

**MEMORANDUM OF UNDERSTANDING BY AND BETWEEN
AUSTIN COMMUNITY COLLEGE AND XXX INDEPENDENT SCHOOL DISTRICT
TO PARTNER ON COLLEGE PREPARATORY COURSES FOR
MATHEMATICS AND ENGLISH LANGUAGE ARTS**

August 15, 2014 – August 31, 2015

Austin Community College District (ACC) and XXX Independent School District (ISD) enter into the following Memorandum of Understanding for the creation of Locally Developed College Preparatory Courses in Mathematics and English Language Arts, designed for high school senior students who have not yet demonstrated college readiness. The purpose of this agreement is to increase the college and career readiness of high school students, to decrease the number of students required to enroll in developmental education courses upon entry into an Institution of Higher Education, and to encourage college enrollment directly after high school.

- 1) **Scope of Service:** In accordance with the 83rd Legislature of the State of Texas House Bill No. 5, Section 10 and as written into the Texas Education Code (TEC) 28.014, XXX ISD has partnered with ACC to develop and provide courses in college preparatory Mathematics and English Language Arts. The courses must be designed:
 - A. for students at the 12th grade level whose performance on:
 - i. An end-of-course assessment instrument does not meet college readiness standards; or
 - ii. Coursework, a college entrance examination or an assessment instrument indicates that the student is not ready to perform entry-level college coursework; and
 - B. to prepare students for success in entry-level college courses

Additionally, ACC and XXX ISD agree to collaborate to develop and maintain the courses that meet the terms of the agreement as outlined below. ACC and XXX ISD will meet at least one time per year to maintain the integrity and to evaluate the effectiveness of the program.

- 2) **Terms:** Subject to any annual approvals that may be required by law, by the Texas Education Agency (TEA), and/or by the Texas Higher Education Coordinating Board (THECB), the term of the MOU shall commence upon the date that the second of the parties has signed this MOU (“Commence Date”). Upon mutual written agreement by the Parties this MOU may be extended for a one-year renewal term (“Renewal Term”).

- 3) **Course Development/Curriculum:**

- A. ACC and XXX ISD agree to the course outcomes as presented in Attachment A.
- B. ACC agrees to provide recommended Student Learning Outcomes based upon the developmental education sequence and entry-level college mathematics and English courses, including related materials, to XXX ISD.
- C. XXX ISD will align the Student Learning Outcomes with the College and Career Readiness Standards (CCRS) and incorporate them with the Texas Essential Knowledge and Skills (TEKS).
- D. The ISD will develop a basic course syllabus satisfying requirements of both institutions to include course identifying information, student learning outcomes,

instructional material, and performance measures.

- E. XXX ISD will provide all course materials, including textbooks, syllabi, course packets, and other materials needed for enrollment in the college preparatory courses.
- F. Students enrolled in the College Preparatory Courses will not earn college credit for those courses.

4) Faculty Selection, Supervision, and Evaluation:

- A. XXX ISD will assign highly qualified faculty at each high school offering courses.
- B. Appropriate high school faculty will meet regularly, at least one time per year, with appropriate ACC faculty to ensure that each course is aligned with college readiness expectations. ACC agrees to provide professional development to XXX ISD to support instructional delivery of the Student Learning Outcomes.
- C. ACC will designate personnel to monitor the quality of instruction in order to ensure compliance with this agreement.

5) Location of classes:

College preparatory courses developed will be held on the campuses of the School District high schools. Each high school in XXX ISD must offer the College Preparatory Courses.

6) Identifying College Preparatory Course Students:

School District shall provide a notice to each student who has not demonstrated college readiness and to the parent or guardian regarding the benefits of enrolling in the college preparatory course(s). XXX ISD will provide support for students to schedule this course into the students' diploma plans. The IHE may collaborate with School to hold informational sessions at the school for potential students and their parents.

7) Course Success and College Readiness:

ACC and XXX ISD have agreed that students will be determined to be College Ready upon meeting the terms defined in Attachment A. In addition, ACC and XXX ISD agree to the following:

- A. The ISD will provide the cost and facilitation of any assessments agreed upon, including the Texas Success Initiative Assessment.
- B. ACC will provide reviews and approvals for final exams, or may provide the exams, in the event that the ISD elects to offer an end-of-course exam.
- C. The ISD will transcript the courses in such a way that ACC can identify which students have successfully completed the courses to be determined TSI complete.
- D. ACC will train its personnel to identify the college readiness of the students and enter the college readiness status into the ACC Data Management System.

8) Amendments/Revisions:

This agreement may only be amended by mutual written agreement of the parties.

_____, Superintendent Date
XXX Independent School District

Richard M. Rhodes, Ph.D., President/CEO Date
Austin Community College District