

ATTACHMENT B
MEMORANDUM OF UNDERSTANDING
BETWEEN
BRANCH ALLIANCE FOR EDUCATOR DIVERSITY
Azusa Pacific University
AND
Azusa Unified School District

The Branch Alliance for Educator Diversity (BranchED), Azusa Pacific University and Azusa Unified School District enter this Memorandum of Understanding (“MOU”) effective upon the date of the final signature below. Through this MOU, BranchED, Azusa Pacific University, and Azusa Unified School District (referred to collectively as the “Parties”) will collaborate to implement a high-quality teacher preparation program with an end goal of improving Azusa Unified School District student achievement.

I. Background and Purpose

A highly skilled teaching force results from developing well-prepared teachers who are committed to ongoing learning. The purpose of this MOU is to define the roles and responsibilities of and to facilitate collaboration among BranchED, Azusa Pacific University, and Azusa Unified School District to create a teacher training program that produces classroom-ready teachers and continuously improves teacher preparation structures, policies, and practice in the service of improving students’ outcomes.

II. Collaboration Process

BranchED will provide direct support, tools, and resources to Azusa Pacific University to design and implement sustainable, high-quality programming implemented with 100% of candidates trained by the Azusa Pacific University (see [Teacher Preparation Outcomes & Indicators](#)). Azusa Pacific University will work with Azusa Unified School District to design and implement an innovative plan for transforming teacher education and to build systems to measure outcomes and use that information to inform decisions.

III. Technical Assistance Provider Role and Responsibilities

- A. Technical Assistance Provider’s Role. BranchED will provide technical assistance to Azusa Pacific University with the goal of supporting the implementation of quality, sustainable teacher preparation program at scale. In addition, BranchED will serve as a hub that enables the spread and scale of effective teacher preparation practices. BranchED and Azusa Pacific University will implement an Individualized Transformation Plan (ITP) to outline detailed responsibilities, timeline, and milestones.
- B. Technical Assistance Provider’s Responsibilities. BranchED will provide direct support services to Azusa Pacific University to enable Azusa Pacific University to transform its teacher education programming, and serve as a disseminator of practice, a center for collective research, and a center of data. Specifically, BranchED commits to meeting the following objectives (as defined in [the Technical Assistance Outcomes & Indicators](#)):
- *Quality Objective A. Technical assistance providers and teacher preparation programs have clearly articulated and agreed-upon programming and outcomes*
 - *Quality Objective B: The technical assistance provider uses data to continuously improve its programming and support*

IV. Preparation Program Role and Responsibilities

A. Preparation Program's Role. In collaboration with Azusa Unified School District and other participating school systems, Azusa Pacific University will design and implement sustainable, high-quality programming implemented with 100% of candidates trained by the Azusa Pacific University. BranchED and Azusa Pacific University will implement an Individualized Transformation Plan to outline detailed responsibilities, timeline, and milestones.

B. Preparation Program's Responsibilities.

- Azusa Pacific University will work collaboratively with BranchED and Azusa Unified School District to meet the following objectives (as defined in the Teacher Preparation Outcomes & Indicators):
 - a. Quality Programming:
 - Programming builds teacher candidate competency to meet the needs of Black, Latino, and low-income students
 - Program demonstrates commitment to using data for continuous improvement
 - Program ensures teacher educators are effective
 - Programming is responsive to K-12 school systems and the communities they serve
 - b. Scale
 - Quality programming is implemented with all candidates trained by a teacher preparation program
 - c. Sustainability
 - Quality programming is sustained beyond philanthropic support
 - d. Impact
 - Teacher candidates are diverse and effective
 - Program Completers are diverse, effective, and retained
 - Azusa Pacific University will ensure consistent and active engagement in all transformation initiative activities including, but not limited to:
 - a. Biannual Cohort Convenings
 - b. Monthly coaching calls
 - c. Biannual site visits
 - d. Surveys and interviews to provide input and feedback on BranchED support and programming
3. To ensure and demonstrate the project's progress, Azusa Pacific University and Azusa Unified School District will collaborate to share with the BranchED the following Project Data:
- Number of total candidates enrolled the teacher preparation program
 - Number of candidates enrolled in the model that reflects all aspects of quality programming
 - Number of total program completers of the teacher preparation program
 - Number of total program completers in the model that reflects all aspects of quality programming
 - Enrollment demographics
 - Program Completer demographics
 - Evidence of candidate proficiency in content knowledge

- Evidence of candidate proficiency in pedagogical knowledge
- Evidence of candidate proficiency in dispositions
- Candidate feedback
- Evidence of program completer proficiency, including:
 - Attitudinal measures (e.g., survey data from program completers, hiring principals, students, parents)
 - Observational measures
 - Outcome-based measures
 - Satisfaction with and confidence in their preparation
 - Overall and content-area specific effectiveness
- Program completer demographics
- Program completer certification
 - Total number of program completers certified
 - Number of program completers certified within one year of graduation
 - Number of program completers certified in areas prioritized as hiring needs by the district (e.g., 9-12 Science, SPED, K-5 Elem, Bilingual)
- Program completer employment information
 - Number of program completers employed in schools that serve students of color and low-income students
 - Number of program completers employed in teaching position within the year after graduation
- Program completer retention

C. Preparation Program Grant Award. Disbursement of funds to the Azusa Pacific University is contingent on the successful completion of milestones, deliverables, data sharing, and reports. Azusa Pacific University will be required to submit biannual financial reports noting actuals spent against the projected budget.

V. School System Role and Responsibilities

A. School System's Role. Azusa Unified School District will work collaboratively with the Azusa Pacific University to implement a transformed teacher preparation model.

B. School System's Responsibilities. To further the goal of training and evaluating effective Teacher Candidates, Azusa Unified School District will:

1. Identify schools within the School System that will participate in the project and secure support for the work from leadership and staff within each participating school.
2. To ensure and demonstrate the project's progress, Azusa Pacific University and Azusa Unified School District will collaborate to share with the BranchED the following Project Data:

- Evidence of program completer proficiency, including:
 - Attitudinal measures (e.g., survey data from program completers, hiring principals, students, parents)
 - Observational measures
 - Outcome-based measures

- Satisfaction with and confidence in their preparation
 - Overall and content-area specific effectiveness
 - Program completer employment information
 - Number of program completers employed in schools that serve students of color and low-income students
 - Number of program completers employed in teaching position within the year after graduation
 - Program completer retention
 - Azusa Unified School District K-12 student demographics data
3. Consistently and actively participate in strategic, data-driven program improvement efforts and advisory sessions held by Azusa Pacific University.
 4. In the case of staff turnover, identify **and** assign appropriate persons to serve on behalf of the district to collaborate with the Azusa Pacific University on this transformation initiative
- C. Sub-Grant Awards. Disbursement of funds to the Azusa Unified School District is contingent on the successful completion of milestones, deliverables, data sharing, and reports.

VI. Data Sharing and Protection

A. BranchED, Azusa Pacific University, and Azusa Unified School District shall ensure that all data sharing is conducted in accordance with all applicable federal, state, and local laws, including, but not limited to, the Family Educational Rights and Privacy Act.

B. Azusa Pacific University will analyze all Project Data and ensure its reliability. In accordance with all laws, Azusa Pacific University will share de-identified data with BranchED and project funders.

C. No Party shall transfer to the Bill & Melinda Gates Foundation any personally identifiable information or any data or information the transfer of which would violate any applicable federal, state, or local laws.

VII. Amendment and Termination

This MOU may be modified or amended in writing by mutual agreement of the Parties, and such amendments shall become part of, and shall be attached to, this MOU. This MOU may also be terminated by any Party upon ninety (90) days written notice to the other Parties. Should this MOU be terminated, the Parties anticipate that all reasonable steps will be taken to ensure that such termination will not be prejudicial to any activity or program already commenced and under implementation.

VIII. Governing Law

This MOU shall be construed and enforced in accordance with the laws of Texas without regard to any conflict of laws principles. The parties agree that the judicial courts in Texas shall have exclusive jurisdiction to resolve any disputes arising under this MOU or the performance thereof and both parties consent to the exercise of personal jurisdiction of those courts.

IX. Counterparts

Except as may be prohibited by applicable law or regulation, this MOU and any amendment may be signed in counterparts, by facsimile, PDF, or other electronic means, each of which will be deemed an original and all of which when taken together will constitute one agreement.

IN WITNESS WHEREOF, each Party has caused this Memorandum of Understanding to be executed by its authorized representative and dated as stated below.

Branch Alliance for Educator Diversity

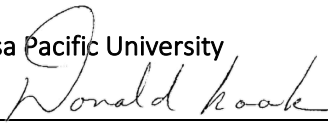
By: _____

Name: Cassandra Herring _____

Title: President & CEO _____

Date: _____

Azusa Pacific University

By:  _____

Name: Donald Isaak, Ph. D. _____

Title: Executive Director, Office of Research and Grants _____

Date: 9/1/2021 _____

Azusa Unified School District

By: _____

Name: _____

Title: _____

Date: _____