

## MEMORANDUM OF AGREEMENT

Morehead State University  
And  
Jefferson County Board of Education  
(Eastern 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 Eastern High School beginning in the 2019-20 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 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 Eastern High School.

### I. Morehead State University agrees to:

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

#### Course

#### Instructors

MATH 152 College Algebra

Prof. Joseph Kimeu

- This is a 3 credit college course (Spring 2017 semester) that equates to the /Eastern High School course, **College Algebra Honors**, JCPS #62740081/2, linked to state code 270320.

SPA 101 Spanish 1

Prof. Madeline Sexton

- This is a 3 credit college course (2016 Fall semester) that equates to the Eastern High School course, **Spanish 4 Advanced**, JCPS # 62419491, linked to state code 161109.

SPA 102 Spanish II

Prof. Madeline Sexton

- This is a 3 credit college course (2017 Spring Semester) that equates to the Eastern High School course, **Spanish 4 Advanced**, JCPS #62419492, linked to state code 161109.

- All faculty will need to provide official transcripts for their 2 highest degrees, credential forms and a curriculum vita or they will not be approved to teach dual credit courses w Morehead State University

2. As a Post-Secondary Participating Institution (PPI) working with an identified Local Educational Agency (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 the KY Dual Credit Scholarship rate, which for 2018-19 was \$168 per class. The first MSU course each semester, taken by qualified seniors will be paid for by the KY Dual Credit Scholarship program. All other MSU dual credit courses taken by qualified students during 2019-20 will be paid for through a MSU scholarship. 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. Identify and provide a MSU faculty mentor in the appropriate academic discipline to provide training, orientation, and collaboration with the Eagle Scholars faculty through the academic year;
5. 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;
  - d. In facilitating a departmental/ college assessment in order to appropriately evaluate dual credit faculty in accordance with MSU policy;
  - e. Provide Blackboard shells for all courses offered to:
    - i. enhance student learning, provide a framework for NTI
    - ii. provide additional course materials/ support for Eagle Scholar's faculty
      - . enhance student learning, provide a framework for NTI
    - i. provide additional course materials/ support for Eagle Scholar's faculty
    - ii. provide a MSU library tutorial and offer online library resources for courses
    - iii. inform students of academic advisors to provide major information by College
    - iv. inform students of their rights and responsibilities according to the university Student Handbook
    - v. provide information on various student support and outreach services designed for dual credit students.
  - f.
6. Share academic information concerning grades and academic progress in dual credit classes with approved high school officials;
7. Provide educational enhancements that will be determined cooperatively between the Eagle Scholars faculty, the high school principal and the Office of Eagle Scholars Programs.

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

1. Identify and recruit eligible students and assist in completing the necessary MSU

- admission and registration forms, including Eagle Scholars Registration Form, by the established MSU deadlines;
2. Provide SACSCOC qualified instructors for the identified courses who have successfully passed a criminal background screening;
  3. Ensure instructors provide the University with necessary documentation including official transcripts and required human resources paperwork prior to the start of teaching;
  4. Ensure Eagle Scholars faculty (MSU Approved Eastern 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;
  5. Follow the MSU curriculum guides, student learning outcomes in courses and assessment standards including additional guidelines and assessments for general education; as well as follow documented procedures to assure that security of personal information is protected;
  6. Ensure Eagle Scholars 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;
  7. Pay the high school instructor teaching the MSU course in accordance with Board policy;
  8. Ensure the opportunity for a campus visit by the Eagle Scholars students. This could be held during the school day or at an appropriate event outside of the school day;
  9. Ensure Eagle Scholars faculty attends the MSU orientation session that will occur at the Morehead campus on June 13th 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;
  10. 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;
  11. Follow deadlines established by MSU related to student registration, grade submission, withdrawal, addition of courses, Faculty 180, as well as appropriate classroom facilities and equipment etc.;
  12. Allow MSU monitoring of the program and mentoring by an MSU mentor;
  13. Share program data with MSU;
  14. Ensure that proper library assistance be provided to support these dual credit courses;

### **III. Students participating in the program should:**

1. Have a GPA of 3.0 or higher and a minimum 18 ACT composite score. Students will also meet additional state benchmarks in English of 18 in the ENG sub score. Students may also meet qualifying benchmark scores through KYOTE;
2. Meet any course requirements or prerequisites such as ACT scores or increased scores set by the school district including evaluating the dual credit course and instructor according to MSU processes;

3. Complete the MSU Eagle Scholars Application and Registration Form;
4. Follow the policies and procedures of MSU and Eastern High School which may include an appeal policy for the Early College;
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 Eagle Scholars student; and
7. Purchase any required books, educational supplies or materials that are not supplied by district;
8. Understand that they have certain rights/ responsibilities as students at MSU and have access to an appeal process as described in the Student Handbook.

Neither party shall discriminate against any student, instructor, employee or other person because of race, color, national origin, age, religion, marital or parental status, political status, political affiliation or beliefs, sex, sexual orientation, gender, identity, gender expression, veteran status, genetic information, or disability.

Per Federal guidelines, students with an Individual Education Plan will receive documented services when taking Dual Credit courses on the high school campus with a high school instructor. Students taking courses at JCTC will be connected to the Accessibility Resource Center (ARC).

#### **IV. Designated Representatives:**

For MSU: Joel Pace  
Director, Eagle Scholars 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  
Pamela Royster  
Office of Transition Readiness  
Van Hoose Education Center  
3332 Newburg Road  
Louisville, KY 40218

#### **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

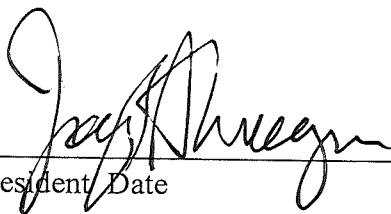
agreement at the end of any school year upon written notice to the designated representatives of at least six (6) months in advance.

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

Jay Morgan, President Date

 7-15-13

Jefferson County Board of Education

By

Marty Pollio, Superintendent/ Date