



**Techbridge Girls and School Partner Letter of Agreement  
American Indian Model Schools  
2018-2019**

Working in partnership with schools, Techbridge Girls excites, educates and equips girls from Title I schools by delivering high quality STEM programming that empowers a girl to achieve economic mobility and better life chances. We offer engaging after-school programs for girls in science, technology and engineering that encourage hands-on learning, career exploration through role models and field trips to worksites, and confidence-building. Trainings and resources are offered by Techbridge Girls to teachers, families and role models to help build a strong network of support for inspiring girls in science, technology and engineering careers.

**Goals for our partnership include:**

- Increased access to high quality, evidence-informed, STEM activities and holistic support;
- Improve confidence and skills so girls realize their dreams and pursue whatever educational/career paths they choose;
- Prepare girls to declare a clear intention to pursue rigorous STEM courses in high school;
- Inform girls on ways to pursue & achieve success and economic stability through STEM; and
- Build capacity of teacher instruction on how to deliver high quality STEM enrichment programming.

Techbridge Girls (TBG) and American Indian Model Schools (AIMS) are jointly committed to ensuring the success of the Techbridge Girls program, in the elementary, middle and high school campuses and in achieving the stated goals for each program model.

**For the Inspire Elementary School program, over the course of the 12 weeks, TECHBRIDGE GIRLS will:**

- Provide Techbridge Girls curricula developed and tested with girls
- Provide materials and supplies for science, technology and engineering activities
- Offer professional development for participating teachers through an initial training, two coaching sessions, and two virtual meetings to provide additional support and build community with other Inspire instructors
- Provide training and support for role models to visit the program throughout the 12 weeks.
- Share resources for families through:
  - Take-home guides and newsletters
  - Information about additional STEM programs and local opportunities for families to participate outside of school
- Share evaluation data and analysis – including pre/post surveys and focus groups with students, parents, and teachers
- Support school with resources and strategies for recruitment and retention of girls
- Ensure high fidelity of program through site visits by Inspire Program Manager
- Communicate regularly through the duration of the program, with principals

**For the Inspire Elementary School program, over the course of the 12 weeks, the SCHOOL PARTNER will:**

- Actively engage school and community to support the Techbridge Girls program by:
  - Recruiting and retaining at least 20 girls through marketing of program school-wide to teachers and families; students must commit to 12 weeks and attend for a 90 minute program on a weekly basis
  - Promoting program as needed with community partners, funders or media
  - Communicating with Techbridge Girls staff in a timely manner
  - Provide teacher with financial compensation.



- Pay \$5,000 directly to Techbridge Girls to support programmatic costs including, but not limited to, costs related to program materials, training and coaching services. *Please note, the total cost to run an Inspire program is \$20,000 per site.*
- Provide classroom space for hosting the after-school program
- Recruit a strong teacher with STEM experience to:
  - teach program weekly for 12 weeks
  - attend new teacher training and promptly schedule coaching visits with Techbridge Girls Program Manager
  - attend two virtual meetings
  - promptly return materials to Techbridge Girls at the end of the 12 week program
- Support evaluation of Techbridge Girls students, families, and teachers
- Provide student data regarding academic performance of Techbridge Girls such as grades, test scores and attendance, for the purposes of documenting student progress
- Participate in evaluation conversations and provide feedback to Techbridge Girls for program improvements
- Maintain a minimum of 10 girls in the program

**For the ChangeMakers Middle School program, over the course of the year, TECHBRIDGE GIRLS will:**

- Provide research-based, weekly after-school program with proven results that promotes girls' engagement in science, technology, and engineering.
- Facilitate the program with a qualified and trained program staff:
  - A Techbridge Girls Program Manager to coordinate and co-teach the program.
  - Oversight and support from Techbridge Girls Executive Director, including at least two program observations and debriefs during the year.
- Offer professional development for participating teacher through 2 teacher meetings a year and an initial training for new teachers.
- Provide Techbridge Girls curricula developed and tested with girls.
- Provide materials and supplies for science, technology and engineering activities, including access to a class set of laptops for use during the after-school programs.
- Provide training and support for role models to visit the program throughout the year.
- Coordinate up to two field trips to STEM companies and/or universities.
- Coordinate events and share resources for families including:
  - Family engagement opportunities
  - Resources and newsletters sent home
  - Information about additional STEM programs and local opportunities for families to participate outside of school
- Share evaluation data and analysis – including pre/post surveys and focus groups with students, parents, and teacher.
- Support school with resources and strategies for recruitment and retention of girls.
- Ensure high fidelity of program through site visits by California Executive Director.
- Communicate regularly through the school year with principals including conversations at beginning of year, mid-year, and end of year, as well as regular programmatic updates.
- Maintain a minimum of 10 girls in the program

**For the ChangeMakers Middle School program, over the course of the year, SCHOOL PARTNER will:**

- Actively engage school and community to support Techbridge Girls program by:
  - Recruiting and retaining girls (25 max) through marketing of program school-wide to teachers and families; students must commit yearlong and attend on a weekly basis
  - Encouraging family participation at Techbridge Girls events
  - Ensuring school leadership presence at Techbridge Girls showcase events.

- Promoting program as needed with community partners, funders or media.
- Communicating with Techbridge Girls staff in a timely manner.
- Identify one classroom teacher to help plan and co-teach the program (teacher is vetted by Techbridge Girls staff through observation and interview); provide teacher with financial compensation.
- Pay \$5,000 directly to Techbridge Girls to support programmatic costs including, but not limited to, costs related to program materials, Techbridge Girls Program Manager salary and transportation, and field trips. *Please note, the total cost to run a ChangeMaker program is \$70,000 per site.*
- Provide classroom space for hosting the after-school program.
- Recruit a strong teacher with informal STEM experience to:
  - co-teach program weekly throughout year (2 hours of program time/week plus 30 minutes of debrief with Techbridge Girls Program Manager, and 1 hour for planning/preparation each week)
  - attend new teacher training (if needed) and two teacher trainings during the school year
- Provide a substitute for teacher during at least two field trips a year (school will assume responsibility to pay for substitute costs).
- Support evaluation of Techbridge Girls students, families, and teachers, as well as a comparison group of students (30 non-Techbridge Girls girls).
- Provide student data regarding academic performance of Techbridge Girls' girls and non-Techbridge Girls' girls, such as grades, test scores and attendance, for the purposes of documenting student progress (to be coordinated with Techbridge Girls California Executive Director).
- Participate in evaluation conversations and provide feedback to Techbridge Girls for program improvements.

**For the Achievers High School program, over the course of the year, TECHBRIDGE GIRLS will:**

- Provide research-based, weekly after-school program with proven results that promotes girls' engagement in science, technology, and engineering
- Facilitate the program with a qualified and trained program staff:
  - A Techbridge Girls Program Manager to coordinate and co-teach the program
  - Oversight and support from Techbridge Girls Executive Director, including at least two program observations and debriefs during the year
- Offer professional development for participating teacher through annual teacher meetings and an initial training for new teachers
- Provide Techbridge Girls curricula developed and tested with girls
- Provide materials and supplies for science, technology and engineering activities, including access to a class set of laptops for use during the after-school programs
- Provide training and support for role models to visit the program throughout the year.
- Coordinate up to two field trips to STEM companies and/or universities
- Coordinate events and share resources for families including:
  - Family engagement opportunities
  - Resources and newsletters sent home
  - Information about additional STEM programs and local opportunities for families to participate outside of school
- Share evaluation data and analysis – including pre/post surveys and focus groups with students, parents, and teacher
- Support school with resources and strategies for recruitment and retention of girls
- Ensure high fidelity of program through site visits by California Executive Director
- Communicate regularly through the school year with principals including conversations at beginning of year, mid-year, and end of year, as well as regular programmatic updates.
- Maintain a minimum of 10 girls in the program



**For the Achievers High School program, over the course of the year, SCHOOL PARTNER will:**

- Actively engage school and community to support Techbridge Girls program by:
  - Recruiting and retaining girls (25 max) through marketing of program school-wide to teachers and families; students must commit yearlong and attend on a weekly basis
  - Encouraging family participation at Techbridge Girls events
  - Ensuring school leadership presence at Techbridge Girls showcase events
  - Promoting program as needed with community partners, funders or media
  - Communicating with Techbridge Girls staff in a timely manner
- Identify one classroom teacher to help plan and co-teach the program (teacher is vetted by Techbridge Girls staff through observation and interview); provide teacher with financial compensation.
- Pay \$5,000 directly to Techbridge Girls to support programmatic costs including, but not limited to, costs related to program materials, Techbridge Girls Program Manager salary and transportation, and field trips. *Please note, the total cost to run an Achievers program is estimated at \$80,000 per site*
- Provide classroom space for hosting the after-school program
- Recruit a strong teacher with informal STEM experience to:
  - co-teach program weekly throughout year (2 hours of program time/week plus 30 minutes of debrief with Techbridge Girls Program Manager, and 1 hour for planning/preparation each week)
  - attend new teacher training (if needed) and two teacher trainings during the school year
- Provide a substitute for teacher during at least two fields trips a year (school will assume responsibility to pay for substitute costs).
- Support evaluation of Techbridge Girls students, families, and teachers, as well as a comparison group of students (30 non-Techbridge Girls).
- Provide student data regarding academic performance of Techbridge Girls and non-Techbridge Girls, such as grades, test scores and attendance, for the purposes of documenting student progress (to be coordinated with Techbridge Girls California Executive Director).
- Participate in evaluation conversations and provide feedback to Techbridge Girls for program improvements.

By signing this document, both parties agree to commit to supporting the program with the above deliverables.

\_\_\_\_\_  
School Superintendent Name

\_\_\_\_\_  
Name of School System

\_\_\_\_\_  
School Superintendent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Techbridge Girls CEO

\_\_\_\_\_  
Date

*Billing information: Techbridge Girls will submit an invoice in the amount of \$15,000 upon completion of dual-signed contract. School Partner may pay the invoice in full or submit 3 payments of \$5,000 each: September 1, 2018, January 1, 2019 and May 1, 2019. Payment in full must be completed by 5/1/19. Please submit payments to the attention of Accounts Payable at the address below.*