



INNOVATIONS FOR LEARNING MEMORANDUM OF UNDERSTANDING

Innovations for Learning (IFL) is pleased to partner with Castro Elementary School (hereinafter the "School") during the 2019-2020 school year to combine efforts to improve student achievement in literacy.

INNOVATIONS FOR LEARNING WILL PROVIDE THE FOLLOWING:

TutorMate® K-1 On-line Literacy Program including the tutor and family portals to provide research-based, individualized reading practice for students in grade K-1 as detailed below. IFL will provide unlimited access to the TutorMate platform during the term of this contract to the participating schools.

Tutor Portal

First grade students will participate in the TutorMate program (an online, screen sharing program that pairs first grade students with corporate-based volunteers for additional 1:1 reading and phonics support). 10 students per 1st grade classroom will be selected. IFL will provide the complete TutorMate System for participating 1st grade classrooms which includes: access to TutorMate software; a laptop and headphones; all administrative tasks including corporate tutor recruitment, tutor training, background checks, teacher/student training, tutor station set up, and technical support.

Family Portal

IFL will provide access for participating schools to enroll in our Family Portal. Family Portal is available to all K and 1st grade students and their families in all sites implementing the Tutor Portal. Participating families will have access to the free Family Portal App for mobile phones. As an extension of our TutorMate program, Family Portal connects the classroom to the home, providing families with meaningful practice to reinforce reading and word attack skills. Each time the teacher changes a participating student's reading level, registered family members receive a text message and access to stories written at the child's instructional reading level so parents can provide supported reading right from their smart phone.

Data Security and Confidentiality

IFL shall comply with federal and state laws and regulations regarding confidentiality of student records. Specifically, IFL shall comply and shall assist partner districts in compliance, in

all material respects, with applicable laws and regulations, including with the Family Education Rights and Privacy Act (FERPA), 20 U.S.C. 1232g., and the Protection of Pupil Rights Amendment (PRPA, 20 U.S.C. 1232h, and all applicable privacy laws.

To the extent IFL comes into contact with any student data of information, IFL will not disclose such information without eligible student/parent/guardian permission. Personally identifiable student information and education records, as defined pursuant to O.C.G.A. Title 20 and FERPA, will be, and will be deemed to have been, received in confidence and will be used only for the purpose of the services contemplated in our program offerings

Program Support

IFL will provide a local Program Ambassador who will be responsible for equipment installation and initial teacher training. Professional development begins in the fall with an initial on-site, 1-hour mandatory training for participating teachers. IFL will provide unlimited email and chat support to all district staff. Unlimited IFL phone tech support will be available to designated tech staff.

The School will provide the following:

School Leaders

- Attend TutorMate Briefing Sessions in mid-year and end of year.
- Designate one person to act as the key point of contact and communication for implementation purposes. Identify and notify teachers (preferable by the spring or the end of the year) for participation in the IFL implementation.
- Meet with IFL staff as appropriate to support the implementation.

Technology

- Designate one key school tech contact for the IFL implementation who will act as main point of contact.
- Ensure working ethernet and available drop for TutorMate laptops to hook into in participating classrooms.

Principals will:

- Agree to monitor the fidelity of the implementation and monitor usage of the program in participating rooms.
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Participating Teachers will:

- Support the TutorMate program and check the classroom online tutoring laptop each morning before the first scheduled tutoring session.

- Notify tutors through the TutorMate Messaging Center if there is a sudden change in schedule for the day.
- Commence tutoring upon notification of tutor readiness.

This Agreement shall commence on August 1, 2019 through June 30, 2020. The School will not be obligated to renew this Agreement for subsequent years, however the School will notify IFL of its decision to renew or not renew by March 1 of each year. This agreement is governed by the laws of the State of California.

We look forward to a successful partnership to benefit students in the School.

By: 

Kim Whitten
National Director, District Partnerships and Services
Innovations for Learning

Agreed:

Signature

Printed Name

Title