

Terms for a District Partnership with Step Up Tutoring

District Prerequisites:

- Majority of students in the district qualify for free or reduced lunch
- Lack of similar tutoring options currently available for students in the district
- District agrees to the terms below

Partnership Terms:

- District will supply students with the necessary devices and connectivity for home use
- District approves Step Up Tutoring's use of online background checks as screening process for online volunteer tutors (method is approved by other school districts, uses multiple databases, no fingerprinting)
- District will grant Step Up Tutoring access to the schools' LMS to view class assignments and student grades/ progress
- District will allow tutoring sessions to be recorded for quality control and safety purposes
- District will provide Step Up Tutoring the following contact and evaluation data:
 - Mandatory:*
 - Teacher and family contact information for initial program outreach/ enrollment
 - Participating students' progress data and that of a control group
 - Optional:*
 - Include tutor in teacher-parent communication about their student's academic progress
- District will identify for Step Up Tutoring elementary schools best suited for the program based on the following criteria:
 - At least 50% of the school's students qualify for free and reduced lunch
 - No similar tutoring partnerships or options are available on site or online
 - Either no after school program exists at the school or else if there is an afterschool program, the after school provider is willing to work with Step Up Tutoring (likely to implement an "onsite online" tutoring model)
 - The school's principal is a strong leader and enthusiastic about partnering with Step Up Tutoring
- District leadership and principals at participating schools will actively support Step Up Tutoring student recruitment efforts
- District will ask principals to encourage teachers to participate and permit token incentives for families and teachers
- District will identify a district-level Step Up Tutoring Coordinator/Champion to support the successful adoption and implementation of the tutoring program. This person will support as an ongoing resource and coordinator to ensure a successful partnership.
- Participating school principals will identify a designated Step Up Tutoring Ambassador to help coordinate and champion Step Up Tutoring at the building level.
- Contract start date is January 12, 2022 and end date is June 30, 2022 for this pilot effort, with an option for renewal of the same terms plus a modest fee-for-service to be mutually agreed upon prior to the renewal date.
- District will make best effort to ensure 100 3rd and 4th grade students sign up for initial pilot by the target launch date (early 2022, exact timetable to be agreed upon)

What Partner Schools and Students Will Receive:*

1. Free 1:1 online tutoring specialized for student grades 3-6
2. Academic support: Reading and writing practice, math acceleration, & homework help
3. Mentorship: Goal setting, emotional wellness & regulation, accountability, relationship-building

4. Group events, projects, and office hours to keep students curious and engaged
5. Increased insight into students' academic progress & emotional wellbeing
6. Enrichment opportunities: Non-academic subjects such as coding and digital arts will be introduced to students through engaging optional activities and offerings

** The pilot would start with 3rd and 4th grades and may then scale to 5th and 6th grades in the future based on a mutually agreed upon implementation plan. Specific academic support and tutoring content focus is open for discussion based on student need.*

Signatures

Our district agrees to the above partnership terms and would like to move forward with exploring a partnership with Step Up Tutoring.

Dayna Mitchell, Assistant Superintendent, Educational Services
Azusa Unified School District

Our organization agrees to work collaboratively with Azusa Unified School District according to the above partnership terms and would like to move forward with exploring a partnership with the District.



Kara O'Toole, Chief Operating Officer
Step Up Tutoring