

ATTACHMENT VIII-D

ATTACHMENT VIII-D:	Running Start Program Renewal
Suggested Motion:	Move to approve the Running Start Program Memorandum of Understanding
Recommended Action:	Approve as presented

In December 2011, the Board approved an Intergovernmental Cooperation Agreement with Rock Valley College to provide a dual credit program referred to “Running Start.” Attached is a Memorandum of Understanding to renew the Intergovernmental Cooperation Agreement.

To be eligible, the student must meet certain pre-selection criteria as outlined in the Memorandum and complete the following:

- RVC High School Programs Application for Admission
- All three ACCUPLACER placement tests and score at college level
- Submit high school transcripts
- Submit acceptance packet forms
- Meet with a High School Connections RVC staff member

The term of the renewal memorandum is for one year for students entering their senior year of high school, graduating May 2016 and for two years for students entering their junior year of high school, graduating May 2017. The cost to North Boone will remain the same at \$5,500 per school year for each student.

January 23, 2015

Dr. Steven M. Baule, Superintendent
North Boone Community Unit School District #200
6248 North Boone School Road
Poplar Grove, IL 61065

Dear Dr. Baule:

Enclosed please find two copies of the Memorandum of Understanding between Rock Valley College and North Boone Community Unit School District #200 for Running Start for the 2016 & 2017 Academic Years; depending on the program.

This updated Memorandum of Understanding outlines our continued efforts to provide high achieving students with an exceptional educational opportunity. You will notice that the term of this Memorandum is for: one (1) year for students entering their senior year of high school, graduating May 2016, and (2) years for students entering their junior year of high school, graduating May 2017, and includes no increase in the cost to your district over the cost in previous years.

After receiving the appropriate signatures from your Board of Education, please return one signed copy of the documents to my office in the enclosed envelope. The other signed copy is for your records.

Rock Valley College looks forward to working with your students in next year's Running Start cohort. Thank you for all that your school district does for student learning.

Sincerely,



Susan Busenbark
Vice President of Liberal Arts & Sciences
(815) 921- 4644
s.busenbark@rockvalleycollege.edu

**INTERGOVERNMENTAL AGREEMENT BETWEEN
BOARD OF EDUCATION OF NORTH BOONE
COMMUNITY UNIT SCHOOL DISTRICT #200,
BOONE COUNTY, ILLINOIS
AND
BOARD OF TRUSTEES OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 511,
WINNEBAGO COUNTY, ILLINOIS
FOR RUNNING START PROGRAM**

This Agreement is made and entered into by and between the Board of Education of North Boone Community Unit School District #200, Boone County, Illinois ("DISTRICT") and the Board of Trustees of Illinois Community College District No. 511, Winnebago County, Illinois ("COLLEGE") (together, the "Parties") in the exercise of their intergovernmental cooperation powers under the Illinois Constitution of 1970, and the Illinois Intergovernmental Cooperation Act and their respective powers under the School Code and the Public Community College Act.

WHEREAS, the Parties are authorized to enter into intergovernmental agreements for cooperative projects and use agreements in any manner not prohibited by law or by ordinance, pursuant to Article VII, § 10 of the Illinois Constitution of 1970, the Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*), the School Code (105 ILCS 5/1-1 *et seq.*), and the Public Community College Act (110 ILCS 805/1-1 *et seq.*); and

WHEREAS, Running Start is a program that allows select, qualified, academically motivated students enrolled in Illinois Community College District 511 public high schools an opportunity to earn both their high school diploma and associate degree concurrently by attending COLLEGE full-time during their junior and/or senior years of high school; and

WHEREAS, the Parties have determined that shared commitment to Running Start goals benefits their constituencies and enhances educational opportunities for the communities they serve; and

WHEREAS, the Parties have determined that it is in their respective best interests and that of their constituencies to enter into this Intergovernmental Agreement For Running Start Program (hereinafter "Agreement").

NOW, THEREFORE, IT IS AGREED between the Parties, in consideration of their mutual promises and undertakings set forth herein and for other good valuable consideration, as follows:

Section 1 Incorporation of Preamble Recitals

The foregoing recitals are hereby found to be true and correct and are incorporated herein by reference.

Section 2 Implementation of Running Start

DISTRICT and COLLEGE agree to collaborate to implement Running Start as a joint program, administered through COLLEGE's High School Connections office, according to the principles set out herein.

- A. The Parties intend to establish and offer Running Start to provide eligible DISTRICT students with full-time instruction at COLLEGE during their junior and/or senior years of high school in satisfaction of:
 - 1) DISTRICT's requirements for earning a high school diploma; and
 - 2) COLLEGE's requirements for earning an associate's degree.
- B. Any DISTRICT student interested in Running Start will meet with a DISTRICT high school counselor to discuss whether he/she meets Pre-Selection Criteria set forth in Appendix A. If an interested DISTRICT student meets said pre-selection criteria, he/she will follow the Admission Steps set forth Appendix A.
- C. This Agreement does not cover those students who are not recruited by and identified by the DISTRICT to participate in the Running Start program.
- D. Instruction for DISTRICT students accepted into Running Start shall be provided by COLLEGE, which shall charge DISTRICT \$5,500.00 per student per school year for said instruction.
 - 1) This amount covers the cost of educating each DISTRICT student and administering Running Start.
 - 2) This amount does not cover textbook costs, which are the responsibility of each DISTRICT student.
- E. If a DISTRICT student is not successful academically or is not meeting Running Start academic standards, COLLEGE will notify DISTRICT two weeks prior to the end of the semester to allow for DISTRICT student's timely transition out of Running Start.
- F. Annually and within sixty (60) days after the end of each fiscal year (June 30), DISTRICT and COLLEGE will provide each other with reports regarding participating DISTRICT students' performance in each institution, including grades, test scores and attendance.

Section 3 DISTRICT Obligations

DISTRICT will:

- A. Recruit eligible students to participate in Running Start.
- B. Ensure students who meet the free lunch or breakfast eligibility guidelines pursuant to Section 10-20.13(b) of the Illinois School Code (105 ILCS 5/10-20.13(b)) and who are accepted into Running Start are provided equal access to Running Start consistent with the requirements of the Illinois School Code;
- C. Provide students who successfully complete Running Start with credit towards a high school diploma; and
- D. Pay COLLEGE \$5,500.00 per student per school year enrolled in Running Start.

Section 4 COLLEGE Obligations

COLLEGE will provide participating DISTRICT students with:

- A. Technology accounts for Online Services, Eagle, and RVC Mail;
- B. Orientation, including a review of COLLEGE policies and procedures and a copy of COLLEGE's Student Handbook;
- C. Enrollment in STU 100, *Planning for Success*, during the summer preceding their fall semester enrollment; and
- D. For Engineering program students, enrollment in MTH 120, *College Algebra*, during the summer preceding their fall semester enrollment;
- E. Instruction opportunities in the following Running Start program areas:
 - 1) Associate of Arts
 - 2) Associate in Science
 - 3) Associate in Engineering Science
- ...
F. Final grades within ten business days after completion of any course.

COLLEGE will ensure that any employee or agent of COLLEGE who has direct and regular contact with participating DISTRICT students undergoes a criminal history records check.

Section 5 Participating DISTRICT Students' Obligations

Participating DISTRICT students will:

- A. Complete information in the Acceptance Packet;
- B. Attend Orientation;
- C. Respond to email communication via RVC Mail on a daily basis;
- D. Schedule an advising appointment each semester with the High School Connections office in advance of assigned priority registration dates;
- E. Only be advised and registered in the High School Connections office for all classes;
- F. Only add or drop classes with High School Connections staff;
- G. Keep all scheduled appointments;
- H. Earn a grade of “C” or better in STU 100, *Planning for Success*, in the summer prior to full-time fall semester enrollment;
- I. For Engineering program students only, complete MTH 120, *College Algebra*, and earn a grade of “C” or better in the summer prior to full-time fall semester enrollment;
- J. Adhere to COLLEGE policies and procedures;
- K. Demonstrate qualities of integrity, honesty, civility and respect in their conduct both in and out of the classroom;
- L. Meet and maintain requirements as set forth in the Running Start Academic Conduct Policies; and
- M. Earn a cumulative grade point average of 2.5 or higher or be placed on Academic Probation for one semester and be required to develop an Individual Academic Recovery Plan. Students who fail to raise their grade point average to 2.5 or higher after the Academic Probation semester may be dismissed from Running Start.

Section 6 Shared Obligations and Understandings of the Parties

- A. The DISTRICT and COLLEGE acknowledge and agree that this Agreement solely memorializes implementation of Running Start.
- B. It is understood and agreed that neither party to this Agreement shall be legally liable for any negligent or wrongful acts either of commission or omission, chargeable to the other, unless such liability is imposed by law and this Agreement shall not be construed as seeking to enlarge or diminish any obligation or duty owed by one party against the other party or against third parties.
- C. The Parties agree that their respective representatives shall use their best efforts to timely communicate with one another as needed to pursue the objectives and implementation of Running Start, and to work cooperatively to resolve any issues which may from time to time arise in the course of their collaboration. The Parties

shall, not less than annually, review the provisions of this Agreement and update them as may be needed, only by written amendment(s) signed by their authorized representatives.

Section 7 Miscellaneous Provisions

- A. **Effective Date.** This Agreement becomes effective upon the date as of which it has been approved by both of the Board of Education of DISTRICT and the Board of Trustees of COLLEGE.
- B. **Term of Agreement; Non-Assignability.** This initial term of this Agreement shall run from the Effective Date through July 1, 2017. This Agreement is not transferable or assignable by the Parties.
- C. **Termination.** Either Party shall have the right to terminate this Agreement in whole or in part upon providing written notice to the other Party at least 30 days prior to the last day of student attendance in any semester.
- D. **Notices.** All notice required pursuant to this Agreement shall be sent by means capable of providing a confirmation of receipt, including (a) deposit with postage pre-paid in the U.S. mail, certified and return receipt requested, (b) personal service, or (c) facsimile transmittal, to the Parties at their addresses set out below or as otherwise specified in writing to one another. All notices mailed shall be deemed effective three days after mailing.

If to DISTRICT:
North Boone Community
Unit School District #200
Att'n: Superintendent
6248 N. Boone School Rd.
Poplar Grove, IL 61065
Facsimile: (815)765-2053

If to COLLEGE:
Illinois Community College
District No. 511
Att'n: Provost and Chief Academic Officer
3301 North Mulford Rd.
Rockford, IL 61114
Facsimile: (815)921-6974

with a copy to counsel:
Scott Nemanich
Hinshaw & Culbertson
4343 Commerce Court, Suite 415
Lisle, IL 60532
Facsimile: (630)505-0959
Email: snemanich@hinshawlaw.com

with a copy to counsel:
Joseph J. Perkoski
Robbins-Schwartz
55 W. Monroe Street, Suite 800
Chicago, IL 60603-5144
Facsimile: (312)332-7768
Email: jperkoski@robbins-schwartz.com

- E. **Amendments.** No change, modification or amendment to this Agreement shall be valid unless reduced to writing and approved by the Parties' respective governing boards.
- F. **Good Faith and Dispute Resolution.** The Parties agree to use their best, good faith efforts to promote mutually beneficial shared use of the Facilities. In the event of a dispute arising under this Agreement which cannot be resolved informally by the HUB Project Coordinators and the Parties' respective governing boards, the Parties

agree to first engage in mediation to resolve the conflict. If mediation is unsuccessful, the Parties shall then engage in binding arbitration pursuant to the procedures of the American Arbitration Association, in lieu of litigation.

- G. **Severability.** If for any reason any provision of this Agreement is determined by an arbitrator to be invalid or unenforceable, that provision shall be deemed severed and the balance of the Agreement shall otherwise remain in full force and effect.

The failure of a Party to this Agreement to insist upon strict and prompt performance of the terms and conditions shall not constitute or be construed as a waiver or relinquishment of that Party's right thereafter to enforce any such term or condition, but the same shall continue in full force and effect.

- H. **Governing Law.** This Agreement shall be governed by and interpreted according to the laws of the State of Illinois.

- I. **Signature in Counterparts.** This Agreement may be executed in counterparts, each of which shall be an original, but all of which shall constitute on and the same instrument.

WHEREFORE, the Parties by their respective officers have executed this Agreement on the dates set forth below.

**Board of Education
North Boone Community
Unit School District #200
Boone County, Illinois**

**Board of Trustees
Illinois Community College
District No. 511
Winnebago County, Illinois**

Donald Ward, President



Frank Haney, Chairperson

Collin Crull, Secretary



Patrick Murphy, Secretary

Date

12-16-14

Date

APPENDIX A

Pre-Selection Criteria for District High School Students

1. Meet with the District High School counselor regarding the selection process.
2. Must be in their high school sophomore or junior year to apply for Running Start.
3. Have a minimum 3.0 cumulative high school GPA
4. Be on track for high school graduation by the end of the sophomore year for the 2-year program; junior year for the 1-year program.
5. Completed one year of Algebra, one year of Geometry, and two years of English with a grade of "B" or higher in each course by the end of the sophomore year.
6. In addition, students applying for the 2-year Running Start Engineering program must have completed one year of Chemistry with a grade of "B" or higher.
7. Have a positive recommendation of the School Principal and/or Counselor.
8. Have the permission of a parent or legal guardian.

Admission Steps for District High School Students

1. Complete and submit a Rock Valley College High School Programs Application for Admission.
2. Test at college level on the RVC ACCUPLACER placement test in Reading, English, and Math or submit ACT scores for possible waiver of the Placement test.
3. Submit high school transcripts.
4. After being accepted into the program, return completed acceptance packet forms to RVC's High School Connections office.