

## **MEMORANDUM OF AGREEMENT**

**Between**

**SEALASKA HERITAGE INSTITUTE and**

**ANNETTE ISLAND SCHOOL DISTRICT**

This MEMORANDUM OF AGREEMENT (MOA) is designed to further the communication, collaboration, and partnership between SEALASKA HERITAGE INSTITUTE and the ANNETTE ISLAND SCHOOL DISTRICT in relation to Pathways and Partnerships to Support Culturally Relevant Career and Technical Education for Southeast Alaska Students grant.

### **PURPOSE**

Sealaska Heritage Institute was awarded the Pathways and Partnerships to Support Culturally Relevant Career and Technical Education for Southeast Alaska Students grant. Annette Island School District signed an MOU in support of the project proposal, and the purpose of this agreement is to participate as a Pilot Partner. As a Pilot Partner, ANNETTE ISLAND SCHOOL DISTRICT agrees to fully participate as a member of the Southeast Alaska Region Career and Technical Education Consortium and help shape future efforts to meet the overarching goal of the grant: Southeast Alaskan students will participate in a career and technical education program that is locally and culturally relevant and inclusive of career and postsecondary guidance, resulting in an actionable postsecondary plan upon high school graduation and increased resilience and cultural confidence. The Parties hereby agree to collaborate in good faith and expressly commit to the development, maintenance, and strengthening of the consortium as a reliable and integral partner in fulfilling the objectives and obligations set forth in this Agreement.

### **PARTNERS**

**Sealaska Heritage Institute** (SHI) was created by Sealaska Corporation Inc. (Sealaska) in 1980 as a nonprofit 501(c)(3). Sealaska recognizes SHI as its tribal organization established for the purposes of applying on its behalf for grants and contracts – and to administer programs and funding – to enhance the culture, education, heritage, and well-being of its tribal members. SHI is governed entirely by Alaska Natives and operates with a mission to “*Perpetuate and enhance the Tlingit, Haida, and Tsimshian cultures.*” SHI is located in Alaska’s capital city of Juneau and it serves the region of Southeast Alaska. SHI has 39 years of experience partnering with Alaska Native parents and youth, tribal Elders, educators, leaders, local communities, and school districts to develop and collaboratively manage educational programming that meet the State of

Alaska Content and the Performance Standards for Alaska Students and Alaska Standards for Culturally Responsible Schools.

**ANNETTE ISLAND SCHOOL DISTRICT** operates with a mission: “Sagayt k’üülm goot (All of One Heart). Pulling together to foster compassionate, resilient, culturally empowered and mindful citizens while promoting high academic expectations to ensure success within a changing world.”

## **GOALS**

### **Project Goal:**

Alaska Native students will participate in a career and technical education program that is locally and culturally relevant and inclusive of career and postsecondary guidance, resulting in an actionable postsecondary plan upon high school graduation and increased resilience and cultural confidence.

### **Objectives:**

1. The Southeast Alaska Region CTE Consortium will develop diverse and culturally relevant learning opportunities for students and professional development for educators defined by career pathways and clusters in both virtual, hybrid, and in-person intensive instructional formats to support equitable access.
2. Students in Southeast Alaska will develop a post-secondary pathway plan prior to high school graduation.
3. Students in Southeast Alaska will develop competence with cultural identity tools to gain resilience and confidence.

## **TERM**

The term of this agreement is from February 17, 2026 – July 1<sup>st</sup>, 2028.

## **SCOPE/OBJECTIVES**

**Sealaska Heritage Institute** agrees to:

1. Coordinate a CTE Consortium Advisory Committee to develop the operational plan for the consortium.
2. Work in partnership to create a process for identifying, creating, and growing career pathway courses.
3. Engage Cultural Specialists/Elders as traditional knowledge experts.
4. Establish a model of services to students and partner school districts/educators, including processes for identifying student participants that are equitable and sustainable.
5. Establish and publish a calendar of course offerings (intensives) for students that lead to industry relevant certifications and occupational endorsements.

6. Work with School based CTE coordinators on advertising, student enrollment, student travel forms, etc.
7. Create a Community of Practice for educators focused on culturally sustaining CTE pedagogy.
8. Create and adopt sustainable mentorship and internship opportunities for students.
9. Work with personnel in the school districts to implement career guides and work readiness courses including options such as *Haa Latseeni* (Our Strength Work Readiness Course) and/or RootEd.
10. Implement and support travel to a yearly 3-day Career Focused Education Conference.
11. Provide wellness & mental health training to partner school districts.
12. Implement project evaluation components relating to this grant.
13. Assist with obtaining students' enrollment verification, post-secondary transcripts, and course completion forms to school-based CTE coordinators in a timely manner for districts to issue credits.

**ANNETTE ISLAND SCHOOL DISTRICT** agrees to:

1. Select a staff member(s) to serve on a CTE advisory committee.
2. Work in collaboration with other districts to coordinate school calendars allowing students to participate in CTE intensives.
3. Collaborate with SHI and CTE Consortium members to identify suitable hub communities to execute intensive weeks, focused on workforce and community strengths.
4. ANNETTE ISLAND SCHOOL DISTRICT staff will work to ensure student completion forms are filed in a timely manner so students can be issued credits.
5. Identify a staff member as ANNETTE ISLAND SCHOOL DISTRICT School-Based CTE coordinator to be the liaison between SHI and the school. Responsibilities will include school-level -advertising, recruitment, enrollment, coordinating participation in the Career Focused Education Conference, SHI site visits, and travel form collection.
6. Provide input on and participate in CTE programming through SHI.
7. Allow eligible students to participate in the Annual Career Focused Education Conference, CTE Intensives and/or distance courses.
8. Allow SHI to advertise the opportunity for high school students to participate in CTE Intensives and the Career Focused Education Conference.
9. Chaperone students to the Career Focused Education Conference and assist with chaperoning plans and support for intensive weeks.
10. Encourage staff, including coaches and teachers, to receive coach training from Traditional Games staff, including supporting students' social-emotional wellbeing.
11. Coordinate with grant partners to schedule yearly mental health first aid and wellness training.
12. Participate and support data collection for grant evaluation.

Year I of the grant will pilot short term intensive coursework and a career guidance framework Pilot partner input will help shape the next two years of programming to align with community workforce needs, schedules, student interests, and regional training opportunities.

### **Activities and Participation**

**Objective 1**

Development of a collaborative, regional approach to increasing career and technical education learning opportunities for high school students.

**Objective 2**

Coordination of Career Guides in school districts  
Finalizing digital program for career exploration & Intro Staff Training to programming

**Objective 3**

NYO Coach Training  
NYO Team Community Event  
Mental Health First Aid for Districts and Communities

**TERMINATION**

SHI, in its sole discretion, may terminate this Agreement or any work related to this Agreement, in whole or in part, at any time without cause, and without liability except for required payment for services rendered, and reimbursement for authorized expenses incurred, prior to the termination date, by providing written notice to ANNETTE ISLAND SCHOOL DISTRICT .

If the federal funding used to pay for services under this Agreement is terminated or reduced so that payments cannot be made in full, this Agreement shall automatically and immediately terminate, unless both parties agree to a modification of the terms of this Agreement.

**DISPUTES**

In the event of any dispute arising under this Agreement, as a condition precedent of any action being initiated by ANNETTE ISLAND SCHOOL DISTRICT , ANNETTE ISLAND SCHOOL DISTRICT shall submit to SHI, within five days after the date of the event giving rise to the dispute, a written statement of ANNETTE ISLAND SCHOOL DISTRICT 's claim including a full description of the basis for said claim, its amount, and the contract provision(s) relied upon.

**CODE OF CONDUCT**

SHI will not tolerate harassment or discrimination. Harassment or discrimination includes offensive verbal or written comments, negative and unwelcomed behavior, related to actual or perceived gender, gender identity, race, ethnicity, body size, sexual orientation, ability, socioeconomic status, age, religion, or group identity. Harassment or discrimination also includes display of sexual images in public spaces, deliberate intimidation, stalking, following, harassing photography or recording, sustained disruption of presentations or other events, and unwelcome physical contact or sexual attention. Sexual language and imagery are not appropriate for any participant venue, including events, talks, workshops, social events, committee activities, email, and social media. In addition, SHI will not tolerate emotionally

abusive behavior by employees of ANNETTE ISLAND SCHOOL DISTRICT , such as the deliberate hazing or public shaming of individuals in ways that violate the cultural protocols of being respectful of other people.

Any breach of the above-mentioned protocols may result in warnings, including immediate termination of the Agreement.

### **CHANGES**

Any changes, additions, or deletions to the scope of the services of this contract shall be made in writing. At the request of SHI, ANNETTE ISLAND SCHOOL DISTRICT shall prepare a written amendment together with such supporting data as necessary to reflect the manner in which any change is requested.

### **NOTICES**

All notices required or permitted under this Agreement shall be delivered as stated hereunder. Notice shall be deemed complete upon mailing.

### **ASSURANCES AND CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS:**

ANNETTE ISLAND SCHOOL DISTRICT certifies that:

a) In the event that the funding for this contract is Federal Funds, ANNETTE ISLAND SCHOOL DISTRICT will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies.

ANNETTE ISLAND SCHOOL DISTRICT certifies to the best of their knowledge and belief, that it and its principals:

- a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- b) Have not within a three-year period preceding this proposal been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- c) Are not presently indicted or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and;
- d) Have not within a three-year period preceding this Agreement had one or more public transactions (Federal, State, or local) terminated for cause or default. Where HBSD is unable to certify any of the statements in this certification such they shall attach an explanation.

## **INTEGRATION**

This Agreement represents the entire integrated agreement between SHI and ANNETTE ISLAND SCHOOL DISTRICT and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both SHI and ANNETTE ISLAND SCHOOL DISTRICT .

## **INDEMNIFICATION**

The parties intend that the relation between them created by this Agreement is that of SHI and ANNETTE ISLAND SCHOOL DISTRICT . ANNETTE ISLAND SCHOOL DISTRICT will be solely and entirely responsible for its acts and those of its agents, employees, contractors, and sub-contractors, and none of said persons shall be considered employees of SHI for any purpose. ANNETTE ISLAND SCHOOL DISTRICT will be responsible for all taxes and other withholdings from any employee's pay, and for maintaining all appropriate business licenses, worker's compensation insurance, and other insurance, and agrees to indemnify and defend SHI for any liability SHI may face as a result of this relationship.

## **RIGHTS AND PERMISSIONS**

ANNETTE ISLAND SCHOOL DISTRICT agrees that any photographs, material, and other work used in connection with this Agreement will be the property of SHI. All work prepared by ANNETTE ISLAND SCHOOL DISTRICT under this Agreement will be "works made for hire" for SHI and so SHI will be deemed the sole author/owner thereof, automatically upon their creation, as contemplated by Sections 101 and 201 of the United States Copyright Act of 1976 as amended. In the event that any such work is not a work made for hire, ANNETTE ISLAND SCHOOL DISTRICT hereby irrevocably transfers and assigns to SHI in perpetuity and in all manner, media and channels of distribution now known or hereafter devised, developed or created, including but not limited to electronic media and the internet, any and all rights, title and interests, including but not limited to the copyright and other proprietary rights, effective automatically as of the creation thereof. ANNETTE ISLAND SCHOOL DISTRICT hereby waives any right of "droit morale" or similar right that he or she might have. To the extent that any right, title, or interest in any of the photographs, material, or other work used in connection with this Agreement is found to reside in ANNETTE ISLAND SCHOOL DISTRICT , ANNETTE ISLAND SCHOOL DISTRICT licenses SHI to use such photographs, materials, and other work in any way and in perpetuity, without restriction.

## **BACKGROUND CHECK**

SHI may, as allowed by law, obtain additional background reports pertaining to ANNETTE ISLAND SCHOOL DISTRICT , without asking for authorization, throughout the contract period from Hire Right and/or other consumer reporting agencies.

In the case that ANNETTE ISLAND SCHOOL DISTRICT is a Company/ Organization, ANNETTE ISLAND SCHOOL DISTRICT shall perform background checks of all Personnel involved with executing activities under this agreement.

**NONASSIGNABLE**

This work required under this Contract will be performed by ANNETTE ISLAND SCHOOL DISTRICT . The university shall not assign this contract, unless prior written consent from SHI is given.

**ACCEPTANCE**

This MEMORANDUM OF AGREEMENT hereby supports efforts between SEALASKA HERITAGE INSTITUTE and ANNETTE ISLAND SCHOOL DISTRICT to implement the Pathways and Partnerships to Support Culturally Relevant Career and Technical Education for Southeast Alaska Students.

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Rosita Worl, PhD, President  
Sealaska Heritage Institute

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Taw Lindsey, Superintendent  
Annette Island School District

Date \_\_\_\_\_

Date \_\_\_\_\_