OPERATIONAL AGREEMENT

Between
San Leandro Unified School District
and
African American Regional Educational Alliances

for the term of:
November 2014 - August 2015

This Operational Agreement stands as evidence that the African American Regional Educational Alliances ("AAREA") intends to work together with San Leandro Unified School District ("partner") toward the mutual goal of developing collaborative educational support services and professional development opportunities that result in improved academic proficiency and college readiness for African American students in Alameda County through the STEM Strategies to Empower and Prepare Students for Success Project ("STEM STEPS for Success" or "Project").

Both agencies believe that implementation of the STEM Strategies to Empower and Prepare Students for Success Project is vital to enhancing the educational success and college readiness of African American students in Alameda County.

Agency Responsibilities:

AAREA will:

- ✓ Manage the overall project requirements, including program coordination, reporting and financial management;
- ✓ Act as liaison with all partner and funding entities
- ✓ Convene AAREA Advisory Council meetings twice per year and subcommittee meetings as needed

San Leandro Unified School District will:

- Participate in the AAREA Advisory Council meetings twice per year and subcommittee meetings as needed
- Provide a liaison to work with AAREA to coordinate efforts within the district
- Support AAREA with outreach and recruitment of 5th and 8th grade African American families to participate in the STEM STEPS for Success Project to include:
    - Distributing information to district staff to nominate students for the project

- Support with information dissemination to nominated African American families

- Support with outreach and recruitment of educators to participate in professional development opportunities to include:
    - Support with scheduling informational meetings with school principals and Math/Science educators
    - Information dissemination for the STEM STEPS Fellows Program
- Be a district sponsor of the Professional Development Summit on January 31, 2015 to include:
    - Sponsor a minimum of 5 educators to attend the Professional Development Summit at the cost of $165 per person ($825 total)
    - Support with information dissemination to all district personnel
- Be a district sponsor of the African American Student Achievement & Excellence Awards and SuperSATurday Family College Day to include:
    - Sponsorship donation of $500
    - A liaison to assist with the information dissemination and collection of student nominations
    - Representation of district and school officials at the event
- Participate in the National African American Parent Involvement Day

For more detailed information on the responsibilities of each agency and the implementation timeline for this agreement, please review the attached Scope of Work.

Compensation:

As a partner in this project, partner agrees to contribute ***$1,325*** directly to AAREA in compensation for services provided during the period of this project. AAREA agrees to provide ***$0.00*** directly to partner for participation in this project.

Partner also agrees to provide in-kind services to support the implementation of the project as outlined above. The value of the in-kind contribution in staff time, financial support, internships, equipment or other resources will be documented for the term of the project.

Agreed:

We the undersigned, as authorized representatives of these agencies, agree to these terms and conditions and hereby execute this agreement as of the effective date set forth below.

San Leandro Unified School District	African American Regional Educational Alliances
Name of Partner Organization	AAREA
Name of Partner Representative	Name of AAREA Representative
Signature of Partner Representative	Signature of AAREA Representative
Date	Date

Scope of Work

To: Rosanna Mucetti
San Leandro Unified School District
From: Monique August, Robyn Fisher
African American Regional Educational Alliances
For: 2014-2015 STEM STEPS for Success Project Proposal for Services

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Thank you for your interest in partnering with The African American Regional Educational Alliances (AAREA) to positively impact STEM success and college eligibility rates of African American students in your region through the STEM Strategies to Empower and Prepare Students for Success Project (STEM STEPS for Success Project). In the pilot year, this project proposes to provide intensive services to approximately 300 African American students and their families as well as up to 40 educators.

San Leandro Unified School District will be an instrumental partner in assisting with enriching the lives of participating families as well as impacting systemic change in classroom environments, teacher professional development programs, and educational policy throughout California.

Overview of Proposed Services and Partnership Requests

AAREA proposes to implement the following services in SLUSD in the 2014-2015 term through the STEM STEPS for Success Project:

1. Outreach and nomination of 5th and 8th grade families for participation in the STEM STEPS for Success Project
2. Provide opportunities for targeted Math and Science teachers to be involved in professional development opportunities hosted by AAREA and our regional partners
3. Outreach to all SLUSD educators for participation in the 6th Annual Professional Development Breakfast taking place Saturday, January 31, 2015
4. Targeted outreach to SLUSD district and school personnel on the nomination of students for the 11th Annual African American Student Achievement & Excellence Awards

Following is a more detailed description of the above items organized into the following components:

1. Parent Programming - The Regional Parent Network
2. Student Programming - STEM STEPS for Success Scholars Program

3. Educator Services and The STEM STEPS Fellows Program
4. Professional Development Breakfast
5. African American Student Achievement and Excellence Awards

Component 1: Parent Programming - The Regional Parent Network

AAREA will conduct grass-roots, targeted outreach to all SLUSD 5th and 8th grade African American families to participate in programming through the STEM STEPS for Success Project. Specifically, AAREA will:

- Invite parents to participate in the Regional Parent Network
- Organize a National African American Parent Involvement Day to take place in the Tri-Valley region

Regional Parent Network

The Regional Parent Network was designed to eradicate the African American achievement gap by increasing the meaningful engagement of African American families in their children's education. We achieve this goal through culturally relevant outreach efforts, and by offering workshops and conferences that provide parents with the skills, tools and resources necessary to successfully advocate for their child, and become active participants in their child's school.

As part of the Regional Parent Network, AAREA's parent liaisons will conduct a listening campaign with SLUSD families to gain insight on their views and outlook of their child's education in SLUSD. This information will be utilized to provide recommendations to the district on initiatives and efforts to enhance African American involvement.

In addition, parents will have the opportunity to participate in the SuperSATurday STEM STEPS Parent Series. This program is designed to provide families with the tools and strategies to be a partner with schools in enhancing student academic success and integrating STEM and college going topics at home. Parents will go through a series of workshops located at Mills College, one Saturday per month from December 2014 to March 2015.
Specifically, the parent series will focus on:

- Understanding Common Core, Smarter Balance Assessments, and Next Generation Science Standards
- Partnering with schools
- Family Math and Science
- College Awareness

In addition, parents will be invited to participate in the 6th Annual Professional Development Breakfast taking place on January 31, 2015. This event will feature parent workshops and speakers focused on African American student success in STEM fields.

National African American Parent Involvement Day

AAREA proposes to work with district, schools, and regional community representatives on the development of a National African American Parent Involvement Day to take place in the Tri-Valley region in February 2015.

National African American Parent Involvement Day (NAAPID) is a day for African American parents to come together to support their child's educational future. The goals of NAAPID activities are to:

- Promote parent involvement in their child's education.
- Address the serious achievement gap facing African American students.
- Promote and provide strategies for parents and students to take full advantage of the educational process at all levels of the educational system (preschool through college).

For this effort, AAREA will provide the following:

- An event coordinator to develop the logistics of the event with consultation and support from designated liaisons in the district as well as key community partners
- Marketing materials and information to be distributed to schools for marketing to parents, students, and educators
- Outreach to African American families
- Event facilitators and presenters

District Support Request

To support this component, AAREA requests the following from SLUSD:

- Support with information dissemination and marketing to African American families
- A liaison to work with the NAAPID event coordinator on event logistics and information dissemination

Component 2: Student Programming - The STEM STEPS for Success Scholars Program

AAREA will invite 5th and 8th grade SLUSD students to participate in the STEM STEPS for Success Scholars Program. This program features:

- SuperSATurday STEM Series
- STEM STEPS Scholars Summer Academy

SuperSATurday STEM Series

The SuperSATurday STEM Series is designed to provide students with practical applications of math and science content in a culturally relevant, real world context.

Specifically, this series features:

- Hands-on, interactive STEM based projects
- College awareness activities
- Exposure to college and STEM career mentors

The sessions will take place at Mills College on Saturdays once per month from December 2014 - March 2015 along with and at the same time as the SuperSATurday Parent Series.

Summer Academy

The STEM STEPS Scholars Summer Academy is a 4-week intensive summer program for rising 6th and 9th grade students. This day program will provide culturally relevant, intensive, hands-on STEM and college awareness experiences to participating students through project based curriculum units and exploration activities. The project will serve up to 150 students in June-July 2015.

District Support

To support this component, AAREA requests the following from SLUSD:

- Facilities to house regional informational sessions for students/parents interested in the STEM STEPS for Success Program.
- Information dissemination of student/family nomination forms to school personnel for student/family recruitment purposes

Component 3: Educator Services and STEM STEPS Fellows Program

AAREA proposes to invite 5th and 8th grade Math and Science educators to participate in the STEM STEPS Fellows Program, an intensive professional development program designed to assist educators with aligning curricular and teaching approaches geared to enhance African American success. The program assists educators with the culturally responsive integration of mathematics and/or science with content, applications, processes, and experiences in engineering and/or technology while meeting the guidelines of the Common Core State Standards (CCSS) and Next Generation Science Standards (NGSS).

Specifically, this project will:

- Impact educator's content knowledge, pedagogical content knowledge and culturally relevant instructional strategies
- Provide educators with culturally relevant tools and strategies for encouraging students to pursue STEM courses of study or careers

Educators participating in the STEM STEPS Fellows Program participate in intensive professional development courses and coaching designed by AAREA, The Bay Area Science Project, UC Office of the President, and the Investing In Innovation STEM Learning Opportunities Providing Equity

Project (a project administered by the Alliances for Regional Collaboration to Heighten Educational Success and the California Educational Round Table's Intersegmental Coordinating Committee). Educators receive stipends to participate in the following opportunities:

- The I3 Design Institute taking place November 15-16 in Oakland: This design institute is a unique, hands-on, math training to assist educators with culturally relevant integration of STEM using their current math curriculum.
- The Professional Development Breakfast Pre-Conference Symposium taking place January 30 in Oakland: This symposium features intimate, intensive professional development workshops featuring the keynote speakers and presenters from the Professional Development Breakfast. The facilitators will work intensively with participants on African American educational issues and the cultural relevance and integration of STEM content in classrooms.
- Summer Institute and Academy taking place June-July at CSU East Bay: The Summer Institute is an intensive 2-week summer training for STEM STEPS Fellows. The Summer Institute is followed by hands-on experience and application through teaching in the 4 week STEM STEPS Scholars Summer Academy. In addition, these STEM STEPS Fellows receive additional coaching during the following academic year.

District Support

To support this component, AAREA request the following from SLUSD:

- Identification and recruitment of educators to participate in the STEM STEPS Fellows Program
- Facilities to house informational sessions for teachers interested in the STEM STEPS Fellows Program
- Substitutes for any SLUSD educators participating in the January 30th Pre-Conference Symposium

Component 4: Professional Development Summit

All SLUSD educators will be invited to participate in the 6th Annual Professional Development Summit taking place on Saturday, January 31st. The Professional Development Summit is an inspirational conference designed to inform and motivate educators and community leaders focused on African American educational equity. Each summit features a panel of experts to provide strategies, techniques and resources for accomplishing these goals. The event also acknowledges the contributions of local educators making a difference in the lives of African American students. Local and national experts on STEM and African American academic success will be panelists and presenters at the conference.

District Support

To support this component, AAREA request the following from SLUSD:

- Support with dissemination of marketing materials to all SLUSD educators
- Sponsorship of at least 5 SLUSD educators to attend the event at $165 per educator for a total of $825

Component 5: African American Student Achievement and Excellence Awards

For the past ten years, AAREA has convened the African American Student Achievement and Excellence Awards (AASAE Awards). This event was created to provide encouragement, motivation, and honor to African American students who have strives and achieved in various fields. The AASAE Awards affirms the worth and dignity of African-American students, and acknowledges and recognizes the support of parents, family and community in the lives of children. Students are recognized in transitioning grades 5th (entering middle school), 8th (entering high school) and 12th (graduating from high school) in a variety of categories that celebrate the whole child.

The theme for the AASAE Awards is "Creating a College Going Culture in the African American Community." In addition to the awards celebration, this event includes the annual Family College Day which features college representatives, student groups, and entertainment aimed at exposing students and families to the collegiate experience while informing them on the college going process, college offerings, and academic/community resources.
The 11th Annual African American Student Achievement Awards and Family College Day will take place on April 25, 2015 at Chabot College. This year's event will honor the achievements of 500 African American students throughout Alameda County as well as celebrate local educators and community members who have impacted African American education in our region. Attendance is expected to exceed 1,000 people to include families, educators, political officials, and community/business partners.

District Support

SLUSD has been a key partner in supporting the AASAE Awards. We want to continue to foster and deepen this partnership. With that in mind, AAREA is requesting the following support from SLUSD:

- representation of school and district officials at the event
- co-sponsor of the 11th Annual African American Student Achievement and Excellence Awards with a donation of $500 to support the costs of student materials and certificates
- a liaison to work with the program coordinator on information dissemination and collection of student nominations

Summary and Timeline

We welcome the opportunity to partner with SLUSD to enhance African American educational success in your region through the STEM STEPS for Success Project. Following is a summary and timeline of the partnership requests outlined in this proposal.

Date(s)	***Activity/Event***	***Summary of Request***
October - November 2014	Partnership planning and development	• Provide liaison to work with the AAREA Executive Director to coordinate efforts in SLUSD • Support with scheduling an informational session with school principals • Support with outreach and scheduling an information session with Math/Science educators • Support with outreach and dissemination of student nomination forms to educators
November 2014 - January 2015	Professional Development Breakfast	• Support with information dissemination and outreach to educators • Sponsorship of 5 educators to attend the Professional Development Summit on January 31, 2015 *(cost of $825)*
January- April 25, 2015	African American Student Achievement & Excellence Awards	• Liaison to assist with information dissemination and collection of student nominations • representation from district and school officials on April 25, 2014 • Sponsorship donation of $500

All requests are negotiable and can be modified to fit the needs and resources of SLUSD. Please contact me if you should have any questions or need further explanation on any information provided in this proposal. Once services have been confirmed, a formal partnership agreement will be developed.

Thank you for the opportunity.