

Memorandum of Understanding

Web-Based Instruction Programs - North East Florida Educational Consortium (NEFEC)

This memorandum of understanding is between the District School Board of Putnam County on behalf of the North East Florida Educational Consortium and the District School Board of Palm Beach County.

Purpose

The purpose of this Memorandum of Understanding is to comply with the priorities of the program which include the following:

- Improving student performance on Sunshine State Standards
- Addressing unmet needs of low-performing students in dropout recovery programs or summer school programs
- Meeting the needs of the programs that are serving students expelled or suspended from Florida public schools including, but not limited to, Department of Juvenile Justice (DJJ) Facilities.

NEFEC, through funding provided by the Florida Legislature (*HB 5001 – 2006 General Appropriations Act, Item #124,*) will assist the aforementioned school district in obtaining and implementing **Educational Options, Inc. NOVEL/STARS™**, a web-based, comprehensive, competency-centered curriculum provided through an allocation entitled *Web-Based Instruction Programs - NEFEC*. For the purposes of this project, the program shall be called the NEFEC Dropout Prevention/Credit Recovery Program.

Terms of Agreement

The initial terms of the agreement shall commence upon signing and shall continue until June 30, 2007.

Responsibilities

Each party in this agreement will provide the following support for the initial start-up, implementation and reporting requirements of the NEFEC Dropout Prevention/Credit Recovery Program:

North East Florida Educational Consortium Responsibilities	Participating District's Responsibilities
Work with vendor regarding the training of administrators and teachers as well as providing district-level technical support.	Schedule training and pay the initial start up cost to the vendor for training.
Assist in coordinating district orders for the number of annual single-use or reusable licenses directly from vendor.	Pay Educational Options, Inc. directly for the entire cost of the program and receive reimbursement by NEFEC upon receipt of the required paperwork. The reimbursement schedule is as follows: <ul style="list-style-type: none"> • \$200 of the \$270 cost for each <u>reusable license</u> • \$120 of the \$180 cost for each single-use license • Entire cost of <u>single-use license</u> (\$180) for DJJ facilities • Full reimbursement for site licenses • Full reimbursement of teacher training fees
<ul style="list-style-type: none"> • Compile and submit quarterly reports to DOE • Compile and submit fourth quarter (summative) report • Develop required fiscal reports for the 2nd and 4th quarters 	Comply with the required data for quarterly reports as per the RFA by: <ul style="list-style-type: none"> • Participating in scheduled conference calls with stakeholders regarding implementation • Providing timely and complete district level reports on all aspects of the program including a qualitative analysis of the impact on students and instructors • Reviewing data to make adjustments as needed to improve the expected outcomes <p>*Failure to comply with reporting requirements will result in referral to Florida DOE for non-compliance.</p>
Review the requirements specified in the proposal and produce marketing information for dissemination by the district.	Recruit students who are in the target population specified in the application (high school drop outs; high school students identified as in danger of dropping out of school; students expelled or suspended from school and/or are behind in credits to graduate.)
Comply with the requirements for dissemination of information about the program through web sites and statewide meeting presentations.	If requested participate in state-wide dissemination of the information about the program.

Release of Student Data

By signature NEFEC assures that the released student data will be handled with confidentiality as required by Florida Statute **1002.22(3)(d)5**. The data will be used only for the evaluation of students enrolled in schools/educational facilities participating in the **NEFEC Dropout Prevention/Credit Recovery Program**.

Summary of District Responsibilities

In order for schools to participate and be successful in the implementation of **NOVEL/STARS™ districts must:**

- Provide district support for implementation of the program
- Provide the classrooms and technology to implement the program
- Market the program to the target population
- Work with NEFEC on required reports to the DOE
- Fund the initial cost of the licenses for use in the program
- Complete Request for Reimbursement Forms including documentation of purchases and send to NEFEC in a timely fashion
- Participate in dissemination of information regarding program

IN WITNESS WHEREOF, the parties hereto, by the undersigned authorized to bind said parties, set their hands and seal on this the _____ day of _____ 2007.

APPROVED AND RECOMMENDED FOR SIGNING

District School Board of Palm Beach County

District School Board of Putnam County

by Dr. Arthur C. Johnson, Superintendent

by David M. Buckles, Superintendent

Dated: _____

Dated: _____

by William Graham, Chairperson

by C.L. Overturf, Jr., Chairperson

Dated: _____

Dated: _____

North East Florida Educational Consortium

by Robert E. Smith, Executive Director

Dated: _____

*Reviewed and Approved
as to Legal Sufficiency
Kathleen 2/19/07*

Evaluation of NEFEC Dropout Prevention/Credit Recovery Program
Summary of Activity from August 1, 2006 - January 31, 2007
District - Alachua

Program Site Name	Buchholz High	Eastside High	Gainesville High	Hawthorne High	Loften High	Newberry High
Program Type	Credit Recovery	Credit Recovery	Credit Recovery	Credit Recovery	Alt Ed & Cr. Recovery	Credit Recovery
Contact	David Shellnut	Sherry Estes	Bessie Jackson	Laura Ruben	Patricia Phillips	Cathy Atria
Program Start Date	08/15/06	08/15/06	08/15/06	08/15/06	08/15/06	08/15/06
# of Students Offered the Novel/StarProgram						
# of Students Enrolled						
# of Credits Attempted						
English Credits Earned						
Math Credits Earned						
Social Studies Credits Earned						
Science Credits Earned						
Other Credits Earned						
Total # of Credits Earned						
Number of Credits In Progress						
Number of Instructors at Site						
Average Number of Students Per Instructor						
School Dropout Rate in 2005-2006						
School Graduation Rate in 2005-2006						
# of Novel/Stars Students Dropping from School in 1st Quarter						