

Background Information/Detail - Attachment to Legal request form

During the 2024-2025 and 2025-2026 school years, DeKalb County School District partnered with Kennesaw State University and Clayton State University to provide graduate coursework for IGNITE Teacher Residents. Through these partnerships, residents were able to earn a Master of Arts in Teaching (MAT) in elementary education, special education, or middle/secondary math and science education while serving in DeKalb County Schools.

Over the course of the two years, Kennesaw State University supported 33 residents pursuing certification in special education and 3 residents in middle/secondary math and science education. Clayton State University supported 54 residents pursuing certification in elementary education. The collaboration with both institutions has been highly successful and has ensured that residents receive high quality preparation aligned to the district's staffing and instructional priorities.

For the 2026-2027 school year, I am requesting the renewal of both Memorandums of Understanding (MOUs).

Supporting Documentation: Revised MOUs for the 2026-2027 school year reflecting updated tuition rates, contract renewal forms, and proposed budgets for each university.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
DEKALB COUNTY SCHOOL DISTRICT
AND
THE BOARD OF REGENTS OF THE UNIVERSITY SYSTEM OF GEORGIA, BY AND ON
BEHALF OF KENNESAW STATE UNIVERSITY**

This MEMORANDUM OF UNDERSTANDING (MOU) is made and entered by and between the Board of Regents of the University System of Georgia, by and on behalf of **Kennesaw State University**, hereinafter referred to as "KSU," located at 1000 Chastain Road, Kennesaw Georgia, 30144 and its Affiliated Partner **DeKalb County School District**, hereinafter referred to as "DCSD", located at 1701 Mountain Industrial Boulevard, Stone Mountain, GA 30083, together referred to as the "Parties." The MOU shall be effective as of the date last signed below (the "Effective Date").

The Inspiring Greatness and Normalizing Innovation in Teacher Education herein referred to as "IGNITE DeKalb, Teacher Residency Program," "IGNITE," or the "Program," is an intensive 1-year teacher preparation program (Summer, Fall, Spring, Summer) that puts resident teachers in classrooms with students for 4-days a week to learn the craft of instruction under the guidance of an experienced teacher, while they are completing their master's level coursework at KSU. Participants in the Program are referred to herein as the "IGNITE DeKalb residents" or "residents" This method of training teachers is designed to be intensive and deeply experiential with the goal that participants are prepared to immediately begin teaching after their completion of the residency and graduation.

Purpose

The purpose of this MOU is to memorialize the planned collaboration for the Program with the goal of developing teachers to work within the DCSD school system by preparing them for initial certification and licensure.

Both parties are committed to providing various types of support to IGNITE DeKalb residents to help them manage the financial costs associated with the Program.

- DCSD will cover approved costs related to the Program which includes tuition, textbooks and resources for Residents who are admitted and enrolled in IGNITE DeKalb in their MAT Special Education Program and the MAT in Secondary Mathematics, Biology, Chemistry and Physics. The textbooks and resources for the courses are all inclusive of the total cost. DCSD offers a residency stipend as determined by DCSD, as well as grant opportunities to support certain approved living expenses.

If this MOU is renewed, the Parties will meet annually to determine the number of residents in each program and any adjustments to the corresponding cost of tuition and participation in the program. Candidates in the Master of Arts in Teaching (MAT) in Special Education, Secondary Mathematics, Biology, Chemistry, and Physics will begin the Ignite program in the Summer and meet the application deadline.

No minimum student levels or cohorts from the partner entity are necessary for the negotiated cost.

Admissions Standards

Recruits from district partners will be admitted, enrolled and graduated in accordance with the admission requirements and policies as stated in the Fall 2025 KSU Graduate Catalog.

Independent Contractors

The Parties are independent contractors of each other. Neither party shall be, nor hold itself out to the public as being an employee, agent, joint venture or partner of the other. Neither party shall have authority to contract for or bind the other in any manner.

Services Provided to DCSD by KSU:

KSU shall provide a qualified instructor for each academic course. Each instructor shall be responsible for the content of the course, for distribution, collection, and prompt submission of registration materials, for identifying for the students any needed textbooks and, for the coordination of all instruction in the course, for the maintenance of high-quality academic standards in the course, and for assigning grades to individual students in the course.

KSU will make faculty and other key personnel available as resources to the IGNITE residency program for planning and implementation.

KSU will process all graduate applications through the KSU Graduate Admissions in accordance with the standards for admissions.

KSU will provide Residents graduate level coursework leading to the Master of Arts in Teaching (MAT) in Special Education, Secondary Mathematics, Biology, Chemistry, and Physics. Based on demand and interest, DCSD participants may not be in the same course sections together.

KSU will verify enrollment of each Resident and issue an invoice to DCSD for tuition/fees, textbooks, and other services in this agreement for all the enrolled Residents in the program. The invoices tuition and fees shall be in accordance with the tuition and fees outlined on the Graduate Student Tuition and Fees website <https://fiscalservices.kennesaw.edu/bursar/tuition-fees/tuition-fees.php>. Any eligible financial aid residents have received should be considered in the calculations.

After enrollment at KSU, IGNITE program participants must comply with all USG, BOR, KSU and GaPSC policies related to retention in the program, completion of the program, petition to graduate, and pay all fees that are not covered under this Agreement to graduate from the program and to receive their diploma and official transcript.

IGNITE participants are responsible for registering for their own courses and adhering to the registration dates on the academic calendar.

KSU will submit Approved Program Completion form to the Georgia Professional Standards Commission (GaPSC) for all participants who successfully complete the MAT program and meet all certification requirements.

KSU shall collaborate with DCSD to leverage existing curriculum to provide a 12-month-clinical experience clinical experience, while not extending time and requirements for graduation.

KSU will require a completed consent form from each participant that allows KSU to release each participant's education records, as that term is defined under the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. §1232g ("FERPA"), and information to DCSD.

Services Provided to KSU by DCSD:

DCSD will provide information to each applicant seeking to participate as a Resident that explains DCSD's financial responsibilities and any financial responsibility of the Resident. KSU specifically disclaims any liability or financial responsibility for any applicant or enrolled student under this Agreement if DCSD defaults on its obligations to provide payment as required in this Agreement or if this Agreement is terminated prior to the completion of any student's degree program. In accordance with Policy 7.3.3 of the Board of Regents of the University System of Georgia entitled "Tuition Fee Payment and Deferral," KSU will defer tuition and fees for each semester of the Program for the residents to DCSD. Moreover, DCSD affirmatively represents and warrants that it agrees to pay the total cost invoiced for each academic semester of the Program and guarantees the tuition and fees set forth herein for each resident, regardless of whether a resident completes the current academic semester.

DCSD will provide a qualified mentor leader for each Resident.

DCSD will approve, monitor and support all students enrolled in the Master of Arts in Teaching (MAT) in Special Education, Secondary Mathematics, Biology, Chemistry, and Physics programs through each student's completion of the program.

DCSD will confirm to KSU that it has reviewed the applicable PSC requirements for each candidate; and, that the candidate meets the PSC prerequisites to enroll in the program stated. Notwithstanding the foregoing, DCSD acknowledges and agrees that KSU is not required to admit any applicant from DCSD and that only those applicants who meet KSU's enrollment criteria are eligible for admission into a KSU degree program.

DCSD will notify KSU Bagwell College of Education Associate Dean for Strategic Partnerships & Priorities when an IGNITE participant has withdrawn from the MAT program. DCSD will remain responsible for payments through the remainder of the academic term for any participant who separates from the University for any reason.

DCSD will pay the tuition and student fees for the enrolled DCSD staff to KSU by the published deadlines each semester. If DCSD fails to pay by such deadlines or as otherwise mutually agreed by the Parties, then DCSD agrees that such failure will be considered a material breach of this Agreement, and KSU may seek equitable relief in connection with such breach, including, without limitation, a restraining order, injunctive relief, or specific performance as may be granted by any court of competent jurisdiction, to prevent or otherwise remedy any such expected or actual breach of this Agreement, and to enforce the terms and provisions hereof.

As part of the DCSD Ignite Program and MAT degree, candidates must complete a student teaching internship or practicum. The KSU Clinical Experiences, Placements, and Partnerships (CEPP) Office of the Bagwell College of Education at KSU is committed to working with DCSD and their teacher candidates. The goal is to work collaboratively to ensure program completion.

There are a variety of practicum expectations and requirements. DCSD will advise their participants interested in the IGNITE of these expectations, which may include but are not limited to:

- Candidates must obtain, upon admission to the teacher preparation program, a PSC Pre-Service Certificate. This certificate must be maintained throughout program progression. Candidates holding a Provisional Teaching Certificate must maintain that certificate throughout the program or they must obtain a Pre-Service Certificate.

- Candidates participate in 600 hours of supervised clinical practice (residency/internships) in the field of certification sought. The yearlong clinical experience includes intensive and extensive practices in which candidates are fully immersed in the learning community and provided opportunities to develop and demonstrate competence in the professional roles for which they are preparing. The CEPP office will confirm that the CT holds a professional teaching certificate in the field being sought by the candidate and has 3 years of qualified teaching experience.
- Candidates are placed in a yearlong clinical environment where they can practice and apply the knowledge, skills, and dispositions measured in program coursework and assignments. Candidates plan and teach lessons related to the courses in which they are enrolled to meet certification requirements.
- Field placements, throughout a candidate's program of study, must include multiple grade band exposures. Programs leading to P-12 certification require field experiences in four (4) grade levels: PK-2, 3-5, 6-8, and 9-12; and secondary education programs (6-12) require field experiences in two (2) grade levels: 6-8 and 9-12.
- In addition to the yearlong clinical experience, candidates participate in field experiences such as classroom and school activities, bus or car duty, opening activities/pre-planning, closing activities, small group instruction, whole group instruction, and/or individual instruction.
- Candidates are required to meet all GaPSC expectations, including, but not limited to, demonstrating the appropriate level of competence in the teaching of reading, demonstrating proficiency in the use of technology, and competence in the use of a multi-tiered systems of support framework addressing reading, writing, mathematics, and behavior. Candidates complete course field experiences to fulfill HB 671 and must be afforded an opportunity to engage with children with disabilities.
- Candidates are required to participate in multiple classroom observations throughout their yearlong clinical experience. Such observations are completed by Kennesaw State University (KSU) faculty at mutually agreed upon times.
- Candidates interview colleagues and mentors.
- Candidates administer basic assessments.
- Candidates cooperatively and collaboratively interact with teachers, parents, and administrators.
- Candidate is assigned a collaborating teacher, by Dekalb County Schools, who will provide the Collaborating Teacher (CT) PSC IDs to KSU's Clinical Education Placements & Partnerships (CEPP) office. The CEPP office will confirm that the CT holds a professional teaching certificate in the field being sought by the candidate and has 3 years of qualified teaching experience.
- Candidates are employed at the discretion of the district. If the candidate is removed from employment for any reason the Practicum/Internship ends for that semester.
- Candidates work at the discretion of the district regardless of their standing with the Clinical Experiences, Placements, and Partnerships (CEPP) Office of the Bagwell College of Education at KSU.

The Master of Arts in Teaching (MAT) programs in Special Education (P-12), Secondary Mathematics, and Secondary Biology, Chemistry, and Physics each require 36 credit hours for graduation.

Upon completion of the requirements for graduation for Special Education (P-12), Secondary Mathematics, Biology, Chemistry, or Physics (6-12) for a MAT, KSU shall award the resident teacher a Master of Arts in Teaching (MAT) Special Education degree or Master of Arts in Teaching (MAT) Secondary Mathematics degree or Master of Arts in Teaching (MAT) Secondary Physics degree, Master of Arts in Teaching (MAT) Secondary Chemistry degree or a Master of Arts in Teaching (MAT) Secondary Biology degree.

It is agreed and acknowledged that the terms of the KSU Proposal to DCSD RFP No. 24-582R, upon which this award is based are incorporated by reference herein. In the event of any conflict between the KSU Proposal and this Agreement, this Agreement shall govern.

Services Provided To KSU by DCSD, continued:

DCSD will disseminate pre-approved KSU recruiting materials to its employees.

DCSD will provide KSU access to its website for recruiting purposes.

DCSD will provide KSU students either student teaching placement, internships or work experience at their entity, as appropriate and as applicable.

DCSD shall assist KSU in the distribution of information regarding educational degree program opportunities to employees.

If DCSD reasonably believes that the conduct of any individual employed by KSU may or does result in a breach of this Agreement, then DCSD shall have the obligation to notify KSU of such perceived breach in writing. Upon its receipt of such notice, KSU will, with reasonable promptness, review the matter and take reasonable steps to cure the breach or otherwise address DCSD's concerns.

DCSD agrees to pay all invoices submitted by KSU to the address given in the invoice. A budget is included in Attachment A. Tuition/Fee reimbursements should be submitted to the address below.

**Bursars Office
585 Cobb Avenue, NW
Room 1330 MD 0105
Kennesaw, GA 30144**

The invoice will include all participants in the program, the approved remuneration per individual as agreed between DCSD and KSU. Invoice will be provided to DCSD one to two weeks after the drop for non-payment date stated on the registrar's website at KSU. Terms of payment are net 30.

The Kennesaw State University Bagwell College of Education Dean Eric Moyen and the DCSD contact Carina Harrigan will each act as the primary point of contact for their respective organizations for this Agreement. Both parties agree to inform the other regarding curriculum changes that may impact the terms of this Agreement.

Initial Term and Renewal

Unless earlier renewed or terminated in accordance with the terms herein, this MOU will have an initial term of one (1) year from the Effective Date first written above. The Parties may agree to renew this MOU for additional one (1) year terms through a written amendment signed by both Parties.

Termination

Either Party may terminate this agreement, after 30 days' prior written notice, with or without cause. Termination shall not relieve DCSD of its obligation to pay any outstanding amounts for services residents receive under this Agreement.

Trademarks/Service Marks

During the term of this Agreement, KSU or DCSD grant the other permission to use the other party's name or logo in published materials (i.e., website and catalog) to reference this Agreement. The content and text

of all promotional information must be approved by each party prior to release. In addition to this, KSU also grants to DCSD a nonexclusive license to use KSU trademarks, service marks, trade names and logos (the "Marks") in any advertising, marketing or promotional materials in connection with DCSD marketing and promotion of Services pursuant to this Agreement. However, each party must submit said marketing and other promotional materials to the other party for prior written approval, and the use of such Marks must be consistent with KSU's Visual Identity Program.

Additionally, either party shall have the right to withdraw its prior approval for any use of its Marks and in such event, the other party agrees to take any and all steps to cease use of the objected material. The licenses granted herein are personal and shall not include the right of either party to grant sublicenses to use the Marks.

Furthermore, upon termination of this Agreement, the licenses and permissions referenced in this section, "Trademarks/Service Marks" shall automatically terminate, and each party will promptly cease its use of the other party's name, logo, mark or any other likeness in any and all written materials of any kind and shall refrain from representing that it is affiliated with the other party.

Notification

This Agreement contains the entire and complete understanding and intent of the parties as to its subject matter and supersedes any and all prior or contemporaneous understandings, agreements, discussions or offers, whether written or oral.

This Agreement may not be modified, altered or amended except by a written instrument signed by both parties. Any provision of this Agreement, which is found to be illegal or invalid shall be severed and removed from this agreement and shall not affect the legality or validity of the remaining provisions. This Agreement shall be governed and construed according to the laws of the State of Georgia without regard to any choice of law provision contained therein.

All notices and other communications hereunder shall be in writing and shall be deemed to have been given as of the date of delivery. If mailed, notice shall be sent first class, postage prepaid, certified or registered mail, return receipt requested and becomes effective upon confirmed delivery. Notice will be delivered or sent to the parties' respective addresses and to the attention of the person set forth below.

Notice to DCSD: Dr. Norman Sauce III
 Superintendent
 1701 Mountain Industrial Boulevard
 Stone Mountain, GA 30083
 norman_c_sauce@dekalbschoolsga.org

Notice to KSU: Dr. Eric Moyen
 Dean, Bagwell College of Education
 580 Parliament Garden Way
 Bagwell Education Building BEB 311, MD #0120
 Kennesaw, Georgia 30144
 emoven@kennesaw.edu

With a Copy to: Kennesaw State University
 Division of Legal Affairs
 Attn: Vice President and Chief Legal Affairs Officer
 3391 Town Point Road NW, MD 9115

Kennesaw, GA 30144
asklegal@kennesaw.edu

LEGAL COMPLIANCE

A. Reserved.

B. CONTRACT CERTIFICATION: KSU certifies that it is not barred from contracting with any unit of State or local government for any reason whatsoever. KSU acknowledges that DCSD may declare this Agreement void if the certification herein is false.

C. COMPLIANCE CERTIFICATION: KSU certifies that they are not currently under investigation or debarment by any state or federal governmental agency for Medicare or Medicaid fraud, and that to the best of its reasonable knowledge, its currently practicing employees, if any, are not currently excluded from participating in the Medicare or Medicaid programs or other government programs which are reported on the OIG or GSA lists. In the event an investigation of a party is initiated by any state or federal governmental agency, or it is discovered that the representations contained herein are false, DCSD reserves the right to immediately terminate this Agreement. KSU shall comply with all laws applicable to its responsibilities and actions under this Agreement.

Governing Law

This MOU shall be governed and construed according to the laws of the State of Georgia, without regard to any choice of law provision contained therein.

IN WITNESS WHEREOF, the respective parties hereto have executed this MOU.

**Board of Regents of the University System of
Georgia, by and on behalf of Kennesaw State
University**

DeKalb County School District

Signature

Signature

Name: Dr. Eric Moyen

Dr. Norman Saucé III

Title: Dean, Bagwell College of Education

Title: Superintendent

Date:

Date:

Exhibit I

This exhibit is for any discounts given to DeKalb County by Kennesaw State University

KSU waives the \$60 application fee for each applicant applying to participate in the program and such costs shall not be included in the amount invoiced to DCSD.

Signed: _____, Dr. Eric Moyen, Dean, Bagwell College of Education

Board of Regents of the University System of Georgia, by and on behalf of Kennesaw State University

Date: _____

A. JOINT COMMITMENT:

The Parties shall work in good faith during the school year 2025-26 to put details in place to confirm that KSU can meet the program needs of DCSD and that DCSD can meet the student population expectations of KSU.

Included in this work shall be the identification of specific courses and their schedules to train and develop DCSD Resident teachers who will work in schools within DCSD.

IN WITNESS WHEREOF, the Parties understand and agree to the provisions set forth above in this MOU. This Agreement is effective upon the date set forth above.

DCSD

Name: Dr. Norman Sauce III
Title: Superintendent

Signature: _____

Date: _____

Board of Regents of the University System of Georgia, by and on behalf of Kennesaw State University

Name: Dr. Eric Moyen
Title: Dean, Bagwell College of Education

Signature: _____

Date: _____

ATTACHMENT A

DeKalb IGNITE Teacher Residency Budget

TUITION and FEES – Special Education (SPED); Math/Science – Up to 25 Total Residents:

This quote is based on 20 SPED, 3 Science and 2 Math residents and may vary slightly based on the number of students who enroll in each concentration.

Summer 26	9 credit hours SPED; 9 credit hours SCI; 9 credit hours MATH.....	\$96,925
Fall 26	9 credit hours SPED; 9 credit hours SCI; 9 credit hours MATH.....	\$105,975
Spring 27	12 credit hours SPED; 9 credit hours SCI; 9 credit hours MATH.....	\$130,275
Summer 27	6 credit hours SPED; 9 credit hours SCI; 9 credit hours MATH.....	<u>\$81,675</u>

	2025-2026 Up to 40 Residents	2026-2027 Up to 25 Residents
Total Tuition/Fees – Reflects Updated Tuition/Fee Rates	\$620,320	\$414,850
Textbooks and Anthology Portfolio	\$28,800	\$15,000
Administrative & Faculty Support	\$35,000	\$35,000
iTeach	\$65,000	\$65,000
Grand Total	\$749,120	\$529,850

Important Note: Tuition and fees are determined by the University System of Georgia (USG) and are subject to change, which may result in adjustments to this budget. Effective Fall 2026, the e-tuition rate is \$405 per credit hour with \$594 in fees per semester.

Additional Costs from Approved Proposal (Not Included in Tuition and Fees above):

1. Textbooks and Anthology Portfolio for 25 graduate students (\$15,000). \$15,000 is requested for textbooks and Anthology Portfolio. This amount includes \$50/textbook for 12 classes (\$600) and ~~\$30 per resident for Anthology Portfolio, the digital portfolio that all students purchase for program use, for a total Anthology Portfolio cost of \$750.~~ The total amount for books and Anthology Portfolio per resident is \$600. The total cost for textbooks and Anthology Portfolio is \$600 * 25 students = \$15,000. (Anthology Portfolio no longer required.)

2. Administrative & Faculty Support – (\$35,000). \$35,000 is requested for administrative and faculty support for the program duration. This support includes attending meetings, advising students, addressing student concerns, and ensuring the curriculum and courses maintain alignment with the goals of DCSD.

3. iTeach – Supporting the IGNITE Initiative (\$65,000) *iTeach is committed to supporting Special Education, Secondary Math, and Secondary Science teacher residents in the DCSD–KSU IGNITE Residency Program by providing up to 55 days of professional learning, personalized coaching, and resource development across the residency year. iTeach delivers a blended professional learning model (in-person and virtual) aligned to the Candidate Assessment on Performance Standards (CAPS) that promotes effective instructional technology use, best-practice teaching strategies, reflective practice, and teacher wellness. Support includes non-evaluative 1:1 and small-group coaching focused on lesson planning, technology integration, instructional implementation, and goal setting, as well as the development of interactive digital playbooks that function as shared learning journals, capturing key session resources, notes, and reflections to support ongoing application. iTeach also provides administrative and partnership support as needed, including planning and facilitating on-site campus visits for Residents and DeKalb team members to highlight interactive instructional labs, supporting recruitment and onboarding activities, and assisting with*

program celebration events prior to graduation. Through close collaboration with DeKalb County School District and the Bagwell College of Education at Kennesaw State University, iTeach ensures alignment with residency priorities and university coursework while equipping Residents with practical, classroom-ready strategies that strengthen instruction and student engagement.

The proposed iTeach cost of \$65,000 represents a substantial discount. The standard iTeach daily rate is \$1,500 plus travel, equating to a total value of approximately \$82,500 plus travel. During Year 1 of the Ignite program, KSU waived all iTeach-related costs to establish a strong partnership with DeKalb and to demonstrate the impact and value of these services. The Year 2 fee of \$65,000, as well as the ongoing annual cost of \$65,000, continue to reflect a significantly discounted rate well below standard pricing.

* During 2026-2027, candidates will attend Summer 2026, Fall 2026, Spring 2027, and Summer 2027 rather than Maymester.

Attachment A**RFP 24-588****DeKalb Teacher Residency University Partner for
Elementary Education****COST PROPOSAL FORM**

Offeror must provide an itemized list of all costs to DCSD associated with the proposal. A breakout of pricing must be submitted on this form. You may include attachments so long as they are a page-numbered part of your RFP submittal. Include added value services/items at "no cost. Prices must be held firm for annual extension options, if exercised. Alterations to the cost proposal form may result in the offeror's being deemed non-responsive and proposal rejected.

Item	Description	Offeror shall state a Firm Fixed Price for each component. Attach additional pages if necessary.
1.	Tuition and Fees for 30 graduate students	\$ 473,970
2.	Textbooks and Supplies for 30 graduate students	\$ 30,000
3.	Licensure Assessments for 30 graduate students	\$ 7,380* (*Provided in kind)
4.	Miscellaneous	\$ 0.00
5.	Student Success Coach / Program Coordination	\$ 40,000* (*Provided in kind)
6.		\$ N/A
7.		\$ N/A
8.		\$ N/A
9.	TOTAL COST for all components and all things and all services necessary to provide a Master of Arts in Teaching, in accordance with the Scope of Work of this RFP.	\$ 503,970

The Board of Regents of the University System of Georgia, by and on behalf of Clayton State University
Company Name

Nick Henry

Vice President of Business & Operations

Authorized Company Representative Name (please print)

Title


Authorized Company Representative Signature

4/23/2026

Date

2000 Clayton State Blvd., Morrow, Georgia 30260

Address

678-466-4270

Phone

Fax

Nickhenry@clayton.edu

Email