


TO: Members of the Board of Education

FROM: , Executive Director College, Career and Community Readiness
Carlettra Stanford, Assistant Superintendent of Schools and Learning

DATE: August 25, 2025

SUBJECT: Improve Your Tomorrow

- 1. Project Title:** Improve Your Tomorrow (IYT)
- 2. Project Description:** IYT's mission to increase the number of young men of color who attend and graduate from college directly aligns with MMSD's vision of ensuring every student graduates ready for college, career, and community. Specifically, the partnership supports:
 - **Strategic Framework Goal 1: Every student is on track to graduate**
IYT's mentoring and college access supports increased academic performance, attendance, and engagement—key drivers of on-time graduation.
 - **Strategic Framework Goal 2: Schools are inclusive, safe, and thriving**
IYT fosters a sense of belonging, promotes positive identity development, and creates culturally affirming environments for YMOC.
 - **School Improvement Plans (SIPs)**
IYT's school-based programming is tailored to complement each school's SIP by addressing academic performance, behavioral outcomes (e.g., suspensions), and family engagement goals.
- 3. Analysis:** Improve Your Tomorrow will analyze key performance indicators for students participating in College Academy (CA) on an annual basis. Year one member measurements are focused on establishing strong relationships and a sense of belonging within IYT. Year two member measurements are focused on improving attendance and behavior. During year three, improvements in academic outcomes are expected. These indicators will support IYT's efforts in assessing the effectiveness of its programs in improving academic performance.
- 4. Advertising/Notices/Invites:** Please see attached waiver.
- 5. Vendors Receiving RFQ:** Please see attached waiver.
- 6. Bid Respondents:** Please see attached waiver.

7. **Existing Partner:** None, medium intensity

8. **Estimate:** \$113,625.00

9. **Previous Fiscal Year Expenditures:** N/A

10. **Account Number(s)/Budget Year/Department Name:**

FY26 10.360.0310.221100.000.0000.000 - \$50,500

FY26 10.251.0310.223500.000.0000.000.0ACP0 - \$10,100

FY27 10.251.0310.223500.000.0000.000.0ACP0 - \$53,025

11. **Project Schedule:** SY 2025-2027

12. **Requisition Number:** FY26 2084

13. **Recommendation:** It is recommended that the Board of Education approve the expenditure of \$113,625.00 - \$60,600 for the 2025-2026 school year and \$53,025.00 for the 2026-2027 school year for the purchase of Improve Your Tomorrow contracted services from the Strategy & Innovation Budget for Regular Curriculum and the Career, College, and Community Readiness ACP budget.



REQUEST for WAIVER

One or more of the following circumstances, *with adequate justification*, may serve as a basis for requesting a waiver of the requirement for three price quotations or advertised bids or the submission of a response to a request for proposals. The request for a waiver **must be submitted** to the SUPERINTENDENT or designee, or the BOARD, depending on the cost of the goods or services **prior** to making the purchase or contracting for the services.

Justification	Explanation
a. Patent/Proprietary: The patented or proprietary features of a product or service give the DISTRICT a distinctly superior and necessary utility that cannot be obtained from another similar product or service.	
b. Intrinsic Value: When a product's value/worth is determined by its objective calculation, or if viable specifications or standards cannot be determined in the procurement process for the purchase of professional or technical services. This justification shall not be available for purchases to be made using Federal/State Grant funds.	
c. Emergency: When the risk of human suffering or substantial damage to DISTRICT-owned property exists and requires immediate action as determined by the SUPERINTENDENT or designee.	
d. Substantial Time Pressure: When there exists substantial time pressure that is outside the DISTRICT'S control. This does not include administrative delays or confusion in processing the necessary paperwork for seeking bids, quotations, or proposals. This justification shall not be available for purchases to be made using Federal/State Grant funds.	
e. Contracting Under Grant or a current Community Partnership MOA: When a particular contractor or subcontractor is named in a Grant Proposal or award that was developed and/or accepted under BOARD Policies, or is a partner in a current Community Partnership MOA, provided such contractor or subcontractor meets the BOARD'S Affirmative Action requirements for contractors in Policy 6600, and any materials or equipment donated pursuant to the grant complies with applicable BOARD and DISTRICT safety or other standards. For Federal/State grant funding, this justification is only available if the grant requires the use of a specific provider.	
f. Existing Open Cooperative Contract: When the DISTRICT can enter into an existing open contract established by the State of Wisconsin, the University of Wisconsin, another Wisconsin municipality or some cooperative of public entities having similar bidding/contracting requirements.	
g. Bids or Quotations Recently Sought: Upon pre-approval of the SUPERINTENDENT or designee, when the DISTRICT has obtained price quotations or bids for the same goods or services within the past 2 years and there is no reason to believe the situation of suppliers/contractors (including the cost of goods/services) has significantly changed, and the price of goods has not increased above the rate of inflation.	
h. Sole Source or Uniqueness: When goods (not services) are established as one-of-a-kind, not available from more than one source. "Sole source" does not mean the goods are available from one source only by virtue of the preference of their manufacturer if goods of the same type are produced by other manufacturers and are available from additional sources. The "sole source" designation is also not appropriate when it is used to indicate that a vendor is a sole source because they have worked with the DISTRICT in the past. The purchase of used equipment which offers a significant discount may fall within the Sole Source or Uniqueness Category.	Improve Your Tomorrow, Inc delivers its College Academy and Continue to Dream programs directly through its internal team and are not available for purchase or implementation through any third party.
i. Other Good Reason: The BOARD may waive quotation, bid, or proposal requirements for goods or services under situations not covered by a. through h. above only upon good cause. For Federal/State grant funding, this justification is only available if the goods or services are allowable on the grant itself and are not covered by a. through h. above.	

VENDOR NAME: Improve Your Tomorrow, Inc

Person requesting approval: Mary Jankovich

Date approval sought: 8/25/2025



Improve Your Tomorrow

[Redacted]
Sacramento, CA 95815

Improve Your Tomorrow, Inc.

[Redacted]

Sacramento, CA 95815

www.improveyourtomorrow.org

July 28, 2025

To Whom It May Concern,

This letter is to confirm that Improve Your Tomorrow, Inc. (IYT) delivers its College Academy and Continue to Dream programs directly through its internal team. These programs are developed, staffed, and managed by IYT, and are not available for purchase or implementation through any third party.

IYT's services include mentoring, family engagement, college and career advising, and college exposure activities, all of which are designed specifically to support the educational outcomes of young men of color. These services are delivered through a site-based model with IYT staff embedded on campus and supported by centralized training, evaluation, and program management.

Organizations or school districts seeking to implement these specific programs would need to contract directly with Improve Your Tomorrow.

For additional information, please contact us [Redacted]
[Redacted]

Sincerely,

A small, handwritten signature in black ink, appearing to read "Michael Lynch".

Michael Lynch
Co-Founder & Chief Executive Officer
Improve Your Tomorrow, Inc.





Memorandum of Agreement
between the Madison Metropolitan School District
and Improve Your Tomorrow, INC
(2025-2027)

This Memorandum of Agreement (MOA) outlines the mutually agreed upon elements of the medium-intensity partnership between the Madison Metropolitan School District (MMSD) and Improve Your Tomorrow, INC, that carries out the **Continue to Dream Program at Capital High and College Academy at Madison La Follette High School (LHS)**.

1. Statement of Shared Purpose

The purpose of this MOA is to memorialize the desire of the Parties to enter into an agreement in which they will work together to implement the IYT Academy. The Parties understand that this MOA is necessary to specify the expectations of the Parties, and to provide the framework, scope of work, terms and conditions, and responsibilities of the Parties.

2. Rationale Defining Participation

IYT's mission to increase the number of young men of color who attend and graduate from college, directly aligns with MMSD's vision of ensuring every student graduates ready for college, career, and community. Specifically, the partnership supports:

- **Strategic Framework Goal 1: Every student is on track to graduate**
IYT's mentoring and college access supports increased academic performance, attendance, and engagement—key drivers of on-time graduation.
- **Strategic Framework Goal 2: Schools are inclusive, safe, and thriving**
IYT fosters a sense of belonging, promotes positive identity development, and creates culturally affirming environments for YMOC.
- **School Improvement Plans (SIPs)**
IYT's school-based programming is tailored to complement each school's SIP by

addressing academic performance, behavioral outcomes (e.g., suspensions), and family engagement goals.

3. Timeframe

- The term of this Memorandum of Agreement shall commence on the 1st day of July 2025 and shall end on the 30th day of June 2027.

4. Specific Target Goals/Outcomes

Goal 1: Based on 50 students served (25 LHS/25 Capital)

Out of 50 students served, at least 45 (90%) will graduate from high school or equivalent, and approximately 38 (75%) will attend a post-secondary institution

- Outcome 1a: 60% of students will improve baseline results for the annual Campus Belonging Survey. The qualitative survey will measure students school engagement, campus belonging, improved campus relationships and college knowledge for all first year IYT students
- Outcome 1b: 25% of students will improve their school attendance rate as compared to the semester before enrolling in IYT.
- Outcome 1c: 25% reduction in the number of D's and F's as compared to the semester before enrolling in IYT. This metric applies for students in the program a minimum of 3 semesters
- Outcome 1d: 90% high school graduation rate for students in the program a minimum of 2 semesters
- Outcome 1e: 75% college attendance rates for students in the program a minimum of 4 semesters

5. Program Monitoring

Metrics identified to measure program outcomes are as follows:

Improve Your Tomorrow will analyze key performance indicators for students who participate in College Academy (CA) on an annual basis. Year one member measurements are focused on establishing strong relationships and a sense of belonging within IYT. Year two member measurements are focused on improving attendance and behavior. During year three, improvements in academic outcomes are expected. These indicators will support IYT's efforts in assessing program effectiveness in increasing academic performance.

IYT measures impact across three components: Program Outcomes, Academic Outcomes, and Stakeholder Feedback. This combination of data points provides a

well-rounded view of how program participation is moving the needle on desired outcomes. Surveys are distributed to students, parents/caregivers, and school partners to measure overall satisfaction/success and participant experiences with programming and other items. Student surveys are listed below:

- Pre/Post Member Social Emotional Learning (SEL) - Measures mindsets, skills, attitudes and feelings that help students succeed in school, career and life.
- Member Success Survey - Measures sense of belonging in IYT and increases in student confidences, attendance, and positive classroom behaviors.
- College Tour Survey - Measures increase in knowledge of available college resources, college experience, and desire to attend college.

Sense of belonging within IYT is one of the priority programming outcomes and the first indicator of program success. The following questions are utilized to capture participants' feelings regarding being an accepted member of a group and being a part of something greater than themselves:

- How well do people in IYT understand you as a person?
- How connected do you feel to the adults in IYT?
- How much respect do students in IYT show you?
- How much do you matter to others in IYT?
- Overall, how much do you feel like you belong in IYT?

Sense of Belonging Key Indicator:

- 60% of students will respond favorably to sense of belonging questions in Member Success Survey after 2 semesters in programming.

Attendance and Behavior Key Indicators:

- 25% of students who are chronically absent will increase their school attendance (no longer chronically absent) after a minimum of 3 semesters in programming.
- 25% of students with behavior incidents will decrease the number of incidents after a minimum of 3 semesters in programming.

High School Academic Indicators:

- 90% High school graduation rate for members who have participated in College Academy 4+ semesters.
- 75% College-going rate for members who have participated in College Academy 4+ semesters.

High School Key Performance Indicators for Continue to Dream Program:

- 60% of students will respond favorably to sense of belonging questions in Member Success Survey after 2 semesters in programming.

- 25% of students who are chronically absent will increase their school attendance after a minimum of 3 semesters in programming.
- 25% reduction in the number of D's and F's as compared to the semester before enrolling in IYT, after a minimum of 3 semesters in programming.
- 90% high school graduation rate for students in the program a minimum of 3 semesters.
- 50% college attendance rates for students in the program for a minimum of 4 semesters.

Annually, Improve Your Tomorrow will submit an End of Year report to the School District no later than 12 weeks after grades have been posted at the end of the Spring semester.

PO will prepare mid-term by January 15, 2026 and January 15, 2027 and year-end by July 15th, 2026 and July 15th, 2027 reports outlining progress towards meeting program goals/outcomes to be reviewed with PO Leadership and MMSD Director of Strategic Partnerships & Innovation.

6. Organizational Structure and Responsibilities

Partner Organization:

- Serve 25 students through our Continue to Dream program at Capital High and 25 through our College Academy program at Madison La Follette High School.
- Send the school district contact and principals' site implementation plans, which include when students will begin to be served in the program.
- Complete a facility use agreement at all schools with the IYT College Academy and Continue to Dream and provide the required certificate of insurance.
- Ensure all employees comply with credentialing and qualifications requirements, which include undergoing a criminal background check.
- Gather formative assessment data to reflect IYT's progress at each site.
- Conduct a parallel evaluation of program progress to include the metrics listed in this contract and will meet with district leadership to the outcomes.
- Coordinate all IYT activities and services with the principals at targeted campuses.
- Services include but are not limited to:
 - Member Development
 - Family Engagement
 - Mentoring
 - College Tours

- College and Career Advising

MMSD:

- **Central Office**
 - Provide a dedicated workspace, office keys, furniture, technology, supplies and equipment for the Improve Your Tomorrow instructional program without charging a facility use fee.
 - Allow IYT to meet (in person or virtual) one time per semester with the Superintendent or Associate Superintendent on program outcomes, success, and challenges.
 - Provide access to the school site during the Improve Your Tomorrow programming.
 - Complete data sharing memorandum of agreement giving IYT access to student grades, attendance and disciplinary history (see appendix A).
 - Send monthly data reports to IYT's Research and Evaluation department according to outcomes outlined in the MOA.
 - Help recruit school district alumni to serve as IYT's mentor fellows and Program Manager(s) to oversee the school sites.
 - Provide a startup implementation fee of **\$10,100** (20%) in year one within 30 days of contract execution.
 - In year 1, provide annual funding of **\$50,500** to be paid with an initial start-up payment of **\$25,250** on July 1st, 2025, and the remaining balance paid as invoiced equal in monthly increments from August 2025 through June 2026 payable within 15 days from time of invoice to Improve Your Tomorrow.
 - In year 2, provide annual funding of **\$53,025** to be paid with an initial start-up payment of **\$26,512.50** on July 1st, 2026, and the remaining balance paid as invoiced equal in monthly increments from August 2026 through June 2027 payable within 15 days from time of invoice to IYT.
- **Schools/Principals**
 - **Parent Engagement**
 - Newsletters are put out in Eng/Spanish (LHS BRS team will support/Capital High BRS and clerical will support))
 - Partner with LHS staff for family meetings (minimum-quarterly)
 - **Working with school staff**
 - Including Student Services and teachers in communication
 - Program Director meeting with Success Teams (9th/10th grade teachers)
 - Program Director needed in PMs daily
 - IYT publications and newsletters share with staff

- **Involvement in Hiring**
 - Participation in the selection of the Program Director
 - Part of the final interviews (round 3)
 - High interest in a bilingual candidate
- **Target Student Population**
 - Emphasis on serving 9th and 10th grade students
 - La Follette will provide list of students, partner with outreach to families, and approve all IYT brothers
 - Capital High will provide list of students, partner with outreach to families, and approve all IYT brothers
- **Event Participation**
 - Engagement in summer and/or school-year activities
 - 9th Grade Social August 27th 2025 5-7 PM
 - 9th Grade Only Day September 2nd during lunch
 - Other family events including but not limited to Open House in fall and Parent Teacher Conferences, Fall Festival

7. Lines and Frequency of Communication

Meeting schedule for staff, principals, MMSD staff, etc. (on-going, quarterly review of activities, mid-year/year-end review of partnership)

- **Principal Meetings:** IYT and LHS leadership (Principal/Assistant Principal) will meet 2x per month for the first 4 months. After 6 months, IYT program staff will meet with the school principal every two months to review program successes, identify challenges or opportunities, and discuss member engagement and student progress.
- IYT and Capital High leadership (Principal/Assistant Principal) will meet 2x per month for the first 4 months. After 6 months, IYT program staff will meet with the school principal every two months to review program successes, identify challenges or opportunities, and discuss member engagement and student progress.
- **Ongoing Coordination:** As needed meetings will be called either by school-based staff or IYT staff if either party deems warranted. Additional meetings will be held as needed with MMSD staff and other key stakeholders to ensure alignment and responsiveness to site needs.
- **Year-End Evaluation:** A parallel year-end evaluation will be conducted to assess program outcomes based on the metrics outlined in the contract (e.g., attendance, suspensions, GPA, etc.).

Annually, Improve Your Tomorrow will submit an End of Year report to the School

District no later than 12 weeks after grades have been posted at the end of the Spring semester.

- **Mid-Year Check-In:** A mid-year review will also be scheduled to evaluate progress to date and make any necessary program adjustments.

8. Decision-Making Authority

	Joint	Partner	MMSD/ Schools	School-based Site Team
Hiring	X			
Human Resources		X		X
Marketing, promotion, recruitment	X			
Budget/Funding			X	
Accessing Student Data	X			
Program Design		X		
Mandated Reporting	X			

9. Public Relations

To be reviewed by both partners prior to publication/release.

10. Partner In-Kind Contributions

MMSD will provide (in-kind):

Provide a dedicated workspace, office keys, furniture, use of technology, supplies, and equipment for the Improve Your Tomorrow instructional program

PO will provide (in-kind):

Provide a dedicated workspace, office keys, furniture, use of technology supplies, and equipment for the Improve Your Tomorrow instructional program

11. Budget Information

- N/A

12. Fundraising

- N/A

13. Access to and Use of Data

PROGRAM staff will administer and collect parent consent and student assent forms, noting use of the following metrics to monitor progress:

- **Suspension data** – to assess behavioral trends and intervention effectiveness
- **Attendance data** – to monitor student engagement and consistency
- **GPA and course grades** – to evaluate academic growth and performance
- **ZZ Numbers** - ZZ will be generated by dept manager

14. Composition and Role of Advisory Board

As part of this new partnership initiative focused on advancing college readiness for high school students, both Capital High and LHS can and may, at some point, create Advisory Boards to guide, inform, and evaluate the program's impact and alignment with student needs and district goals.

15. Involvement of Other Community Groups

16. Indemnity and Insurance.

- a. The Parties agree that, by virtue of entering into this agreement, the MMSD is in no way assuming any liability associated with or any role in supervising or directing the activities, programs or operations of PO, and nothing in this MOA is intended to create any relationship of third-party beneficiary, principal or agent, joint venture or similar association.

At all times during the term of this Agreement, to the fullest extent allowed by the laws of Wisconsin, PO shall indemnify, hold harmless and defend the MMSD, its MMSD, officers, employees and representatives, including Madison School & Community Recreation, against any and all liability, loss, damages, costs or expenses, including court costs and attorneys fees, which the MMSD, its officers, employees, or representatives may sustain, incur or be required to pay by reason of any acts or omissions of the PO, its employees, volunteers or agents, that are in any way related to this agreement. This section shall not apply to liabilities, losses, charges, costs or expenses caused by or resulting from acts or omissions of the MMSD, its officers, employees, or representatives.

- b. PO shall obtain Child Molestation/Child Abuse, general commercial liability and property coverage insuring PO in the minimum amount of \$1,000,000 against claims, demands and causes of action arising from or relating to any acts or omissions by PO and/or its employees, staff, agents, volunteers and representatives, in order that the general public or any representative of the MMSD may have recourse against the responsible party for injuries or damages. MMSD shall be named as an additional insured on such policy for the purposes of the services provided hereunder. PO shall provide MMSD with a certificate(s) of insurance evidencing such coverage, and also provide MMSD with a 30-day prior notice of cancellation or material change in any policy given to the MMSD. In the event that PO fails to maintain such insurance, the MMSD may, at its option, immediately terminate the contract in whole or in part in addition to any other remedy available. In addition, PO shall furnish, at the option of the MMSD, evidence that the PO has adequate worker's compensation insurance, or evidence that such worker's compensation insurance is not required.

17. Confidentiality

The parties acknowledge that for the purposes of the program and/or its evaluation, PO may have access to MMSD's Confidential and personally identifiable information derived from student education records ("Student Information") under the conditions described herein. PO agrees to respect such confidentiality and implement policies and practices to keep such information confidential. PO shall maintain student information it may hold for and on behalf of the District - ONLY for the primary purpose of providing the Services described in this agreement - in accordance with the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. § 1232g(a)(4)(A)(ii), 1232g(b)(1).

Any student information provided to PO will be disclosed within PO only to employees of PO who have a legitimate educational interest in maintaining the data for uses authorized in this agreement. PO employees will be deemed school officials for the purpose of access to personally identifiable information derived from student education records only if (i) they have a legitimate interest in maintaining the data for the express purposes of providing the Service under this agreement; and (ii) personally identifiable information derived from students' education records and maintained by PO will not be further disclosed to third parties, except as authorized by MMSD or by this agreement, and subject to the conditions under FERPA. PO shall require each employee or volunteer having access to student record information sign a non-disclosure statement in a substantially similar form to that of Attachment A hereto, and PO will protect student information provided by the District from further disclosure. PO will notify MMSD of third party requests for disclosures of student information. Actual disclosures of such information to third party organizations must be pre-authorized by the District, which

shall be responsible for maintaining a record of the request or disclosure with the records of each student, and providing the record to parents upon request, as required by 34 CFR 99.32.

18. Non-Discrimination

Parties agree not to discriminate on bases prohibited by federal, state, or local laws, ordinances or regulations, including but not limited to applicable Titles of the Civil Rights Act of 1964, and Section 504 of the Rehabilitation Act of 1973, as amended.

19. Program Termination

If, through any cause, the PO fails to timely and properly undertake and/or complete the program, violates any of the covenants of this MOA, or based upon any other reason for termination as set forth in this MOA, the MMSD may terminate this MOA by notifying the PO (1) of its decision to terminate the program and (2) the reason(s) therefor.

20. Program Property

In the event the MMSD terminates this MOA, unless PO wishes to donate same, all finished and unfinished documents, services, papers, data, products, and the like prepared, produced or made by PO and any purchases of materials or equipment made by PO for this project shall remain the property of PO, and PO shall maintain records that will clearly identify such materials or equipment. Any MMSD property used or any material or equipment purchased by MMSD for the PROGRAM, shall remain the property of MMSD.

21. Personnel

The PO agrees to secure at its own expense all personnel, necessary to carry out its obligations under this MOA. Although MMSD employees may volunteer or otherwise work for the PO during non-contracted hours, whenever they are carrying out the ULGM's obligations they shall not be deemed to be employees of the MMSD, nor shall they or any of them have, or be deemed to have, any direct contractual relationship with the MMSD for said services. The PO shall provide the services described herein in a professional and competent manner.

23. Controlling Law

It is expressly understood and agreed to by the parties hereto that in the event of any disagreement or controversy between the parties, Wisconsin law shall be controlling.

24. Exclusivity of Agreement

This entire MOA is intended to be an agreement solely between the parties hereto and for their benefit only. No part of the MOA shall be construed to add to, supplement, amend, abridge or repeal existing duties, rights, benefits or privileges of any third party or parties, including but not limited to employees of either of the parties.

25. Entirety of Agreement

The entire agreement of the parties is contained herein and this MOA supersedes any and all oral agreements and negotiations between the parties relating to the subject matter hereof. The parties expressly agree that this MOA shall not be amended in any fashion except in writing, executed by both parties.

26. Severability

If any provision of the Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable.

27. Authority

By signing below, each person hereby represents that he/she has the authority to sign this MOA and bind the party to adhere to its terms.

28. Statement of Agreement

Both parties agree to the terms of this MOA.

Micahel Lynch, CEO



Improve Your Tomorrow

Date signed

Date signed

