



**MEMORANDUM OF UNDERSTANDING (MOU) IN RESEARCH**  
**BETWEEN**  
**UNIVERSITY OF ALASKA FAIRBANKS**  
**SCHOOL OF EDUCATION**  
**ALASKA STATEWIDE MENTOR PROJECT / OFFICE OF K-12 OUTREACH**  
**AND**  
**Annette Island School District**  
**ON**  
**VALIDATED INDUCTION NETWORK EXPANSION GRANT (VINE)**

The University of Alaska Fairbanks (hereinafter referred to as UAF) and **Annette Island School District** conduct activities and programs of basic and applied research, training, technology, and information transfer, education, and economic development. UAF and **Annette Island School District** have capabilities and conductive programs and activities of interest and potential benefit to the other.

UAF and **Annette Island School District** will cooperate in efforts mutually agreed upon cooperative and collaborative projects, activities, and/or programs, that enhance the programs of each. Explicit details of any and all collaborative/cooperative activities to be conducted, including cooperation with third parties and allocation of support and resources, shall be set forth and agreed upon in writing as a contract between parties.

A. Counterpart's Name, City, State, and County

**Taw Lindsey**  
**Metlakatla, Alaska**

B. Description of MOU:

This MOU serves as an agreement that [School District] consents to participate in research associated with the VINE grant and that it will support research-related activities including mentoring and data collection over the lifetime of the grant.

C. Point of contact for UAF:

J. Dave Foshee  
Alaska Statewide Mentor Project

Office of K-12 Outreach, School of Education  
jfoshee@alaska.edu  
907-450-8438

D. Point of contact for counterpart

**Taw Lindsey**  
**Superintendent**  
**Annette Island School District**  
**tlindsey@aisdk12.org**  
**888-6332**

E. Physical or Geographic Location of Work

**Annette Island School District**

F. Period of agreement:

Start date: (August 1, 2025)  
End date: (December 31, 2028)

This MOU may be renewed for additional periods of five years if both institutions agree in writing. The parties also agree that either party for any reason may terminate this agreement at any time by giving the other party at least six (6) months advance written notice of the party's intent to terminate.

G. Purpose:

This document will serve as the Memorandum of Understanding (MOU) between the Alaska Statewide Mentor Project and participating LEA, **Annette Island School District**, over the lifetime of the Validated Induction Network Expansion Grant (ASMP-VINE; beginning Academic Year 2025 through December 2028). The purpose of this MOU is to clearly identify the responsibilities of each partner.

H. Background:

For twenty years the Alaska Statewide Mentor Project (ASMP) has mentored new teachers, mostly in rural areas. The two goals of the project have been to: (1) increase teacher retention and (2) increase student achievement, with the ultimate expectation that early career teacher effectiveness can be accelerated through mentoring. Research conducted over the past ten years indicated mentoring through ASMP is successful in improving the student achievement results in mentored teachers' classrooms to a level just slightly below that of students in classrooms with teachers who have roughly nine years of experience. Our research also shows that there are lower rates of turnover among ASMP-mentored teachers than in non-mentored teachers.

# I. Objective goals:

The Alaska Statewide Mentor Project **Validated Induction Network Expansion** (ASMP-VINE) is an expanded research effort to serve experienced, new-to-Alaska teachers in addition to early career teachers and conduct a rigorous experimental design to measure project impact at a high level of statistical certainty. This research conducted to measure ASMP impact will take place in schools across Alaska, in both rural and urban districts. Simply put, we are expanding the existing ASMP mentoring model to serve experienced, new-to-Alaska teachers and researching the same goals of increased retention, improved quality of instruction, and increased student outcomes.

The ASMP Mentoring model involves a minimum of weekly contact, six in-depth interactions (either on-site or via distance technology such as Zoom), classroom observation. Mentors will collect, record, and share data with their teachers with the purpose of improving their pedagogy and confidence. The Mentor/Mentee relationship is confidential and non-evaluative.

Teachers may be chosen for video evaluation, for which a Regional Coordinator will schedule a visit to video record the teacher teaching a lesson. These videos will be anonymized before they are analyzed by a third party. No videos will be shared, presented, distributed outside of this system without the knowledge and express written consent of all subjects and legal guardians of minors appearing in the video.

All qualifying teachers (experienced teachers new to Alaska, early career teachers in their first or second year of certified teaching, including emergency certs) in these schools will be mentored. The research design requires random assignment to control (BAU) and treatment groups. ASMP VINE will randomly assign treatment schools where teachers will be provided two consecutive years of mentoring by a full-release and trained mentor using the ASMP model. All data will be reported in such a way that no one district, school, teacher, student, or any individual can be identified. Participation will be conducted in accordance with rules regulating the rights of Human Research Subjects.

If research indicates success of the ASMP model it will greatly increase the plausibility of expansion of support to a greater number of teachers in Alaska.

## J. Responsibilities/Implementation:

### I) **Responsibilities of the Participating Local Education Agency (LEA)**

A) The participating LEA agrees to participate in randomized research. This includes:

- 1) Provide accurate information of qualifying teachers for whom mentoring is requested
- 2) Provide data to the project evaluator for randomized assignments of teachers to either a treatment or control group
- 3) Assist the research team with access to data and the collection of data.

Examples of this might be:

- Correspondence and communication with administrators, principals teachers, and parents on research-related activities such as distribution of the informational Q&A, consent forms, and reminders
  - Assistance with the collection of teacher data including: years of experience and school assignment of teachers participating in the treatment and control groups
  - Assistance with access to treatment and control teachers; classrooms for data collection conducted through observation and/or videotaping for analysis
  - Assistance with collection of AK student ID numbers of students in treatment and control teachers' classes
- 4) Ensure, to the extent possible, that selected teachers be permitted to
- Participate in the intervention (mentoring) with rigor and fidelity to the model
  - Participate in research activities such as focus groups, online surveys, assisting with coordination of observation data collection, parental permission slips, and consent forms from participating teachers in the treatment group
  - Participate in the project for the full two-year period of mentoring
- 5) Allow mentors, to the extent possible to
- Make weekly contact
  - Conduct on-site visits, provide resources as needed to the mentee
  - Conduct model lessons as needed for the mentee
  - Use Formative Assessment System tools for data collection
  - Conduct remote observation and videotaping of teacher practice
- 6) Ensure mentors and teachers have access, to a reasonable extent
- to resources necessary to comply with research activities and implementation of the treatment such as meeting time, internet connection, email, software, hardware, and other tools deemed necessary (such as access to a work space and standard office equipment)
  - If rural, overnight accommodation and local transportation (e.g. from airport to school) for mentors when on-site

## **II) Responsibilities of the Applicant, Office of K-12 Outreach**

- A) Provide adequate funding for full implementation of the Alaska Statewide Mentor Project Validated Induction Network Expansion including:
- 1) Personnel to support ASMP mentors
  - 2) Travel for ASMP mentors to meet with teachers and attend training sessions
  - 3) Needed supplies and materials to support ASMP mentors and teachers
  - 4) Communication and ample opportunities for feedback on all ASMP activities including:
    - Applicable research design components and tools
    - Planning meeting agendas
    - Consent forms
    - Correspondence with mentors, mentees, site administration, and LEA designated representatives
  - 5) Contract oversight with specified partners and vendors
  - 6) Access to all ASMP resources such as the ASMP Professional Development Library or New Teacher Center Formative Assessment Tools and Contractor Mentor Resource Guide
  - 7) Compliance with federal, state, and local rules and regulations regarding procurement, data collection, and data storage
  - 8) Informing subjects regarding their rights as Research Subjects, answer questions they might have, and providing access to the Office of Research Integrity at UAF
  - 9) Full responsibility for securing the required ten percent match

### **K. Understanding of the Parties:**

- This agreement covers consent to participate in research the lifetime of the grant
- This project will prioritize serving experienced, New to Alaska teachers
- Some teachers will be selected as part of the control group and will NOT receive mentoring, but the project will collect data on their teaching practice

### **L. Personnel:**

Each Party is responsible for all costs of its personnel, including pay and benefits, support, and travel. Each Party is responsible for the supervision and management of its personnel.

### **M. Financial Responsibility/Funds and Labor:**

This MOU neither documents nor provides for the exchange of funds or labor between the Parties, nor does it make any commitment of funds or resources. No provisions in this MOU will be interpreted to require obligation or payment of funds.

Neither party assumes any financial responsibility through signature on the MOU and any commitment of resources by either university for collaborative activities will require review and approval by both parties in a separate written agreement.

N. Modification and Disputes of MOU in Research:

This MOU may only be modified by the written agreement of the Parties, duly signed by their authorized representatives. This MOU will be reviewed no less often than at the mid-point of its terms and around the anniversary of its effective date in its entirety.

Any disputes relating to this MOU will subject to any applicable law, Executive order, or DoD insurances, be resolved by consultation between the Parties.

There may be no changes to the scope of this MOU without written consent of both parties

O. Transferability and Termination of Understanding:

This MOU is not transferable except with the written consent of the Parties.

This MOU may be terminated in writing at will by either Party.

P. Administration:

The University of Alaska is an affirmative action/equal opportunity employer and educational institution and prohibits illegal discrimination against any individual. The University of Alaska and the Affiliate subscribe to the policy of equal opportunity and will not discriminate on the basis of race, religion, color, national origin, citizenship, age, sex, physical or mental disability, status as a protected veteran, marital status, changes in marital status, pregnancy, childbirth or related medical conditions, parenthood, sexual orientation, gender identity, political affiliation or belief, genetic information, or other legally protected status. The University of Alaska's commitment to nondiscrimination, including against sex discrimination, applies to students, employees, and applicants for admission and employment. Both institutions shall abide by these principles in the administration of this agreement and neither institution shall impose criteria which would violate the principles of non-discrimination. Both parties agree to comply with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, and related regulations, and further shall comply with all applicable federal and state laws, rules, regulations, and Executive Orders. The University is required to follow Board of Regents' Policy and University Regulation regarding harassment and discrimination reporting and investigation, regardless of where the alleged conduct occurs; Affiliate agrees to cooperate with any related processes, including interim measures and investigation. Contact information, applicable laws, and complaint procedures are included on the University of Alaska's statement of nondiscrimination available at <https://www.alaska.edu/nondiscrimination>.

To the extent that this MOU authorizes or requires either party to have access to or facilitates the use, disclosure or redisclosure of any personally identifiable student education records ("Education Records"), as such term is defined under the Family Educational Rights and Privacy Act and regulations promulgated under the Act ("FERPA"), the parties acknowledge and agree that they will both be deemed subject to FERPA, including any limitations on the scope of their use, disclosure, and redisclosure of

such Education Records. Pursuant to such obligations under FERPA, the Parties agree to hold Education Records in strict confidence and to not use or disclose information from Education Records except as permitted by law and in accordance with the requirements, if any, of this Agreement. The Parties and their officers, employees, and agents shall use Education Records only for the purposes for which the disclosure was made and solely to the extent necessary to meet the terms and expectations of this MOU. Any other use, disclosure, or redisclosure is strictly prohibited. Likewise, the Parties shall not disclose any Education Records to any other third-party without the prior consent required by FERPA or as otherwise permitted by applicable law. The FERPA obligations of the Parties shall extend to any contractor or subcontractor of the Parties to whom disclosure or use is authorized under law and this MOU. In addition to the FERPA requirements above, the Parties agree to comply with any and all applicable state and federal privacy laws, including, but not limited to, the Alaska Personal Information Protection Act, in the handling of any personal or private information made accessible to a party under the terms of this MOU.

The University of Alaska Fairbanks and **Annette Island School District** shall abide by these principles in the administration of this MOU and neither institution shall impose criteria which would violate the principles of non-discrimination.

Both parties agree that this MOU does not create legally enforceable obligations for either party nor does it establish a standard of care attributable to the activities outlined in this MOU. The sole recourse for any breach of or disagreement pursuant to this MOU shall be termination.

Signatures:

Submitted by:

Signed by:

*Dave Foshee*

February 18, 2025

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Dave Foshee

Date

Grant Manager

University of Alaska Fairbanks

DocuSigned by:

*M. Taw Lindsey*

February 19, 2025

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Taw Lindsey

Date

Superintendent

Annette Island School District

Reviewed by:

DocuSigned by:

*Richard Hum*

February 20, 2025

A2A407D97G4A4B2...

Richard Hum

Date

Director, Office of K-12 Outreach

Principal Investigator

University of Alaska Fairbanks

*Darryl Booth* 3/25/2025  
*School Board*

Approved by:

Dr. Laura Conner

Date

Interim Vice Chancellor for Research

University of Alaska Fairbanks

Anupma Prakash

Date

Provost and Executive Vice Chancellor

University of Alaska Fairbanks