

**COLLEGIATE HIGH SCHOOL AGREEMENT
BETWEEN
THE SCHOOL BOARD OF HILLSBOROUGH COUNTY, FLORIDA
AND
THE DISTRICT BOARD OF TRUSTEES OF HILLSBOROUGH COMMUNITY COLLEGE**

This Agreement is entered into on this 29th day of March, 2016, between the **DISTRICT BOARD OF TRUSTEES OF HILLSBOROUGH COMMUNITY COLLEGE**, Post Office Box 31127, Tampa, Florida 33631, herein referred to as "HCC" and the **SCHOOL BOARD OF HILLSBOROUGH COUNTY**, Florida, 901 E. Kennedy Boulevard, Tampa, Florida 33602, herein referred to as the "SBHC".

WHEREAS, HCC and the School Board of Hillsborough County (SBHC) subscribe to the educational philosophy and policy that each individual student should have the maximum opportunity to enhance his/her learning opportunities in courses suited to his/her educational, career, and personal needs;

WHEREAS, the State Board of Education (SBE) adopted Rule 6A-10.024, FAC, specifying that articulation agreements shall be executed between community college boards of trustees and district school boards within each state college district;

WHEREAS, pursuant to Section 1007.273, Florida Statutes, through a partnership between HCC and the SBHC, the parties will establish a Collegiate High School Program (CHSP) to serve the residents in Hillsborough County;

WHEREAS, a collegiate high school will offer a collegiate-dual enrollment program of study where students will enroll in regular college-credit courses at HCC, while attending high school, with the goal to complete their Associate in Arts (AA) degree and earn their high school diploma simultaneously;

WHEREAS, the collegiate high school will offer a detailed program of study designed to escalate the time required to earn a college degree while earning a high school diploma;

WHEREAS, the parties want to establish one or more collegiate high schools in Hillsborough County to provide students in the 9th-12th grades with the opportunity to simultaneously earn both a high school diploma and either transferable college credit or a college AA degree at HCC.

NOW THEREFORE, In consideration of the mutual promises stated herein, the parties agree to cooperate in the establishment, maintenance, and implementation of articulated acceleration mechanisms to establish collegiate high schools in Hillsborough County between HCC and SBHC and agree as follows:

ARTICLE I. Collegiate High School Program

- A. **Purpose and Goal**—The CHSP is an articulated acceleration mechanism between HCC and the SBHC, which shall serve to shorten the time necessary for students to complete the requirements associated with the conference of an AA degree; broaden the scope of curriculum options available to students; and increase the depth of study available for a particular subject by offering college credit courses to eligible high school students, while these students are simultaneously completing their high school requirements.

The goal of a CHSP is to provide education to high school students who seek the environment of a high-performing high school while also undertaking advanced and college-level studies. The four (4)-year curriculum will enable students to complete a high school diploma and an AA degree simultaneously.

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- B. Designation of CHSP—Both HCC and SBHC agree that beginning with the 2015-16 school year, to have at least one CHSP established in at least one high school in Hillsborough County at a mutually agreed upon location(s), with the option to expand the CHSP to other high schools in Hillsborough County.
- C. Courses and Industry Certification—Each CHSP will offer the option for high school students in grades 11-12 participating in the CHSP for at least one full school year to earn CAPE Industry Certification from the high school site housing the collegiate high school program. Further, each CHSP will allow for the successful completion of a minimum of thirty (30) credits through the dual enrollment towards completion of an AA degree.

CHSP college credit courses shall be those courses designated by the State-wide Articulation Coordinating Committee Dual Enrollment Course Equivalency list. The schedule of CHSP courses offered each year shall be mutually agreed upon by HCC and the collegiate high school program coordinator by March 1 for implementation during the next school year.

All CHSP courses will be taught at the high school site.

ARTICLE II. Hillsborough County Articulation Committee

The parties agree that an integrated and cooperative program of articulation between HCC and SBHC will be created and maintained to establish one or more collegiate high schools in Hillsborough County. Both HCC and SBHC have established a joint Hillsborough County Articulation Committee, composed of appropriate representatives from each institution, which include the following:

- Chief Institutional Officer
- Chief Academic Affairs Officer
- Chief Career/Technical Officer
- Chief Student Affairs Officer
- Chief Articulation Officer
- Chief Student Records Officer
- Coordinator of Off-Campus Academic Programs
- Chief Technical Center Officer

ARTICLE III: Term

The term of this Agreement shall be from July 1, 2016 until June 30, 2017. This Agreement shall automatically renew annually for four (4) consecutive years, unless either Party gives written notice at least sixty (60) days prior to the commencement of any renewal term that it does not intend to renew the Agreement. If a Party to this Agreement has proposed modifications, both parties agree to consider the proposed modifications. Upon reaching an agreement, the parties will enter into a new Articulation Agreement, which shall be executed by both parties prior to high school registration for the fall semester to ensure that an Articulation Agreement is in place for the Collegiate High School Program for the school year.

ARTICLE IV: Opportunities for Student Participation

SBHC and HCC will work collaboratively to notify students and their parents of CHSP acceleration mechanisms. SBHC shall inform eligible secondary students and their parents of dual enrollment as an educational option and mechanism for acceleration, including the eligibility criteria, the option for taking

CHSP courses beyond the regular school year, the potential for courses to articulate as an elective or a general education course in a postsecondary degree or certificate program, and the process by which students and parents exercise their option to participate in the CHSP. This information shall be included annually in the high school student handbook. HCC will work with the high school to provide course lists for their curriculum guides and will coordinate inquiries to HCC from parents and students with high school guidance staff.

ARTICLE V: Eligible Students

CHSP college credit courses shall be those courses recommended to the SBE by the State Articulation Coordinating Committee that meet high school graduation requirements and are identified on the Dual Enrollment Course Equivalency List. Career CHSP courses must lead toward an approved industry certification from the Postsecondary Industry Certification Funding List. Students who wish to enroll in other HCC courses for CHSP credit will obtain the high school course equivalency from the high school guidance department. These courses may include all courses offered by HCC with the exception of physical education, college preparatory courses and courses less than three credit hours unless they are co-requisites for other courses.

Students who enroll in CHSP shall be high school students and have demonstrated prior academic achievement by attaining a minimum of a 3.0 unweighted cumulative GPA for AA program courses or a 2.0 unweighted cumulative GPA for career and technical education courses. Students will be required to complete and pass the appropriate sections of a state-approved college placement test, ACT or SAT test scores, and scores must not be more than two (2) years old.

To remain eligible for the CHSP, all students except for career/technical students must maintain a high school unweighted GPA of 3.0 and an HCC GPA of 2.0. Career technical students must maintain a high school unweighted GPA of 2.0 and an HCC GPA of 2.0. Students are allowed one attempt per course under the CHSP.

Graduating seniors are not eligible for dual enrollment status, including fee exemptions, during the term immediately following their graduation date, even if the registration period or college classes begin prior to the students' actual graduation dates.

ARTICLE VI: Enrollment

In order to receive HCC credit in CHSP courses, high school students will be required to complete an HCC Application for Admission and a CHSP Form. They also will be required to submit appropriate test scores as well as follow the registration process as outlined in the HCC CHSP Student Handbook and SBHC CHSP Enrollment Handbook. All paperwork must be submitted at least thirty (30) working days prior to the desired term of enrollment. Specific information for participating in the CHSP can be found at the website: www.hccfl.edu/chsp.

ARTICLE VII: High School Credit Earned for CHSP Courses

Students enrolled in CHSP courses shall earn both high school credit from the SBHC and college credit from HCC if they meet the minimum requirements for satisfactory completion of CHSP courses. Students who complete a three (3), four (4) or five (5) credit CHSP course with a passing grade will earn at least one-half (.5) credit in the designated subject towards the high school diploma and/or credit assigned by the Dual Enrollment Course Equivalency List.

CHSP students are limited to nine (9) college-level credit hours for fall (or ten (10) if a lab is included in the coursework), nine (9) college-level credit hours for spring (or ten (10) if a lab is included in the coursework), and nine (9) college-level hours total for summer (or ten (10) if a lab is included in the coursework), not to exceed twenty seven (27) credit hours per academic year.

ARTICLE VIII. Student Advising Services/Progress Monitoring

HCC shall provide advising services regarding its educational programs to students participating in the Program. HCC shall provide counseling services to CHSP students by naming a specific HCC Counselor or designee as a liaison with each high school. Both parties will ensure that students and their parents understand that CHSP courses are college courses and the amount of work necessary to succeed.

ARTICLE IX. Program Management and Quality Assurance

SBHC shall recommend qualified faculty for CHSP classes taught at the high school campus. All faculty members must meet or exceed the academic and professional preparation requirements for teaching at HCC. If no high school teacher qualifies as an adjunct instructor, HCC faculty will be used or the class will be cancelled. HCC shall supervise CHSP faculty for college-level courses. CHSP faculty will attend in-service training each academic year.

HCC shall have an academic dean or the dean's appropriate designee evaluate CHSP faculty during the academic year. An academic dean or designee will make a classroom visitation after which a written evaluation will be provided to the CHSP faculty member for his/her signature. The evaluation will be maintained on file by HCC and a copy shared with SBHC.

CHSP courses taught on the high school campus must meet all competencies expected and outlined in the college course plan. To ensure equivalent rigor with on-campus courses, final examinations for all CHSP courses delivered on the high school campus must be approved by the appropriate HCC contact. If final exams are included in the course, the exams will be provided to the high school campus CHSP instructor by HCC in a timely manner to ensure availability prior to scheduled exam dates. Completed scored exams will be returned to HCC and held on file for a period of one year.

At the end of the term, CHSP faculty will submit final grade rolls to both the SBHC high school and HCC.

ARTICLE X: Calendar

SBHC shall select and schedule CHSP classes using the high school's class and bell schedule and the SBHC's calendar in alignment with the minimum required minutes per credit hour per term. SBHC shall make reasonable efforts to avoid conflicts in scheduling. HCC agrees to conduct CHSP courses at the high schools using the schools' class and bell schedule and the SBHC calendar. Students eligible for CHSP shall be permitted to enroll in CHSP courses conducted during school hours, after school hours and during the summer term. They may also enroll in courses offered online through distance learning.

ARTICLE XI: Funding

The CHSP is to be funded pursuant to Section 1007.271, Florida Statutes, and 1011.62, Florida Statutes. For CHSP, the SBHC will pay the standard tuition rate per credit hour from the FEFP. For CHSP on the high school campus by HCC faculty, the SBHC will reimburse HCC for the costs associated with the proportion of salary and benefits and other actual costs. For CHSP on the high school campus by a high school teacher, the SBHC is responsible for college's actual costs associated with CHSP. HCC will pay SBHC for the use of classrooms on the high school campuses and for additional advising and counseling services by SBHC personnel related to both dual enrollment and transition to college.

ARTICLE XII: Textbooks

HCC shall select textbooks used in CHSP courses. SBHC shall pay for required textbooks, and payment for required textbooks for classes conducted on the high school campuses or on HCC's campuses will be through the SBHC Central Warehouse. The textbooks shall be the property of the SBHC. SBHC will be responsible for distribution of textbooks to CHSP high schools. Inventories of CHSP textbooks will be maintained by individual high schools offering CHSP courses. Inventories of textbooks will be maintained at the SBHC.

SBHC shall provide the use of laboratory equipment, tools, fixtures, or other resources which are not consumable. HCC shall provide consumable laboratory supplies and materials routinely covered by college fees.

Students participating in the CHSP will not be assessed registration, tuition, or laboratory fees. Required texts will be purchased by the SBHC; however, consumables (other than consumable laboratory supplies and materials – see previous paragraph) are not purchased by the SBHC. Optional materials required by instructor are at student's expense.

ARTICLE XIII: Institutional Responsibilities

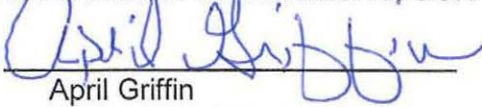
Students enrolled in CHSP classes will be subject to the student policies and procedures of both HCC and SBHC. Should a conflict be identified as a result of either institutions' policies or procedures, HCC and SBHC will notify each other of behavioral infractions and will jointly resolve the conflict while providing due process for students. Students must maintain good academic standing at HCC in order to continue in CHSP courses by maintaining an HCC GPA of 2.0 and a high school 3.0 GPA (unweighted) or 2.0 GPA for Career and Technical courses (unweighted).


ARTICLE XIV: HCC Responsibilities for Student Grades

College credits earned under the CHSP will be entered on the student's HCC transcript as well as on the student's high school transcript. HCC will assign the letter grades for CHSP courses and post the grades to the HCC transcript; the SBHC will post the grades to the high school transcripts.

IN WITNESS WHEREOF, the SBHC and HCC have adopted this Agreement and caused it to be executed by their respective chairmen and chief executive officers, in accordance with Sections 1007.235 and 1007.271, F.S., Inter-institutional Articulation Agreements.


SCHOOL BOARD OF HILLSBOROUGH COUNTY, FLORIDA

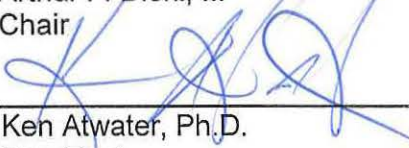
By: 
April Griffin
Chair, School Board of Hillsborough County, Florida

Attest: 
Jeff Eakins
Superintendent, School Board of Hillsborough County, Florida

Date: MAR 29 2016

DISTRICT BOARD OF TRUSTEES OF HILLSBOROUGH COMMUNITY COLLEGE

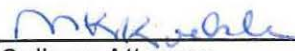
By: 
Arthur F. Diehl, III
Chair

Attest: 
Ken Atwater, Ph.D.
President

Date: 1/27/16


Craig Johnson
Articulation Officer

Approved as to Form & Legality


College Attorney