

Education Service Agreement

Between
New Hampton Community School District
And
Hawkeye Community College

WHEREAS, the New Hampton Community School District, hereinafter referred to as the DISTRICT, wishes to provide certain of its students the opportunity to receive instruction in the following Hawkeye Community College courses for the 2012-2013 academic year:

AGH 221 Principles of Horticulture

WHEREAS, Hawkeye Community College, hereinafter referred to as HAWKEYE, has the expertise to provide instruction to students in the above listed courses, and

WHEREAS, the parties for mutual consideration and benefits agree to provide joint services on the terms and conditions hereinafter set forth.

1. The purpose of the agreement is to assist specified DISTRICT students to prepare for the world of work by receiving instruction in the above listed courses and to utilize the expertise of both the DISTRICT and HAWKEYE in providing such instruction.
2. The DISTRICT agrees to:
 - (a) identify eligible students for college courses; eligibility is determined by meeting the enrollment requirements established by HAWKEYE and in consultation with appropriate HAWKEYE officials and includes meeting course prerequisites;
 - (b) provide student registrations to HAWKEYE by May 30, 2012 for fall semester and November 30, 2012 for spring semester;
 - (c) provide administrative and counseling support to students enrolled in the program;
 - (d) follow the HAWKEYE course syllabi and identified learning outcomes;
 - (e) provide textbooks, equipment and software updates;
 - (f) provide appropriate information to the students and parents/guardians regarding college policies, procedures, establishment of a permanent transcript, and course dropping and/or withdrawal;
 - (g) ensure college level rigor and learning experiences, assist appropriate HAWKEYE personnel in implementing college assessment policies, instructor guidelines, procedures and instruments for course effectiveness; such assessments will include classroom observations and student surveys;
 - (h) ensure instructors attend mandatory annual professional development opportunities. Noncompliance with this expectation could result in not offering the course the following academic year;
 - (i) grant high school credit for course completion;
 - (j) the following financial commitment:
 - a. for courses taught by qualified high school instructor and/or employee, the DISTRICT would pay 20% of HAWKEYE'S current tuition (without fees) per student for the college credit course(s) plus textbook and other program-related costs which may apply. Hawkeye would agree to uphold a three-year cycle for textbooks, materials and supplies only if the course is taught by an instructor/employee of the school district.
 - b. for courses taught by HAWKEYE instructors,
 1. July1, 2012 – June 30, 2013: The district would pay 80% of Hawkeye's current tuition (without fees) plus textbook and other program-related

- costs which may apply. A minimum of 6 students per course would be required.
- 2. July1, 2013 – June 30, 2014: The district would pay 90% of Hawkeye's current tuition (without fees) plus textbook and other program-related costs which may apply. A minimum of 8 students per course would be required.
- 3. Beginning July1, 2014: The district would pay 100% of Hawkeye's current tuition (without fees) plus textbook and other program-related costs which may apply. A minimum of 12 students per course would be required.
- 4. Textbooks, materials and supplies for courses taught by Hawkeye adjunct and full-time instructors will be determined by the instructor.
- c. the DISTRICT will be billed 30days after the course begins for all students enrolled on the 30th day of the course.

- (k) name a DISTRICT designee to receive student grade and transcript data;
- (l) communicate student's program to appropriate parent or guardian;
- (m) assist student in completion of HAWKEYE registration;
- (n) provide ideas which would strengthen and enhance Sharing Agreement

3. HAWKEYE agrees to:

- (a) administer the program;
- (b) provide staff and/or approve local instructional staff meeting HAWKEYE requirements for program teaching;
- (c) provide annual professional development comparable to that given to adjunct faculty;
- (d) develop and maintain a curriculum that achieves the same learning outcomes as experienced by students on its campus; thus, HAWKEYE will ensure a consistency in course syllabi, instructional materials, resources, equipment, and textbooks;
- (e) at the completion of the term, provide the DISTRICT designee with a grade report of the student(s) academic performance;
- (f) provide the DISTRICT with necessary documentation for billing purpose

4. It is further mutually agreed that:

- (a) upon termination of the program at the high school
 - 1. any instructional materials or equipment provided by the DISTRICT shall remain the property of the DISTRICT;
 - 2. any instructional materials or equipment provided by HAWKEYE shall remain the property of HAWKEYE;
- (b) The program may qualify for supplemental weighted funding if a seven criteria "test" is met. To meet this "test," the course must:
 - 1. supplement, NOT supplant high school courses;
 - 2. be included in the community college catalog or an amendment or addendum to the catalog;
 - 3. be open to all registered community college students, not just high school students. (We interpret this on a "space available" basis.);
 - 4. be for college credit. The college credit must apply toward an associate's degree or college diploma program. All students in the course must take the course for college credit. Students may not audit a college course;
 - 5. be taught by a teacher meeting HAWKEYE instructor requirements;
 - 6. utilize the community college course syllabus;
 - 7. be of the same quality as a course offered on a community college campus.
- (c) All state and federal statutes regarding nondiscrimination on the basis of race, color, national origin, sex, handicap, religion, or economic status will be followed.

5. Students

- (a) who successfully complete the course of study in the following courses, will earn college credit at HAWKEYE as follows:

AGH 221 Principles of Horticulture 3 credit hours

- (b) are registered as HAWKEYE students and therefore have a HAWKEYE transcript;
(c) will not be charged for the HAWKEYE credit awarded through this agreement;
(d) have no assurance that the courses awarded credit will transfer to any other postsecondary institution.

6. The duration of the AGREEMENT shall be from July 1, 2012 to June 30, 2013. This agreement shall automatically renew for successive one (1) year periods unless on or before May 1st of any year, one party may notify the other party in writing of their intent to modify or terminate this agreement. Amendments to this sharing agreement become effective upon the acceptance of both parties as certified by their signature upon the amendment.

AUTHORIZATION:

We the undersigned, hereby certify that we, the properly authorized officers of the organization, approve and implement this Partnership Agreement.

**New Hampton Community Schools
(LEA)**

Superintendent or Board President

Date

**Hawkeye Community College
(Merged Area VII)**

Vice President of Academic Affairs

Date