

BILL & MELINDA
GATES *foundation*

July 3, 2019

Megan Aghazadian
Texas Education Agency
1701 N Congress Ave
Austin, Texas 78701

Dear Megan,

It gives me great pleasure to invite you to serve on the Selection Committee for the TEA Educator Preparation Program Data Systems Integration RFP of the Bill & Melinda Gates Foundation. This Selection Committee will be a critically important source of advice and feedback. Your background, experience and perspective will be valuable as we move forward in the important work we have ahead of us.

As a Selection Committee member, you will attend committee meetings, generate selection criteria, and evaluate proposals.

The Selection Committee will meet virtually based on a schedule we develop collaboratively. We will make every effort to ensure meetings are scheduled when you are available to attend. In return, we hope that you will make every effort to accommodate Selection Committee meetings in your schedule.

We would appreciate it if you would complete the [Confidentiality and Intellectual Property Agreement](#) (download, sign, and send to me at michelle.rojas@gatesfoundation.org) at your earliest convenience.

In addition, we ask that you review the foundation's [Conflict of Interest](#) and [Insider Trading](#) policies, as well as the [Terms of Reference](#). We would like to ensure that any potential conflicts of interest are appropriately managed, and insider trading concerns are addressed in the event confidential information about for-profit partners is shared with you. Kindly indicate your understanding of these obligations by signing the acknowledgment below and returning a signed copy to me via email.

Please let me know if you have any questions or concerns about your role as a member of the Selection Committee. We look forward to a great working relationship with you.

With kind regards,



Michelle Rojas, Senior Program Officer

Acknowledgment:

I have read the Bill & Melinda Gates Foundation's Conflict of Interest and Insider Trading policies and acknowledge my obligations, as a member of the Selection Committee, to comply with the policies and promptly disclose to the foundation any business or personal relationships that may lead to a real or perceived conflict of interest.

Signature:



Date: 07/09/2019

Enclosures: Terms of Reference, Conflict of Interest Policy, Insider Trading Policy, Confidentiality and Intellectual Property Agreement