

## **Terms of Use for the EdTech Boost NM Program [Dec. 8, 2023 Update]**

-The most recent updates are highlighted in yellow.-

1. To participate in the [EdTech Boost NM Program](#) and gain access to premium [Edge•U Badges](#) accounts, educators must:
  - a. Read the Terms of Use for the EdTech Boost NM Program.
  - b. Complete and submit the provided Official Registration Form.
  - c. Expect to be contacted within 2 business days to receive confirmation of their EdTech Boost NM Program subscription and receive their premium Edge•U Badges accounts or be placed on a waiting list.
2. Program Availability [Updated Sept. 18, 2023]:
  - a. The program has 300 spots available, 30 spots for each of the 10 New Mexico regions supported by the Regional Educational Cooperatives (RECs), and will officially begin on October 16, 2023. These regions encompass both Member and Area Districts. Our program places special emphasis on serving Member Districts and supporting educators from rural Area Districts. To identify whether your school falls under the category of Member or Area District, please [click here](#).
  - b. Top priority will be given to educators from Member Districts during the month of September. These spots will be filled on a first come, first served basis.
  - c. Educators from Area Districts who register in the month of September will be placed on a waitlist.
  - d. Area Districts' educators will begin to be accepted into the program if there are spots left for their respective REC region on October 1, 2023.
  - e. In the event that all 300 spots are filled, educators can contact the EdTech Specialists to be placed on a waitlist.
  - f. Premium accounts will be allocated to educators on the waitlist as additional spots become available.
  - g. When a premium account is ready to be provided to an educator, we will notify them via the email address provided on the Official Registration Form. The email notification will contain instructions on how to activate their premium account and access the additional benefits and features.
3. Participation Requirements [Updated Dec. 8, 2023]:
  - a. Educators participating in the program are expected to complete a minimum of 50 points on the Edge•U Badges platform by **May 16, 2024**.
    - i. The completion of 50 points for the school year equates to approximately 12.5 hours of work.
    - ii. We recommend educators complete at least 20 points by the end of December 2023 to be on track to complete the 50 points by the **May 16, 2024 deadline**.

- b. Educators are required to attend meetings during the months of October, November, January, February, April, and May. Two meeting options will be available for each month. The meetings commence at 4:30 pm and are planned to last up to one hour. During these meetings, we will review the badges that educators have completed, answer any questions, and provide support and guidance. To view the meeting dates for the months listed above, please refer to **ADDENDUM I** at the end of this document.
- i. Please note that educators are required to attend one of the two meetings offered each month. This structure offers flexibility, allowing you to choose a date that suits your availability.
  - ii. Educators are granted the allowance to miss ONE meeting throughout the program. Should they miss a meeting, they are required to attend a makeup session either in December or March. expectations.
    - Alternative to Makeup Sessions - Recorded Demonstrations:
      - a. In cases where educators are unable to attend a makeup session for a missed meeting, an alternative option is available. Educators may opt to provide a recorded demonstration as a substitute for the makeup session by following the instructions below.
      - b. This recorded demonstration should be at least 30 minutes in length and must showcase the use of a completed badge in an educational setting.
      - c. For missed meetings in October or November 2023, educators who choose this alternative must contact the EdTech Specialists to express their intent to submit a recorded demonstration. This step is vital for proper documentation and assessment of their participation.
      - d. For meetings missed from January 2024 onwards, educators who elect to submit a video in place of the missed meeting, will have 30 days from the missed meeting to submit their video.
      - e. Special Provision for May Meeting: Educators who miss the May 2024 meeting and opt for the recorded demonstration alternative must notify us and submit their demonstration within 7 days of the missed meeting. The deadline for submitting this 30-minute video for the May meeting is May 23, 2024.

c. Final Meeting and Travel Stipend Conditions:

- i. The program will conclude with a final meeting, which will be a tech conference/retreat/workshop held in Ruidoso, NM. This significant event is scheduled for Saturday, Jun 1, 2024 .
- ii. In recognition of the expenses associated with attending this in-person event, a travel stipend amounting to \$555 will be provided to each educator as reimbursement for incurred costs related to lodging, meals, and mileage. This stipend is payable via direct deposit, and its value is in accordance with the approved NM reimbursement rates. Please be cognizant of the fact that this stipend is subject to a maximum cap of \$555; any costs exceeding this amount will be the responsibility of the educator.
- iii. Eligibility for Travel Stipend: To qualify for the travel stipend, educators must have satisfactorily met the following prerequisites prior to the event:
  - Accumulation of a minimum of 50 points on the Edge•U Badges platform by the deadline of May 16, 2024. This achievement equates to approximately 12.5 hours of work, with a recommendation to accomplish at least 20 points by the end of December 2023 to ensure steady progress.
  - Attendance at the scheduled meetings during the months of October, November, January, February, April, and May, as outlined in the participation requirements. Educators are obligated to be present at one of the two meetings hosted each month, with the option to attend a makeup session in December or March should they miss a meeting. Alternatively, a recorded demonstration showcasing the application of focus badges in an educational context can be submitted for the month missed.
- iv. Stipend Disbursement Post-Event:
  - It is imperative to note that the travel stipend will only be disbursed to educators who fulfill the aforementioned criteria and have attended the final meeting in Ruidoso, NM. The stipend will not be provided in advance, and attendance at the event is a mandatory condition for its receipt.
  - For educators who attend the final meeting but do not meet the preceding requirements, please be advised that while your participation is valued and you are welcome to attend, the travel stipend will not be available.

- d. Educators must submit feedback forms/participate in polls, which will be provided to them 4 times (October, December, February, April) during the program.
  - e. While not a requirement, it is recommended that educators join and participate in the EdTech Boost NM - Learning Community Facebook Group to collaborate with other educators in the program. Educators will be invited to join the group during the onboarding process.
  - f. These expectations may be subject to alteration during the course of the program to optimize the learning experience and ensure program effectiveness.
4. Incentives [Updated Oct. 27, 2023]:
- a. **Primary Program Participation Stipend:**
    - i. Educators will be eligible for a stipend of \$1500 if they meet the following requirements.
      - complete the required 50 points on the Edge•U Badges platform by the deadline of **May 16, 2024**,
      - **attend and participate in all 6 monthly meetings or the equivalent as outlined above,**
      - submit feedback forms and participate in polls, which will be provided to them 4 times (October, December, February, April) during the program,
      - attend the final meeting in Ruidoso, NM
  - b. **Travel Stipend for Final Meeting:**
    - i. **In addition to the primary stipend, educators who fulfill all of the above requirements and attend the final meeting in Ruidoso, NM, will be eligible for an additional travel stipend of \$555. This stipend is provided as reimbursement for expenses incurred for lodging, meals, and mileage associated with attending the in-person event.**
      - **Please note that this travel stipend is capped at \$555, and any expenses beyond this amount will not be reimbursed.**
      - **The travel stipend will be disbursed post-event, via direct deposit, and only to those educators who have met all the prior requirements and attended the final meeting.**
  - c. Participants who fulfill all responsibilities outlined in this document will receive priority consideration for continuing in the program the following year. Funding will be subject to annual allocation by the NM PED.
5. Data Privacy and Confidentiality:
- a. EdTech Boost NM Program will treat all personal data collected from educators in accordance with applicable data protection laws and regulations.

- b. Any information shared within the program will be kept confidential and used solely for program improvement purposes.
6. Program Evaluation and Feedback:
  - a. EdTech Boost NM Program will request feedback from educators throughout the program to assess its effectiveness and make necessary improvements.
  - b. Educators are encouraged to provide honest and constructive feedback to help enhance the program's quality and impact.
7. Program Continuation and Withdrawal:
  - a. Educators participating in the EdTech Boost NM program will have access to their premium accounts for 1 calendar year.
  - b. Educators have the option to withdraw from the program at any time. Participants that withdraw WILL NOT be eligible for the \$1500 stipend. Once participants withdraw, their Edge•U Badges account will be archived and they will no longer have access.
8. Disclaimer:
  - a. The EdTech Boost NM Program is provided on an "as-is" basis, and the EdTech Specialists make no warranties or guarantees regarding the program's outcomes or specific results.
  - b. The EdTech Boost NM Program and the EdTech Specialists shall not be held liable for any direct or indirect consequences resulting from the participation in the program.
9. Communication Structure [Updated Sept. 18, 2023]
  - a. Point of Contact
    - i. Each region will be assigned a dedicated Point of Contact (POC).
    - ii. The POC will serve as the central figure for addressing all inquiries related to meeting attendance, makeup sessions, and planning for travel to attend the final meeting in Ruidoso, NM.
    - iii. Each POC will contact their respective region's participants as the program gets underway.
  - b. EdTech Specialists
    - i. Participants are welcome to reach out directly to schedule collaborative sessions, either onsite or remotely, to facilitate discussions on the implementation of an Edge•U Badge in classrooms. Additionally, the team is available to address any follow-up questions that may arise from meetings or interactions on the Facebook group.
    - ii. Contact method
      - Alex Johnson-Jimenez: [Alexjj@crecnm.com](mailto:Alexjj@crecnm.com)
      - Hector Valles: [hvalles@crecnm.com](mailto:hvalles@crecnm.com)

- Tessa Talsma: [tessa.talsma@regionix.org](mailto:tessa.talsma@regionix.org)
- c. Edge•U Badges
  - i. Participants should contact Edge•U Badges in the event of issues with logging in, submission of evidence, feedback, or other Edge•U Badges account related information.
  - ii. Contact Information
    - Email: [edgeu@forward-edge.net](mailto:edgeu@forward-edge.net)
    - Phone: 513-761-3343
    - [Feedback Form](#)
- d. General communication can be sent to: [edtechnm@regionix.org](mailto:edtechnm@regionix.org) or through our website collaboration page by [clicking here](#).

By participating in the program, educators indicate their acceptance and agreement to comply with these terms of use. EdTech Boost NM reserves the right to modify or update these terms as needed throughout the program.

#### ADDENDUM I [Updated Oct. 27, 2023]

Scheduled meeting dates for October, November, January, February, April, and May. All meetings are scheduled to commence at 4:30 pm. Educators are required to attend one of the two meetings offered each month. This structure provides flexibility, allowing you to select a date that best fits your schedule.

- **October**
  - Tuesday, Oct 17, 2023
  - Thursday, Oct 26, 2023
- **November**
  - Tuesday, Nov 7, 2023
  - Thursday, Nov 16, 2023
- **January**
  - Tuesday, Jan 16, 2024
  - Wednesday, Jan 31, 2024
- **February**
  - Tuesday, Feb 20, 2024
  - Thursday, Feb 29, 2024
- **April**
  - Thursday, Apr 18, 2024
  - Tuesday, Apr 30, 2024
- **May**
  - Tuesday, May 7, 2024
  - Thursday, May 16, 2024