



# COLLABORATION AGREEMENT

Between

Hernando County School District

And

**EQUAL**  
OPPORTUNITY  
SCHOOLS



## **COLLABORATION AGREEMENT**

### **Hernando County School District and Equal Opportunity Schools**

#### **1. PARTIES**

This Collaboration Agreement (this “Agreement”), effective as of September 1st, 2023 (the “Effective Date”), is by and between Equal Opportunity Schools, a Washington non-profit corporation, with an address at 5601 6<sup>th</sup> Ave S #258, Seattle, WA 98108 (“EOS”), and Hernando County School District, with an address a 919 N Broad St Brooksville, FL 34601-2397 (the “District”). EOS and the District may be referred together collectively herein as the “Collaborators”.

#### **2. COLLABORATION PURPOSE AND OBJECTIVES**

Equal Opportunity Schools (EOS) strengthens educator and system leader capacity to break down barriers to increase access, belonging, and success in rigorous college and career-prep secondary school courses for students of color and low-income students so that they may thrive in their postsecondary pursuits and life goals. We focus on challenging high school courses, such as Advanced Placement (“AP”), International Baccalaureate (“IB”) courses, and Advanced International Certificate of Education (“AICE”) courses (sometimes referred to as “college-ready courses”), because the academic intensity of the high school curriculum is the biggest driver of college completion. We help school leaders identify and enroll historically underrepresented students of color and low-income students who can succeed in these college ready courses but are not yet enrolled in AP/IB/AICE for systemic reasons related to race or socioeconomics.

Building on the District’s progress and experience and EOS’ expertise in establishing equity in AP/IB/AICE, EOS and the District jointly commits to the study on behalf of the District, as outlined below, for the improvement of instruction with these objectives (the “Collaboration Objectives”):

- a. **Maintain closure of race and income participation gaps and/or increase participation rates in AP/IB/AICE by fall 2023**, as measured by equally high AP/IB/AICE participation rates for students of all races and income levels.
- b. **Support students’ successful AP/IB/AICE performance**, as measured by AP/IB/AICE grades, exam-taking rates and exam passing.
- c. **Cultivate positive experiences of belonging and support in AP/IB/AICE** for historically underrepresented students of color and low-income students through improved District systems and structures, contributing to sustained results in future years and further increases in college readiness and closure of opportunity and achievement gaps.

The purpose of this Agreement is to formalize and facilitate the collaboration between the parties and to pursue these objectives on behalf of the District as set forth in this Agreement, with key implementation to occur during the school year(s) (the “Collaboration”). The Collaborators agree to the Collaboration Overview, set forth in Exhibit A, which provides a generalized framework of the Collaboration, and which the parties may agree to update from time-to-time upon prior written agreement.



## COLLABORATION AGREEMENT

### Hernando County School District and Equal Opportunity Schools

#### 3. COSTS & PAYMENTS

a. **SCOPE OF SERVICES:** The District shall pay EOS as follows:

Sustain Equity				
Action For Equity Partner Schools	School Year	Cost Per School	Discount	Discounted Cost
Frank Springstead High School	2023-24	\$20,000	\$3,400	\$16,600
Hernando High School	2023-24	\$20,000	\$3,400	\$16,600
Nature Coast Technical High School	2023-24	\$20,000	\$3,400	\$16,600
Weeki Wachee High School	2023-24	\$20,000	\$3,400	\$16,600
Central High School (FL)	2023-24	\$20,000	\$3,400	\$16,600

**Total Due to Equal Opportunity Schools for School Year: 2023-24**

**\$83,000**

- b. **INVOICING:** EOS will invoice District starting the weeks of August 15 and January 15 of each school year of the Collaboration. Both invoices will be for 50% of the total due for programing in the specified school year. The District shall promptly pay such invoiced costs in accordance with the instructions on the applicable invoice.
- c. **QUESTIONS REGARDING INVOICING:** Contact EOS District Finance Team, [district\\_finance@eoschools.org](mailto:district_finance@eoschools.org), with any accounting and expense questions.
- d. **BURDEN OF COST:** Except as otherwise expressly set forth in this Agreement, each party will bear its own costs and expenses, including costs for staff time and technology maintenance, in connection with the activities to be performed under this Agreement.

#### 4. EACH PARTY'S OBLIGATIONS.

Each of the Collaborators has identified the following conditions, which must be met by the other Collaborator in order for this Collaboration to be meaningful and productive.

- a. The District requires:
1. On-going, candid communication and feedback loops that provide early opportunities to make adjustments where needed.
  2. High-quality EOS staff who effectively assist schools to achieve Collaboration Objectives.
  3. Integrating services into current District practices such that the Collaboration serves to optimize existing structures and processes.
  4. EOS help in building internal capacity and sustainability among the District office administrators, as well as school leaders and staff to continue such District personnel's improvement efforts beyond the timeframe of the Collaboration.





## **COLLABORATION AGREEMENT**

### **Hernando County School District and Equal Opportunity Schools**

b. EOS requires:

1. Commitment from the District's Superintendent and other key District leaders (i.e. Assistant Superintendents and Directors) to provide full executive and implementation support to this Collaboration, including but not limited to: leadership, advocacy, support and accountability for the schools to meet the Objectives, and provision of necessary financial resources.
2. Full and willing participation from all participating school sites in analyzing data and engaging the school staff in finding and enrolling historically underrepresented students and supporting students' successful AP/IB/AICE performance.
3. Participation as needed by the District's data liaison for joint inquiry and analysis.
4. The District's willing participation in joint research and evaluation efforts for the Collaboration for the duration of this Agreement, including, but not limited to, maintaining a subscription to or authorizing EOS access to the District's National Student Clearinghouse data, which provides each school's college completion information to the District.

#### **5. WARRANTY DISCLAIMER; LIMITATION OF LIABILITY.**

EOS DOES NOT MAKE ANY EXPRESS OR IMPLIED WARRANTIES OF ANY KIND AND HEREBY SPECIFICALLY DISCLAIMS ANY IMPLIED WARRANTIES, INCLUDING WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND NON-INFRINGEMENT.

IN NO EVENT SHALL EOS BE LIABLE FOR ANY SPECIAL, INDIRECT, CONSEQUENTIAL, PUNITIVE OR EXEMPLARY DAMAGES, INCLUDING, WITHOUT LIMITATION, ANY AND ALL DAMAGES FOR INTERRUPTION, OR LOSS OF INFORMATION OR DATA, WHETHER ARISING IN CONTRACT OR IN TORT, WHETHER DIRECT, IMMEDIATE, FORESEEABLE, DISCLOSED OR NOT DISCLOSED, ARISING FROM EOS' PERFORMANCE OR NON-PERFORMANCE OF THIS AGREEMENT. IN NO EVENT WILL EOS BE LIABLE TO DISTRICT OR ANY THIRD PARTY FOR ANY AMOUNT BEYOND THE AMOUNT DISTRICT HAS PAID EOS UNDER THIS AGREEMENT.

#### **6. INDEMNIFICATION:**

The District agrees to indemnify and hold harmless the Contractor from and against any and all claims, suits, actions, damages, or causes of action to the extent arising out of the negligent acts or willful misconduct of the District in connection with its performance under this Agreement. Contractor agrees to indemnify, hold harmless and defend the District from and against any and all claims, suits, actions, damages, or causes of action to the extent arising out of the negligent acts or willful misconduct of the Contractor and/or sub-contractors in connection with its performance under this Agreement.

#### **7. CONFIDENTIALITY OBLIGATIONS.**





## **COLLABORATION AGREEMENT**

### **Hernando County School District and Equal Opportunity Schools**

The Collaborators shall comply with all federal, state, local and other applicable law, rules and regulations, including, without limitation, FERPA (defined in Exhibit B) (collectively, “Applicable Laws”). EOS shall comply with the Confidentiality Obligations outlined in Exhibit B with regard to confidential student and parent information. Each Collaborator shall be responsible for compliance with all Applicable Laws and confidentiality obligations with respect to information in its possession and data provided by the other Collaborator. Details on handling of Confidential Information are set forth in Exhibit B.

#### **8. DATA SHARING FOR ONGOING STUDY & INSTRUCTIONAL IMPROVEMENT**

- a. For a period commencing on the Effective Date and lasting through the 2027-28 academic school year, the District will, on a regular basis (if requested), provide EOS with data files (current and historic) containing the information identified in Exhibit C for all students who are in any high school listed in the Scope of Services section of this and any other active Agreement between the Collaborators (the “Data Sets”). The specific record and file formats of the Data Sets shall be as set forth in Exhibit C or as otherwise negotiated in good faith between the representatives of each party. The obligations set forth in this paragraph and in Exhibit C will survive the termination of this Agreement and remain binding upon the parties. Subject to applicable law, including FERPA, content of the Data Sets may also include other specified education records mutually agreed upon by the parties to be necessary and appropriate for the objectives of this Agreement and for the purpose of studies to be conducted under this Agreement.
- b. EOS shall use the Data Sets received from the District only to meet the purposes of the Collaboration as described in this Agreement.
- c. EOS may publish de-identified, aggregated data. In each instance, EOS shall take appropriate steps not to disclose any personally identifiable information. For example, EOS may produce reports for the District and other school districts participating in similar programs to review based on aggregated data that has been sufficiently de-identified through removing or suppressing identifiable information in order to minimize the risk of re-identification through combination with other information linked to a specific individual.
- d. EOS may also share certain information, including personally identifiable information, with third party service providers and partners in order to fulfill its obligations under this Agreement.
- e. With appropriate consent, EOS may share certain Confidential Information with a partner for educational purposes, such as a professor at a US university conducting research and subject to such professor being bound by confidentiality obligations to EOS no less strict than those set forth herein.
- f. From time to time, EOS and the District may mutually agree in writing to enter into a collaboration with a third party. Such collaboration may involve the sharing of the Data Sets, or a subset thereof, with such third party. EOS and the District may attach to this



## COLLABORATION AGREEMENT

### Hernando County School District and Equal Opportunity Schools

Agreement an Exhibit setting forth the name of the third party, a description of the collaboration, each party's respective role in the collaboration, and any other terms and conditions related to the third-party collaboration.

#### 9. INSURANCE.

During the Term of this Agreement, EOS shall maintain insurance according to the District's contracting regulations, as shown in Exhibit D.

#### 10. TERM; TERMINATION.

- a. **Term.** The Term of this Agreement shall be from the Effective Date and continue until August 31, 2024 or until the Agreement is terminated as set forth below (the "Term").
- b. **Termination for convenience.** This Agreement may be terminated at any time by either party upon sixty (60) days' prior written notice to the other party. If the termination is not due to default, then the value of this Agreement will be fully invoiced to and payable by the District in accordance with the terms of Section 3.c. above. Refer to Section 13 of "Provisions for Non-Federal Entity Contracts Under Federal Awards" for termination guidelines.
- c. **Termination with cause/default.** Either party shall have the right to terminate this Agreement in the event of a breach of this Agreement by the other party, provided that the non-breaching party provides the breaching party with written notice, explaining the violation of the Agreement, and the breaching party has a period of thirty (30) days following its receipt of such notice of breach in which to attempt to cure such breach. If the breaching party cannot cure such breach within the 30-day period, then the non-breaching party shall have the right to terminate the Agreement, effective as of notice of intent to terminate provided to the breaching party. In the event that EOS is the breaching party, and the District exercises its right to terminate under this Section 10.c., then the amount of refund due for paid services not delivered or payment due for unpaid delivered services will be determined by EOS Program and Finance teams with District. In the event of an uncured breach of this Agreement by the District and EOS exercises its right to terminate under this Agreement, then the value of this Agreement will be fully invoiced to and payable by the District in accordance with the terms of Section 3.c. above.
- d. **Effects of Termination.** Upon termination of this Agreement by a party, District shall have no further obligation to provide data described hereunder to EOS or any third party, and EOS shall have no further obligation to provide studies, reports, analysis and other materials to District or any third party under this Agreement. However, the parties agree that EOS shall have the right to retain any data shared with EOS pursuant to this Agreement and use such data solely in accordance with the terms of this Agreement.





## **COLLABORATION AGREEMENT**

### **Hernando County School District and Equal Opportunity Schools**

- e. **Survival.** In addition to those provisions which, by their express terms, survive the expiration or termination of this Agreement, the following provisions shall survive any such expiration or termination: Sections 4, 5, 6, 8, 9, 10(c) and 11 through 16, inclusive.

#### **11. ENTIRE AGREEMENT.**

This Agreement (and its Exhibits) constitute the entire agreement between the parties regarding the subject matter hereof and supersede all previous or contemporaneous agreements, negotiations and commitments (written or oral) between the parties related to the subject matter hereof. In the event of any conflict between the terms of this Agreement and terms of any other agreements between the parties, then this Agreement shall control.

#### **12. NO PARTNERSHIP OR JOINT VENTURE.**

Nothing herein contained shall constitute a partnership between or joint venture by the parties hereto or constitute any party the agent of the others. No party shall hold itself out contrary to the terms of this Section 12 and no party shall become liable by any representation, act or omission of the other contrary to the provisions hereof. This Agreement is not for the benefit of any third party and shall not be deemed to give any right or remedy to any such party whether referred to herein or not.

#### **13. MODIFICATIONS; NO WAIVER.**

No term of this Agreement may be amended or modified except upon written agreement of the parties. Failure by a party to insist upon strict compliance with any term of this Agreement in any one or more instances will not be deemed to be a waiver of its rights to insist upon such strict compliance with respect to any subsequent failure. No waiver shall be effective unless in writing and signed by the party waiving compliance.

#### **14. SEVERABILITY; ENFORCEABILITY.**

If any provision of this Agreement shall be deemed prohibited, unenforceable, or invalid, such provision shall be ineffective to the extent of such prohibition, unenforceability, or invalidity without invalidating or affecting the remaining provisions of this Agreement. If any provision of this Agreement shall be held by a court of competent jurisdiction to be illegal, invalid or unenforceable, the remaining provisions shall remain in full force and effect.

#### **15. GOVERNING LAW; JURISDICTION.**

This Agreement shall be construed in accordance with the laws of the State of Florida, without regard to its conflicts-of-laws principles. The parties expressly consent to the exclusive jurisdiction and venue of the State of Florida; any claims, actions or other matters respecting this Agreement shall be brought only in the federal or state courts of the State of Florida.





**COLLABORATION AGREEMENT**

**Hernando County School District and Equal Opportunity Schools**

**16. NOTICES.**

All notices required under this Agreement shall be deemed to be properly served if set forth in writing and (1) physically delivered in person or by overnight courier delivery, (2) sent by first class registered or certified mail, postage prepaid and return receipt requested, or (3) transmitted by email followed with overnight courier delivery, to the addresses below, or to any other addresses which the parties designate in writing for such purpose. Notices sent in this manner shall be effective upon actual receipt, except for notices sent by registered mail, which shall be effective five (5) business days after the postmark.

**If to EOS:** Attention: Dennis Melton  
Address: 5601 Sixth Avenue South, Suite 258, Seattle, WA 98108  
Email address: [dennis.melton@eoschools.org](mailto:dennis.melton@eoschools.org)

**If to District:** Attention: John Morris  
Address: 919 N Broad St Brooksville, FL 34601-2397  
Email address: [morris\\_j@hcsb.k12.fl.us](mailto:morris_j@hcsb.k12.fl.us)

**17. COUNTERPARTS.**

This Agreement may be executed simultaneously in one or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument. Signature pages delivered by email as PDF files or other electronic signatures hereto shall be considered originals for purposes of this Agreement.

[Signature Page Follows]



## COLLABORATION AGREEMENT

### Hernando County School District and Equal Opportunity Schools

#### SIGNATURES

The signatures below, by the authorized representative of each party to this Collaboration Agreement, signify the parties' agreement and commitment to the terms and conditions of the Collaboration Agreement.

For Hernando

For Equal Opportunity Schools

Approved as to Form

*Nancy McClain Alfonso*

Signature

Signature

General Counsel, HCSB **Gus Guadagnino**

**Dennis Melton**

Name

Name

Board Chair

CFO

Title

Title

Date

Date

*6/30/2023*

#### District Program Lead Contact Information

John Morris

*Morris.j@hcsb.k12.fl.us*

(352)797-7000

Full Name

Email

Phone

#### District Data Personnel Contact Information

John Morris

*Morris.j@hcsb.k12.fl.us*

(352)797-7000

Full Name

Email

Phone

#### District Accounts Payable Contact Information

Lauren Blackwell

*Blackwell.l@hcsb.k12.fl.us*

(352)797-7070 x432

Full Name

Email

Phone

919 North Borad St

Brooksville, FL

34601

Street Address

City, State

Zip Code

Purchase Order required for invoicing?  
(select one)

Yes

No



**COLLABORATION AGREEMENT**  
**Hernando County School District and Equal Opportunity Schools**

**Exhibit A**

**COLLABORATION OVERVIEW**

Below is the description of EOS personnel expertise, tools, and data to support the District's unique needs as it works to meet and/or sustain the Collaboration Objectives. This Collaboration Overview provides a generalized framework of the Collaboration but does not delineate every aspect of the Collaboration that the Collaborators are mutually responsible for implementing.

The Collaborators agree to the following schedule and responsibilities and will meet to set specific dates and task ownership, following the Effective Date of this Agreement.

**ACTION FOR EQUITY PHASE 4: SUSTAIN EQUITY**

Sustain Equity is the fourth phase of the Equal Opportunity Schools Action for Equity model. It is designed to build upon Extend Equity (Phase 3) of EOS Partnership. In Sustain Equity, the partnership is driven by the District and schools, who will take ownership for using the tools provided to build, monitor, and continuously improve systems for sustainability.

While EOS provides the data, tools, and remote thought partnership to continue deepening District's equity work, school and District leaders will need to commit the leadership capacity to achieve the Collaboration Objectives. Schools choosing this package will be assigned a Partnership Manager to host webinars. The student survey and staff recommendations remain as key tools in this phase. Sustain Equity provides staff surveys, an Equity Pathways Report, and Support and Belonging Report (not listed below) upon request.

	ACTIVITIES/RESPONSIBILITIES
FALL	<b>Optional</b> Provide and Present: Webinar #1: <b>Review Goals &amp; Study Data</b> <ul style="list-style-type: none"><li>● Opportunity Chart</li><li>● Capacity Analysis</li><li>● Attrition, Score and Grade reports</li><li>● Drop &amp; First-Time Taker List</li></ul>
WINTER	Provide and Present Webinar #2: <b>Outreach Strategy &amp; Data Review</b> <ul style="list-style-type: none"><li>● Equity Pathways Report</li><li>● Support &amp; Belonging Report</li><li>● Outreach List Student Insight Cards</li></ul>





## COLLABORATION AGREEMENT

### Hernando County School District and Equal Opportunity Schools

<b>SPRING</b>	<b>Optional Provide &amp; Present Webinar #3:</b> <b>Support Planning</b> <ul style="list-style-type: none"> <li>• Course Request Data</li> <li>• Support and Belonging report</li> <li>• Course Request Plan</li> <li>• End of Year Report</li> </ul>
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**Tools & Supports:** The following are the set of tools and analyses that the District and its schools can access through the Sustain Equity partnership.

Student Survey & Staff Recommendations	The fall student survey and staff recommendations are two EOS' seminal data collection tools and are required for the creation of most EOS products, including outreach and recruitment lists and Student Insight cards. EOS will remotely manage online survey administration by providing a series of updates on rates of survey completion and helping schools trouble shoot technical problems.
Student Insight Cards	EOS will provide schools with Student Insight Cards for all 10 <sup>th</sup> and 11 <sup>th</sup> grade students on the Outreach Lists. Student Insight Cards are student level profiles that visually provide key insights into student interest, motivation, academic and performance assets, barriers, and trusted adults.
Outreach Lists	The Outreach List contains 10 <sup>th</sup> and 11 <sup>th</sup> grade students identified through EOS' proprietary model and relies on both student and school level characteristics to determine if a student could benefit from and succeed in AP/IB/AICE coursework at your high school. These lists can be used for planning student outreach and recruitment. A 9 <sup>th</sup> grade targeted students list is available upon request.
Outreach and Enrollment Tracking	The Outreach and Enrollment Tracker allows schools to execute against and track outreach activities that lead to equitable enrollment. Outreach data entered into the portal is analyzed in partnership with course request enrollment data to highlight outreach trends that impact equity.
Course Registration Enrollment Updates	EOS will provide enrollment updates during course registration that facilitate further strategy and action around outreach to students.
Evaluation Tools	EOS will provide a variety of tools, including: (a) Data visuals of schools' AP/IB/AICE access reality compared to access for the previous school year, (b) Opportunity Charts showing enrollment for 11 <sup>th</sup> /12 <sup>th</sup> graders by race & segment, and (c) Enrollment Capacity Analyses showing course-level enrollment information.
Semester AP/IB /AICE Grade Analysis	EOS will analyze and present corresponding data visuals that compare semester grade performance to prior year semester grade performance in AP/IB/AICE courses.



## COLLABORATION AGREEMENT

### Hernando County School District and Equal Opportunity Schools

AP/IB/AICE Exam Analysis	EOS will analyze and present corresponding data visuals that compare AP/IB/AICE exam passing performance to prior year passing performance (as measured by number of students passing exams and pass rates).
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#### EOS SUPPORT

EOS' responsibilities will be performed by a team of EOS staff assigned to the District. Partnership Directors and Partnership Managers are responsible for managing client relationships and EOS deliverables, as well as providing project management, strategic planning (regarding the Collaboration), and coaching support to principals and District leadership. The Partnership Director or Manager assigned to the District will serve as a dedicated, strategic thought partner and project manager throughout implementation, and will monitor and track progress during and in-between in-person visits over the course of the year. Additional EOS staff supporting the District may include Regional or Managing Partnership Directors, Data Management Specialists, and Account Managers.

#### District Partnership Director /Partnership Manager

- School/district leadership/coaching experience
- Experience with AP/IB/AICE gaps-closed schools/strategies and access to a national portfolio of best practices
- 2-business day response time, and available for phone/email/webinar check-ins as requested

#### Other Key Sources of Expertise Provided by EOS:

- An internal EOS community of practice provides that each Partnership Director and Manager is accessing for their clients' benefit the learnings and best practices among the EOS portfolio of early 800 school and 250 district partnerships in various contexts around the country.
- EOS teams of analysts serve as experts for EOS tools and analytics capabilities, effectiveness and learning, and the EOS Portal, a large scale, custom-built EOS database that facilitates efficient and on-demand delivery of EOS tools.
- Supervising Partnership Directors and Partnership Managers is a Senior Leadership Team with many years of education, non-profit, and organizational leadership experience.

**Supports:** The following are the set of EOS supports that will accompany the above-described tools of all phases:

EOS Portal Access	The EOS Portal allows leaders within the EOS partner schools and districts to access real-time information such as Student Insight Cards, school Outreach Lists, and updates on Outreach and Enrollment tracking.
Live and On-Demand Webinar Training	EOS hosts live and on-demand webinars to support successful implementation of the Collaboration. Topics will include portal



**COLLABORATION AGREEMENT**

**Hernando County School District and Equal Opportunity Schools**

	refresher, advocacy and outreach best practices, outreach list walk-through/support, and outreach tracking.
Phone and Email Support	EOS staff will offer email/phone support, including discussion of EOS analyses and strategy support for any aspect of the partnership.





**COLLABORATION AGREEMENT**  
**Hernando County School District and Equal Opportunity Schools**

**Exhibit B**

**CONFIDENTIALITY OBLIGATIONS**

**DEFINITION**

For purposes of this Agreement, the term "Confidential Information" shall mean any and all personally identifiable student information from District education records provided by District to EOS, in any medium during the Term of this Agreement. Confidential Information shall include, without limitation, the personally identifiable information of students, parents, guardians and staff that the District shares with EOS under this Agreement.

**ACKNOWLEDGMENT OF APPLICABLE LAW**

The Collaborators acknowledge that provision by the District of Confidential Information is subject to the Family Educational Rights and Privacy Act of 1974 (FERPA) and the implementing regulations found in 34 CFR Part 99 ("FERPA"), and may also be subject to state law student confidentiality provisions. The Collaborators shall comply with all Applicable Law.

The Collaborators acknowledge that it is not the intent of the survey designers for any of the questions contained in the EOS Student and Staff Surveys to relate to any of the eight categories of protected information contained in the federal Protection of Pupil Rights Amendment (PPRA), 20 U.S.C. 1232h and the survey has been reasonably designed to avoid the question types/categories governed by the PPRA.

**EOS PERMITTED USAGE OF CONFIDENTIAL INFORMATION**

Except in limited instances when EOS obtains the express written consent of the District or individual participant/parent, as may be required, EOS shall use Confidential Information solely for the purposes set forth in this Agreement.

**RESTRICTIONS UPON EOS' DISCLOSURE OF CONFIDENTIAL INFORMATION**

The only EOS personnel who will have access to Confidential Information will be those EOS employees, contractors and agents who (a) are performing services contemplated by this Agreement and (b) have agreed to be bound by EOS' non-disclosure agreement. Except as permitted by FERPA, EOS and its designated employees, contractors and other agents with access to Confidential Information shall not disclose any of the District's Confidential Information to any third party.

**MAINTENANCE OF CONFIDENTIALITY**

EOS shall exercise reasonable care in safeguarding the Confidential Information against loss, theft, or other inadvertent disclosure or access and shall take reasonable steps necessary to establish safeguards that are consistent with applicable federal, state, and local law and District regulations and policies relating to security for personally identifiable and other sensitive information, including but not limited to FERPA-protected information. Publication of any information compiled by EOS under this Agreement (other than to the District or its personnel in accordance with this Agreement) shall be in a manner that is designed not to permit identification, directly or indirectly, of individual students or parents.



## **COLLABORATION AGREEMENT**

### **Hernando County School District and Equal Opportunity Schools**

All users of the Portal must agree to the EOS Acceptable Use Policy, as may be amended, which includes, requirements such as, an obligation not to share account or passwords with anyone, not to use the Portal for illegal activity, not to access data or any account owned by another and to notify EOS immediately if the user identifies a problem with the Portal. EOS also has the right to deny access to any user who may pose a security risk to the Portal or the data contained on the Portal.

The District shall send all Confidential Information via the Portal, unless otherwise agreed to by the parties or expressly permitted by EOS in writing. Unless otherwise agreed upon by the parties in advance, the District should not email or use any other medium to send Confidential Information. In certain instances, EOS may accept limited information via another approved mechanism.

#### **DESTRUCTION OF CONFIDENTIAL INFORMATION**

EOS agrees to destroy all personally identifiable student and parent information obtained from District education records after such information is no longer needed for any purpose for which studies were conducted under the terms of this Agreement.



**COLLABORATION AGREEMENT**

**Hernando County School District and Equal Opportunity Schools**

**Exhibit C**

**DATA TO BE SHARED  
FOR THE PURPOSE OF ONGOING STUDY AND INSTRUCTIONAL IMPROVEMENT**

EOS will use student-level data on behalf of the school/district to study and evaluate its programs and services. The data will only be used to meet the purposes of the study for the school/district. Requested data may include the following and should be provided as appropriate in written reports, data files, or spreadsheets. Data should be provided by race and socioeconomic segments (as determined by eligibility for the National School Lunch Program or similar proxy). EOS will treat all data as Confidential Information, as defined by Exhibit B of this Agreement, and in accordance with the requirements of Applicable Law. Except as otherwise agreed upon between the parties or instructed by EOS, all data shall be provided through the EOS Portal. EOS will provide instructions on the file types that are required (usually CSV format for data and JPG for photos). In addition to the data elements listed below, in performing the services and implementing the programs, EOS, or a third-party on its behalf, will administer surveys for students and staff. In order to undertake the study and services on behalf of the District, EOS will need access to the following data elements:

Data Elements	Data Level	Example Data Elements Collected	Purpose of Data Use
Demographics (Race, Gender, FRL, ELL)	Student	Student ID, first name, last name, school name, grade, gender, counselor email, counselor last name, Hispanic indicator, race, income indicator, GPA, other fields may be included as optional	EOS will use this information to identify the school-wide participation trends in AP and IB classes, and to achieve Collaboration Objectives.
Fall Course Enrollment	Student / Staff	School name, student ID, staff email, staff ID, staff first and last name, course ID, course name, course selection, course period, term	
Course Grades	Student	Student ID, school name, course ID, course name, course selection, term, sub-term, grade	
AP Exam Scores / IB Exam Scores	Student	Student ID, test name, test subject, test score, test year	
Course Request	Student	Student ID, school name, course ID, course name	
Student Photos	Student		





**COLLABORATION AGREEMENT**

**Hernando County School District and Equal Opportunity Schools**

Staff File	Staff	First name, last name, email address, staff ID, position and department	
Graduation Status	Student		
GPA	Student		
SAT / Test Scores	Student	Student ID, test name, test subject, test score, test year	
National Student Clearinghouse	Student		

**COLLABORATION AGREEMENT**

**Hernando County School District and Equal Opportunity Schools**

**Exhibit D – INSURANCE**



**CERTIFICATE OF LIABILITY INSURANCE**

OP ID: SR

DATE (MM/DD/YYYY)  
03/11/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Sprague Israel Giles 1501 Fourth Avenue, Suite 730 Seattle, WA 98101-3225 Matt Conroy	CONTACT NAME PHONE (A/C, Hn, Ext): FAX (A/C, No): E-MAIL ADDRESS: PRODUCER CUSTOMER ID #: EQUAL-1
INSURED Equal Opportunity Schools 5601 Sixth Avenue S., Ste 258 Seattle, WA 98108	INSURER(S) AFFORDING COVERAGE INSURER A : Philadelphia Indemnity Ins. INSURER B : INSURER C : INSURER D : INSURER E : INSURER F : NAIC # 18058

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR LTR	TYPE OF INSURANCE	ADOL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR		PHPK2375186	03/22/2022	03/22/2023	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPROP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS X HIRED AUTOS X NON-OWNED AUTOS		PHPK2375186	03/22/2022	03/22/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (PER ACCIDENT) \$ \$ \$
	UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE DEDUCTIBLE \$ RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	PHPK2375186 WA STOP GAP	03/22/2022	03/22/2023	WC STATUTORY LIMITS X OTHER E L EACH ACCIDENT \$ 1,000,000 E L DISEASE - EA EMPLOYEE \$ 1,000,000 E L DISEASE - POLICY LIMIT \$ 1,000,000
A	SEXUAL ABUSE		PHPK2375186	03/22/2022	03/22/2023	Per Occ \$ 1,000,000 Aggregate \$ 1,000,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)						
EVIDENCE ONLY						

CERTIFICATE HOLDER	CANCELLATION
CERTIFICATE HOLDER	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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**COLLABORATION AGREEMENT**

**Hernando County School District and Equal Opportunity Schools**

**Exhibit E – EOS W-9**

<p><b>Form W-9</b> (Rev. October 2018) Department of the Treasury Internal Revenue Service</p>	<p><b>Request for Taxpayer Identification Number and Certification</b></p> <p>► Go to <a href="http://www.irs.gov/FormW9">www.irs.gov/FormW9</a> for instructions and the latest information.</p>	<p><b>Give Form to the requester. Do not send to the IRS.</b></p>
<p><b>1 Name</b> (as shown on your income tax return). Name is required on this line. Do not leave this line blank.</p> <p><b>Equal Opportunity Schools</b></p>		
<p><b>2 Business name/disregarded entity name</b>, if different from above</p>		
<p><b>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</b></p> <p> <input type="checkbox"/> Individual/sole proprietor or single-member LLC                 <input checked="" type="checkbox"/> C Corporation                 <input type="checkbox"/> S Corporation                 <input type="checkbox"/> Partnership                 <input type="checkbox"/> Trust/estate           </p> <p> <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____           </p> <p><b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) ► _____</p>		
<p><b>4 Exemptions</b> (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p>(Applies to accounts maintained outside the U.S.)</p>		
<p><b>5 Address</b> (number, street, and apt. or suite no.) See instructions.</p> <p><b>5601 6th Ave S., Ste #258</b></p>		<p><b>Requester's name and address (optional)</b></p>
<p><b>6 City, state, and ZIP code</b></p> <p><b>Seattle, WA 98108</b></p>		
<p><b>7 List account number(s) here (optional)</b></p>		
<p><b>Part I Taxpayer Identification Number (TIN)</b></p> <p>Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i>, later.</p> <p><b>Note:</b> If the account is in more than one name, see the instructions for line 1. Also see <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.</p>		
<p><b>Social security number</b></p> <p>____ - ____ - ____</p>		<p><b>OR</b></p> <p><b>Employer identification number</b></p> <p>3 7 - 1 6 0 9 6 5 9</p>
<p><b>Part II Certification</b></p> <p>Under penalties of perjury, I certify that:</p> <p>1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and</p> <p>2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and</p> <p>3. I am a U.S. citizen or other U.S. person (defined below); and</p> <p>4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.</p> <p><b>Certification instructions.</b> You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.</p>		
<p><b>Sign Here</b></p>	<p><b>Signature of U.S. person</b> ► <i>Devin Miller</i></p>	<p><b>Date</b> ► 12/19/2022</p>
<p><b>General Instructions</b></p> <p>Section references are to the Internal Revenue Code unless otherwise noted.</p> <p><b>Future developments.</b> For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to <a href="http://www.irs.gov/FormW9">www.irs.gov/FormW9</a>.</p> <p><b>Purpose of Form</b></p> <p>An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:</p> <ul style="list-style-type: none"> <li>• Form 1099-INT (interest earned or paid)</li> <li>• Form 1099-DIV (dividends, including those from stocks or mutual funds)</li> <li>• Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)</li> <li>• Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)</li> <li>• Form 1099-S (proceeds from real estate transactions)</li> <li>• Form 1099-K (merchant card and third party network transactions)</li> <li>• Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)</li> <li>• Form 1099-C (canceled debt)</li> <li>• Form 1099-A (acquisition or abandonment of secured property)</li> </ul> <p>Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.</p> <p>If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See <i>What is backup withholding</i>, later.</p>		