



2024-2025 PROGRAM YEAR – MEMORANDUM OF AGREEMENT  
LINN MAR COMMUNITY SCHOOL DISTRICT  
AND JUNIOR ACHIEVEMENT OF EASTERN IOWA

**WHEREAS** the Linn Mar Community School District hereinafter referred to as **DISTRICT**, and Junior Achievement of Eastern Iowa hereinafter referred to as **JUNIOR ACHIEVEMENT**, desire to enter into an Agreement for the purpose of *INSPIRING AND PREPARING YOUNG PEOPLE TO SUCCEED*.

**NOW THEREFORE IS AGREED:**

Responsibilities of **JUNIOR ACHIEVEMENT**:

1. Will provide all program materials, student guides, teacher manuals, volunteer manuals, test-generating software and other software licensing, shipping charges, program insurance, staff time for recruitment, placement, training and oversight of volunteers and instructors, as well as other materials fees based on program(s) selection. Materials will be ordered and delivered directly to facility prior to the start of the Junior Achievement class.
  - a. Classroom materials will be ordered and delivered directly to each participating classroom prior to the start of the Junior Achievement class. If program materials are lost once proof of delivery to school, the DISTRICT is responsible for the additional cost of replacement materials.
2. Will partner to prospect, recruit, train, schedule and place each volunteer as well as facilitate evaluation tools and recognition of each volunteer. Junior Achievement will serve as a liaison between the volunteer and instructor if any concerns arise during the Junior Achievement partnership.
3. Will compile any program evaluation data and report impact and outcomes to Partnership Coordinator no later than August 15, 2025.
4. Will facilitate a joint DISTRICT & Junior Achievement volunteer recognition program for all participating volunteers.
5. Will compile a DISTRICT volunteer engagement report inclusive of volunteer hours. This will be submitted to DISTRICT's Partnership Coordinator by August 15, 2025.
6. Will be available to present partnership overview, including volunteer, evaluation, and impact details to DISTRICT at an agreed upon date each year.
7. Will provide an itemized cost statement of services based on current year's certified enrollment to DISTRICT's Partnership Coordinator no later than January 31, 2025 for agreed upon 2024-2025 program services.
8. With the partnership of at least one full grade upon request, Junior Achievement will provide at no cost to the DISTRICT:
  - a. All fees associated with facilitating Junior Achievement programming in preschool or kindergarten classrooms.
  - b. All fees (excluding transportation to and from event) associated with facilitating select experiential learning programs and student events, i.e. JA Career Fairs, JA Career Speaker Series, JA Financial Literacy Fairs, JA Career Inspire, JA Stock Market Challenge.

Responsibilities of **DISTRICT**:

1. Will identify a partnership coordinator who will be the primary contact for the JUNIOR ACHIEVEMENT partnership.
  - a. Partnership coordinator will connect JUNIOR ACHIEVEMENT staff to the DISTRICT personnel responsible for delivering Junior Achievement programming.
  - b. Partnership coordinator will identify and connect JUNIOR ACHIEVEMENT staff to the volunteer liaisons for the DISTRICT.
  - c. Partnership coordinator will identify and connect JUNIOR ACHIEVEMENT staff to the marketing/communications coordinator for the DISTRICT.
2. Will list JUNIOR ACHIEVEMENT as partner on DISTRICT’s website and include volunteer opportunities in newsletters and/or digital backpacks.
3. Will provide a list of participating classes to JUNIOR ACHIEVEMENT by **September 15, 2024** for the 2024-2025 school year. All lists will be by school, grade, time period (if applicable), teacher’s name and email and number of students.
4. Will allow JUNIOR ACHIEVEMENT to provide a 1-hour group training to all instructors new to Junior Achievement during the program year. All training will be facilitated prior to the Junior Achievement partnership experience. A training date will be determined before **May 31<sup>st</sup>, 2024**. Junior Achievement education staff will provide the training at a date and time coordinated by the DISTRICT.
5. Will facilitate a pre-program as well as a post-program evaluation instrument for each participating student in the Junior Achievement program. Specific evaluations will be sent to instructors based on program selection.
6. The DISTRICT may select from the following classroom programs to implement as part of the MOA:

GRADE LEVEL	Work and Career Readiness Pathway		Financial Literacy Pathway		Entrepreneurship Pathway	
ELEMENTARY	JA Our Community® (2)	x	JA More Than Money® (3-5)		JA More Than Money® (3-5)	
	JA Our Friends† (PK)		JA Our City® (3)		JA Our Families® (1)	x
	JA Our Nation® (5)		JA Ourselves®† (K)	x	JA Our Region® (4)	
	JA Our Neighbors (PK-5)					
MIDDLE	JA It’s My Future® (6-8)		JA Economics for Success® (6-8)		JA It’s My Business!® (6-8)	
			JA Global Marketplace® (6-8)			
MULTI-LEVELS	JA Excellence through Ethics® (6-12)		JA Finance Park® -Classroom (6-12)		JA Company Program Pop Up® (6-12)	
	JA It’s My Job® (6-12)		JA Tools for Success® (6-12)		JA Tools for Success® (6-12)	
	JA Tools for Success® (6-12)					
HIGH	JA Career Success® (9-12)		JA All About Cars® (9-12)		JA Company Program® (9-12)	
			JA Economics® (9-12)		JA Be Entrepreneurial® (9-12)	
			JA Personal Finance® 2.0 (9-12)		JA Launch Lesson (9-12)	
			JA Take Stock in Your Future® (9-12)			
			JA Titan® (9-12)			

*X - Participating, P - Pilot, O - Previously Implemented, † - No Cost*

7. The DISTRICT may select from the following experiential learning programs and student events to implement as part of the MOA:

GRADE LEVEL	Work and Career Readiness Pathway		Financial Literacy Pathway		Entrepreneurship Pathway	
ELEMENTARY	JA BizTown <sup>®</sup> - MOBILE* (5)	x				
MIDDLE			JA Financial Literacy Fair † (6-8)			
MULTI-LEVELS	JA Career Fairs † (K-12)		JA Finance Park <sup>®</sup> – MOBILE* (7-12)			
HIGH	JA Career Inspire <sup>®</sup> † (9)	x	JA Stock Market Challenge† (9-12)			

*X - Participating, P - Pilot, O - Previously Implemented*

*\*JA BizTown<sup>®</sup>- Mobile and JA Finance Park<sup>®</sup>- Mobile will be available at a first come, first served basis.*

**DISTRICT will pay JUNIOR ACHIEVEMENT \$13.93 per student participating in the Junior Achievement programming noted above for the 2024-2025 program year.**

This Agreement shall be effective July 1, 2024, through June 30, 2025, inclusive of school year and summer programming.

This Agreement may be amended at any time during its term by mutual consent of the parties. Any such amendment shall be in writing and signed by authorized representatives of both parties.

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 LINN MAR COMMUNITY SCHOOL DISTRICT  
 Superintendent

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 LINN MAR COMMUNITY SCHOOL DISTRICT  
 School Board President

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 JUNIOR ACHIEVEMENT OF EASTERN IOWA  
 Area President

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 JUNIOR ACHIEVEMENT OF EASTERN IOWA  
 Regional Executive Board Chairperson

\_\_\_\_\_  
 Date

**Required:**

\_\_\_\_\_  
 Partnership Coordinator's Name

\_\_\_\_\_  
 Telephone Number

\_\_\_\_\_  
 Partnership Coordinator's E-mail Address