**WOODFORD COUNTY BOARD OF EDUCATION**
**AGENDA ITEM**

**ITEM #:** VII i **DATE:** October 1, 2026

**TOPIC/TITLE:** KEDC Mobile Lab

**PRESENTER:** J. Rayburn

**ORIGIN:**

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ☐ ACTION REQUESTED AT THIS MEETING
- ☐ ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
- ☐ ACTION REQUESTED AT FUTURE MEETING: (DATE)
- ☐ BOARD REVIEW REQUIRED BY
  - ☐ STATE OR FEDERAL LAW OR REGULATION
  - ☐ BOARD OF EDUCATION POLICY
  - ☐ OTHER:

**PREVIOUS REVIEW, DISCUSSION OR ACTION:**

- ☐ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- ☐ PREVIOUS REVIEW OR ACTION
  - ☐ DATE:
  - ☐ ACTION:

**BACKGROUND INFORMATION:**

Board approves all MOUs

**SUMMARY OF MAJOR ELEMENTS:**

During the week of March 23–26, 2027, all fifth-grade students will participate in a hands-on STEM and artificial intelligence learning experience provided in partnership with the Kentucky Educational Development Corporation (KEDC). Each student will engage in a 90-minute session featuring interactive learning stations, including a mobile STEM lab (RV), a star lab, and a human-sized robot. Co-taught by KEDC staff and district Digital Learning Coaches, the curriculum is designed to support core state science and technology standards while emphasizing the safe, ethical, and responsible use of AI.

**IMPACT ON RESOURCES:** None, KEDC is funding the project, we are providing support staff during the events.

**TIMETABLE FOR FURTHER REVIEW OR ACTION:**

**SUPERINTENDENT'S RECOMMENDATION:** ☑ **Recommended** ☐ **Not Recommended**

Toni Jones

**KEDC Innovation Experiences**
**Memorandum of Understanding (MOU)**

**Between** Kentucky Educational Development Corporation (KEDC) **and** Woodford County Public Schools

**Purpose:** This Memorandum of Understanding ("MOU") sets forth the terms and responsibilities between the Kentucky Educational Development Corporation ("KEDC") and Woodford County Public Schools for hosting the KEDC Artificial Intelligence Mobile Lab ("AI Lab") Immersive Dome and Robot Experience. The intent of this agreement is to ensure a safe, efficient, and collaborative experience for students and staff during the visit.

**District Responsibilities**
The District agrees to:

- **Planning & Scheduling**
  - Attend a virtual pre-planning meeting with KEDC staff.
  - Complete a student scheduling planning meeting with KEDC prior to the visit.
  - Prepare to host the AI Lab, Immersive Dome, and ROBOT at the designated site, including communication with school staff and students.

- **Site Preparation & Facilities**
  - Provide a **designated space** for the Immersive Dome & Robot with the following requirements:
  - Set up in secure area not accessible when KEDC staff are not present
  - Minimum 15.5 feet of vertical clearance.
  - 30 feet by 30 feet of clear floor space for DOME and 20 x 20 feet of clear floor space for ROBOT.
  - Access to at least **2 separate 20 amp circuits**
  - Ensure access to a **14-50R receptable,** with a **maximum of 50 feet** from the designated AI RV Lab site.

  **If these requirements cannot be met the experience will not be available to your school or district.*

- **Staffing Support**
  - Provide at least **four (4) staff members** to assist KEDC with **construction and deconstruction** of the Immersive Dome during setup and takedown. (*This is a physical task requiring the ability to lift a minimum of 40 lbs.)*
  - Dome set up will take one full day and break down will take one full day of the visit.
  - Provide two instructional staff to assist both the dome experience and RV experience in collaboration with KEDC staff.

**KEDC Responsibilities**
KEDC agrees to:

- Provide the AI Mobile Lab and Immersive Dome equipment, staffing, and experience support for the duration of the scheduled visit.
- KEDC Director of Service Innovation and AI Lab District Liaisons collaborate in planning meetings with School/District administrators and staff to ensure smooth scheduling, training of district staff prior to visit to inspire creativity with digital learning and artificial intelligence.
- Oversee the setup, operation, and deconstruction of the Immersive Dome in collaboration with District staff.
- Ensure that all equipment is operated safely and in compliance with applicable safety guidelines.

**Term & Termination**
This MOU shall become effective on the date of the last signature below and remain in effect for the duration of the scheduled Innovations Experience AI Lab visit. Either party may terminate this agreement with written notice within 24 hours prior to the event if obligations are not met.

**Liability & Indemnification**

- The District follows their own protocols for student waivers i.e. field trips.
- KEDC will provide insurance coverage for its equipment and KEDC staff.
- The District agrees to ensure a safe environment for the AI Lab and Immersive Dome, including adequate supervision of students. Adequate defined as 2 instructors (1 KEDC, 1 school/district per experience) at a minimum. This is subject to increase due to special needs of students attending the experiences.
- Each party shall be responsible for its own acts and omissions and those of its students, officers, employees, and agents.

**Signatures**
**For Kentucky Educational Development Corporation (KEDC):**

Name: *Sheri Jo Jordan*

Title: Instructional Support Specialist

Name:_____

Title: Chief Executive Officer or Designee

Date: _____

**For Woodford County Public Schools:**

Name: _____

Title: Superintendent or Designee

Date: _____