

June 21, 2018

MEMORANDUM OF UNDERSTANDING
The Learning Center, LLC and Hopkins County School District

Main contact partners:

The Learning Center, LLC: Nan Nance, Director

School District name: Hopkins County Schools, Marty Cline – Director of Secondary Instruction

On behalf of the Learning Center, LLC, I extend my deepest gratitude to you and the Hopkins County School District for its interest in participating in our summer programming/camp. Your involvement with this endeavor will enable us to place Chinese students within two schools in the district for two whole school days during the month of August 2018 as part of a summer camp hosted by The Learning Center, LLC. We are delighted by this potential relationship, pending your approval, as we truly believe that it will benefit all parties involved as an opportunity for cultural exchange and education.

To that end, we would like to communicate the details of this program including its purpose, as well as expectations for both the School District and our organization.

The Learning Center, LLC

The Learning Center, LLC is located in Madisonville, Kentucky. It offers a wide range of educational services from tutoring and ACT prep to financial consulting. We acknowledge that a student's journey through the different levels of education involves a great deal of soul-searching and making tough decisions. That is why our mission is to provide the right tools and guidance, so that each student maximizes their abilities and reaches their educational goals.

(For more information about The Learning Center, LLC, please visit our website at: <http://tlcmadisonville.com/>)

In addition to this one-on-one instruction and guidance, The Learning Center, LLC also operates summer programming, namely camps. This year, we are currently finalizing a type of foreign exchange summer camp, in which Chinese students from the City of Madisonville's "sister city" Dongying will spend two weeks here in western Kentucky. Amongst other events in the program, Chinese students will spend two full school days within two schools in the Hopkins County School District. The goal of this endeavor is to introduce both these Chinese students and their Hopkins County counterparts to their respective cultures. The intention is to not only grant these Chinese students an American middle school experience, but to also grow the relationship with our sister city Dongying, China.

Student Selection

The Chinese students that will be participating in this summer camp (i.e. the same students that will be placed within the Hopkins County School District) have been selected through The Learning Center, LLC. With the official approval and support of Mayor David Jackson and the City of Madisonville, I have carried out communications with our Dongying contacts and have coordinated the arrangements of this summer program with their municipality's school body.

Furthermore, our vetting process has been performed in cooperation with the Dongying school system. At present, we have 20 Chinese students enrolled in the program, with another 10 waitlisted should any student decommit from the program before its commencement. These students have been recruited and accepted based on recommendation and academic merit. In short, they are the ideal representatives of their schools in Dongying. They reflect the high standards of their schools both in academics and personal comportment.

- *During the Program:* These students are required to conduct themselves in a manner befitting of the occasion; that is, they will behave politely and courteously within the schools, all the while adhering to the rules and regulations of the program. Failure to comply with the program's behavioral requirements may result in dismissal from the program.
- *Host Families:* Families interested in hosting a foreign student will be recruited based on the understanding that this program is strictly for cultural exchange purposes. A family will not be permitted to participate if its motivations are not consonant with those of the program. A proper host family is one that will provide a safe and supportive environment for the student during the program, one that will include appropriate housing (i.e. room) and board. Should a family suddenly fail to meet these standards during the program, its participation will be rescinded and the student will be placed within another family.
- *Host School Placement:* The school that a student will be placed within is based on the discretion of the Hopkins County School District. The Learning Center, LLC will collaborate with the Hopkins County School District to determine the best fit for each student; and while The Learning Center, LLC may make a recommendation, it will ultimately defer to the School District's judgment with respect to student placement. Furthermore, as this portion of the summer program will be two full school days in duration, no student will be placed within a school based on their desire (or their host family's desire) to participate in extracurricular activities (e.g. athletics).

What You Can Expect of The Learning Center, LLC

Students, host families, and participating schools will be assisted throughout the program by The Learning Center, LLC, as well as the City of Madisonville in the event of an emergency. As the program is being facilitated between organizations of Madisonville/Hopkins County and Dongying, China, by The Learning Center, LLC, our organization will be responsible for ensuring

that each student is supported and made safe at all times. Moreover, this security is not exclusive to our foreign exchange students. The safety and well-being of Madisonville/Hopkins County students are of equal priority. Therefore, we will be working with both the School District and the City of Madisonville to safeguard all parties.

Should the School District, at any time, feel that a student of the program is deliberately disrupting its daily functions or that the student is exhibiting behavior that is in direct violation of either the program's policies or its own, The Learning Center, LLC will be on call to see to it that the issue is resolved. If dismissal from the program is deemed necessary, The Learning Center, LLC will make the appropriate changes.

What We Expect of the Hopkins County School District

As students of this summer program will not be in Hopkins County schools for very long, our expectations of the School District are not exhaustive; rather, our expectations are as follows:

- Provide a safe and nurturing environment that is conducive to the student's learning and one that fosters the friendly exchange of cultural values.
- Render appropriate support for academic and social adjustment for the student.
- Work closely with The Learning Center, LLC to provide both an educational and enjoyable experience for students.
- Communicate effectively with The Learning Center, LLC in order to address any questions or concerns about the student's behavior or attitude.

As stated above, we will be working with several community partners during this summer camp (e.g. Hopkins County School District, City of Madisonville). These entities can expect that we will be as professional and as respectful as we can as we carry out the day-to-day operations of this program. We kindly ask that these aforementioned organizations do the same.

In closing, I want to thank you again for your interest in this summer program and for the amount of time that you have invested in your consideration of it. I believe that it is a wonderful and exciting opportunity for these Chinese students and for students of Hopkins County to learn from each other. On behalf of The Learning Center, LLC, we are grateful for the chance to partner with you in this endeavor. Without the cooperation and involvement of organizations like you, opportunities such as this would not be made possible.

Respectfully,

Nan Nance
Director, The Learning Center, LLC (Madisonville, KY)