



660 Camino Aguajito Suite 100  
Monterey, CA 93940

DATE: May 16, 2016  
CLIENT: San Rafael City Schools  
PROJECT: Impact Management Solution  
CONTACT: Dawn Verdick & Nina M. Rosete  
RE: **Memorandum of Understanding**

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## MEMORANDUM OF UNDERSTANDING

Between  
San Rafael City Schools  
And  
iResult, LLC

iResult, LLC (iResult) is pleased to provide San Rafael City Schools (SRCS) with technology and support services for implementing an Impact Management Solution. iResult understands your goals and objectives and has oriented this project to address your needs. This proposal will provide SRCS with an Impact Management Solution. For a complete list of school sites, please refer to Appendix C.

iResult, LLC delivers a Software As A Service-based (SaaS) platform that helps Superintendents, Principals and leaders in education:

1. **Access** multiple data sources in one platform;
2. **Understand** data via a goal-based approach;
3. **Transform** the way they manage school districts (from anecdotal evidence to data-driven evidence).

Today, leaders in education do not have access to real-time data from ALL of the disparate systems they use; and they lack the tools to make sense of the complex information gathered from multiple systems found in a school district.

iResult is a business intelligence platform that brings education data systems together to help Superintendents and leaders in education turn an abundance of data into a wealth of actionable insights.

iResult's Impact Management Solution includes the following dashboards. Results displayed in these dashboards can be filtered by school, grade, subject, subgroup and teacher:

**a. Goal-Based Dashboard**

This dashboard answers the question: “Is my school district or school meeting its goals today?” The goal-based dashboard allows users to specify indicators they want to see on their dashboard and create multiple dashboards based on audience and purpose. Widgets reflecting results are red if the school district or school has not met its goals; or green if the school district or school has met its goals. Users can click on each widget to show trends over time.

**b. Drill-Down Dashboard**

This dashboard answers the question: “How are my schools performing relative to each other today?” or “How are my grade levels performing relative to each other today?” District users can compare their schools’ performance across multiple indicators, and school site users can compare their students’ performance by grade level across multiple indicators.

**c. Intervention Results**

This dashboard answers the question: “Are the interventions we are deploying yielding the results we intend them to yield?” Users can compare similar interventions and analyze results for cohorts of students assigned to specific interventions. Analyses for interventions include results at a specific point in time or a trend over time.

The suite of dashboards allows users to simplify implementation of the following continuous improvement cycle:



**A. Scope of Work & Project Deliverables**

1) Implementation of iResult Impact Management System version 3.0

Effective evaluation of data was identified as a key need for San Rafael City Schools. We will work collaboratively with SRCS to support the efforts that have been made to improve services for students. For the school year 2016-2017, we will deliver the following iResult solutions and apps to SRCS (as outlined in Appendix C):

- Impact Management Solution version 3.0
- Intervention App
- Grouping App
- Participation App
- Secure FTP site hosted and maintained by iResult

Access to the system will be organized as follows:

Who has access?	Level of Permission	Key Performance Indicators*
<ul style="list-style-type: none"> <li>• District Administrators               <ul style="list-style-type: none"> <li>○ Senior Directors</li> <li>○ Directors</li> </ul> </li> <li>• Side Administrators</li> </ul>	<ul style="list-style-type: none"> <li>• Main Dashboard               <ul style="list-style-type: none"> <li>○ Custom badges</li> <li>○ Schools Dashboard</li> </ul> </li> <li>• Drill-down dashboard               <ul style="list-style-type: none"> <li>○ Stats</li> <li>○ Charts</li> <li>○ Trends</li> <li>○ Correlations</li> <li>○ Transitions</li> </ul> </li> <li>• Social Platform</li> <li>• Student Level Drill-Down</li> <li>• Apps               <ul style="list-style-type: none"> <li>○ Intervention</li> </ul> </li> <li>• Reports</li> </ul>	<ul style="list-style-type: none"> <li>• Attendance               <ul style="list-style-type: none"> <li>○ Chronic Absences</li> <li>○ ADA</li> <li>○ By course</li> <li>○ By code</li> <li>○ By period</li> </ul> </li> <li>• Tardies               <ul style="list-style-type: none"> <li>○ Chronic tardies</li> <li>○ By course</li> <li>○ By period</li> </ul> </li> <li>• Behavior Referrals               <ul style="list-style-type: none"> <li>○ Chronic BR's</li> <li>○ By course</li> <li>○ By code</li> <li>○ By period</li> <li>○ By disposition</li> <li>○ By location</li> <li>○ By time of day</li> </ul> </li> <li>• Assessments               <ul style="list-style-type: none"> <li>○ By proficiency level or combination</li> <li>○ By score or range of scores</li> <li>○ Formative</li> <li>○ Summative</li> <li>○ Standardized</li> </ul> </li> <li>• Grades               <ul style="list-style-type: none"> <li>○ By grade type or combination</li> </ul> </li> <li>• Credits</li> <li>• Surveys (CHKS)</li> </ul>

A detailed outline of implementation steps is included in Appendix B. Once milestones described in Appendix B have been met, the users may use iResult.

## 2) Support Services

Implementation of the system also includes:

- Customer support (on-line, email and phone)
- Training (up to 8 hours of training)
- Implementation of systems
- Digital operations:
  - Digital integration
  - Data conversion
  - Hosting

## B. General Partnership Commitments

### iResult

- Deliverables as noted above and in Appendix B.
- Data sharing agreement as noted in Exhibit 1 and Appendix D.

### San Rafael City Schools

#### 1) Data

- Provide data tables described in Appendix E. Because we are reserving resources for San Rafael City Schools, failure to deliver data tables within 60 days after contract signing will result in additional fees (\$2,500 for every 15 days elapsed).
- Provide appropriate access to staff to complete steps outlined in Appendix B.
- Provide ample support for accessing data when needed.
- Provide ample feedback for the development of management tools.
- Provide support when iResult needs access to SRCS personnel.
- Data testing.
- User testing and sign-off prior to general population release.
- User of iResult's on-line "Help" section to communicate bugs, error message, functional issues and provide feedback.

## C. The Team

The team working on this project will primarily include:

Dawn Verdick, Founder & CEO

Nina M. Rosete, Chief Operating Officer *\*\*Relationship manager for SRCS*

Justin Katahira, Director of User Engagement *\*\*Main operational point of contact for SRCS*

iResult, at its discretion, may also use additional resources, at its expense, as needed to complete the project.

#### D. Cost of Services & Term

For the 2016-2017 school year, iResult will provide all the general services identified in the scope of this agreement as follows:

<u>Category</u>	<u>Amount</u>
<b>Year 1 Cost</b>	
Incremental Annual Subscription for 7,000 students (\$1.50/unique ID)	\$ 10,500
Data Specialist	11,618
<b>TOTAL – Year 1</b>	<b>\$ 22,118</b>
<b>Year 2 and Year 3</b>	
Year 2 - Annual Subscription for 7,000 students (\$7.50/unique ID)	\$ 52,500
Year 3 - Annual Subscription for 7,000 students (\$7.50/unique ID)	\$ 52,500

This agreement will commence July 1, 2016 and end on June 30, 2017. SRCS will be invoiced by July 1, 2016 unless otherwise requested.

If SRCS chooses to execute a 3-year contract, iResult will charge SRCS the per student subscription fee outlined above.

#### E. Reimbursable Expenses

The following expenses will be reimbursed to iResult:

- N/A

#### F. Payment

For year 1, iResult will invoice SRCS after this agreement is finalized. Payment will be due upon receipt of the invoice. For subsequent years, payment is due by November 1.

#### G. Disclaimers

A wide array of variables may affect the success or failure of this project team, including many variables outside the control of iResult. As a result, iResult provides no guarantees or warranties regarding its services, expressly stated, implied, or otherwise. SRCS management and staff agree to fully cooperate with iResult staff.

#### H. Termination

After the product has been launched at SRCS, this agreement is terminable by either party with a 120-day notice.

**I. Representations and Warranties**

iResult represents and warrants to SRCS that:

1) the use of the iResult Impact Management System (including all related applications and customized software) by [Insert District Name] and by any of the associated entities and/or users at the participating sites listed in Appendix C (collectively, SRCS for purposes of each of the representations and warranties in this Section I) shall not infringe upon or violate any copyright, trade secret, invention or any other intellectual property right of any other person or entity;

2) iResult agrees to abide by and incorporate by reference all of the terms and provisions as set forth in Exhibit 1 into this Memorandum of Understanding to satisfy the requirements of California Educational Code Section 49073.1; and

3) iResult agrees to abide by and incorporate by reference all of the terms and provisions as set forth in Exhibit 1 into the Data Sharing Agreement as set forth in Appendix D to satisfy the requirements of California Educational Code Section 49073.1.

**J. Indemnification**

iResult shall indemnify, defend and hold harmless SRCS and its officers, directors, employees and the associated entities and/or users at the participating sites listed in Appendix C, including their officers, directors and employees, from and against any and all claims, losses, costs, damages or expenses (including reasonable attorneys' fees) arising out of or based upon iResult's breach of the representations and warranties made by it in Section I of this Memorandum of Understanding

**K. Agreement**

When signed by both parties, this proposal will become the agreement by which iResult and the SRCS project team will be bound.

\_\_\_\_\_  
*Name: Dr. Michael Watenpaugh  
Superintendent  
San Rafael City Schools*

*Date:*

\_\_\_\_\_  
*Name: Dawn Verdick  
Founder & CEO  
iResult, LLC*

*Date:*

**EXHIBIT 1**  
**TO**  
**MEMORANDUM OF UNDERSTANDING**

The parties acknowledge that: (a) SRCS and each of the participating sites in Appendix C is a California public entity subject to state and federal laws governing education, including the California Education Code, the California Student Online Personal Information Protection Act (“SOPIPA”) (effective as of January 1, 2016), the federal Children’s Online Privacy and Protection Act (“COPPA”), and the federal Family Education Rights and Privacy Act (“FERPA”); and (b) iResult is a “third party” under California Education Code Section 49073.1(d)(6), which defines “third party” as a provider of digital educational software or services, including cloud-based services, for the digital storage, management and retrieval of pupil records.

California Education Code Section 49073.1 requires that any contract for the provision of services entered into between SRCS and iResult contain provisions specified in Sections (b)(1) through (b)(9) of California Education Code Section 49073.1, and SRCS and iResult desire to incorporate the terms and provisions in this Exhibit 1 into the Memorandum Of Understanding (MOU) and the Data Sharing Agreement (DSA) as set forth in Appendix D to satisfy the requirements of California Education Code Section 49073.1.

**TERMS AND PROVISIONS**

1. **Ownership and Control of Public Records.** Pupil records shall continue to be the property of and under the control of SRCS. For purposes of this Exhibit 1 and the MOU/DSA, “pupil records” mean both any information directly related to a pupil that is maintained by SRCS information acquired directly from the pupil through the use of instructional software or applications assigned to the pupil by a teacher or other SRCS employee. For purposes of this Exhibit 1 and the MOU/DSA, “pupil records” does not mean deidentified information, including aggregated deidentified information, used by iResult (i) to improve educational products for adaptive learning purposes and for customizing pupil learning, (ii) to demonstrate the effectiveness of iResult’s products in the marketing of those products, or (iii) for the development and improvement of educational sites, services or application. For purposes of this Exhibit 1 and the MOU/DSA, “deidentified information” means information that cannot be used to identify an individual pupil.

2. **Ownership and Control of Pupil-Generated Content.** If SRCS retains any pupil-generated content in the system or services provided by iResult, the pupils may retain possession and control of their own pupil-generated content, or may transfer pupil-generated to a personal account by notify SRCS’s \_\_\_\_\_ [**insert the name of the department/office to be notified**] in writing of such request. SRCS will process the written request and work with iResult to return the pupil-generated content in a format acceptable to SRCS within five (5) business days after iResult receives SRCS’s request. For purposes of this Exhibit 1 and the MOU/DSA, “pupil generated content” includes essays, research reports, portfolios, creative writing, music or other audio files, photographs and account information that enables ongoing ownership of pupil content, but does not include pupil responses to a standardized assessment where pupil possession and control would jeopardize the validity and reliability of that assessment.

3. Use of Pupil Records. iResult shall not use any information in the pupil records for any purpose other than those required or specifically permitted by this Exhibit 1 and the MOU/DSA.

4. Review of Pupil Records. A parent or legal guardian, or eligible pupil (meaning a pupil who has reached 18 years of age) may review personally identifiable information in the pupil's records and correct erroneous information by notifying the \_\_\_\_\_ [**insert the same department/office name as in Paragraph 2 above**] in writing of such request. SRCS will meet with the parent, legal guardian or eligible pupil to review and correct any information in the pupil's records that can be changed in accordance with SRCS's policy. SRCS will notify iResult of the need to review pupil records and/or make corrections to any pupil records in writing. Corrections or changes to pupil records must follow SRCS's policies. iResult shall provide records and/or correct such errors within five (5) business days of receipt of written notice. iResult shall cooperate with SRCS to review and/or correct pupil records.

5. Security and Confidentiality of Pupil Records. iResult agrees to hold pupil records in strict confidence. iResult shall not use or disclose pupil records received from or on behalf of SRCS except as permitted or required by this Exhibit 1 and the MOU/DSA, as required by law, or as otherwise authorized in writing by SRCS. iResult agrees that it will protect the pupil records it receives from or on behalf of SRCS according to commercially acceptable standards and no less rigorously than it protects its own confidential information. iResult will designate and train responsible individuals to ensure the security and confidentiality of pupil records. iResult shall develop, implement, maintain, and use appropriate administrative, technical and physical security measures to preserve the confidentiality, integrity and availability of all electronically maintained or transmitted pupil records received from or on behalf of SRCS. Pupil records shall not be stored or transmitted outside of the United States.

6. Unauthorized Disclosure Notification Process. iResult, within one (1) business day of discovery, shall report to SRCS any use or disclosure of pupil records not authorized by this Exhibit 1 and the MOU/DSA. iResult's report shall identify (i) the nature of the unauthorized use or disclosure, (ii) the pupil records used or disclosed, (iii) who made or is believed to have made the unauthorized use or received the unauthorized disclosure, (iv) what iResult has done or shall do to mitigate any effect of the unauthorized use or disclosure, and (v) what corrective action iResult has taken or shall take to prevent future similar unauthorized use or disclosure. iResult shall provide to SRCS such other information, including written reports as reasonably requested by SRCS. If the nature of the breach reported to SRCS involves an unauthorized disclosure of pupil records, the parties will work together to prepare and send, within five (5) business days, written notification to the parents, legal guardians or eligible pupils detailing the breach and the next steps to be taken to address the specific unauthorized disclosure. Compliance with these requirements shall not, in itself, absolve iResult of liability in the event of an unauthorized disclosure of pupil records.

7. Certification of Non-Retention and Destruction of Pupil Records. iResult certifies that pupil records shall not be retained or available to iResult upon completion of the term of the MOU/DSA. At the termination of the MOU/DSA, pupil records in the possession of iResult shall be returned and/or destroyed. Upon termination, cancellation, expiration or other conclusion of the

MOU/DSA, iResult shall return all pupil records to SRCS in a format acceptable to SRCS, or if return is not feasible as determined by SRCS in written notice to iResult, destroy all pupil records; provided, however, iResult shall not destroy any pupil records without express prior written permission of SRCS. iResult shall comply with all known litigation holds or orders to preserve pupil records.

8. Compliance with FERPA and other Applicable Laws. SRCS and iResult will jointly ensure compliance with the federal FERPA (20 U.S.C. §1232g) by following the confidentiality provisions and access to/release of educational records requirements as set forth in this Exhibit 1, the MOU/DSA, and applicable SRCS policies. The parties acknowledge and agree that SRCS is subject to federal, state and local laws relating to the protection of “personally identifiable information” (“PII”) of students, including FERPA. For purposes of this Exhibit 1 and the MOU/DSA, the term PPI means any **information** that can be used on its own or with other **information** to (i) distinguish one person from another, (ii) identify, contact, or locate a single person, or (iii) de-anonymize anonymous data. iResult is obtaining such PII as a “school official” under 34 CFR Section 99.31 for the purpose of providing the services under the MOU/DSA. In addition to FERPA, iResult shall comply with all federal, state and local laws, rules, regulations and ordinances that are now or may in the future become applicable to iResult with regard to the services being provided by iResult and regarding the protection of pupil records and PII, including but not limited to California Education Code Section 49060 *et seq.*, COPPA and SOPIPA. iResult acknowledges that it is familiar with these laws, as well as any other applicable requirements for the storage and transmission of pupil records, and iResult will comply with all such requirements.

9. Prohibition on Targeted Marketing. iResult shall not use PII in pupil records to engage in targeted advertising.

10. Insurance and Indemnity. iResult shall obtain and maintain for the duration of the MOU/DSA Commercial Liability Insurance with limits of not less than One Million Dollars (\$1,000,000) aggregate to include but is not limited to coverage for claims involving security and privacy violations, information theft, damage to or destruction of electronic information, intentional and/or unintentional release of information, business interruption, cyber extortion and corruption, and denial of service. iResult shall indemnify, defend and hold SRCS (including its officers, directors and employees) from and against all claims, losses, liabilities, damages, expenses or judgments involving a third party, including SRCS’s costs and reasonable attorney’s fees, which arise as a result of any such unauthorized disclosures or misuse of pupil records through the system or services provided by iResult, excluding those claims, liabilities, damages or judgments arising from the sole active negligence or willful misconduct of SRCS.

11. Termination. If SRCS reasonably determined in good faith that iResult has materially breached any of its obligations under this Exhibit 1 or the MOU/DSA, SRCS, in its sole discretion, shall have the right to provide iResult with written notice of a thirty (30) day period to cure the breach. If iResult fails to cure the breach within that period of time, SRCS may terminate the MOU/DSA immediately. If, in its sole discretion, SRCS determines that cure is not possible, SRCS may provide written notice of immediate termination of the MOU/DSA, subject to a right to receive a prorata refund of any fees paid by SRCS.

12. Extension to iResult Subcontractors. The terms of this Exhibit 1 shall be extended by contract to all subcontractors used by iResult.

13. Effect of this Exhibit 1. If any provisions of this Exhibit 1 conflict with or are otherwise contrary to the terms of the MOU and/or of the DSA, the terms and provisions of this Exhibit 1 shall govern.

14. Governing Law. Notwithstanding any other terms and provisions in the MOU and/or DSA concerning governing law, the terms and provisions of this Exhibit 1 shall be construed, controlled, interpreted and enforced in accordance with the laws of the State of California, without giving effect to the laws of choice thereof.

## APPENDIX A – IMPACT MANAGEMENT SOLUTION



**Proposal For:** San Rafael City Schools  
**Attention:** Dr. Michael Watenpauch  
**Date:** 16-May-16

Product Deliverables	Notes	Timeline
Impact Management v3.0	Principals, Administrators & Intervention Teams	TBD
Intervention App	Intervention Teams	TBD
Grouping App	Intervention Teams	TBD
Participation App	Intervention Teams	TBD

Category	Retail Price	Special Discount	Net Price
<b>OPTION 1: 1-Year Contract</b>			
Data Specialist	\$ 11,618	\$ -	\$ 11,618
Incremental for 7000 students (\$1.50 / student)	10,500	-	10,500
<b>TOTAL 1-TIME AND ANNUAL SUBSCRIPTION (1-Year)</b>	<b>\$ 22,118</b>	<b>\$ -</b>	<b>\$ 22,118</b>

Assumptions	On-Going Subscription Fees Include
# of students 7,000	Customer Support(customer hotline)
# of users 48	Training (8 hours)
# of sites 12	Implementation
SIS* Aeries	Digital Operations
iResult Discount 0%	- Daily Data Integrity Checks
	- Daily Data Conversion
	- Hosting

\* Note: Assumes the following school district systems - Aeries.  
 This proposal is valid for a 30-day period.  
 For questions, please contact Nina Rosete at [nina@myresult.com](mailto:nina@myresult.com) or 831-917-2797.

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## APPENDIX B – IMPLEMENTATION STEPS

Implementation Step		Our Responsibility	Your Responsibility
Step 1: Orientation Call <ul style="list-style-type: none"> <li>• Share standard protocols</li> <li>• Share data export requirements</li> <li>• Provide SFTP access</li> <li>• Overview of TechAdmin Settings:                             <ul style="list-style-type: none"> <li>○ Master Data Management</li> <li>○ Translation Table Management</li> <li>○ Data Connectivity Management</li> <li>○ Impact Management</li> <li>○ Student Profile Management</li> </ul> </li> </ul>		✓	
Step 2: Information Gathering <ul style="list-style-type: none"> <li>• Submit data feeds based on export requirements</li> <li>• Enter relevant data in the following “Settings” pages:                             <ul style="list-style-type: none"> <li>○ Master Data Management</li> <li>○ Translation Table Management</li> <li>○ Data Connectivity Management</li> </ul> </li> </ul>			✓
Step 3: Data Integration & Transformation <ul style="list-style-type: none"> <li>• Confirm feeds are properly formatted</li> <li>• System deployment</li> <li>• Internal data confirmation</li> </ul>		✓	
Step 4: System Testing <ul style="list-style-type: none"> <li>• Internal testing of system</li> </ul>		✓	
Step 5: Installation Validation <ul style="list-style-type: none"> <li>• Review issues that occurred during system testing</li> </ul>		✓	
Step 6: District Data Confirmation <ul style="list-style-type: none"> <li>• Enter relevant data in the following “Settings” pages:</li> </ul>			✓

<ul style="list-style-type: none"> <li>○ Impact Management</li> <li>○ Student Profile Management</li> </ul>			
<p>Step 8: Confirmation &amp; Sign-Off</p> <ul style="list-style-type: none"> <li>• District to check data</li> <li>• District provides sign-off</li> </ul>			✓
<p>Step 9: Product Launch and Training</p> <ul style="list-style-type: none"> <li>• Product is officially launched</li> <li>• Training</li> </ul>		✓	✓
<p>Step 10: On-Going Data Validation</p>			✓

## **APPENDIX C – PARTICIPATING SITES**

Bahia Vista Elementary School  
San Pedro Elementary School  
Coleman Elementary School  
Short Elementary School  
Glenwood Elementary School  
Sun Valley Elementary School  
Laurel Dell Elementary School  
Venetia Valley K-8  
Davidson Middle School  
Madrone High School  
Terra Linda High School  
San Rafael High school

**Appendix D - Data Sharing Agreement**  
**between**  
**San Rafael City Schools**  
**and**  
**iResult, LLC**

*Definition of confidential data: Confidential data are data from which an individual respondent or family can be identified. Sometimes identification can be derived by examining a number of variables; when the data from several variables are looked at together an individual or family can be identified. Sometimes a single variable will allow the identification of an individual or family, such as an address. Data is no longer considered to be confidential when aggregated to ten or more students.*

Confidential information shall not include any information which: (a) iResult already possesses, as evidenced by pre-existing documentation; (b) is already in the public domain or hereafter becomes available in the public domain through no fault or action or failure to act on the part of the requestor; (c) is received by iResult from an independent third party which represents to iResult that it is lawfully in the possession of same and under no obligation to San Rafael City Schools with respect thereto; or (d) is required to be disclosed pursuant to applicable law, subpoena or order of a court of competent jurisdiction. The burden of proving an exception pursuant to this paragraph shall be on iResult. No confidential information shall be deemed to be in the public domain or in the prior possession of the requestor merely because it is embraced by more general information.

In using the dataset, iResult, LLC (“iResult”) agrees to abide by the following safeguards and conditions:

- iResult will abide by the terms specified in “CONDITIONS FOR THE USE OF CLIENT DATA SETS” relating to the data provided.
- iResult will honor all agreements and conditions made between the San Rafael City Schools, the contributor of the data, and the respondents. These agreements and conditions are set forth in “CONDITIONS FOR THE USE OF CLIENT DATA SETS”.
- iResult will not knowingly divulge or share any information without the permission of San Rafael City Schools and we agree to use such precautions as are reasonably necessary to prevent such identification.
- All student data provided by the San Rafael City Schools will not be shared with other researchers, third party organizations or staff outside of San Rafael City Schools and will be used solely for San Rafael City Schools purposes.
- iResult will follow all San Rafael City Schools protocols for acquiring and using data.
- iResult is relying on San Rafael City Schools protocols and procedures regarding acquiring and storing parent release forms to allow San Rafael City Schools client access to the Student Profile.
- iResult is relying on San Rafael City Schools protocols and procedures for disseminating information to its member organizations, including establishing permissions for member organizations’ employees to have access to iResult’s system.

**CONDITIONS FOR THE USER OF CLIENT DATA SETS:**

1. The confidential data may only be used on a system that provides a very high level of security, protecting data from potential corruption, unauthorized access, and other accidental damage or misuse. When not in use the data must be kept in its encrypted form. You may use a system that is password protected.
  - The confidential data may only be used within the confines of the San Rafael City Schools iResult system. User rights and account administration are implemented and adhered to by the San Rafael City Schools and/or iResult system administrator.
  - Appropriate measures must be taken by the iResult's system administrator to ensure that the data is safeguarded from unauthorized remote user access or compromised by external threat.
  - Confidential data should be backed up only through processes consistent with a very high level of security.
  - Outside San Rafael City Schools, the confidential data may only be accessed by iResult's staff and developers.
2. iResult agrees to store confidential data in a secure site. Print material with confidential data must be shredded. The electronic data must be returned to San Rafael City Schools when the agreement terminates.
3. No data can be released in which any cell size has less than ten participants.
4. ALL DATA WILL REMAIN San Rafael City Schools'S OWNERSHIP. IN THE EVENT THIS AGREEMENT IS TERMINATED, IRESULT AGREES TO RETURN ALL DATA TO San Rafael City Schools.

When signed by both parties, this proposal will become the agreement by which iResult and the San Rafael City Schools project team will be bound.

\_\_\_\_\_  
Michael Watenpaugh  
Superintendent, San Rafael City Schools

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Dawn Verdick  
Founder & CEO, iResult, LLC

\_\_\_\_\_  
Date:

## APPENDIX E Required Data Tables

### File Definitions

Following files are required for iResult:

#### Attendance

This file contains all the absences and tardies for each student for the day since the start of the school year. This is a cumulative file in which all attendance incidents are separated by row. Please let iResult know if there are additional rules that needs to be implemented so the absent/tardy record matches your SIS.

Field	Type	Notes
local_student_id	Number	District' s unique student ID
school_id	Number	School' s unique identifier
attendance_code	Number	Absent/Tardy code
attendance_description	Text	Absent/Tardy description
attendance_date	Date	Date of the absence or tardy

#### Courses

This file lists of all courses offered in the district.

Field	Type	Notes
school_course_id	Number	District' s course ID
course_name	Text	Course name
course_description	Text	Course description
dept	Text	Department name for the

		course
course_type	Text	If the course is Math, English, History, Elective, etc.

### Interventions (if available)

This file lists of all courses offered in the district.

Field	Type	Notes
local_student_id	Number	District' s unique student ID
intervention_name	Text	Name of Intervention
intervention_date	Date	Date of intervention

## Discipline

This file contains all the behavioral referrals for each student for the day since the start of the school year. This is a cumulative file.

Field	Type	Notes
local_student_id	Number	District's unique student ID
incident_date	Date	Date of the behavioral referral
incident_title	Text	Description of the referral
discipline_disposition	Text	Disposition for referral
level	Number	Level 1, 2, 3, etc.
time	Number	Time of day
location	Text	Location for referral
incident_modified	Date	System date of when the record was inputted.

## Exams

This file contains the historical records for formative assessments, benchmark assessments, common core assessments, state standardized assessments, English-language development assessments, (or any other assessments available). If any of these exams are stored in another system, then separate files can be produced to meet the requirement.

Field	Type	Notes
test_id	Number	Exam's unique identifier
test_name	Text	Name of the assessment (formative, benchmark, common core, state standardized, English-language development)
test_type	Text	Exam Type (ELA, Math, etc.)

test_score	Number	Scaled Score
local_student_id	Number	District' s unique student ID
school_id	Number	School' s unique identifier
proficiency_level	Text	Proficiency levels (advanced, proficient, etc.)
test_date	Date	Date the exam was taken

## GPA

This file contains the GPA for each student in the district.

Field	Type	Notes
local_student_id	Number	District' s unique student ID
school_id	Number	School' s unique identifier
gpa	Number	Student' s GPA (2 decimal digits)
gpa_method	Text	GPA calculation method (weighted, etc.)
date_ranked	Date	Date when the GPA was calculated

*Note: Please include ALL types of GPA you want to include in iResult (i.e. weighted, unweighted, eligibility).*

## Rosters

This file contains the student' s current class schedule

Field	Type	Notes
local_student_id	Number	District' s unique student ID
school_id	Number	School' s unique identifier
period	Number	School class period
school_course_id	Number	District' s course ID
teacher_id	Number	Teacher' s unique identifier
term_id	Text	School' s academic year (e.g. Fall, Q1, etc.)
section_id	Number	Section ID associated with the record

date_enrolled	Date	Date the student enrolled in the class
active_flag	Number	1=Active; 0=Inactive

## Sites

This file contains the information for each school

Field	Type	Notes
school_id	Number	School' s unique identifier
school_name	Text	Name of school
school_address	Text	School' s street address
school_city	Text	School' s city
school_state	Text	School' s state
school_zip	Text	School' s zip code
abbreviation	Text	Abbreviation used for the school (this can be null)
school_type	Text	If school is Elementary, Middle or High.

## Students

This file contains all the information for each student currently enrolled. Former students or those who have dropped out will not appear in this file.

Field	Type	Notes
school_id	Number	School' s unique identifier
local_student_id	Number	District' s unique student ID
first_name	Text	Student' s first name
last_name	Text	Student' s last name
primary_race	Text	Student' s primary race (Must be one of the following values): African-American Latino / Hispanic Asian

		White Other (includes Pacific Islander)
grade_level	Number	Student' s grade level (Kindergarten displayed as 0)
sed	Text	Y/N if student is Socio-Economically Disadvantaged
el	Text	Y/N if English is student' s second language
sped	Text	Y/N if student is in special education
migrant youth	Text	Y/N if student is in special education
foster youth	Text	Y/N if student is in special education
student with disabilities	Text	Y/N if student is in special education
resource services	Text	Y/N if student is in special education
gender	Text	Student' s gender
is_hispanic	Text	Y/N if student is Hispanic
gpa	Text	Student' s GPA (can be null)
secondary_student_id	Text	Student' s unique identifier in the database (different from the local_student_id)

## Teachers

This file contains information about all teachers in the district

Field	Type	Notes
teacher_id	Number	Teacher' s unique identifier
first_name	Text	Teacher' s first name
last_name	Text	Teacher' s last name
school_id	Number	School' s unique identifier
active_flag	Number	1=Active; 0=Inactive

## Transcripts

This file has historical transcript data for all current students.

Field	Type	Notes
local_student_id	Number	District' s unique student ID
grade_term	Text	Term of the grade period
grade	Text	Student' s Letter Grade
section_id	Number	Section ID associated to the record
school_course_id	Number	District' s course ID
grading_period_date	Date	Grading Period Date

## Graduation Requirement Checks

This file states if a student is on track to graduate from high school and be eligible for state university. This file is only applicable for students in high school. If the SIS does not provide this information, iResult can help determine this from the transcripts file if the proper rules are provided.

Field	Type	Notes
local_student_id	Number	District' s unique student ID

school_id	Number	School' s unique identifier
check_type	Text	If requirement is either for graduation or university admission
credits_required	Number	Number of credits required to meet the requirement
credits_received	Number	Number of credits by the student
credits_in_progress	Number	Number of credits in progress for the student
requirement_date	Date	Date on which this calculation was run.

## File Output

File Format: Text, tab delimited, includes header row.

File Names (*submitted in one ZIP file*):

- Attendance.csv
- Courses.csv
- Interventions.csv
- Discipline.csv
- Exams.csv
- gpa.csv
- Rosters.csv
- Sites.csv
- Student.csv
- Teachers.csv
- Transcripts.csv
- Requirement\_checks.csv

## SFTP

The district will provide iResult with the connection information to its SFTP server where the files are posted. The files must be available for daily pickup by 1 AM (local standard time). If the district does not have a SFTP server, then iResult will provide the district its SFTP details for it to push the files to.