



## WASHINGTON

Spokane MESA Center

## DISTRICT SITE AGREEMENT

2014-2015

### DISTRICT INFORMATION

**Superintendent** Debra J. Clemens, Ph.D.

**School District** Cheney Public Schools

**Mailing Address** District Support  
12414 S. Andrus Rd.  
Cheney, WA 99004

**District Website** <http://www.cheneysd.org/Page/1>

**District Liaison to the MESA Center** Tami Skillingstad, District Math/Science Coordinator & Westwood Middle School Assistant Principal/Athletic Director  
Phone: (509) 559-4153  
Email: TSkillingstad@CheneySD.org

### MEMORANDUM OF UNDERSTANDING

The Mathematics, Engineering and Science Achievement (MESA) School Program, housed at WSU Spokane in Spokane, WA has developed a model for enabling underrepresented students to prepare for and graduate from a four-year college or university with a science-based degree in areas such as Science, Engineering, Technology, and Mathematics (STEM).

The MESA K-12 Program Model includes: hands-on math and science enrichment at local school sites, project-based, STEM-focused activities, career and college exploration, college planning services, family workshops that promote student advocacy, and MESA teacher professional development opportunities.

This collaborative agreement is made, in consideration of mutual conditions and terms, by and among the Cheney Public Schools and the Spokane MESA K-12 Program. Any party may withdraw from this agreement with proper notice and written communication.

**Under this agreement and subject to available funding, Cheney Public Schools consents to:**

1. Support MESA's philosophy, objectives, and program model.
2. Provide personnel support and financial resources for the implementation of the MESA model.
3. Provide access to students and student data—including student academic records—necessary to select, monitor, and guide MESA participants. Please see "Exhibit A" for data agreement detail.  
*Please note: Student data will be held in strict confidence and provided with parent/guardian permission via the MESA Applicant Information Form (AIF).*
4. Provide release time for the MESA teacher(s) to attend special meetings, events, and educational field trips.

Under this agreement and subject to available funding, Cheney Public Schools consents to (Cont.-)

5. Keep the MESA Center informed about school policies, course options, and happenings (i.e. student/parent handbooks, course descriptions, newsletters, etc.), and place the MESA Center on your community partner mailing list.
6. Facilitate communication with individual school partners in support of MESA programming

Under this agreement and subject to available funding, the Spokane K-12 MESA Program consents to:

1. Collaborate with school personnel in the recruitment, selection, and enrollment of MESA-targeted students for program participation.
2. Maintain and use all data provided by the school site in strict compliance with FERPA and solely for the purpose of targeting, selecting, monitoring and guiding MESA participants. All data provided by Cheney Public Schools under this Agreement is the property of Cheney Public Schools and shall remain the property of Cheney Public Schools during and after the term of this Agreement. Accordingly, in strict accordance with FERPA, it will either be returned to Cheney Public Schools or destroyed when the work for which this data is provided is complete.
3. Work closely and cooperatively with the MESA teachers in implementing the MESA program.
4. Provide personnel and financial resources, subject to available funding, for the implementation of the MESA model. This includes coordination of academic and enrichment activities, curricular resources, materials, supplies, educational field trips, guest speakers, and oversight of MESA-related events at all sites.
5. Provide the MESA teachers with professional development opportunities related to the MESA model.
6. Maintain official MESA enrollment records.
7. Provide educational, outreach and leadership activities for parents/guardians of MESA participants.
8. Act as the liaison between the school sites and the Washington MESA office.
9. Manage the administrative responsibilities of the program.
10. Seek external financial support for enrichment activities through grants, proposals and other collaborative relationships.

**APPROVAL SIGNATURES**

This agreement is acknowledged by all parties with the signatures below, and expires on June 30, 2015.

**CHENEY PUBLIC SCHOOLS:**



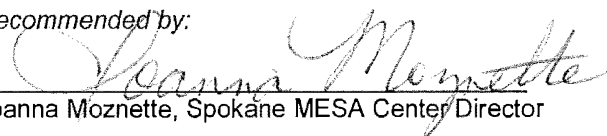
Sean Dotson, Associate Superintendent

10/24/2014

Date

**WASHINGTON STATE UNIVERSITY**

Recommended by:



Joanna Moznette, Spokane MESA Center Director

10/27/14

Date

Approved by:

Christine R. Hoyt  
Christine R. Hoyt, Contracts Manager

11-3-14  
Date

## EXHIBIT A

### MESA Recruitment Data Request Parameters

As requested, and to the extent available, the following student recruitment data information will be provided to MESA in late December or early January each year of this agreement.

Students from the following grades who meet any of the Classification Criteria below will be included in the recruitment file:

6<sup>th</sup> grade elementary students moving to 7<sup>th</sup> grade at Cheney Middle School

6<sup>th</sup> grade elementary students moving to 7<sup>th</sup> grade at Westwood Middle School

7<sup>th</sup> grade Cheney Middle School students advancing to 8<sup>th</sup> grade at Cheney Middle School

7<sup>th</sup> grade Westwood Middle School students advancing to 8<sup>th</sup> grade at Westwood Middle School

#### Classification Criteria

- A) All females regardless of race or ethnicity
- B) All males with Race Code 200, 400, 600 or Hispanic Ethnicity  
(*African American, Native American, Pacific Islander, or Hispanic Ethnicity*)

As requested and to the extent available, the following fields will be provided in the recruitment file:

- Students first and last names
- Student IDs (not proxied)
- Race & Ethnicity codes
- Current school name and code
- Next school
- Student address
- Student phone number
- Student GPA

### MESA End-of-the-Year Data Request Parameters

As requested and to the extent available the following end-of-the-year data will be provided to MESA in last June or early July each year of the agreement for tracking students who have participated in MESA courses.

#### Classification Criteria

Students who meet the following criteria will be included in the end-of-the-year data file:

- A) Students who have completed two semesters of a MESA class in the current or prior school years at Cheney Public Schools.
  - For example, if a student completes a MESA class in 7<sup>th</sup> grade but is not enrolled in MESA in subsequent year will be included in the MESA data file throughout their enrollment at Cheney Public School.

As requested and to the extent available, the following fields will be provided in the end-of-the-year data file:

- Students first and last names
- Student IDs (not proxied)
- Race & Ethnicity codes
- Current school name and code
- Next school
- Student address
- Student phone number
- Student GPA
- Student course enrollments
- Free/Reduced-Lunch eligibility status
- College Bound Scholarship applicant status

*Data will be provided on a password-protected CD-ROM.*