



**ECTOR COUNTY INDEPENDENT SCHOOL DISTRICT**  
 Odessa, Texas

TO: Chief Financial Officer

FOR: Recommendation to Accept Donation/Gift

FROM: \_\_\_\_\_ / Lisa Wills  
 Principal OR Director

\_\_\_\_\_ / Curriculum & Instruction  
 School OR Department

Cal Ripken, Sr. Foundation - Steve Salem, CEO  
 Name of Donor (if organization, please include name of president)

1427 Clarkview Road, Suite 100 Baltimore, Maryland 21209

Mailing address City State Zip Code

has offered a donation or gift in the following category: Donation/Gift (describe below)

Description of Donation/Gift	Value*	Purpose of Donation
STEM Labs (13)	<del>\$435,000</del> \$466,000	To provide elementary campuses with materials and equipment for a STEM lab
	\$	33,500 & 13
	\$	

\*Values assigned for donation of equipment or services is for internal reporting purposes only. This value may not be used as an appraisal value for IRS purposes.

Permission is requested to accept this donation/gift for our school/department. The donor understands that the donation/gift will become the property of the Ector County Independent School District and will be under the jurisdiction of the school/department in accordance with School Board Policy and administrative rules and regulations. Approved donation/gift should be added to fixed assets inventory if applicable.

REMARKS \_\_\_\_\_

(x) Approval ( ) Disapproval Lisa Wills 9-1-23  
 PRINCIPAL / DIRECTOR Date

(x) Approval ( ) Disapproval Celeste Potter 9-12-23  
 DIRECTOR OF DEVELOPMENT Date

(x) Approval ( ) Disapproval SDH 9/15/23  
 CHIEF FINANCIAL OFFICER Date  
 (The following approval required for a single donation/gift of \$10,000 or more)

( ) Approval ( ) Disapproval \_\_\_\_\_  
 SUPERINTENDENT OF SCHOOLS Date

**Deborah Ottmers**

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**From:** Lisa Wills  
**Sent:** Thursday, September 7, 2023 1:34 PM  
**To:** Margarita Brooker; Deborah Ottmers  
**Subject:** RE: Donation Form - Cal Ripken Foundation- STEM Labs

Deborah,

Below are the campuses that received the labs this year.

- | 2023 – 2024    |
|----------------|
| 1.AEP          |
| 2.Austin       |
| 3.Blanton      |
| 4.Burleson     |
| 5.Burnet       |
| 6.Cameron      |
| 7.Downing      |
| 8.Fly          |
| 9.Hays         |
| 10.Sam Houston |
| 11.San Jacinto |
| 12.Travis      |
| 13.West        |



*Lisa Wills*  
Executive Director of Curriculum and Instruction  
Ector County ISD  
Phone: 432.456.8491  
Email: lisa.wills@ectorcountyisd.org

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**From:** Margarita Brooker <Margarita.Brooker@ectorcountyisd.org>  
**Sent:** Tuesday, September 5, 2023 10:41 PM  
**To:** Lisa Wills <Lisa.Wills@ectorcountyisd.org>  
**Subject:** Fw: Donation Form - Cal Ripken Foundation- STEM Labs

Do you have a list of the 13 schools? Deborah is requesting them.

Thank you, *Margie Brooker*  
CURRICULUM & INSTRUCTION  
ADMINISTRATIVE ASSISTANT TO  
*Lisa Wills* & *Andrea Moreno-Hewitt*  
EXECUTIVE DIRECTOR EXECUTIVE DIRECTOR

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432-456-8519  
ECISD Administration Building Room 231 | margarita.brooker@ectorcountyisd.org

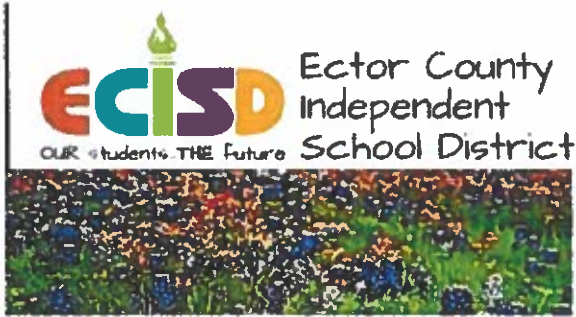
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**From:** Deborah Ottmers <[Deborah.Ottmers@ectorcountyisd.org](mailto:Deborah.Ottmers@ectorcountyisd.org)>  
**Sent:** Tuesday, September 5, 2023 9:52 AM  
**To:** Margarita Brooker <[Margarita.Brooker@ectorcountyisd.org](mailto:Margarita.Brooker@ectorcountyisd.org)>  
**Cc:** Deborah Ottmers <[Deborah.Ottmers@ectorcountyisd.org](mailto:Deborah.Ottmers@ectorcountyisd.org)>  
**Subject:** RE: Donation Form - Cal Ripken Foundation- STEM Labs

Appreciate it  
Can I get the list of the 13 schools please?

Thanks

Deborah P. Ottmers, CPA, RTSBA  
Ector County ISD CFO  
802 N. Sam Houston  
Odessa, TX 79761  
[deborah.ottmers@ectorcountyisd.org](mailto:deborah.ottmers@ectorcountyisd.org)  
432-456-9491 office



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**From:** Margarita Brooker <[Margarita.Brooker@ectorcountyisd.org](mailto:Margarita.Brooker@ectorcountyisd.org)>  
**Sent:** Tuesday, September 5, 2023 9:13 AM  
**To:** Deborah Ottmers <[Deborah.Ottmers@ectorcountyisd.org](mailto:Deborah.Ottmers@ectorcountyisd.org)>; Celeste Potter <[Celeste.Potter@ectorcountyisd.org](mailto:Celeste.Potter@ectorcountyisd.org)>  
**Cc:** Lisa Wills <[Lisa.Wills@ectorcountyisd.org](mailto:Lisa.Wills@ectorcountyisd.org)>  
**Subject:** Donation Form - Cal Ripken Foundation- STEM Labs

*Please see attached.*

*Thank you,*  
*Margie Brooker*  
CURRICULUM & INSTRUCTION  
ADMINISTRATIVE ASSISTANT TO  
*Lisa Wills* & *Andrea Moreno-Hewitt*  
SUPERINTENDENT DIRECTOR EXECUTIVE DIRECTOR  
432-456-8519  
ECISD Administration Building Room 231 | [margarita.brooker@ectorcountyisd.org](mailto:margarita.brooker@ectorcountyisd.org)



## **MEMORANDUM OF UNDERSTANDING**

This MEMORANDUM OF UNDERSTANDING ("MOU") is made as 9/27/2022 by and between CAL RIPKEN, SR. FOUNDATION, INC. (CRSF), and Ector County Independent School District (ECISD)

### **I. Overview of MOU:**

The purpose of this MOU is to outline the ECISD interested in partnering with CRSF to build and maintain a STEM center at their location. This MOU outlines the general terms under which CRSF will support ECISD with its endeavor.

### **II. MOU Terms:**

The CRSF and ECISD desire, in addition to other subsequent and mutually agreeable terms and conditions:

*Under this MOU, ECISD will:*

1. **YOUTH SERVED:** Ensure youth participating in program activities are connected with positive adult mentors.
2. **PROGRESS REPORTS:** One program progress report is due to the Cal Ripken, Sr. Foundation by December 15<sup>th</sup> each year. This report should include the number of youth and mentors that utilized the STEM Center annually. Deliver an end of year report outlining the STEM Center. This report will be completed via a Qualtrics Survey and will be sent out annually on or about November 4.
3. **USE OF EQUIPMENT:** Your organization agrees that all equipment provided by the Cal Ripken, Sr. Foundation will be used for its intended purpose. A detailed listing of equipment provided is attached.

#### **a. Educational Products:**

- i. 12 – Elenco Snap Circuit SC100R Kits
- ii. 8 – Sphero Littlebits STEAM Student Kits
- iii. 4 – KidSpark Foundational Fluencies Kits
- iv. 4 – KidSpark STEM Pathways Kits
- v. 1 JoyLabz Makey Makey Class Pack
- vi. 6 – Terrapin Bee Bots
- vii. 12 – Ozobot Evo's

- viii. 1 – Robo 3D Printer
- ix. 1 – Husky Workbench
- x. 1 – Set of Classroom Furniture
- xi. Consumable Products

4. **RETURN OF EQUIPMENT:** Your organization agrees that if the relationship with the Cal Ripken Sr. Foundation terminates and/or the equipment provided to the organization is no longer utilized for its intended purpose within 2 years of the effective date of this signed Agreement that all STEM products will be returned at the organizations expense to the Cal Ripken Sr. Foundation.
5. **CHILD PROTECTION/BACKGROUND CHECKS:** Your organization certifies that it has appropriate criminal background screening procedures in place, to the extent permitted by state, local, and federal law, to evaluate any employee, contractor, or volunteer working under this award that is expected to have direct substantial contact with minor children. Direct substantial contact is defined as contact that is regular, continuous, and personal in nature.

**Specifically, through your signature, your organization certifies that while this MOU is in place:**

(Please initial)

*LN* a)

All employees, interns, volunteers, coaches, mentors, and anyone working directly with children in a Cal Ripken, Sr. Foundation sponsored or supported program have successfully submitted and passed a national background check.

*LN* b)

All background checks are conducted annually, for as long as your organization remains an external partner of Cal Ripken, Sr. Foundation.

*LN* c)

All background checks resulting in a positive finding of sexual abuse or molestation will result in that individual being permanently banned from working or volunteering in the organization.

*LN* d)

All employees, interns, and volunteers have been provided with and have read the Cal Ripken, Sr. Foundation polices related to child protection and have viewed all of the Cal Ripken, Sr. Foundation Child Protection Training Videos (as made available by Cal Ripken, Sr. Foundation).

*LN* e)

It has a thorough understanding of state/local laws governing the organization, specifically those related to child abuse, and has appointed a Compliance Officer to properly respond to any incident or allegation of child abuse, which shall be reported immediately upon discovery to local child welfare agency and/or law enforcement.

*[Handwritten initials]*

It will immediately report any incident or allegation of child abuse to the National Center for Missing and Exploited Children's Cyber TipLine ([www.missingkids.org](http://www.missingkids.org) or 1-800-THE-LOST) and will post guidelines for reporting of incidents in a public location at its facilities.

*[Handwritten initials]* (g)

Your organization agrees to ensure program staff register and view Cal Ripken, Sr. Foundation training material as provided on CRSFPortal.org.

*[Handwritten initials]* (h)

Your organization agrees to ensure organizational leadership (Executive Director, VP, etc.) register and view materials related to Child Protection Policy, as available on CRSFPortal.org

- 6. **PUBLICITY AND USE OF LOGO:** Your organization agrees to actively work with local media, community partners, and Cal Ripken Sr. Foundation staff to promote program activities and events, following guidelines and press releases as directed by the Cal Ripken, Sr. Foundation. Use of the Cal Ripken, Sr. Foundation or Ripken name (including name, likeness and logo) is prohibited without prior written consent of the Cal Ripken, Sr. Foundation.

If the foregoing meets with your approval, please sign this MOU as provided below, and the duplicate original enclosed herewith, and return the duplicate to our attention whereupon this shall constitute the understanding between the parties in accordance with the terms and provisions set forth above.

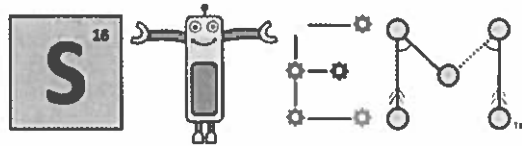
Witness the following authorized signatures:

**CAL RIPKEN, SR. FOUNDATION, INC.**

By: *[Handwritten Signature]* 10.24.22  
Date

**Ector County Independent School District**

By: *[Handwritten Signature]* 10/19/22  
Date



# STEM FAQs



## What is a Ripken Foundation STEM Center?

The Ripken Foundation STEM Center is a comprehensive, turnkey program designed to give kids access to STEM learning at youth-serving organizations and schools. All Ripken Foundation STEM Centers are equipped with state-of-the-art STEM products, technology, furniture, age-appropriate/grade level curriculum, and additional resources to facilitate STEM programming.

## How much space is required?

The Ripken Foundation STEM Centers are extremely mobile and require no set space. Many existing STEM Centers use a classroom or some other underutilized space within their building. Other centers store STEM materials in a moveable storage unit to make it easy to transport between different locations.

## What are the requirements for a Ripken Foundation STEM Center?

A Ripken Foundation STEM Center must be located at a youth-serving and/or community-based organization or school serving underserved youth. In addition, we have a few recommendations to ensure success with implementation of the Ripken Foundation STEM program:

- Have a dedicated lead teacher/mentor identified to coordinate the program, curriculum, and additional teachers/mentors.
- Have a dedicated space to store equipment. It is suggested to have a storage solution that includes a locked, controlled space to store computers and other valuable equipment.
- Ripken Foundation STEM Centers are provided with educational products, technology, and furniture. New spaces are not constructed.

## What is the expected lifespan of a Ripken Foundation STEM Center?

The lifespan of the products in a STEM Center is approximately five years. The products included in a Ripken Foundation STEM Center are reusable but work best with some consumable products that the STEM Center organization will need to replenish over time.

# STEM FAQs



## How long does it take to install, train, and launch a Ripken Foundation STEM Center?

The time it takes to install products, train mentors, and launch a Ripken Foundation STEM Center takes 130 to 150 days depending on the availability of products as well as staff time and teacher/mentor trainings.

## What could be included in a STEM Center?

All Ripken Foundation STEM Centers are equipped with supplies and age-appropriate/grade level curriculum that has easy-to-follow introductory STEM lessons that can serve 24 to 28 youth at a time. The items provided allow youth to work in small groups and are listed below and based on grade levels.

PreK - 1st Grade	Elementary School	Middle School
<ul style="list-style-type: none"><li>• Chromebooks</li><li>• 3D Printer</li><li>• Snap Circuits 100R</li><li>• Ozobot Evo</li><li>• Foundational Fluencies Lab</li><li>• Bee Bots</li><li>• Lego® Coding Express</li><li>• Lego® We Do 2.0</li><li>• 7 Tables</li><li>• 28 Chairs</li><li>• Storage Workbench</li><li>• Ripken Foundation Elementary School STEM Curriculum</li><li>• Accessories and supplemental supplies</li></ul>	<ul style="list-style-type: none"><li>• Chromebooks</li><li>• 3D Printer</li><li>• Snap Circuits 100R</li><li>• Ozobot Evo</li><li>• Foundation Fluencies Lab</li><li>• STEM Pathways Lab</li><li>• Makey Makey</li><li>• littleBits STEAM Student Kit</li><li>• Squishy Circuits</li><li>• Bee Bots</li><li>• 7 Tables</li><li>• 28 Chairs</li><li>• Storage Workbench</li><li>• Ripken Foundation Elementary School STEM Curriculum</li><li>• Accessories and supplemental supplies</li></ul>	<ul style="list-style-type: none"><li>• Chromebooks</li><li>• 3D Printer</li><li>• Snap Circuits 750R</li><li>• STEM Pathways Lab</li><li>• Makey Makey</li><li>• littleBits Pro Library</li><li>• 7 Tables</li><li>• 28 Chairs</li><li>• Storage Workbench</li><li>• Ripken Foundation Middle School STEM Curriculum</li><li>• Accessories and supplemental supplies</li></ul>

*\*Products listed above can be included in a Ripken Foundation STEM Center but are not guaranteed.*

## Can you modify program elements to fit the environment or age group?

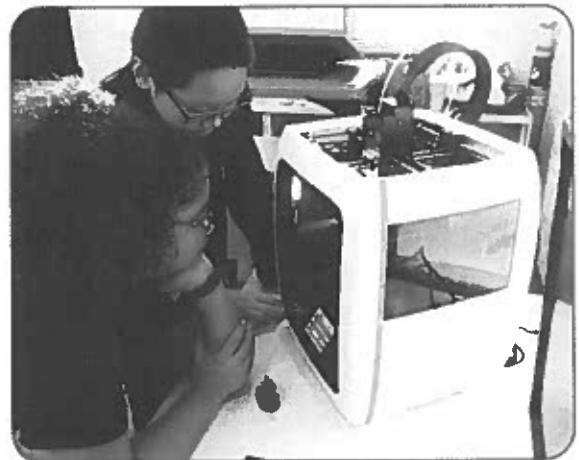
We offer Ripken Foundation STEM Centers in the three packages as outlined above. Depending on the organization, changes to products may be made on a case-by-case basis.

## Does the curriculum align with any standards?

The curriculum and lessons align with Next Generation Science Standards (NGSS) and tie into the New Mexico Assessment of Science Readiness (NMASR) and the Texas Essential Knowledge Skills (TEKS) standards for teachers and mentors. Many school districts have charts to show how their local standards align with the NGSS.

## Who oversees the Ripken Foundation STEM program?

Within the organization, a lead teacher/mentor should oversee the program. The teacher/mentor does not have to be a STEM professional. Dedicated youth professionals, including: classroom teachers, aides, librarians, parent liaisons, or other volunteers with varying educational backgrounds can be trained to be a STEM mentor.





## **Does the Ripken Foundation provide program support, and what does that include?**

The Cal Ripken, Sr. Foundation (CRSF) provides ongoing training and support to all STEM Centers to ensure success with the program. Before opening, CRSF and the organization establish a relationship to ensure consistent communication. Then, CRSF hosts a training to properly introduce the products and train teachers/mentors to be successful implementing the program. After the Ripken Foundation STEM Center is open, CRSF checks in periodically to get updates and provide information on additional opportunities.

## **What is the Ripken Foundation National STEM Challenge?**

Every Ripken Foundation STEM Center automatically qualifies to participate in the annual Ripken Foundation STEM Challenge and can choose five to 10 youth to compete. The challenge topic will change annually and will continue to present real-world scenarios that can be solved using STEM concepts. By competing in this event, youth gain valuable life skills they can use outside of STEM activities such as critical thinking, problem solving, teamwork, and communication.

## **What does a Ripken Foundation STEM Center cost? Are there other costs involved?**

The cost of a Pre-K and Ripken Foundation Elementary School STEM Center is \$33,500. The Ripken Foundation Middle School STEM Center is \$38,500. This includes all equipment, training, and ongoing support. Additional costs each year can include replacing batteries, dough, 3D filament, Foundational Fluencies' blocks, markers, and other small classroom items. In total, a Ripken Foundation STEM Center should not have to replace more than \$300 in products each year.

## **Is this considered a charitable contribution?**

Yes! 100% of the cost of a STEM Center is considered a charitable contribution.

