



MEMORANDUM OF AGREEMENT
BETWEEN
THE OFFICE OF THE STATE SUPERINTENDENT OF EDUCATION
AND
THE CARNEGIE ACADEMY FOR SCIENCE EDUCATION OF THE CARNEGIE INSTITUTION OF
WASHINGTON

RELATED TO
THE DEVELOPMENT OF THE DC STEM NETWORK

EFFECTIVE DATE:
OCTOBER 1, 2014



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I. Introduction

This Memorandum of Agreement ("MOA") is entered into between the District of Columbia Office of the State Superintendent of Education ("OSSE") and the Carnegie Academy for Science Education of the Carnegie Institution of Washington ("CASE"), referred to collectively herein as the "Parties."

In August 2010, OSSE, became one of only twelve (12) states to be awarded Race to the Top ("RTTT") funding to implement rigorous education reforms. The District's RTTT proposal included a competitive priority focused on Science, Technology, Engineering, and Math (STEM) education. The application emphasized creation of a STEM network as a critical component necessary to developing coherence across sectors in the local community in support of the following RTTT STEM goals:

- Preparing all students in DC to graduate high school with a college and career ready mastery of math, science, engineering, and technology; and
- Increasing the number of DC students who major in STEM fields in college and enter STEM careers.

Phase 2 of this project will be the launch of the DC STEM Network, which will take place from October 1, 2014 through September 30, 2015. Phase 3 of this project will be the implementation of the DC STEM Network, which will take place from October 1, 2015 through September 30, 2018.

II. Goals and Objectives

The roles of the Parties in the DC STEM Network project are as follows: CASE as the qualified partner to administer and guide the District of Columbia's STEM Network to become sustained and systemic; and OSSE as an essential support for this endeavor. The MOA establishes the roles and responsibilities of the Parties in the establishment and implementation of the DC STEM Network, such that the goals described in the DC STEM Education Plan are met with fidelity.





III. Scope of Services

Pursuant to the applicable authorities and in the furtherance of the shared goals of the Parties to carry out the purpose of this MOA expeditiously and in accordance with all laws, regulations and conditions, the Parties do hereby agree:

For Phase 2 STEM Network Preparation and Launch:

A. OSSE shall:

1. Provide guidance and feedback around the establishment of the STEM Advisory Board and STEM Leadership Team and assist with identification of potential members;
2. Coordinate with CASE to develop a comprehensive database of STEM stakeholders and resources to support the implementation of the DC STEM Education Plan;
3. Collaborate with CASE to identify key performance measures and criteria to evaluate performance of the DC STEM Network;
4. Assist with the design and establishment of effective systems of communication among stakeholders;
5. Develop and provide the framework for submitting annual reports of activities and finance;
6. Regularly review State Education Agency initiatives for programmatic and fiscal alignment to support DC STEM Network goals and/initiatives; and
7. Establish sustainable, inter-agency processes to implement the STEM plan recommendations.

B. CASE shall:

1. Designate an Executive Director and provide administrative support for the operation of DC STEM Network;
2. Assume responsibility for the recruitment and composition of the DC STEM Advisory Board;
3. Facilitate regular meetings of the DC STEM Advisory Board;
4. Provide regular status updates to DC STEM Advisory Board;
5. Develop a comprehensive database of STEM stakeholders and resources to support the implementation of the DC STEM Education Plan;
6. Collaborate with OSSE to identify key performance measures and criteria for evaluating performance of the DC STEM Network;
7. Establish effective systems of communication among stakeholders to continuously identify areas of need;
8. Develop and sustain meaningful partnerships to support and enact STEM initiatives in support of RTTT STEM goals and initiatives as outlined in the DC STEM Education Plan;



9. Produce and deliver an annual activity and financial report for the DC STEM Network and associated activities; and
10. Organize and conduct the DC STEM Summit in fall of 2014, which will focus on the implementation of the DC STEM Education Plan and launching of DC STEM Network activities.

For Phase 3- STEM Network Implementation

A. OSSE shall:

1. Participate as a member of the DC STEM Network Advisory Board;
2. Coordinate with CASE to facilitate the implementation of the major initiatives associated with the advancement of STEM education in the District of Columbia;
3. Participate as a member of the cross-sector stakeholder group to identify those strategies that can be implemented either with or without significant additional resources, in the form of funds, staffing, or professional development;
4. Coordinate with CASE to expand the database of STEM stakeholders and resources to support the implementation of the DC STEM Education Plan;
5. Monitor key performance measures and criteria to evaluate performance of the Network;
6. Review annual reports of activities and finance;
7. Review State Education Agency initiatives for programmatic and fiscal alignment to support Network goals and/initiatives; and
8. Facilitate inter-agency collaboration to support STEM education initiatives and recommendations.

B. CASE shall:

1. Assume responsibility for the sustainability of the DC STEM Advisory Board including the facilitation of regular meetings of the DC STEM Advisory Board;
2. Provide regular status updates to DC STEM Advisory Board;
3. Maintain a comprehensive database of STEM stakeholders and resources to support the implementation of the DC STEM education;
4. Establish and maintain effective systems of communication among stakeholders to continuously identify areas of need;
5. Develop and sustain meaningful partnerships to support and enact STEM initiatives in support of DC STEM goals and initiatives;
6. Craft an operating budget, in close conjunction with the DC STEM Advisory Board, that supports the goals, strategies, and activities of the DC STEM Network;
7. Produce and deliver an annual activity and financial report for the DC STEM Network and associated activities;



8. Organize and conduct an annual STEM stakeholder summit, which will focus on the implementation of the DC STEM education initiatives and launching of new DC STEM Network activities;
9. Facilitate the implementation of the major initiatives contained within the 2014 DC STEM Strategic Plan;
10. Participate as a member of the cross-sector stakeholder group to identify those strategies that can be implemented either with or without significant additional resources, in the form of funds, staffing, or professional development; and
11. Periodically update recommendations, as appropriate, to align to the City's education priorities and economic growth patterns as they relate to STEM in the District of Columbia.

VIII. Compliance and Monitoring

- A. CASE shall be subject to annual OSSE monitoring reviews to ensure compliance with, and progress towards, the responsibilities and activities outlined above.
- B. CASE shall provide to OSSE annual activity and financial reports.

IX. Records Retention

Commencing the date of the agreement, CASE shall maintain records of activities, and receipts for related expenditures, for a period of no less than five (5) years from the date of activity or expenditure.

X. Confidential Information

That parties in this MOA will use, restrict, safeguard and dispose of all information related to services provided by this MOA in accordance with all relevant federal and local statutes, regulations, and policies.

XI. Modification

This MOA shall not be modified except by written agreement of the Parties.

XII. Termination

Either party may terminate this MOA in whole or in part by giving sixty (60) calendar days advance written notice to the other Party.

XIII. Intellectual Property

In the event that CASE is no longer the administrator of the DC STEM Network, all information received or created by either Party in the performance of responsibilities associated with the performance of this MOA shall remain the property of OSSE.

XIV. Notice





The following individuals are the points of contact for each Party under this MOA:

OSSE:

Maya M. Garcia
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Superintendent of Education (OSSE) Government of the District of
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CASE for CIW:

Carnegie Academy Science Education
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Washington, DC

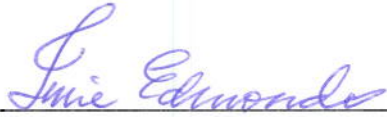
Recipient Contact:

Dr. Julie Edmonds
Co-Director CASE
(202) 939-1140
jedmonds@carnegiescience.edu

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IN WITNESS WHEREOF, the Parties hereto have executed this MOA as follows:

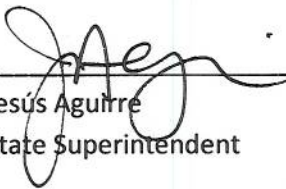
CARNEGIE ACADEMY FOR SCIENCE EDUCATION OF THE CARNEGIE INSTITUTION OF WASHINGTON
(CASE)



Dr. Julie Edmonds
Co-Director CASE

Date: 10/2/14

THE OFFICE OF THE STATE SUPERINTENDENT OF EDUCATION (OSSE)



Jesús Aguirre
State Superintendent

Date: 10/1/14