	\$16,113	\$59,846
Total Program Management/Indirect Costs	\$0	\$51,669	\$0	\$48,658	\$0	\$36,966	\$137,293
Estimated Total Program Costs	\$24,109	\$160,044	\$26,329	\$147,094	\$28,822	\$131,750	\$518,148

Pensacola High School	SY 16-17		SY 17-18		SY 18-19		All Years
	School	Funder	School	Funder	School	Funder	
Teacher Training							
APSI Training	\$3,625	\$4,950	\$4,350	\$5,450	\$2,900	\$3,450	\$24,725
2-day Training	\$0	\$3,850	\$0	\$4,400	\$0	\$4,950	\$13,200
Mock Reading	\$1,130	\$2,450	\$1,248	\$2,800	\$1,378	\$3,150	\$12,156
Laying The Foundation	\$0	\$20,000	\$0	\$20,000	\$0	\$20,000	\$60,000
Total Training	\$4,755	\$31,250	\$5,598	\$32,650	\$4,278	\$31,550	\$110,081
Stipends and Awards							
Awards for Students	\$0	\$33,400	\$0	\$36,700	\$0	\$40,400	\$110,500
Awards for Teachers	\$10,800	\$22,600	\$11,500	\$25,200	\$12,250	\$28,150	\$110,500
AP Mentors/Consultants	\$0	\$4,550	\$0	\$3,900	\$0	\$2,925	\$11,375
AP Teacher Stipends	\$0	\$3,500	\$0	\$4,000	\$0	\$4,500	\$12,000
AP Site Coordinator Stipends	\$0	\$1,500	\$0	\$1,500	\$0	\$1,500	\$4,500
AP Teachers Threshold Awards	\$0	\$3,500	\$0	\$4,000	\$0	\$4,500	\$12,000
Designated Administrator Stipends	\$0	\$1,000	\$0	\$1,000	\$0	\$1,000	\$3,000
Designated Administrator Award	\$0	\$1,000	\$0	\$1,000	\$0	\$1,000	\$3,000
Total Stipends and Awards	\$10,800	\$71,050	\$11,500	\$77,300	\$12,250	\$83,975	\$266,875
Student Study Sessions							
Student Study Sessions	\$0	\$58,979	\$0	\$49,341	\$0	\$38,567	\$146,886
Total Student Study Sessions	\$0	\$58,979	\$0	\$49,341	\$0	\$38,567	\$146,886
Exam Fees							
AP Exam Fees	\$28,245	\$14,330	\$31,164	\$15,826	\$34,380	\$17,475	\$141,419
Total Exam Fees	\$28,245	\$14,330	\$31,164	\$15,826	\$34,380	\$17,475	\$141,419
Equipment and Supplies							
Equipment and Supplies	\$0	\$15,000	\$0	\$10,000	\$0	\$10,000	\$35,000
Total Equipment and Supplies	\$0	\$15,000	\$0	\$10,000	\$0	\$10,000	\$35,000
Program Management/Indirect Costs							
Program Management	\$0	\$51,570	\$0	\$51,343	\$0	\$39,945	\$142,858
Indirect Costs	\$0	\$39,849	\$0	\$39,674	\$0	\$30,866	\$110,390
Total Program Management/Indirect Costs	\$0	\$91,419	\$0	\$91,018	\$0	\$70,811	\$253,248
Estimated Total Program Costs	\$43,800	\$282,027	\$48,262	\$276,135	\$50,908	\$252,377	\$953,509

West Florida High School of Advanced Techn	SY 16-17		SY 17-18		SY 18-19		All Years
	School	Funder	School	Funder	School	Funder	Total
Teacher Training							
APSI Training	\$2,900	\$3,225	\$2,900	\$4,450	\$2,900	\$3,450	\$19,825
2-day Training	\$0	\$2,750	\$0	\$3,300	\$0	\$3,850	\$9,900
Mock Reading	\$550	\$1,750	\$608	\$2,100	\$674	\$2,450	\$8,132
Laying The Foundation	\$0	\$20,000	\$0	\$20,000	\$0	\$20,000	\$60,000
Total Training	\$3,450	\$27,725	\$3,508	\$29,850	\$3,574	\$29,750	\$97,857
Stipends and Awards							
Awards for Students	\$0	\$14,600	\$0	\$16,100	\$0	\$17,700	\$48,400
Awards for Teachers	\$7,200	\$7,400	\$7,700	\$8,400	\$8,300	\$9,400	\$48,400
AP Mentors/Consultants	\$0	\$3,250	\$0	\$1,950	\$0	\$2,275	\$7,475
AP Teacher Stipends	\$0	\$2,500	\$0	\$3,000	\$0	\$3,500	\$9,000
AP Site Coordinator Stipends	\$0	\$1,500	\$0	\$1,500	\$0	\$1,500	\$4,500
AP Teachers Threshold Awards	\$0	\$2,000	\$0	\$2,500	\$0	\$3,000	\$7,500
Designated Administrator Stipends	\$0	\$1,000	\$0	\$1,000	\$0	\$1,000	\$3,000
Designated Administrator Award	\$0	\$1,000	\$0	\$1,000	\$0	\$1,000	\$3,000
Total Stipends and Awards	\$7,200	\$33,250	\$7,700	\$35,450	\$8,300	\$39,375	\$131,275
Student Study Sessions							
Student Study Sessions	\$0	\$33,200	\$0	\$27,760	\$0	\$22,328	\$83,287
Total Student Study Sessions	\$0	\$33,200	\$0	\$27,760	\$0	\$22,328	\$83,287
Exam Fees							
AP Exam Fees	\$16,779	\$7,686	\$18,520	\$8,497	\$20,481	\$9,419	\$81,382
Total Exam Fees	\$16,779	\$7,686	\$18,520	\$8,497	\$20,481	\$9,419	\$81,382
Equipment and Supplies							
Equipment and Supplies	\$0	\$15,000	\$0	\$10,000	\$0	\$10,000	\$35,000
Total Equipment and Supplies	\$0	\$15,000	\$0	\$10,000	\$0	\$10,000	\$35,000
Program Management/Indirect Costs							
Program Management	\$0	\$31,744	\$0	\$31,083	\$0	\$24,392	\$87,218
Indirect Costs	\$0	\$24,529	\$0	\$24,018	\$0	\$18,848	\$67,396
Total Program Management/Indirect Costs	\$0	\$56,273	\$0	\$55,101	\$0	\$43,240	\$154,614
Estimated Total Program Costs	\$27,429	\$173,134	\$29,728	\$166,658	\$32,355	\$154,111	\$583,415

Washington High School	SY 16-17		SY 17-18		SY 18-19		All Years
	School	Funder	School	Funder	School	Funder	Total
Teacher Training							
APSI Training	\$2,900	\$3,225	\$2,900	\$4,450	\$2,900	\$3,450	\$19,825
2-day Training	\$0	\$2,750	\$0	\$3,300	\$0	\$3,850	\$9,900
Mock Reading	\$690	\$1,750	\$762	\$2,100	\$846	\$2,450	\$8,598
Laying The Foundation	\$0	\$20,000	\$0	\$20,000	\$0	\$20,000	\$60,000
Total Training	\$3,590	\$27,725	\$3,662	\$29,850	\$3,746	\$29,750	\$98,323
Stipends and Awards							
Awards for Students	\$0	\$17,700	\$0	\$19,500	\$0	\$21,500	\$58,700
Awards for Teachers	\$8,550	\$9,150	\$9,100	\$10,400	\$9,600	\$11,900	\$58,700
AP Mentors/Consultants	\$0	\$3,250	\$0	\$1,950	\$0	\$2,275	\$7,475
AP Teacher Stipends	\$0	\$2,500	\$0	\$3,000	\$0	\$3,500	\$9,000
AP Site Coordinator Stipends	\$0	\$1,500	\$0	\$1,500	\$0	\$1,500	\$4,500
AP Teachers Threshold Awards	\$0	\$2,500	\$0	\$3,000	\$0	\$3,500	\$9,000
Designated Administrator Stipends	\$0	\$1,000	\$0	\$1,000	\$0	\$1,000	\$3,000
Designated Administrator Award	\$0	\$1,000	\$0	\$1,000	\$0	\$1,000	\$3,000
Total Stipends and Awards	\$8,550	\$38,600	\$9,100	\$41,350	\$9,600	\$46,175	\$153,375
Student Study Sessions							
Student Study Sessions	\$0	\$41,513	\$0	\$33,701	\$0	\$25,925	\$101,138
Total Student Study Sessions	\$0	\$41,513	\$0	\$33,701	\$0	\$25,925	\$101,138
Exam Fees							
AP Exam Fees	\$21,112	\$9,075	\$23,282	\$10,022	\$25,764	\$11,126	\$100,381
Total Exam Fees	\$21,112	\$9,075	\$23,282	\$10,022	\$25,764	\$11,126	\$100,381
Equipment and Supplies							
Equipment and Supplies	\$0	\$15,000	\$0	\$10,000	\$0	\$10,000	\$35,000
Total Equipment and Supplies	\$0	\$15,000	\$0	\$10,000	\$0	\$10,000	\$35,000
Program Management/Indirect Costs							
Program Management	\$0	\$36,336	\$0	\$35,413	\$0	\$27,055	\$98,803
Indirect Costs	\$0	\$28,078	\$0	\$27,364	\$0	\$20,906	\$76,348
Total Program Management/Indirect Costs	\$0	\$64,414	\$0	\$62,777	\$0	\$47,961	\$175,152
Estimated Total Program Costs	\$33,252	\$196,326	\$36,044	\$187,700	\$39,110	\$170,936	\$663,369

Pine Forest High School	SY 16-17		SY 17-18		SY 18-19		All Years Total
	School	Funder	School	Funder	School	Funder	
Teacher Training							
APSI Training	\$2,900	\$4,450	\$3,625	\$4,950	\$3,625	\$3,950	\$23,500
2-day Training	\$0	\$3,300	\$0	\$3,850	\$0	\$4,400	\$11,550
Mock Reading	\$606	\$2,100	\$692	\$2,450	\$766	\$2,800	\$9,414
Laying The Foundation	\$0	\$20,000	\$0	\$20,000	\$0	\$20,000	\$60,000
Total Training	\$3,506	\$29,850	\$4,317	\$31,250	\$4,391	\$31,150	\$104,464
Stipends and Awards							
Awards for Students	\$0	\$6,400	\$0	\$7,000	\$0	\$7,700	\$21,100
Awards for Teachers	\$3,200	\$3,200	\$3,500	\$3,500	\$3,850	\$3,850	\$21,100
AP Mentors/Consultants	\$0	\$3,900	\$0	\$2,275	\$0	\$2,600	\$8,775
AP Teacher Stipends	\$0	\$3,000	\$0	\$3,500	\$0	\$4,000	\$10,500
AP Site Coordinator Stipends	\$0	\$1,500	\$0	\$1,500	\$0	\$1,500	\$4,500
AP Teachers Threshold Awards	\$0	\$3,000	\$0	\$3,500	\$0	\$4,000	\$10,500
Designated Administrator Stipends	\$0	\$1,000	\$0	\$1,000	\$0	\$1,000	\$3,000
Designated Administrator Award	\$0	\$1,000	\$0	\$1,000	\$0	\$1,000	\$3,000
Total Stipends and Awards	\$3,200	\$23,000	\$3,500	\$23,275	\$3,850	\$25,650	\$82,475
Student Study Sessions							
Student Study Sessions	\$0	\$37,283	\$0	\$33,722	\$0	\$28,885	\$99,889
Total Student Study Sessions	\$0	\$37,283	\$0	\$33,722	\$0	\$28,885	\$99,889
Exam Fees							
AP Exam Fees	\$16,193	\$6,295	\$18,208	\$7,188	\$20,103	\$7,957	\$75,945
Total Exam Fees	\$16,193	\$6,295	\$18,208	\$7,188	\$20,103	\$7,957	\$75,945
Equipment and Supplies							
Equipment and Supplies	\$0	\$15,000	\$0	\$10,000	\$0	\$10,000	\$35,000
Total Equipment and Supplies	\$0	\$15,000	\$0	\$10,000	\$0	\$10,000	\$35,000
Program Management/Indirect Costs							
Program Management	\$0	\$29,552	\$0	\$28,921	\$0	\$22,801	\$81,274
Indirect Costs	\$0	\$22,835	\$0	\$22,348	\$0	\$17,619	\$62,803
Total Program Management/Indirect Costs	\$0	\$52,387	\$0	\$51,269	\$0	\$40,420	\$144,077
Estimated Total Program Costs	\$22,899	\$163,815	\$26,025	\$156,705	\$28,344	\$144,062	\$541,850

ATTACHMENT D
Timeline of Activities, Reports, and Payments

After the MOU is signed	Activities
	Teacher and Staff, Community and Parent Program Awareness Events
	Media event announcing Program launch
	Program manager meeting to develop plan for enrollment increases, outline plan for year, set dates for training activities, review master schedule
	Teachers register into NMSI data system
	Teachers receive NMSI access codes and contact info
Approximate Dates	
May - August	AP MSE teacher online registration
	AP Summer Institute
	Laying the Foundation Teacher Training
	PSAT/PLAN order open
	Submission of AP course offerings and enrollment numbers
	Review of Instructional Planning Reports
	AP Classroom Supplies ordered
September- November	PSAT registration
	PSAT administration
	Designated Administrator, AP teachers & Site Coordinator receive Letters of Expectation and Support
	Submission of AP course rosters by school
	Teachers submit AP syllabus for College Board audit (October – preferred submission)
	Student study sessions begin
	AP 2-day workshops for teachers
December - January	PSAT results - use of AP Potential
	Student study sessions continue
	Teachers register for mock exam training
February- April	Student study sessions continue
	AP mock exam trainings for teachers begin
	Active student recruitment for AP MSE courses
	Teachers register for MSE AP Summer Institutes
	Teacher Roster verification
	College Board audit renewals open for submission
	AP Exam order open
May - July	AP exams administered
	AP Classroom Supplies ordered
	Payments of teacher stipends for attendance and participation
	Dates for program activities for upcoming school year set
	At this point, the cycle repeats throughout the Term of the MOU with the following additional activities:
August - October	Verification of attendance and AP scores for teacher payments
	Verification of AP scores for student payments
	Academic Celebrations held at the school

ATTACHMENT E

NMSI Boilerplate, Name and Logo Usage Guidelines

BOILERPLATE LANGUAGE

About NMSI: The National Math and Science Initiative is a nonprofit organization dedicated to transforming math and science education in today's classrooms with proven, effective programs that can be replicated nationwide.

About the College Readiness Program (CRP): A comprehensive program that is dramatically increasing the number of students succeeding in rigorous coursework in math, science and English, while expanding access to traditionally underrepresented students.

About the Laying the Foundation Program (LTF): Hands-on professional development that is empowering educators of grades 3-12 with the strategies and resources they need to raise academic rigor in any curriculum and prepare students to think critically and creatively at advanced levels.

NAME AND LOGO USAGE GUIDELINES

National Math and Science Initiative

After introducing National Math and Science in body text, further references can then be shortened to "NMSI". Never use the "&" symbol in our name.

DO NOT USE

- National Math and Science
- NMS
- National Math and Science Institute
- National Math & Science Initiative

Always refer to NMSI as a non-profit organization, not-for-profit organization, non-profit, or simply organization. Avoid referring to NMSI as a company or business.

NMSI's College Readiness Program

The name for our comprehensive three-year program.

After introducing NMSI's College Readiness Program in body text, further references can then be shortened to "NMSI's program," "the College Readiness Program," or "CRP."

DO NOT USE

- NMSI's AP Program

NMSI's Laying the Foundation Program

The name of our teacher training program for grades 3-12. NMSI's Laying the Foundation teacher training program is also acceptable.

After introducing NMSI's Laying the Foundation Program in body text, further references can then be shortened to "NMSI's LTF program," "the LTF program," or "LTF."

DO NOT USE

- "LTF" in titles or headings
- "Laying the Foundation" if not preceded by "NMSI's"

LOGO

Use the NMSI logo only in the exact form provided by NMSI, without alteration or modification. Do not incorporate the NMSI logo into any other logo or add any images or text to the logo.

Maintain clear space around the NMSI logo. The minimum clear space for the NMSI logo should be the height of the letter "N". If placing another logo next to the NMSI logo, the minimum clearance should be the width of the word "MATH" in the NMSI logo.



ATTACHMENT F

Teacher Letter of Expectations and Support

Name of Teacher

_____ High School

AP Course(s) Title

June 1, 20__ – May 31, 20__

Goals of the NMSI College Readiness Program

- Increase the number of students enrolled in math, science, English (MSE) AP[®] courses
- Increase the number of students receiving qualifying scores of three (3) or higher on AP MSE exams

Program Expectations for AP Teachers

- Register in NMSI database
- Confirm class rosters when requested
- Attend the four-day (4) NMSI AP Summer Institute (or equivalent, with NMSI approval)
- Attend the two-day (2) NMSI AP workshop
- Attend NMSI mock exam reading
- Attend and assist with three student study sessions and encourage all AP students to register and attend all sessions to benefit from the expertise of the presenter
- Conduct structured tutorials for AP MSE students for a minimum of four hours per month outside of normal class time
- Teach the AP curriculum as outlined in the College Board guidelines
- Respond to requests from the Designated Administrator as he/she carries out his/her responsibilities to NMSI including reporting your attendance at events and activities noted under the stipend section below
- Complete all NMSI evaluations

Stipend and Threshold Award for AP Teachers

Stipend of up to five hundred dollars (\$500) is available for completion of the following as evidenced by documented attendance and the submission of a training evaluation for each event:

- Eighty dollars (\$80) for attending a NMSI two-day (2) AP workshop (Stipend applied for Saturday attendance)
- One hundred eighty dollars (\$180) for attending the NMSI AP Summer Institute (Stipend applied for four (4) day attendance)
- Eighty dollars (\$80) for attending and assisting with each of the three (3) student study sessions (maximum of two hundred forty dollars (\$240))

AP MSE qualifying score awards include:

- One hundred dollars (\$100) for each student who appears on your roll and receives a score of three (3) or higher on the AP [course] exam taken in May 20__ (up to fifty dollars (\$50) provided by Florida Department of Education and fifty dollars (\$50) by NMSI funding). Should you exceed the maximum of three thousand dollars (\$3,000) paid by Florida Department of Education, NMSI will fund the full one hundred dollars (\$100) for each score beyond the three thousand dollar (\$3,000) maximum.

A threshold award may be earned as follows:

- If the total number of 20__ AP qualifying scores in AP [course] earned by students enrolled in this course meets a threshold of at least ____, then you will receive an additional one thousand dollars (\$1000).

Payment Process

Stipends are contingent upon attendance at training events and will be paid upon verification of documented attendance at the AP Summer Institute, two-day (2) workshop, mock exam reading, and student study sessions and the submission of a training evaluation for each event. Award payments are made upon verification of the 20__ AP MSE qualifying scores reported by College Board.

Signature

Date

ATTACHMENT G

Designated Administrator Letter of Expectations and Support

Name of Designated Administrator

_____ High School
June 1, 20__ – May 31, 20__

Goals of NMSI's College Readiness Program

- Increase the number of students enrolled in math, science, English (MSE) AP[®] courses.
- Increase the number of students receiving qualifying scores of three (3) or higher on AP MSE exams.

Expectations for Designated Administrator

- Support and encourage growth and success of the College Readiness Program (CRP) by promoting and obtaining annual increases in the number of students receiving qualifying scores of three (3) or higher on AP MSE exams.
- Provide the necessary environment and support needed for teachers and students in CRP to experience success.
- Report Program teacher attendance at CRP events to NMSI as noted in the Teacher Letter of Expectation and Support.
- Confirm stipend payment amounts based on attendance at NMSI events; confirm teacher awards based on verified College Board AP exam scores.
- Monitor all participating teachers to ensure CRP activities are being implemented.
- Work closely with School administration in making staff assignments that will enhance the Program.
- Ensure that student study sessions are on the school calendar and that the school's extra-curricular activities do not conflict with scheduled CRP activities.
- Work closely with the AP Coordinator in the ordering of all math, science, and English AP exams and collection of associated fees.
- Assist and monitor logistics to provide the best possible AP testing environment.
- Assist in student recruiting and parent outreach programs for Pre-AP[®] and AP MSE course enrollment.
- Represent the school and NMSI when called upon to discuss CRP with the community and/or media as outlined in Section 3.4 of the MOU.
- Be responsible for complying with all data requests made by NMSI.
- Return to NMSI all requested documentation

Stipend and Threshold Award for Designated Administrator

- Stipend for completing the expectations listed above of up to one thousand dollars (\$1,000).

- If the total number of AP qualifying scores in math, science and English earned by students at the school meets a threshold of at least ____ then you will receive a threshold award of one thousand dollars (\$1,000).

Payment Process

The Designated Administrator, identified by the signature below, will receive a stipend in the fall of 20__ for duties involved in meeting the expectations listed above. The threshold award will be paid to you upon verification of 20__ AP qualifying scores in math, science and English as reported by College Board.

Signature

Date

ATTACHMENT H

Site Coordinator Letter of Expectations and Support

Name of Site Coordinator

_____ High School
June 1, 20__ – May 31, 20__

Goals of the College Readiness Program

- Increase the number of students enrolled in math, science, English (MSE) AP[®] courses.
- Increase the number of students receiving qualifying scores of three (3) or higher on AP MSE exams.

Expectations for AP Site Coordinator

The grant supports nine (9) student study sessions (three (3) per subject) in AP math, science and English. Student study sessions are critical to student success on the AP exam. The Site Coordinator is responsible for the logistical needs and smooth operation of the student study sessions. The site coordinator will:

- Work closely with the Designated Administrator, AP teachers, and NMSI program managers in the planning and organization of the student study sessions.
- Encourage all AP MSE students to attend student study sessions through early and repeated notification and advertisement.
- Work closely with the teachers to make sure their students register for student study sessions at least three weeks prior to the date of each session through online registration.
- Attend all (including off site) student study sessions to assist with logistics and manage students from your campus.
- Submit student and teacher attendance by the Monday following the sessions to your NMSI program manager.
- Notify NMSI if materials and handouts do not arrive by Thursday prior to the student study session.
- Secure the student study session site facility. Ensure access to rooms and that the site facility has adequate heating, air conditioning, lighting, and equipment (i.e. desks, chairs).
- Provide presenters with requested projectors, technology, handouts, and any needed classroom supplies for that day.
- Ensure student study session site facility is secured and returned to its original condition when leaving.
- Coordinate bus transportation to and from school if required. (Reminder: Transportation is paid by the school or district).

Stipend for Site Coordinator

- The designated NMSI Site Coordinator, identified by the signature below, will receive a stipend in the fall of 20__ for duties involved in meeting the expectations listed above. The amount of the stipend is:
 - Up to five hundred dollars (\$500) for three student study sessions.
 - Up to one thousand dollars (\$1,000) for six student study sessions.
 - Up to one thousand five hundred dollars (\$1,500) for nine student study sessions.

Signature

Date

ATTACHMENT I

Jessica Lunsford Act

NMSI will comply with all requirements of Sections 1012.465 and 1012.467, Florida Statutes (the Jessica Lunsford Act) by certifying that all its employees who provide services under this agreement have completed the background screening required by the referenced statutes and meet the standards established by the statutes. This certification will be provided to the District in advance of NMSI providing any services on campus while students are present. NMSI will bear the cost of acquiring the background screenings required by law and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to NMSI and its employees. NMSI will follow the procedures for obtaining employee background screening as outlined on the District Website at <http://ecsd-fl.schoolloop.com>. NMSI will provide the District a list of its employees who have completed background screening as required by the referenced statutes and meet the statutory requirements. NMSI will update these lists in the event that any employee listed fails to meet the statutory standards or new employees who have completed the background check and meet standards are added. The parties agree that in the event that NMSI fails to perform any of the duties described in this attachment, this will constitute a material breach of the agreement, entitling the School Board to terminate immediately with no further responsibility to perform any duties under this agreement. NMSI agrees to indemnify and hold harmless the Board and District and their officers and employees from any liability in the form of physical injury, death, or property damage resulting from NMSI's failure to comply with the requirements of this attachment or Sections 1012.465 and 1012.467, Florida Statutes.