

**Memorandum of Understanding 2018-2019
McLennan County Junior College District and La Vega ISD
Early College High School**

This document is executed as a Memorandum of Understanding (MOU) between McLennan County Junior College District, an Institute of Higher Education (herein referred to as MCJCD), and the La Vega Independent School District, a local public school, which are both located in McLennan County, Texas. It has been developed for the support of the La Vega Early College High School as an Early College High School (ECHS) under the auspices of the Texas Education Agency Early College High School Designation pursuant to the authority granted in compliance with section 29.908 of the Texas Education Code.

WHEREAS, the purpose of this agreement is to outline the collaboration of the parties, as listed above, in support of La Vega ECHS.

WHEREAS, the parties to this MOU desire to establish an Early College High School by the fall of 2015 academic year and provide for enrollment in college courses by the ECHS students in accordance with the Texas Higher Education Coordinating Board Rules, as codified under Title 19, Part 1, Chapter 4, Subchapter G of the Texas Administrative Code;

WHEREAS, both La Vega ISD and MCJCD are willing and able to facilitate development of this program to benefit underserved students;

WHEREAS: MCJCD and La Vega ISD are authorized by state law to establish and enter into agreements for Early College High School programs;

NOW, THEREFORE, the parties to this MOU mutually agree to the following:

Purpose

This school, serving grades 9-12, will offer traditionally underserved students (at-risk, economically disadvantaged students, students who are English language learners, and first generation college students) an opportunity to complete a high school diploma and earn up to 60 credit hours toward an Associate degree. While attending La Vega ECHS, these students will develop a commitment to learning, a capacity for critical thinking, an understanding of their future role as community leaders, and the academic and technical skills necessary to achieve success in these and other arenas. Students graduating from La Vega ECHS will enter post-secondary education and/or training with significant advanced standing.

Principles

- A. To establish a mutually beneficial partnership between MCJCD and La Vega ISD that allows a flexible and creative response to the missions and organizational/fiscal needs of both institutions.
- B. To collaborate in the planning, implementation, and continuous improvement of Early College High School programs including the provision for faculty, staff, and administration.
- C. To provide rigorous college readiness and early college credit courses.
- D. To collaborate financially to address costs of both partners and assist each in obtaining necessary funds from local, state, federal and private/foundation sources to operate the program successfully and without student fees. MCJCD will waive tuition and standard fees for students identified as economically disadvantaged according to the

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established guidelines for the MCJCD dual credit tuition waiver. Day to day costs, such as transportation to and from the campus, will be the responsibility of La Vega ECHS.

- E. To assure that classes and activities of the Early College High School on the MCJCD campus will occur with students integrated on an age-appropriate basis in accordance with college readiness guidelines established by the Texas Higher Education Coordinating Board and the Texas Education Code.
- F. To share use of facilities including classrooms, labs, offices and libraries in ways that reduce operating costs and promote collaboration of students, faculty, staff, and community members in program success.
- G. To promote student success through participation college visits and in academic and admission procedures, including advisement, registration procedures, assessment and placement procedures, at the IHE. In addition, weekend, Saturday, or summer programs and activities, and extracurricular activities may be offered by La Vega ISD, the IHE, or both. Students will gain access to the MCJCD facilities by way of their MCJCD student ID cards.
- H. To ensure the selection of students based on the intent of the program, a selection that will reflect the diversity of the student populations identified.

Term

Subject to the approval of the Program application by TEA, any additional approvals that may be required from the THECB, and annual approval as required by law or by TEA or THECB, the term of this MOU shall commence upon the date that the second of the Parties has signed this MOU ("Commencement Date") and shall expire on June 30, 2019 ("Expiration Date").

Notwithstanding the foregoing, both Parties acknowledge and agree that a condition precedent to a Party's signing the MOU is approval of the Agreement by that Party's governing board. The time period between the Commencement Date and the Expiration Date shall be referred to as ("Initial Term"). Upon mutual written agreement by the Parties and approval as may be required by the Parties' governing boards, TEA, and THECB, this MOU may be extended for a one-year renewal term ("Renewal Term"). As used in this MOU, the term ("Term") shall mean the Initial Term, or such shorter period of time in the event of termination of this MOU at any time on notice by either party as set forth on page 9 below.

Governance

- A. The Early College High School established under this agreement will be governed by state and federal laws and regulations, as well as school district, and college policies and requirements. The School District shall apply to the Texas Education Agency for the establishment and continued approval of an Early College High School designation.
- B. A Steering Committee comprised of representatives of MCJCD and La Vega School District, and co-chaired by the MCJCD President and La Vega ISD Superintendent, shall meet monthly, or as mutually agreed to by both parties, to evaluate instructional and programmatic activities, identify problems, issues and challenges that arise, and make

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recommendations regarding more effective coordination and collaboration. The Steering Committee shall make reports, at least annually, to their respective boards.

- C. An Advisory Committee will be created for the purpose of establishing local, state, and national partnerships, to leverage opportunities for fund development, innovative projects, and overall sustainability. The advisory committee shall meet at least twice annually and shall consist of representatives from MCJCD, the School District, local and regional community.
The Advisory committee and all other subcommittees established under this entity will report as needed and as requested to the Steering Committee.
- D. The ECHS Director/Principal (chief administrative officer of the Early College High School) will be appointed by the Superintendent of the School District. The Director will be an employee of the School District. The School District will be responsible for payment of benefits, if any, to the Director, and the Director shall not be entitled to receive employee benefits from the MCJCD including, but not limited to, unemployment compensation, workers' compensation, health insurance and retirement benefits. The School District assumes full responsibility for workers' compensation insurance and for payment of all federal, state and local taxes or contributions, including, but not limited to, unemployment insurance, Medicare and income taxes with respect to the Director. Should the school Director position become vacant and the need to appoint a new Director arise, following all La Vega ISD Human Resources Policies and Procedures, MCJCD will have the opportunity to be represented on the Director search committee, take part in the deliberations. The District agrees to assign the Director as soon as a qualified candidate is identified and hired. An adequate number of faculty for high school credit-only courses, counselor(s), clerical staff, and any other high school personnel that may be necessary, will be the responsibility of the School District.
- E. This Agreement does not create a partnership or a joint venture between the parties hereto, nor does it authorize either party to serve as the legal representative or agent of the other. Neither party will have any right or authority to assume, create, or incur any liability or any obligation of any kind, expressed or implied, against or in the name of or on behalf of the other party.

Location

La Vega Early College High School will offer courses at the Early College High School campus for students served in 9th and 10th grades. Early College High School courses for 11th and 12th grades will be held at the MCJCD campus as appropriate. Approved locations and delivery models can include:

- ECHS site
- MCC campus
- Internet Delivery, including hybrid

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 x Greater Waco Advanced Health Care Academy

Subchapter B, Chapter 39

The ECHS shall comply with State Board of Education rules regarding administration of the assessment instruments as required by Subchapter B, Chapter 39 and shall adopt a policy that requires a student's performance on an end-of-course assessment instrument for a course listed in this subsection in which the student is enrolled to account for 15 percent of the student's final grade for the course. In addition, the ECHS must administer the Texas Success Initiative college placement exam to all incoming ninth (9th) graders to assess college readiness and to enable students to begin college courses based on their performance as soon as students are able and willing.

La Vega Early College High School students will be required to participate in the appropriate end-of-course assessment instruments for secondary-level courses in Algebra I, biology, English I, English II, and United States history as specified in Texas Education Code 39. 023. Early College High School students will be required to participate in Algebra I EOC in grade 8; English Language Arts I EOC and biology EOC in grade 9; and English Language Arts II EOC and United States History EOC in grade 10.

Grading Periods and Policies

La Vega Early College High School students classified as freshmen and sophomores will be enrolled in coursework at the Early College High School campus. La Vega Early College High School students classified as juniors and seniors will receive course instruction at the MCJCD campus, as appropriate.

Grading periods and policies for high school courses will be governed by local high school policies and procedures. All grades will be recorded in a numerical format. La Vega ISD Grade Point Average policies will remain in place for the La Vega Early College High School students. Early College High School course grades are weighted for Grape Point Average purposes as specified by La Vega ISD. Currently, six-weeks grading period is in place. All grading practices and policies are defined in the La Vega Early College High School Student and Parent Handbook.

Grading periods and policies for college credit courses will be under the authority of the college. MCJCD grading practices are on a semester rotation. The Course Catalog, syllabi and policies at MCJCD will determine the grading practices.

Early College High School students will have the same access to MCJCD services and resources as other students at the college.

Courses of Study

Courses of study will be developed to allow the implementation of rigorous academic standards. Courses to be included will apply to an Associate of Arts degree or an Associate of Science degree. Students will be provided the opportunity to complete 60

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hours of college coursework toward such a degree. To enroll in college credit coursework, students must meet the college readiness guidelines established by the Texas Higher Education Coordinating Board and the Texas Education Code.

	Fall	Spring
Grade 9	PSYC 1300 (ECHS site)	ARTS 1301 (ECHS site)
Grade 10	HIST 1301 (ECHS site) BCIS 1305 (ECHS site)	HIST 1302 (ECHS site) SPCH 1315 (ECHS site)
Summer	Choose 1: PSYC 2301/SOCI 1301/ECON 2301 (MCJCD campus)	
Grade 11	ENGL 1301 (MCJCD campus) GOVT 2305 (MCJCD campus) MATH: _____ (MCJCD campus)	ENGL 1302 (MCJCD campus) GOVT 2306 (MCJC campus) Elective: _____ (MCJCD campus)
Summer	ENGL (literature course; MCJCD campus)	
Grade 12	Science: _____ (MCJCD campus) Elective: _____ (MCJCD campus) Elective: _____ (MCJCD campus)	Science: _____ (MCJCD campus) Elective: _____ (MCJCD Campus) Elective: _____ (MCJCD Campus)
Specific math, science, and elective courses will be selected with the assistance of an MCJCD advisor, taking into consideration a student's academic goals at both MCJCD and future colleges.		

ECHS students must also comply with MCJCD institutional policies to enroll and/or continue to enroll in college courses. While no minimum high school GPA is required, students will pass or be exempted from the reading section of the TSI Assessment (TSIA) to enroll in any academic course. It is recommended that ECHS students score a minimum of 347 on the TSIA reading section to enroll in workforce courses. Other sections of TSIA required for a course must be passed/exempted as well.

To continue in college courses, students must have/maintain a 2.0 college GPA upon completion of six (6) credit hours. Students with three (3) or more withdrawals on the college transcript will be blocked from college coursework for a minimum of 1 year.

Curriculum Alignment

Curriculum alignment will be assured through completed grade level based "crosswalks" or matrices that delineate which ECHS courses may be taken for college credit. The

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crosswalks will be reviewed annually by MCJCD and the La Vega Early College High School.

ACCT 2301 Principals of Financial Accounting	13016800 Financial Analysis	.5
ACCT 2302 Principles of Managerial Accounting	13016700 Accounting II	.5
ACNT 1303 Introduction to Accounting	13016600 Accounting I	1
ANTH 2346 General Anthropology	03221600 Humanities	1
ARTC 1302 Digital Imaging I	13011500 Business Information Management II	1
ARTC 1313 Digital Publishing I	N1303767 Digital Fundamentals	1
ARTS 1301 Art Appreciation	035001100 Art Appreciation	1
BCIS 1305 Basic Computer Applications	13011500 Business Information Management II	1
BIOL 1322 Nutrition and Diet Therapy	ECHS only	1
BIOL 1406 Biology for Science Majors	13037200 Scientific Research and Design	.5
BIOL 1407 Biology for Science Majors II	13020700 Medical Microbiology	.5
BIOL 1408 Biology for Non-Science Majors I	13037200 Scientific Research and Design	.5
BIOL 1409 Biology for Non-Science Majors II	13037210 Scientific Research and Design II	.5
BIOL 1411 General Botany	13037210 Scientific Research and Design II	.5
BIOL 1413 General Zoology	13000700 Advanced Animal Science	.5
BIOL 2401 Anatomy and Physiology I	13020600 Anatomy and Physiology	.5
BIOL 2401 Anatomy and Physiology I	13037210 Scientific Research and Design II (GWAHCA)	.5
BIOL 2402 Anatomy and Physiology II	13037210 Scientific Research and Design II	.5
BIOL 2402 Anatomy and Physiology II	13037400 Practicum in STEM (GWAHCA)	.5
BIOL 2404 Anatomy and Physiology (specialized)	13037200 Scientific Research and Design (also at GWAHCA)	.5
BIOL 2420 Microbiology	13020700 Medical Microbiology	.5
BMGT 1327 Principles of Management	13012100 Business Management	.5
BUSG 2309 Small Business Management	13034400 Entrepreneurship	.5
BUSI 1301 Survey of Business	13011200 Principles of Business, Marketing and Finance	1
BUSI 1307 Personal Finance	13016200 Money Matters	.5
CHEM 1405 Chemistry for Non-Science Majors	13037210 Scientific Research and Design II	.5
CHEM 1411 General Chemistry I	13037220 Scientific Research and Design III	.5
CHEM 1412 General Chemistry II		.5
CJSA 1372 Forensic Art	N1170190 Forensic Art	.5
COMM 1307 Intro to Mass Communication	03241401 Contemporary Media	.5
COSC 1301 Introduction to Computing	13037100 Principles of Technology	.5
COSC 1336 Programming Fundamentals	13027600 Computer Programming	.5
COSC 1337 Programming Fundamentals II	13027700 Advanced Computer Programming	.5

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CRIJ 1301 Intro to Criminal Justice	13029200 Principles of Law, Public Safety, Corrections and Security	5
CRIJ 1306 Court Systems	13029600 Court Systems and Practices	5
CRIJ 1310 Fundamentals of Criminal Law	N1303013 Introduction to American Law	5
CRIJ 1313 Juvenile Justice System	13029300 Law Enforcement I	5
CRIJ 2323 Correctional Systems	13029700 Correctional Services	5
CRIJ 2328 Police Systems and Practices	13029400 Law Enforcement II	5
CRIJ 2314 Criminal Investigations	13029500 Forensic Science	5
DRAM 1310 Introduction to Theater	03250300 Theater IV	1
ECON 2301 Principles of Macroeconomics	3310300 Economics	5
ECON 2302 Principles of Microeconomics	03310301 Economics Advanced Studies	5
EDUC 1300 Learning Frameworks	1290050 College Transition	5
EMSP 1501 Emergency Med Tech-Basic	N1303015 Emergency Medical Technician, Basic	5
ENGL 1301 Freshman Composition I	03220300 English III Semester A	5
ENGL 1302 Freshman Composition II	03220300 English III Semester B	5
ENGL 1301 Freshman Composition I	03320400 English IV Semester A	5
ENGL 1302 Freshman Composition II	03320400 English IV Semester B	5
ENGL 2311 Technical and Business Writing	03221800 Independent Study In English	5
ENGL 2321 British Lit (I & II combined)	03320400 English IV Semester A&B	1
ENGL 2322 British Lit I: Up to Romantics	03320400 English IV, Semester A	5
ENGL 2323 British Lit II: Romantics-Present	03320400 English IV, Semester B	5
ENGL 2327 Amer. Lit I: Up to Civil War	03320400 English IV, Semester A	5
ENGL 2328 Amer. Lit II: Civil War- Present	03320400 English IV, Semester B	5
ENGL 2328 American Literature: Civil War-Present	03221600 Humanities	5
*NOTE: Comp 1301 is a prerequisite to any literature course		
ENGR 1304 Engineering Graphics	13036200 Concepts of Engineering Tech	5
ENGR 2106 Intro to Digital Systems Lab	13037400 Practicum in STEM	5
ENGR 2306 Intro to Digital Systems	13037600 Digital Electronics	5
ENVR 1301 General Environmental Science	03020000 Environmental Systems	5
ENVR 1101 General Environmental Science Lab	03020000 Environmental Systems	5
FREN 1411 Beginning French I	03410100 French I	1
FREN 1412 Beginning French II	03410200 French II	1
FREN 2311 Intermediate French I	03410300 French III	1
FREN 2312 Intermediate French II	03410400 French IV	1
GEOL 1301/1101 Earth Science	03060200 Earth and Space Science	5
GEOL 1101 Earth Science Lab	1300200 Principles of Ag, Food, and Natural Resources	5

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GEOL 1401 Earth Sciences I for Non-Majors	1300200 Principles of Ag, Food, and Natural Resources	.5
GERM 1411 Beginning German I	03420100 German I	1
GERM 1412 Beginning German II	03420200 German II	1
GERM 2311 Intermediate German I	03420300 German III	1
GERM 2312 Intermediate German II	03420400 German IV	1
GOVT 2305 United States Government	03330100 US Government	.5
GOVT 2306 Texas Government	13018200 Principles of Government and Public Administration	.5
HAMG 1340 Hospitality Legal Issues	13011700 Business Law	1
HAMG 2337 Hospitality Facilities Mgmt.	13022300 Hotel Management	.5
HIST 1301 US History to 1877	03380021 SS Advanced Studies II	.5
HIST 1302 US History from 1877	03340100 US History	.5
HIST 2321 World Civilizations I	03380032 Special Topics in SS III	.5
HIST 2322 World Civilizations II	03380042 Special Topics in SS IV	.5
HPRS 1101 Intro to Health Professions	13020200 Principles of Health Science	1
HPRS 1106 Essential to Med. Term.	13020300 Medical Terminology	1
HPRS 2300 Pharmacology/Health Profession	N1302096 Dosage Calculations	.5
HPRS 2301 Pathophysiology	13020800 Pathophysiology	.5
HPRS 2321/2221 Medical Law & Ethics for Health Professionals	13011700 Business Law	.5
HUMA 1301 Introduction to Humanities	03221600 Humanities	.5
IMED 1316 Web Design I	13027800 Digital Media	.5
ITCC 1310 Cisco Discovery I: Networking	N1302803 Internetworking Technologies	.5
ITNW 2352 Administering an Microsoft SQL Server	13027400 Telecommunications and Networking	.5
ITSC 1305 PC Operating Systems	130280000 Research in Information Technology Solutions	.5
ITSC 1325 PC Hardware	13027300 Computer Maintenance	.5
ITSC 2339 Personal Computer Help Desk	13027500 Computer Technician	.5
ITSE 2309 Database Programming	N1302802 Database Programming	.5
ITSW 1304 Introduction to Spreadsheets	13037210 Scientific Research and Design II	.5
ITSW 1307 Introduction to Database	13011500 Business Information Management II	1
ITSY 1342 Information Technology Security	13027900 Web Technologies	.5
LGLA 1311 Introduction of Law	N1303013 Introduction to American Law	.5
MATH 1314 College Algebra	03101100 Independent Study in Mathematics	1
MATH 1316 Trigonometry	03102501 Independent Study Math II	1
MATH 1324 Math for Business and Economic Analysis I	13018000 Financial Mathematics	.5
MATH 1325 Math for Business and Economic Analysis II	13016900 Statistics and Business Decision Making	.5

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MATH 1342 Elementary Statistical Methods	03102530 Statistics	1
MATH 1350 Fundamentals of Math I	ECHS only	.5
MATH 1351 Fundamentals of Math II	ECHS only	.5
MATH 2412 Pre-Calculus	03102502 Independent Study Math III	1
MATH 2413 Calculus I	03102500 Independent Study in Mathematics	1
MATH 2414 Calculus II	03102500 Independent Study in Mathematics	1
MRKG 1311 Principles of Marketing	13011200 Principles of Business, Marketing, and Finance	1
MUSI 1306 Music Appreciation	03155600 Music Appreciation	1
PHIL 1301 Introduction to Philosophy	13024400 Interpersonal Studies	1
PHIL 2306 Introduction to Ethics	13024400 Interpersonal Studies	1
PHYS 1401 College Physics I	13037210 Scientific Research and Design II	.5
PHYS 1402 College Physics II	13037220 Scientific Research and Design III	.5
PHYS 1403 Astronomy: Galaxies and Stars	03060100 Astronomy	1
PHYS 1405 General Physics I	13037220 Scientific Research and Design III	1
PHYS 2425 University Physics I	13037210 Scientific Research and Design II	1
PLAB 1323 Phlebotomy	13037220 Scientific Research and Design III	1
PSYC 1300 Learning Frameworks	03270100 College Readiness and Study Skills	.5
PSYC 2301 General Psychology	03350100 Psychology	1
PSYC 2314 Lifespan Growth & Development	13014300 Human Growth & Development	1
PSYC 2319 Social Psychology	03350100 Psychology	1
SGNL 1401 American Sign Language Beginning I	03980100 ASL I	1
SGNL 1402 American Sign Language Beginning II	03980200 ASL II	1
SGNL 2301 American Sign Language Intermediate I	03980300 ASL III	1
SGNL 2302 American Sign Language Intermediate II	03980400 ASL IV	1
SOCI 1301 Introduction to Sociology	03370100 Sociology	1
SPAN 1411 Beginning Spanish I	03440100 Spanish I	1
SPAN 1412 Beginning Spanish II	03440200 Spanish II	1
SPAN 2311 Intermediate Spanish I	03440300 Spanish III	1
SPAN 2312 Intermediate Spanish II	03440400 Spanish IV	1
SPCH 1311 Introduction to Speech Communication	032412200 Independent Study in Speech	.5
SPCH 1315 Public Speaking	032412200 Independent Study in Speech	.5
SPCH 1318 Interpersonal Communication	032412200 Independent Study in Speech	.5
SPCH 1321 Business and Professional Speaking	032412200 Independent Study in Speech	.5
TECA 1354 Child Growth & Development	13024700 Child Development	1

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Instructional Materials

Instructional materials for high school courses will be under the authority of La Vega ISD and La Vega Early College High School. Instructional materials will be provided that align with approved PEIMS courses as specified by the Texas Education Code, La Vega High School curriculum and teacher syllabi.

Students enrolled in MCJCD courses will use instructional materials adopted by MCJCD. The ECHS will be responsible for purchasing appropriate materials, including college textbooks, for students enrolled in college credit courses. ECHS faculty teaching college credit courses may select their own instructional materials as long as they are in compliance with IHE policies.

To the extent possible, MCJCD will coordinate with La Vega ISD to reduce college textbook costs through use over multiple semesters.

Assistance, Student Waivers and Fees

MCJCD agrees to waive tuition and standard fees for students identified as economically disadvantaged according to the established guidelines for the MCJCD dual credit tuition waiver. Tuition and fees for the remaining students who do not qualify for MCJCD waivers will be the responsibility of La Vega ISD. La Vega Early College High School students will not have financial responsibility for tuition, fees or transportation costs associated with the program.

Instructional Calendars

To the degree possible, both MCJCD and the ECHS will maintain their own instructional calendars, to begin in August/September and continue through May/June. However, students who are enrolled in Early College High School courses at MCJCD will be expected to attend classes even if ECHS is not session. Any issues of transportation will need to be addressed and resolved by the ECHS. MCJCD will not be required to provide transportation.

Student Enrollment and Attendance

Students are eligible to enroll in the ECHS after they have filled out all necessary application forms, including parental support forms. Students will be chosen through a blind scoring of each application according to the application rubric. All students enrolled in high school courses will be expected to follow current La Vega ISD attendance policies. Attendance records will be taken for all courses offered at the ECHS campus.

Students enrolled in college credit courses will follow current MCJCD attendance policies. Attendance will be taken at MCJCD based on the published College Attendance Policy.

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Building a College Culture

La Vega ECHS and MCJCD will establish a learning community that blends high school and college, instilling a college-going culture among the participating students. La Vega ECHS students will:

- Develop a four-year high school graduation plan and post-secondary plan;
- Participate in high school credit classes and college credit classes for which students receive both high school and college credit;
- Participate in an advisory program which provides college campus orientation, academic counseling, college and career planning and additional student counseling; and
- Adhere to student behavioral expectations. ECHS students will be subject to MCJCD student conduct rules, policies and procedures as set forth in the MCJCD Highlander Guide Student Handbook while on the MCJCD campus or while in attendance at MCJCD classes. Failure to comply may result in dismissal of the student from MCJCD classes.

Qualifications of Faculty

All ECHS teaching staff will be qualified, as defined by the College, to teach the college-level courses offered in order to meet the standards of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) and the Texas Higher Education Coordinating Board (THECB). MCJCD administration will be provided the opportunity to assist in the screening process for the ECHS faculty being hired to teach college courses.

Hiring and evaluation of faculty teaching college credit courses shall be in accordance with MCJCD policies.

Professional Development

Professional Development of the ECHS staff will be on-going, and will be provided through a selected Campus Improvement Team. The IHE liaison meet with the team to identify any challenges and make recommendations to the Principal for effective coordination, collaboration and continued development of the ECHS. ECHS faculty teaching college credit courses will be expected to participate in professional development activities offered by MCJCD, a minimum of 4 hours per academic year, which may include Professional Development Day, the annual Dual Credit Seminar, general faculty meetings, and division meetings. Professional development of MCJCD faculty will be provided through MCJCD.

MCJCD will endeavor to provide professional development opportunities that will promote interaction between ECHS and IHE faculty.

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Evaluation

The School District and the College will develop a plan for the evaluation of the ECHS program to be completed each year that will include, but not be limited to, attendance and retention rates, GPA of high school-credit only courses and college courses, satisfactory progress in college courses, and adequate progress toward the college-readiness of the students in the program.

Procedures for Collecting and Sharing Student Data

Student data will be collected at the ECHS facility in accordance with state regulations and La Vega ISD data collection procedures. All student data will be disaggregated from the La Vega High School general population. Student data to be shared with MCJCD will include, but is not limited to, demographic and academic information, including TSI readiness by grade level, SAT/ACT and PSAT scores, number of hours taken and credits earned, GPA's, results of State assessments, and any other data necessary to assess program effectiveness in accordance with the Family Education Rights and Privacy Act.

The Parties agree to maintain the records of all students in accordance with all applicable federal, state, and local laws. In accordance with the Family Education Rights and Privacy Act ("FERPA") (20 U.S.C. §1232g) and School District Board Policy, all records relating to students which are generated or maintained by either party shall be considered education records in accordance with applicable laws and policies. All parties shall maintain the confidentiality of these and all education records in accordance with all applicable state, federal and local laws and regulations, including FERPA. For purposes of this agreement, each party designates the other party as its agent with legitimate educational interest in the students' educational records for purposes of FERPA.

Degree Hours Transferability

MCJCD will provide the ECHS with information regarding course transferability to four year degree plans and assist students who elect to do so through the IHE liaison. Regular college advising for ECHS students will be a key component to facilitating the transfer of MCJCD courses. MCJCD will ensure that credit is assigned in the same semester in which it is earned. Transfer of MCJCD courses is subject to the rules and regulations of each IHE.

Classroom Facilities

The ECHS will provide IHE faculty and students the facilities and technology necessary to support a college learning environment. Students will have access to MCJCD email, Brightspace, WebAdvisor, and the MCJCD Library from ECHS computers. Use of MCJCD computers will be subject to MCJCD computer use policies.

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Accommodations/Disabilities

Dual credit students who may require special arrangements in order to meet course requirements because of a disability should contact MCC Disability Services as soon as possible to make necessary arrangements. Once that process is completed, appropriate verification from Disability Services will be provided to the student and instructor. Please note that instructors are not required to provide classroom accommodations to students until appropriate verification from Disability Services has been provided. For additional information, please visit mclennan.edu/disability.

Students with questions or who require assistance with disabilities involving physical, classroom, or testing accommodations should contact:

Disability Services
disabilities@mclennan.edu
254-299-8122
Room 249D, Completion Center, in the Student Services Center

MCC policies related to accommodations will apply to students enrolled in dual credit courses.

Title IX

MCC cares about student safety and values an environment where students and instructors can successfully teach and learn together. Individuals who would like to report an incident of sexual misconduct are encouraged to immediately contact the Title IX Coordinator at titleix@mclennan.edu or by calling Dr. Drew Canham (Vice President for Student Success) at 299-8645. Individuals also may contact the MCC Police Department at 299-8911 or the MCC Student Counseling Center at MCC by calling 299-8210. The MCC Student Counseling Center is a confidential resource for students.

McLennan's Title IX webpage (<http://www.mclennan.edu/titleix/>) contains more information about definitions, reporting, confidentiality, resources, and what to do if someone is a victim of sexual misconduct, gender-based violence or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence or domestic violence.

Non-Discrimination

Neither McLennan Community College nor La Vega Independent School District will discriminate against any individual regardless of race, color, religion, national or ethnic origin, gender, disability, age, veteran status, genetic information, sexual orientation, gender identity, pregnancy, or other legally protected category in its educational programs, activities, or employment as required by Title VI or Title VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Educational Amendments Act of 1972, and the Age

**Memorandum of Understanding 2018-2019
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Early College High School**

Discrimination Act of 1978.

The following staff member is designated to handle inquiries regarding nondiscrimination policies: Drew Canham, Vice President of Student Success, 1400 College Drive, 254-299-8645, titleix@mclennan.edu

Indemnification

To the extent authorized by law, in consideration of the performance both parties of this agreement, each party does hereby agree to indemnify and hold harmless all agents, servants and employees of the other party from and against any and all claims and liabilities from any acts or omissions of the other party, its agents, servants, or employees, in the performance of this Agreement, except that neither party shall indemnify the other for claims or liabilities arising solely from the negligence, act or omission of the other party.

Amendment

The Parties to this MOU acknowledge that it may be necessary to amend and/or modify this MOU from time to time in order to address additional concerns or issues that arise as the program progresses. However, no amendment, modification or alteration of the terms of this agreement shall be binding unless the same is in writing, dated subsequent to the date hereof and duly executed by an authorized representative of the parties hereto.

Severability

If any clause or provision of this agreement is determined to be illegal, invalid, or unenforceable under present or future laws effective during the term of this agreement, including any renewals, then in that event it is the intent of the parties hereto that the remainder of this agreement shall not be affected thereby, and it is also the intent of the parties to this agreement that in lieu of each clause or provision of this agreement that is illegal, invalid or unenforceable, there be added as part of this agreement a clause or provision as similar in terms to such illegal, invalid or unenforceable clause or provision as may be possible and be legal, valid and enforceable.

Termination


This agreement and partnership may be terminated by either party upon ninety (90) days written notice to the other party. In the event of termination during the initial term of this agreement, the effective date of termination shall be as of June 30 following the notice. It is the intent of both parties that no termination shall be made during the middle of the school year which will disrupt the academic progress for the students of La Vega ECHS, unless the parties mutually agree.

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Provision for Discontinuation

Discontinuation of the ECHS program will only be allowed at the end of a grade level cohort, or when a cohort graduates. Discontinuation of the program will provide for the support of students enrolled in the program to ensure proper planning for graduation, and meet all the required elements of the program until complete discontinuation of the program.


Neither MCC nor the ECHS will discriminate on the basis of sex, race, age, handicap, color, or national origin in its educational and vocational programs, activities or employment as required by Title IX, Section 504 and Title VI.



Superintendent

5-24-18

Date



President, McLennan Community College

5-30-18

Date