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Memorandum of Understanding (MOU) between the Empowerment Collaborative and

_____ County Schools

_____ to _____
Date Date

This MOU sets the terms and understanding between _____ County Schools, the West Virginia Department of Education (WVDE), and the Empowerment Collaborative, which is providing implementation services for _____ School.

County Schools Representative Name: _____

Position Title: _____

Telephone Number: _____

Email Address: _____

WVDE Representative Name: _____

Superintendent David L. Roach

Position Title: _____

State Superintendent of Schools

Telephone Number: _____

304-558-2681

Email Address: _____

david.l.roach@k12.wv.us

Empowerment Collaborative Representative Name: _____

Dr. Kathy J. D'Antoni

Position Title: _____

Director of Sphere of Innovation for WVDE

Telephone Number: _____

304-549-5299

Email Address: _____

kdantoni@k12.wv.us

Purpose: The purpose of this MOU is to establish an agreement between the above-mentioned parties concerning their respective roles and responsibilities for the implementation of the

Empowerment Collaborative Model at _____ School.

Vision: The Empowerment Collaborative envisions schools that leverage the workplace environments, authentic learning, and entrepreneurial mindsets to persistent efforts to master high-level standards and deepen functional literacy; engage students through challenging, authentic problem solving; explore careers, interests, passions, and gifts; and empower students and teachers through shared purpose.

Implementation Overview:

_____ County Schools and _____ School will collaborate with the Empowerment Collaborative to adopt and fully implement the Empowerment Collaborative's instructional principles and protocols.

Assumptions:

Empowerment schools that agree to be a *Model Empowerment School* will uphold the following assumptions:

- All students must be empowered.
- Change is welcome and supported.
- All students can participate and succeed.
- Teachers, students, and leaders want to shift to the *Empowerment Collaborative Model*.
- The purpose of school is learning, not compliance.

Duties of the Parties

For the **WVDE** and the **Empowerment Collaborative**, the responsibilities and agreements may include the following:

- Conduct initial visioning experience with the school team.
- Engage in an ongoing collaboration with the district Implementation Team to determine the next steps for progressing through the stages of implementation, including exploration, installation, initial implementation, and full implementation. Services may include information sharing, consulting, work sessions, or professional development.
- Connect the school team with opportunities, contacts, and organizations to deliver targeted professional learning or consulting on such topics as policy reviews, scheduling, recruiting, and working with community partners and employers (e.g., Strategic Doing); creating standards-based authentic learning experiences and assessments for students; and other necessary skills that support the implementation of the *Empowerment Collaborative Model*.
- Conduct site visits for research, support, and other Empowerment Collaborative or school and district implementation needs at least every other month.
- Provide coaching to address targeted needs (e.g., planning for standards-based project-based learning experiences, student goal setting, and monitoring, entrepreneurial learning experiences) during school-supported planning time.
- Provide resources and support to continue the school's efforts to deepen the implementation of Empowerment Collaborative protocols.
- Meet monthly with the Implementation Team (virtually or in person) for Four Disciplines of Execution (4DX) updates and planning.
- Lead research study of the Empowerment Collaborative effort and communicate findings with the WVDE, Network Schools, and other interested parties.

For _____ County Schools, the responsibilities and agreements must include the following:

- Identify three to five members as an Implementation Team to make changes as identified by the model and who is held accountable by the County Superintendent and the County Board of Education.
- Create a schedule for the Implementation Team to meet with Empowerment Collaborative staff at least monthly to plan the next steps using the 4DX process (i.e., setting wildly

important goals, setting lagging and leading indicators, keeping a scorecard) in a cadence of accountability.

- Work with the Empowerment Collaborative leadership team as a system for continuous improvement.
- Work with the Empowerment Collaborative leadership team to change the status quo at all levels of the system – from middle school classrooms to the district central office – as needed to enable new ways of teaching and learning and create systemic change beginning with a zone of transformation.
- Continue to build a system for connecting community partners and local employers to student learning experiences.
- Participate in data collection for the Empowerment Collaborative research effort, including responding to occasional surveys, focus groups, observations, interviews, and requests for information about changes in scheduling, policy, practice, and impacts on student engagement and learning.
- Represent the Empowerment Collaborative and share resources and experiences with the WVDE and other entities to demonstrate and promote the *Empowerment Collaborative Model*.
- Agree to align local budgetary resources to support the implementation of the model.
- Maintain ongoing regular communication with parents/partners/general stakeholders.

Activities and Resources

The **WVDE** and the **Empowerment Collaborative** will provide:

- Regular bimonthly project planning and coaching and as requested by the Implementation Team.
- Professional learning sessions and coaching targeted to specific needs identified by the Implementation Team and designed to support the implementation of the *Empowerment Collaborative Model*.
- Leadership and design of a summer experience provided by Empowerment Collaborative coaches and expert partner organizations.
- Monthly accountability meetings with the Implementation Team to drive and deepen implementation of learning and implementation activities.
- Access to all Empowerment Collaborative resources.
- Site visits to gauge needs and levels of implementation at least every other month.
- Connect to new Empowerment Collaborative innovations (e.g., assessment, expansion, industry, opportunities, etc.).

County Schools will provide:

- Staffing support and time for the Implementation Team to meet for needs assessment, planning, and to participate in the activities described above.
- Appropriately sized venues and hosting resources for meetings and training events as identified by the Implementation Team.
- Travel and other expenses for professional learning needs as identified by the Implementation Team.

In addition, the district may determine the needs for resources, staffing, and other requirements to support the innovation.

Procedures for Modification and Termination:

- This MOU may be modified, revised, extended, or renewed by mutual written consent of all parties, by the issuance of a written amendment, signed, and dated by all parties.
- Any party of the MOU may terminate their participation in this MOU by giving thirty (30) days written notice in advance of intent to terminate to each of the partners. In such a case, termination by one or more of the parties of this MOU does not alter the terms or obligations of the other MOU parties.
- If parties cannot come to a mutual agreement about a proposed amendment to the MOU, the county superintendent will have final decision-making authority as to whether a county school shall accept/reject the proposed amendment.

_____ County Schools has secured the approval of the County Superintendent and County Board of Education to become a model school.

Signatures:

All partners in this agreement must sign to confirm their acceptance of its terms.

County Superintendent

Signature Printed Name/Title Date

Empowerment Collaborative Representative

Signature Printed Name/Title Date

West Virginia Department of Education

Signature David L. Roach
State Superintendent of Schools
Printed Name/Title Date