

MEMORANDUM OF AGREEMENT

**Morehead State University
And
Jefferson County Board of Education
(Ballard High School)**

Purpose Statement

THIS MEMORANDUM OF AGREEMENT is between Morehead State University (MSU), 150 University Blvd. Morehead, KY 40351 and the Jefferson County Board of Education 3332 Newberg Rd. Louisville, KY 40218.

The parties hereby establish a dual credit program for students enrolled in and attending Ballard High School beginning in the 2016-17 academic year. Students who meet the criteria specified by Morehead State University and the Jefferson County Board of Education will have the opportunity to earn up to twenty-four (24) hours of college credit during their high school junior and senior years. This agreement will be updated annually during the high school Spring semester and could be expanded to fully meet the needs of the students at Ballard High School.

I. Morehead State University agrees to:

1. Make the following University dual credit courses available, free of tuition, to eligible high school juniors and seniors:

<u>Course</u>	<u>Instructors</u>
ART 109 Two Dimensional Design	Prof. Gary Crume

This is a 3 credit college course that equates to the Ballard High School course, Two-Dimensional Design, JCPS #4580441, linked to state code 480920 Two-Dimensional Design.

2. As a PPI working with an identified LEA, Morehead State University will grant college credit and post the grade on the student's transcript at Morehead State University;
3. Students will be charged \$156 per class. The first two MSU courses, taken by seniors will be paid for by the KY Dual Credit Scholarship program. All other MSU dual credit courses taken by qualified students, including seniors and juniors, at Ballard HS during 2016-17 will be paid for through a MSU scholarship of \$156 per class. In the event state funds are not sufficient to cover the two courses allotted to seniors, then those students shall receive scholarships as set forth for additional classes or for juniors;
4. Grant college credit and post the grade on the student's transcript at Morehead State University;
5. Identify and provide a MSU faculty mentor in the appropriate academic discipline to provide training, orientation, and collaboration with the Early College faculty through the

academic year;

6. Assist and provide guidance to the high school faculty:
 - a. In the admission and registration process and posting of grades and;
 - b. In gaining access to the MSU system to electronically post grades;
 - c. In electronically entering information into Faculty 180 for University assessment;
7. Share academic information concerning grades and academic progress in dual credit classes with approved high school officials;
8. Provide educational enhancements that will be determined cooperatively between the Early College faculty, the high school principal and the Office of Early College Programs.

II. Jefferson County Board of Education (Ballard High School) agrees to:

1. Identify Morehead State University as their preferred provider for the courses listed above and allow MSU to receive the KY Dual Credit Scholarships proceeds as available from the Commonwealth;
2. Provide MSU with the opportunity to meet any new or additional dual credit course needs as identified by the school. If MSU cannot successfully meet the need then the district may use any other dual credit provider to meet the identified need;
3. Identify and recruit eligible students and assist in completing the necessary MSU admission and registration forms, including Early College Registration Form, by the established MSU deadlines;
4. Provide SACS qualified instructors for the identified courses who have successfully passed a criminal background screening;
5. Ensure instructors provide the University with necessary documentation including official transcripts and any required human resources paperwork prior to the start of teaching;
6. Ensure Early College faculty (MSU Approved Ballard High faculty) teaching MSU classes complete online FERPA training prior to the beginning of the semester in order to enter grades electronically and provide all faculty 180 requirements;
7. Follow the MSU curriculum guides, student learning outcomes in courses and assessment standards including additional guidelines and assessments for general education;
8. Ensure Early College faculty teaching MSU courses follow MSU grading policies and JCPS grading policies for the high school courses, procedures, guidelines, and timelines for awarding and submitting grades electronically in the courses;
9. Pay the high school instructor teaching the MSU course in accordance with Board policy;
10. Ensure the opportunity for a campus visit by the Early College students. This could be held during the school day or at an appropriate event outside of the school day;
11. Ensure Early College faculty attends the MSU orientation session that will occur at the Morehead campus on June 15th or a designated site and recognize any PD or EILA hours earned as part of this training; this could also include departmental meetings, assessment

- workshops and professional development at the Morehead campus;
12. Provide the necessary textbooks, software, and/or fees/ supplies for the courses offered; this may also include the ability to view student tutorials located on different websites or computer programs;
 13. Follow deadlines established by MSU related to student registration, grade submission, withdrawal, addition of courses, Faculty 180, etc.;
 14. Allow MSU monitoring of the program and mentoring by an MSU mentor;
 15. Share program data with MSU.

III. The parties agree that students participating in this program must:

1. Have a GPA of 3.0 or higher and a minimum 18 ACT composite score. This could also be determined by other placement tests that may be used or developed such as KYOTE, Compass or a like product that is utilized by both institutions;
2. Meet any course requirements or prerequisites such as ACT scores or increased scores set by the school district;
3. Complete the MSU Early College Application and Registration Form;
4. Follow the policies and procedures of MSU and Ballard High School which may include an appeal policy for the Early College. no Early College application fee will be charged during the 2016-17 academic year;
5. Attend class on a regular basis;
6. Maintain a HS GPA of 3.0 or higher and a MSU GPA of 2.5 or higher to continue enrolling in MSU classes as an Early College student; and
7. Purchase any required books, educational supplies or materials that are not supplied by district.

Neither party shall discriminate on the basis of race, religion, natural origin, sex, disability, military status, age or any other protected class.

IV. Designated Representatives:

For MSU: Joel Pace
Director, Early College Programs
Morehead State University
407 Ginger Hall
Morehead, KY 40351
606.783.2995
606.783.9103 fax

For the Jefferson County Board of Education: Pamela Royster, Ed. D
Specialist, College and Career Readiness
Jefferson County Public Schools

4425 Preston Highway
Louisville, KY 40213
502.485.7195
502.485.3744 fax

V. Duration and Review

This Memorandum of Agreement shall be effective from the date of its execution and shall be reviewed annually. Subject to revisions as are mutually agreeable at the time of annual review, the duration of the agreement shall be continuous. Either party may terminate the agreement at the end of any school year upon written notice to the designated representatives of at least six (6) months in advance.

IN WITNESS whereof, the parties hereto have caused their authorized officials to execute this agreement as of the dates set below:

Morehead State University:

By Wayne D. Andrews 9/15/16.
Wayne D. Andrews, President/ Date

Jefferson County Board of Education

By _____
Donna Hargens, Superintendent/ Date

Ballard High School

By Staci Eddleman 10/4/16
Staci Eddleman, Principal/ Date