



Kenton County School District | It's about ALL kids.

**THE KENTON COUNTY BOARD OF  
EDUCATION**

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Dr. Henry Webb, Superintendent of Schools

**KCSD ISSUE PAPER**

**DATE:**

7/17/18

**AGENDA ITEM (ACTION ITEM):**

Consider/Approve the MOA between the Kenton County School District and Gateway Community and Technical College for the opportunity for students to take Dual Credit Classes at Gateway.

**APPLICABLE BOARD POLICY:**

01.1

**HISTORY/BACKGROUND:**

Dixie, Scott, and Simon Kenton High School students will have the opportunity to take multiple dual credit courses through Gateway.

**FISCAL/BUDGETARY IMPACT:**

None

**RECOMMENDATION:**

Consider/Approve : the MOA between the Kenton County School District and Gateway Community and Technical College for the opportunity for high school students to take Dual Credit Classes .

**CONTACT PERSON:**

Martha Setters

\_\_\_\_\_  
**Principal**

\_\_\_\_\_  
**District Administrator**

\_\_\_\_\_  
**Superintendent**

*Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.*

*Principal –complete, print, sign and send to your Director. Director –if approved, sign and put in the Superintendent's mailbox.*

**Kenton County Board of Education**

Board Members: Carl Wicklund, Chairperson Karen L. Collins, Vice Chairperson Joshua Crabtree, Esq. Carla Egan Jessica Jehn  
"The Kenton County Board of Education provides *Equal Education & Employment Opportunities.*"

JD 7-19-18

**Dual Credit  
Memorandum of Agreement  
between  
Gateway Community and Technical College  
and  
Kenton County School District**

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**I. Purpose**

Providing secondary students dual credit opportunities is a proven educational strategy with the capacity to complement and maximize the chance of success of our educational initiatives. Effective dual credit systems have impacts both at the secondary and postsecondary levels and provide an opportunity for collaboration. This agreement will serve as an addendum to the Memorandum of Understanding (MOU) between the Kentucky Community and Technical College System (KCTCS), and the Kentucky Department of Education (KDE). **All policies established in the MOU shall be followed at all times.** Dual Credit and Dual Credit Scholarship policies shall be followed at all times. Participants are expected to know and follow current policies as well as all future versions thereof. The purpose of this Memorandum of Agreement (MOA) is to allow for local decision making, to permit customization, and to provide flexibility within the constraints of the MOU.

**II. Dual Credit Courses**

A dual credit course is a college-level course of study developed in accordance with KRS 164.098 in which a high school student receives credit from both the high school and postsecondary institution in which the student is enrolled upon completion of a single class or designated program of study. Developmental education and remedial courses are not eligible dual credit courses (in accordance with KRS 164.098). First Year Experience Courses are not eligible dual credit courses as they are not covered in the general education transfer policy and are not transferable between institutions.

Dual credit courses are Gateway Community and Technical College catalogued courses and approved through the regular course approval process. These courses have the same departmental designation, course number, title, and credits, and adhere to the same course description and course content as those delivered on the Gateway Community and Technical College campus. Faculty liaison site visits will take place to ensure that courses offered at the high school are offered with the same rigor as those offered on the Gateway Community and Technical College campus.

Dual Credit courses should be meaningful to students and the pathway they are enrolled in. Dual credit courses should be useful for a student when they transfer to postsecondary institutions and count towards the credential they are working towards.

List the courses that are approved to be offered as dual credit between Kenton County School District and Gateway Community and Technical College in Attachment A of this MOA. Courses not included in the MOA must be approved by the Chief Academic Officer prior to receiving dual credit status.

**III. Student Eligibility**

To enroll and obtain college credit in a dual credit course at KCTCS, a student must:

- Be a high school junior or senior. Exceptions may be considered for freshman and sophomore



- high school students if recommended by the secondary education partner, and approved by the Chief Academic Officer at the KCTCS college.
- Be admitted to the participating postsecondary institution as a dual credit student.
- Meet the postsecondary requirements for each program's placement into college credit-bearing courses or courses in programs of study that align to a career pathway.
- Complete the postsecondary institution's application for admission.

#### IV. Registration Procedures

High school students must meet postsecondary admissions requirements. All students must be admitted to and enrolled or accepted for enrollment at Gateway Community and Technical College and complete the college's dual credit application. **Dual Credit students are classified as non-degree seeking students. However, all non-degree seeking students, including dual credit students, must meet course pre-requisites.** The college shall not apply additional admissions requirements to dual credit students beyond those that apply to all students enrolling in the same course and program.

#### V. Academic Policies

All regular academic policies that apply to courses taught at Gateway Community and Technical College shall also apply to dual credit courses taught on the high school campus, including:

- Enrollment;
- Add/drop deadlines;
- Withdrawing from college courses; and
- Submission of grades.

Gateway Community and Technical College must adhere to these institutional deadlines to ensure the college is in compliance with regulatory requirements that are independent of this MOA.

#### VI. Student Fees and Payments

Per HB 206, tuition for a dual credit course is 1/3 of the per credit hour tuition charged by KCTCS for in-state students. Colleges cannot charge eligible dual credit students anything more than the dual credit tuition rate ceiling per credit hour, including fees.

While the tuition rate for dual credit is non-negotiable, other expenses are appropriate for negotiation with Kenton County School District concerning dual credit students. These include, but are not limited to, the following:

- Cost of textbooks, digital content, or eResources;
- Liability or insurance charges;
- Barnes and Noble charges; and
- Classroom consumables.

Please identify the expenses that support course instruction and identify which party is responsible for covering the costs. Textbooks, digital content, or eResources are required for most courses. Designate how these will be funded in the table below. Additionally, there are charges associated with operating a college course (e.g. Professional liability insurance, KNAT testing charges, etc.). Delineate how these will be funded in the table below. Note, dual credit Professional Development costs for district faculty is the responsibility of the district.

## **VII. Kentucky Dual Credit Scholarship**

The Kentucky Higher Education Assistance Authority (KHEAA) is the agency responsible for administration of the Dual Credit Scholarship (DCS) program. Students are eligible to receive the DCS for two successfully completed dual credit courses; meaning, they receive both secondary and postsecondary credit upon successful completion of an approved dual credit course. DCS awards shall be equal to the amount charged by a participating institution, not to exceed the Dual Credit Tuition Rate Ceiling. As referenced in Section V of this agreement, remedial, developmental, and FYE are not approved courses, and therefore, do not qualify for DCS funds.

KHEAA will notify KCTCS of students that have been awarded scholarships at a KCTCS institution. KCTCS, working with Gateway Community and Technical College, will identify which course/s students will receive the scholarship for and communicate this to KHEAA. KCTCS will request DCS funding from KHEAA and credit each student's account appropriately.

### **A. Eligibility**

To meet eligibility requirements for the DCS, a student must:

- Be a Kentucky resident;
- Be enrolled in a public or private Kentucky high school, or homeschooled, in grades 11 or 12;
- Be enrolled, or accepted for enrollment, in an approved dual credit course at a Kentucky Participating Postsecondary Institution (PPI);
- Meet postsecondary admission requirements; and
- Have completed a 30-minute college success counseling session delivered by high school personnel.

### **B. Successful Completion**

KCTCS is required to return to KHEAA fifty percent (50%) of the dual credit tuition rate for students who do not successfully complete a DCS course. A student is unsuccessful if the student does not receive a D- or higher in the college course **and** the secondary course. Postsecondary grades of W and E are not considered successful completion. In the event KCTCS must return 50% of the dual credit tuition rate for an unsuccessful course completion, KCTCS will not charge students to recover the cost of the returned tuition.

### **C. Repeated Coursework**

Repeated coursework is not allowed under the DCS program. Students who want to repeat a course are not prohibited from doing so, but any repeated course will be at a student's own expense. In that instance, students will pay the same discounted dual credit tuition rate as other coursework.

### **D. Successful Completion**

Indicate who is responsible for negotiated costs related to unsuccessful students:

☐ College \_\_\_\_ Gateway Community and Technical College \_\_\_\_  
☐ Secondary Institution \_\_\_\_

### **VIII. School Responsibilities**

Individual and joint responsibilities of secondary and postsecondary institutions are defined in CPE's Dual Credit Policy (found at: <http://cpe.ky.gov/policies/dualcredit.html>).

### **IX. Approvals**

Any negotiated items must be included in this MOA between Gateway Community and Technical College and Kenton County School District. The contact and signatory person for negotiations and MOA is the college president/CEO.

**The agreement should be signed by July 31, 2018 and is effective with signatures below for the 2018-2019 academic year. A copy of the executed MOA shall be submitted to the KCTCS Chancellor's office so the dual courses outlined in this agreement can be added to the approved dual credit course table in PeopleSoft.**

\_\_\_\_\_  
**Dr. Henry Webb**  
**Superintendent**  
**Kenton County School District**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Dr. Fernando Figueroa**  
**President/CEO**  
**Gateway Community and Technical College**

\_\_\_\_\_  
**Date**



## Appendix A

### Dual Credit Course Offerings

Please use the table below to indicate what dual credit courses will be offered. If needed, use the third column to distinguish which secondary schools will be offering the course in partnership with the college. Add rows as necessary.

Prefix	Course Number	Credit Hours	Course Title	Site (Mark all that apply)		
				KCTCS Campus	Secondary Campus (Include ATC)	Online
ENG	101	3	Writing I	X		X
ENG	102	3	Writing II	X		X
COM	181	3	Basic Public Speaking	X		X
PSY	110	3	General Psychology	X		X
PHI	100	3	Introduction to Philosophy	X		X
MUS	222	3	History and Sociology of Rock Music	X		X
MAT	150	3	College Algebra	X		X
MAT	100	2	College Algebra Workshop	X		X
ACT	101	3	Fundamentals of Accounting I	X		
CIT	105	3	Introduction to Computers	X		X
BIO	112	3	Introduction to Biology	X		X
HIS	109	3	History of the US Since 1865	X		X
ADX	120	3	Basic Automotive Electricity	X		
ADX	121	2	Basic Auto Electricity Lab	X		
ADX	140	3	Basic Fuel & Ignition Systems	X		
ADX	141	2	Basic Fuel & Ignition Systems	X		
ADX	260	3	Electrical Systems	X		
ADX	261	2	Electrical Systems Lab	X		
AHS	115	3	Medical Terminology	X		X
CRJ	100	3	Intro to Criminal Justice	X		X
CRT	100	2	Introduction Collision Repair	X		
ELT	110	5	Circuits I	X		
EMS	105	6	Emergency Medical Tech (EMT)	X		
NAA	100	3	Nursing Assistant Skills I	X		
PHI	110	3	Medical Ethics	X		X
WLD	100	2	Oxy-Fuel Systems	X		
WLD	101	2	Oxy-Fuel Systems Lab	X		
WLD	120	2	Shielded Metal Arc Welding	X		
WLD	121	3	Shielded Metal Arc Welding Lab	X		
WLD	130	2	Gas Tungsten Arc Welding	X		
WLD	131	3	Gas Tungsten Arc Welding Fillet Lab	X		

## Appendix B

### Dual Credit Course Offerings

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Use the table below, to indicate who will be responsible for what expense. Add columns and rows as needed.

Expense	Responsible Party		
	College	Local School District	Student
Tuition		X	X
Textbooks (E-Content)			X
Testing Charges Ex: NAA 100 State Test			X
Mandatory Liability Insurance Ex: NAA 100			X