Memorandum of Understanding
for Participation in Cignition's Efficacy Math
Support Pilot Program

1. Background

Cignition is bringing an innovative, research-based math support pilot program to select schools and out-of-school time programs through a grant awarded by the Bill & Melinda Gates Foundation, Chan Zuckerberg Initiative, and Schmidt Futures. This grant is focused on driving research and development for Cignition's new-to-market online tutoring service, focused on delivering affordable expert math interventions in a highly engaging online virtual world learning environment.

This pilot is focused on further validating and improving existing breakthrough approaches targeted at making significant improvements in middle years (3^{rd}-8^{th}) math education for underserved Black, Latinx, and low-income students.

2. Parties

The parties to this MOU are those parties listed below, their successors and assigns.

Cignition, Inc.
2955 Campus Drive #110
San Mateo, CA 94403

Point of Contact:
Carhart-quezada@cignition.com
Carolyn Carhart-Quezada, Customer Success Manager

John O'Connell, SVP Business Development johno@cignition.com
917-548-2139

San Leandro Unified School District 835
E 14^{th} St.
San Leandro, CA 94577

Point of Contact:
Celine Liu
Coordinator
San Leandro Unified School District
cliu@slusd.us

3. Purpose

The purpose of this MOU is to lay out a framework for implementing a pilot focused on further validating and improving existing breakthrough approaches targeted at making significant improvements in middle years (3^{rd}-8^{th}) math education for underserved Black, Latinx, and lowincome students.

4. General Areas of Agreement Cignition
agrees to provide:

1. free access for all students to use Cignition's FogStone Isle virtual world math learning environment (during and beyond the pilot program).
2. live online expert math tutoring provided for 20 underserved Black, Latinx, and/or lowincome students, delivered twice per week throughout the pilot at no cost at Jefferson Elementary School
3. live online expert math group tutoring provided for 9 underserved Black, Latinx, and/or low-income students, delivered twice per week throughout the pilot at no cost at Washington Elementary School
4. administrative support throughout the pilot duration, aiding in administering diagnostic pre-and-post tests, student selection, session scheduling, pilot evaluation reporting, and other tasks as need be.
5. at the completion of the pilot, a quality and effectiveness assessment summary.

San Leandro School District agrees to provide:

1. 40 students to participate in the efficacy study from Jefferson Elementary. Once the 40 students are chosen, Cignition will decide which 20 students will be in the treatment group and which 20 students will be in the control group to ensure similar ability levels in both groups. Both groups will have access to FogStone Isle, take the pre- and postdiagnostic, and complete the SEL questionnaire. The treatment group will receive the online tutoring and FogStone Isle assignments twice a week.
2. space for up to twenty students to access FogStone Isle for 30-minute tutoring sessions in a relatively quiet, distraction limited environment at Jefferson Elementary School.
3. space for up to 9 students to access FogStone Isle for 30-minute tutoring sessions in a relatively quiet, distraction limited environment at Washington Elementary School.
4. technology to support FogStone Isle and live online tutoring, including a computer for each student (PC/MAC, Laptops/Chromebooks, latest Chrome browser), and headphones (preferably with a built-in microphone).
5. staff to aid in overseeing the Cignition program activities and to liaison with Cignition staff over the duration of the pilot. Online tutoring sessions will be on Tuesdays and Thursdays from Oct. 28 to Feb. 14. At Jefferson Elementary School, the online tutoring

sessions will take place from 1:30 – 2:00 pm and at Washington Elementary School from 3:00 – 3:30 pm.

6. promoting consistent participation in weekly tutoring sessions and FogStone Isle assignment completion throughout the pilot. Ongoing promotion of the importance of attendance and completing assignments will be necessary to insure the highest likelihood of positive program results.

5.Math Pilot Program Objectives

Cignition's focused, data-driven tutoring interventions show great promise in aiding participating students in gaining conceptual understanding, especially across fraction topics for which students often struggle. The topic of focus for this pilot will be fractions. Throughout this pilot, Cignition looks to gain valuable experience delivering online tutoring sessions in our virtual world game environment, analyzing the tools and techniques that best engage students and drive outcome improvements.

Cignition will measure student's conceptual mastery through pre-and-post pilot assessments, in-game activities, and formative assessments (exit slips) after each tutoring session.
Finally, Cignition looks to understand the impact the program has on student's social, emotional development as it relates to their attitudes and beliefs surrounding math learning.

6.Student Security and Data Privacy

While parents/legal guardians and/or teachers may have access to student user names to track student performance and results, and the system can utilize the persistent identifier to modify gameplay to adjust to the student's ability level, **our systems do not maintain student personal information, and we do not have the ability to associate persistent identifiers with any particular student**. We may use information in our systems in an anonymous and aggregated manner to measure all students' performance to improve our applications, products, and services. Cignition's privacy policy can be accessed at:
https://cdn2.hubspot.net/hubfs/4871506/Cignition_Privacy_Policy.pdf

Student security is of utmost importance to Cignition. Out tutors are expert math teachers, coaches and specialists that must complete a rigorous application and qualification process and must pass a criminal and sex-offender background check.

Our online tutors do not have any personal information about the students, including any information that could be used to contact the student either online or offline such as last name, email address, physical address or phone numbers.

Cignition conducts spot monitoring of online tutoring sessions to ensure quality and safety.

7. Signatures for Parties to the MOU and Pilot Effective Dates

San Leandro Unified School District

Authorized Representative Printed Name, Title, Date

Signature

Cignition, Inc.

John O'Connell SVP Business Development 10/02/2019

John O'Connell

Signature

Authorized Representative Printed Name, Title, Date

Pilot Effective Dates:
Start-Date: 10/28/2019 **End-Date: 2/14/2020**

Addendum to the Required Certifications Agreement Between San Leandro Unified School District document

Criminal Background Clearance
Cignition will provide on-line tutoring services for 29 students at San Leandro Unified School District. Cignitions' tutors will have contact with the students through an online collaborative whiteboard. The tutors will not be at the school sites with the students. All of Cignitions' tutors go through a background check before they are hired.

Cignition uses ClearChecks to conduct tutor background checks as part of our onboarding process. ClearChecks is an online platform with a mission dedicated to reducing risk during the employee and tenant onboarding process. The tutor background check done by ClearChecks includes the following:

- Social Security Number (SSN) Trace
- Addresses, Names, & DOB Verification
- National Database Criminal Record Search*
- National Sex Offender Search
- Global, US, & State Watchlists

Based on the above information, the Cignition tutors will not obtain clearance from both the California Department of Justice and the Federal Bureau of Investigation prior to providing online tutor services. The background checks for each tutor have been done by ClearChecks.

Highest Quality Tutors
Our tutors are proven, certified teachers with extensive experience teaching math. They are committed to teaching math with a focus on deep conceptual understanding, rather than procedures and shortcuts. Our tutors have an average of 19 years of teaching experience. 72% of our tutors have a Master's degree and 36% of our tutors our math coaches/specialists.

Tutor Vetting Process
Our tutors go through a rigorous interview process to ensure only the best, most qualified candidates are hired to be part of our team. All candidates are pre-screened and evaluated based on their teaching experience and responses to questions about their pedagogical practices. Each candidate must perform mock tutoring sessions where they are evaluated on four criteria: teaching for conceptual understanding, repertoire of visual models, responsiveness to student misconceptions and questions, and rapport with students.

Professional Development and Training
Our tutors receive on-going professional development and training. Every new tutor attends a live two-hour paid tutor training session where they learn about becoming part of our tutoring team. Additionally, we conduct frequent feedback sessions where our most experienced tutors, many of whom are math coaches, share best-practices and suggestions for improving tutoring sessions. We also have a format where tutors can submit tutoring ideas, articles, and teaching resources that are shared with our team of tutors and available on our tutor dashboards.

Tuberculosis Clearance
Cignition will provide tutoring services online and will not be at the school sites. Therefore, there is no need to show evidence of TP test results.

SAN LEANDRO UNIFIED SCHOOL DISTRICT

CONTRACTED SERVICES AGREEMENT

INSTRUCTIONS:

1. Submit Contracted Services Agreement for Board Approval at least 1 month prior to services.
2. Forms must be completed with all required signatures and have Board approval before the consultant/independent contractor can perform services for the District. (Requests submitted after services are performed will jeopardize payment.)
3. Clearances must be obtained with Human Resources Dept. (if applicable) prior to the start of services. Originating Dept. will follow up with HR once the contract is received.

Requested by: Celine Liu / Celine Liu / 10/1/2019
(SLUSD) Print Name — Signature — Date

Name of Consultant/Organization: Cignition

2955 Campus Drive #110, San Mateo, CA 94403
Address — City — State — Zip

(408) 838-6422 — Telephone Number
Fax Number
carhart-quezada@cignition.com — Cell # or E-Mail Address

SCOPE OF WORK: Online math tutoring pilot program, funded through a grant with ~~Cignition.~~

LOCATION OF SERVICES: Jefferson Elementary and Washington Elementary

DATE(S) OF SERVICE: ~~October 15, 2019 - January 31, 2020~~ October 28, 2019 - February 14, 2020 CCG

ESTIMATED COST: $0 (and/or hourly Rate: $____)

NAME OF PROGRAM: Math Support Pilot Program

BUDGET NUMBER: n/a (or ASB funds____)

Administrator/Program Manager Approval:

Celine Liu / _____ / Date: 10/1/2019
Print Name — Signature

Consultant/Contractor:

Carolyn Carhart-Quezada / Carolyn Carhart-Quezada Date: Oct. 2, 2019
Print Name — Signature

Business Manager: Initial: _____ Date: _____ Human Resources: Initial: _____ Date: _____

The Contracted Services Agreement must include the following before going to Purchasing Dept. for processing. Check off and attach all documentation that applies.

___ BOARD APPROVAL DATE: _____
___ Clearances with Human Resources: ___Fingerprinting ___TB
___ Add as Vendor ___W-9 Tax Form ___EDD form (Employment Development Dept.)
___ Copy of Requisition ___Invoice Attached

Note: District staff cannot be employed as a consultant/independent contractor.

Distribution:
___Originating Department ___Human Resources ___Purchasing Department

REVISED 4-16-14 RA/RM/vkc

THE HARTFORD
BUSINESS SERVICE CENTER
3600 WISEMAN BLVD
SAN ANTONIO TX 78251

April 18, 2019

Boost Collaborative
1286 UNIVERSITY AVE # 739
SAN DIEGO CA 92103-3312

Account Information:

Policy Holder Details :	CIGNITION INC

Contact Us

Business Service Center
Business Hours: Monday - Friday
(7AM - 7PM Central Standard Time)
Phone: (866) 467-8730
Fax: (888) 443-6112
Email: agency.services@thehartford.com
Website: https://business.thehartford.com

Enclosed please find a Certificate Of Insurance for the above referenced Policyholder. Please contact us if you have any questions or concerns.

Sincerely,

Your Hartford Service Team

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 04/18/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATIONIS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER HEFFERNAN INSURANCE BROKERS/PHS 57110783 The Hartford Business Service Center 3600 Wiseman Blvd San Antonio, TX 78265	**CONTACT NAME:** **PHONE (A/C, No, Ext):** (866) 467-8730 **FAX (A/C, No):** (888) 443-6112 E-MAIL ADDRESS:
INSURED CIGNITION INC 21 HILLBROOK DR PORTOLA VALLEY CA 94028-7933	**INSURER(S) AFFORDING COVERAGE** — **NAIC#** **INSURER A :** The Sentinel Insurance Company — 11000 **INSURER B :** **INSURER C :** **INSURER D :** **INSURER E :** **INSURER F :**

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED.NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/Y YY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE [X] OCCUR [X] General Liability GEN'L AGGREGATE LIMIT APPLIES PER: POLICY [ ] PRO-JECT [X] LOC OTHER:			57 SBU BL8395	04/19/2019	04/19/2020	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$1,000,000 $1,000,000 $10,000 $1,000,000 $2,000,000 $2,000,000
	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS HIRED AUTOS NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	
	UMBRELLA LIAB **EXCESS LIAB** OCCUR CLAIMS-MADE DED RETENTION $						EACH OCCURRENCE AGGREGATE	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N/ A					PER STATUTE / OTH-ER E.L. EACH ACCIDENT E.L. DISEASE -EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES **(ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

Those usual to the Insured's Operations.

CERTIFICATE HOLDER

Boost Collaborative
1286 UNIVERSITY AVE # 739
SAN DIEGO CA 92103-3312

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Susan L. Castaneda

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