

Exhibit A
Scope of Work
Intergovernmental Agreement Between
The College of Education, University of Arizona and Tucson Unified School District #1
Pueblo High School

Obligations of the COLLEGE:

To implement the goals, objectives and activities of the University of Arizona District, Upward Bound Program the COLLEGE agrees:

- A. To provide curriculum and instructional design, with the advice and input of AGENCY for training of selected individuals identified by AGENCY. All curriculum and instruction is under the control of the COLLEGE. The proposed services include counseling, advisement, tutoring, summer programs, student workshops, parent workshops, dual enrollment, and field trips, including but not limited to college campuses.
- B. To provide administrative support for all educational activities required to implement the terms of this Agreement, including but not limited to supervision, coordination and direction to all appropriate instructional staff, faculty and instructional aides.
- C. The COLLEGE will bear the sole responsibility for expending and managing project funds to achieve the goals and objectives of the University of Arizona District, Upward Bound Program.
- D. May provide and transport COLLEGE office furniture and equipment to enhance the program space made available by the AGENCY when applicable. All furniture and equipment will be returned to University of Arizona District upon completion of the program or upon COLLEGE request.
- E. To work with AGENCY personnel to select/process 35 applicants for the University of Arizona, Upward Bound Program.
- F. To work in coordination with AGENCY staff to monitor student progress, recommend interventions for them when appropriate, and adjust services based on needs of participants and high school personnel input.
- G. Staff and faculty will mentor University of Arizona, Upward Bound students through the program period.
- H. To elicit parental/guardian support in the form of Upward Bound combined student/parent-guardian or parent-guardian only workshops that will assist the parent in demonstrating support and encouragement to their child during their child's high school and college years.

- I. Staff will work with AGENCY to provide tutoring programs during the school year. Tutors will be funded through the grant.
- J. To offer student success workshops on Saturdays at the COLLEGE during the academic year and four weeks during the summer program. Workshops will offer career exploration, supplemental instruction that complements high school curricula, application of skills and knowledge acquired in dual enrollment courses, guest authorities from the community, the development of critical thinking skills to help foster curiosity and promote life-long learning, and reinforcement/demonstration regarding benefits of an earned college degree.
- K. Will provide cultural and enrichment events/fieldtrips originating from the COLLEGE to specific Tucson, Arizona, and out-of-state sites that engage the student in enriching their learning, increasing their awareness of diversity, provide new experiences and views of the world and instilling a desire to learn more about our global society.
- L. To work with the community and local businesses in offering students career exploration and learning opportunities.
- M. To disburse stipends that have a two-fold purpose for program participants: an incentive to participate fully in the program and to achieve the program goals and an opportunity to earn extra spending money through academic achievement and personal growth. The amount of the stipend is in ratio to the level of participation within the limits of the program. Stipends per student are as follows: academic year (average = \$20 x 8 months) and summer component (\$40/month).
- N. To make available the University of Arizona (tutoring), the Computer Commons, the Assessment Center, and other program-and-education-related facilities.

Obligations of AGENCY:

- A. To provide the following for the purpose of fulfilling the goals and objectives of the project: Office space, use of a desk chair and locking file cabinet, use of computers, use of a photocopy machine, use of a telephone, use of a fax machine, access to eligible Upward Bound students, access to student report cards, student information system, class schedules, and other program related data. AGENCY shall allow COLLEGE access to facilities in support of program events, which may include use of classrooms, gymnasium, school grounds, library, and buses.
- B. To establish and maintain school site support and enthusiasm for the program.
- C. To assist in the recruitment, marketing, and publicity of the program.
- D. To provide resources that will be necessary to carry out the program's goals.

- E. To offer teacher assistance in tracking student progress and program review/adjustments, administrator, teacher and counselor attendance at recognitions ceremonies, and teacher participation as a mentor.
- F. To work with COLLEGE to screen and select 35 students from AGENCY to be participants in the University of Arizona, Upward Bound Program.
- G. To support occasional Saturday programs that may take place at designated school site. AGENCY will provide necessary staff and services necessary for activity success.
- H. To work with the program staff and the COLLEGE's assigned Project Director to integrate the Program and its activities into the overall Counseling Program maintained by the AGENCY and to identify potentially eligible students.
- I. Administrative officers, or their designees, will serve as liaison with the COLLEGE with respect to the high school portions of the Program (i.e., tutoring, meetings, workshops, etc.)