

MEMORANDUM OF UNDERSTANDING BETWEEN

COLLEGE AIM, INC.

AND

DEKALB COUNTY SCHOOL DISTRICT

PURPOSE

This Memorandum of Understanding (MOU) confirms an understanding and outlines the terms of cooperation between the DeKalb County School District (hereinafter referred to as "School District") and College AIM, INC (hereinafter referred to as "College AIM"), a non-profit organization located at 342 South McDonough Street, Decatur, GA 30030). College AIM guides and supports high school students to and through college, including technical college, two-year colleges and four-year institutions, by (among other things) running workshops to help students explore and connect to postsecondary opportunities, providing individual postsecondary advising, taking students on college visits, counseling students regarding financial, academic and social support services through college graduation, and providing scholarships and access to scholarship opportunities. The School District operates public schools in DeKalb County, including McNair High School (hereinafter referred to as "McNair"), Stone Mountain High School (hereinafter referred to as "Stone Mountain"), Towers High School (hereinafter referred to as "Towers"), Cross Keys High School (hereinafter referred to as "Cross Keys"), and Lithonia High School (hereinafter referred to as "Lithonia").

Collectively, the aforementioned parties will work together towards the following primary outcomes:

- A. At least 60% of Class of 2025 graduates from Towers, McNair, Stone Mountain, Cross Keys, and Lithonia high schools will enroll in a postsecondary education program within 16 months of high school graduation.
- B. Class of 2025 graduates from Towers, McNair, Stone Mountain, Cross Keys, and Lithonia graduates will collectively secure at least \$50 million in grant and scholarship offers.
- C. At least 65% of Class of 2025 graduates from Towers, McNair, Stone Mountain, Cross Keys, and Lithonia high schools will complete the FAFSA by 7/31/25.

To reach these outcomes, College AIM will also work towards intermediary goals including:

- D. 90% of seniors at partner high schools will have match/fit-oriented college lists built by 1/31/25
- E. 90% of seniors at partner high schools will apply to college by 7/31/25
- F. 60% of seniors at partner high schools will complete individual financial analysis meetings by 7/31/25
- G. 60% of seniors at partner high schools will complete their intent to enroll in a postsecondary education program by 7/31/25

TERM

This Memorandum of Understanding outlines the partnership between College AIM and DeKalb County School District during the term of August 12, 2024 through July 31, 2025.

ROLES OF EACH PARTY

A. Role of College AIM During the 2024-2025 School Year and 2025 Summer

During the 2024-2025 School Year, College AIM will collaborate with the respective administrations and counseling departments of McNair, Stone Mountain, Towers, Cross Keys and Lithonia, as well as district staff, to coordinate the programming and schedule for College AIM's activities in partnership each school for the 2024-2025 school year.

Once scheduled with the school administration, counseling department and other school and district staff, College AIM will provide full-school "postsecondary prep" programming at McNair, Stone Mountain, Towers, Cross Keys, and Lithonia. Programming will include both Access (during high school) and Success (post-graduate) support for students.

Access Programming (during high school, to support postsecondary enrollment) will include:

- I. **College Prep Workshops** - for 9th-11th grade students
- II. **Individual Postsecondary Advising** - for all 12th grade students, including college list development, application completion and submission, essay writing and editing, FAFSA support, scholarship application support, recommendation/transcript requests and other tasks in Naviance, supplemental student recommendations and more
- III. **Local, state-wide and out-of-state college visits** - for 9th through 12th grade students,
- IV. **Scholarships** - including the CAPS Scholarship, Goucher/College AIM Scholarship, BLEST Scholarship, Genevieve Ramsey Scholarship, DeKalb Alphas Scholarship and Dell Scholarship (More than \$1 million will be awarded to DCSD students and alums in 24-25 through College AIM-specific and partnered scholarships)
- V. **College Admit Day** - College fair with free applications and on-the-spot acceptances and scholarship awards
- VI. **College 101** - Series of workshops for 12th grade students to prepare for the transition to college, including enrollment tasks that may need to be completed over the summer
- VII. **Signing Day** - Celebration for all students from partner high schools who are enrolling in postsecondary education programs

Success Programming (post-graduate, to support postsecondary matriculation, graduation and career success) will include:

- I. **Summer Melt Prevention** - Intensive student outreach and tracking in June and July to ensure that students enroll in college

- II. **Financial Support** - Access to College AIM's emergency and enrollment assistance funds, connections to basic needs supports on and off campus, connections to additional scholarships
- III. **Individual Skill-based Success Coaching** - Coaching for students in their first postgraduate year to help students with critical thinking, goal setting and prioritization, academic achievement, self care and community connectedness
- IV. **Daily Office Hours** - Virtual support with academic, social, and financial challenges that may arise for our students while they're enrolled or attempting to enroll in college.
- V. **Career Coaching** - Workshops for our college students on a variety of topics including resumes, interviewing, effective networking and LinkedIn profiles

To fulfill these roles, College AIM will place a team of at least three individuals at each partner high school. These individuals will include a Postsecondary Access Coach, Postsecondary Success Coach and at least one Program Specialist, with roles as follows:

- I. The Postsecondary Access Coach will serve as the team lead, working primarily with twelfth grade students, supporting their postsecondary application and financial aid processes. The Postsecondary Access Coach will be a full-time College AIM employee, based at each partner high school.
- II. The Postsecondary Success Coach will work with students upon completion of their postsecondary application and financial aid processes, to provide support with the transition to postsecondary education programs as well as persistence and graduation from those programs. The Postsecondary Success Coach will be a full-time College AIM employee, with time split between the partner high school and remote work to support students who are enrolled in college.
- III. The Program Specialist(s) will be an AmeriCorps member or members, hired and trained by College AIM, who conduct(s) Postsecondary Prep Workshops and support(s) on other initiatives for ninth-, tenth- and eleventh- grade students. Program specialists will be part-time members, expected to provide service hours at each partner school for 20-30 hours per week.

B. Role of School District During 2024-2025 School Year and 2025 Summer

During the 2024-2025 school year, School District will provide to College AIM data on McNair, Stone Mountain, Towers, Cross Keys, and Lithonia students, as outlined below and to be detailed further in a data sharing agreement upon signing of the MOU, for the purpose of tracking such students to and through college. Furthermore, School District will provide:

- I. Designated space at McNair, Stone Mountain, Towers, Cross Keys, and Lithonia, for College AIM programming, with the specific space to be determined by each partner school's administration;
- II. Access to students at McNair, Stone Mountain, Towers, Cross Keys, and Lithonia both during the school day and after school, with the intent of minimizing or eliminating missed instructional time, as agreed upon with the administration and staff of each school;

- III. \$25,000 in funding per school partner, totalling \$125,000;
- IV. School buses for local college exposure programming, with nine twelfth-grade trips and four underclassmen trips per school, totalling \$15,000; and
- V. The School District's best efforts in collaborating and partnering with College AIM in applying for grants from external sources, including, but not limited to, joint funding applications, joint meetings with potential funders and letters of support for grant applications.

Outline of Data Sharing, to be detailed further in a data sharing agreement upon signing of the MOU:

On at least an annual basis, according to the timeline established by College AIM, DCSD shall collect data pertaining to student demographics, course enrollment, site characteristics and related outcomes specified by College AIM and provide that data to College AIM via their secure web portal. DCSD shall also submit such individual student academic and disciplinary data concerning College AIM participants as College AIM may specify. College AIM's data collection process conforms to the privacy protections specified in the Federal Family Educational Rights and Privacy Act (FERPA). College AIM will maintain as confidential any personally identifiable student information or information that is privileged or confidential under federal or state law and that is conspicuously marked by DCSD as "privileged" or "confidential" before DCSD delivers to College AIM. College AIM will destroy all individual student data when it is no longer needed for reporting purposes. DCSD reserves the right to withhold, revise, and/or edit certain confidential data such as student names, Social Security numbers and any other information the disclosure of which would violate FERPA. College AIM agrees not to use any of the data collected under this section in a manner that would violate, or cause DCSD to violate, any applicable provision of FERPA. These data will be outlined in a Data Sharing Agreement, to be signed by both DCSD and College AIM, prior to any data sharing between the aforementioned organizations.

REPORTING & MEETINGS

College AIM will provide quarterly impact data reports and an end of year impact data report with data to demonstrate progress towards all projected outcomes. Reports will be reviewed by DCSD and discussed to determine success of joint programming and adjustments needed to support student success.

Members of both parties will meet at least monthly to discuss progress towards joint goals, provide program updates and make strategic decisions about program implementation. "Members" should include College AIM's Director, Access Program & Partnerships and the School District's Executive Director of Student Advancement. Both parties may opt to include other members of their organizations in monthly meetings to further collaboration around joint programming and goals.

Additionally, College AIM and the School District will develop a regular meeting and reporting cadence for collaboration between school-based staff from College AIM and DCSD. School-level meetings will occur at least monthly at each school and will include College AIM's Postsecondary Access Coach, Postsecondary Success Coach, and Program Specialist(s), as

well as a school administrator, as assigned by the respective school. Both parties may opt to include other members of their organizations or members of other organizations providing students at the respective school with postsecondary attainment support in monthly meetings to further collaboration around joint programming and goals.

BACKGROUND CHECKS

Prior to student contact, College AIM will ensure that each employee or volunteer who has contact with students at McNair, Stone Mountain, Towers, Cross Keys, or Lithonia, has undergone the same criminal background check as is required of School District employees, in addition to any mandatory background checks performed by College AIM for such employees and volunteers. College AIM agrees that any individual charges against such persons revealed by such background checks may be deemed unacceptable by School District, in its sole discretion.

INSURANCE

College AIM and all of its subcontractors and consultants, if any, will maintain insurance in the types and coverage amounts shown below, providing coverage for the term of this MOU. Before the commencement of its activities hereunder, College AIM will provide School District with (A) an endorsement from the insurer naming School District as an additional insured under the liability policies, and (B) certificate(s) verifying that these insurance coverages and limits are in force. College AIM waives all rights, including rights of subrogation, against School District and its respective directors, officers, partners, board members, officials, agents, insurers, subcontractors, consultants and employees for damages covered by any type of insurance during and after the completion of College AIM’s activities hereunder. The limits of coverage agreed upon by College AIM and School District will not be construed as a limit on College AIM’s potential liability to School District.

Type of Insurance	Coverage Limits
Commercial General Liability Coverage	\$2,000,000 (Aggregate)/\$1,000,000 (Per Incident)
Professional Liability Coverage	\$2,000,000 (Aggregate)/\$1,000,000 (Per Incident)
Sexual or Physical Abuse or Molestation	\$500,000 (Aggregate)/\$500,000 (Per Incident)

DeKalb County School District

By: _____

Date: _____

Printed Name and Title: _____

College AIM, Inc.

By: _____

Date: _____

Printed Name and Title: Sam Aleinikoff, Founder and Executive Director, College AIM