

**BALTIMORE CITY  
COMMUNITY COLLEGE**  
*CHANGING LIVES...BUILDING COMMUNITIES*

**Memorandum of Understanding**  
**Baltimore City Community College**

**And**

**Civic Works/Operators of the REACH! Partnership School**

THIS Memorandum of Understanding (MOU) is between Civic Works/Operators of the REACH! Partnership School and Baltimore City Community College (BCCC). This MOU is effective from February 17, 2016 until June 30, 2019.

WHEREAS, this agreement will be in effect for a period of three (3) years from the date of execution. This agreement will automatically renew on an annual basis thereafter unless terminated sooner as set forth herewith.

WHEREAS, BCCC agrees to enroll as students the individuals designated by the School in sections of the courses described below, hold certain classes on or off the School's premises and invoice the School for the costs of the classes, including tuition, fees and books, under the terms and conditions described in this MOU.

NOW, THEREFORE, the parties, for good and valuable consideration, agree to the following:

The key component of the partnership shall be a four year progressive program that admits college ready students while in high school and enables students to complete courses for credit. The program includes College FASTTrack and Postsecondary Education (PSE) to operate as REACH! Partnership School Early College Program/Dual Enrollment Program, starting with a five week summer program to increase students' college awareness and readiness.

BCCC and REACH! Partnership School will engage in a joint annual planning process in the fall of the preceding academic year, to review and identify improvements to the program delivery. During the planning process, the partners will determine the number of students to be served and project scholarship availability. The partners will determine summer and school-year program design, development, and preparation; and determine an annual budget based on available resources.

**Baltimore City Community College will:**

1. Provide workshops to students to gain exposure for all REACH! Partnership students to promote awareness and interest in postsecondary education.
2. Provide a five week summer academics and college exposure program jointly designed and agreed upon by the partners.
3. Provide Pre-100 during the summer and school year, for students entering Dual Enrollment Program within the first (6) Six credits.
4. Provide administration of Accuplacer, in the summer for students entering 9<sup>th</sup> grade for FASTTrack and at the point of possible college entry for PSE readiness students.
5. Provide early course information and special registration for REACH! Partnership's Early College students.
6. Provide developmental or credit courses for ten or more students to be held on Reach! Partnership campus when determined as program relevant by REACH!-BCCC Partners. For less than ten students, Developmental courses will be taught at BCCC.
7. BCCC will perform the hiring practice of part-time faculty to teach at the Reach! Partnership School.
8. BCCC will provide tuition, fees, and books for eligible students who meet the criteria for Dual Enrollment Scholarship based on availability of funds. The cost of tuition, fees and books beyond those provided by BCCC shall be the responsibility of the students or the REACH! Partnership School.
9. BCCC will provide Granville T. Woods scholarships for eligible students based on availability of funds.
10. BCCC and the School agrees to share information regarding student participants to include academic performance and personal information related to academic and program performance, provided students and their parents have signed the required release form as part of program application. Access to student records by both parties and grade reports at no cost as is covered in the Dual Enrollment Agreement Form signed by students and parents.
11. All students' educational records will be handled in accordance with the Family and Education Rights Privacy Act (FERPA).
12. Provide that the parties agree to collaborate on the establishment and enforcement of processes and rules designed to maintain the standards and policies of each entity.
13. Upon enrollment at BCCC, the Schools' students will be eligible to access and receive the same student support services as all other BCCC students.

**Reach! Partnership School will:**

1. Will cover the fees/costs for developmental and Pre-100 courses taken by REACH! Students.
2. Develop a schedule that will accommodate BCCC credit courses while meeting the student's high school graduation requirements.
3. Maintain staff members at REACH! To coordinate its early college initiative.
4. Provide students who are college ready for FASTTrack
5. Partner to deliver the intensive summer program.
6. Provide special sessions for guidance and support, one-on-one and group meetings, and deliver student seminars for Early College students.
7. Communicate with parents, and or guardians to provide information, support and assistance from the Guidance counselor, Program Coordinator, and Family/Community Coordinator.
8. Cover the cost of public transportation for students to come to BCCC.
9. Provide classroom and logistics for courses taught at REACH's campus.
10. Ensure that participating students and their parents sign the necessary FERPA student record waivers.

**Modifications and Amendments**

All modifications to the terms of this MOU must be submitted in writing and signed by all parties.

**Assignment**

This MOU shall be binding upon the parties hereto and their successors and assigns, except that neither shall assign their rights, duties or responsibilities set forth in this MOU without the express written consent of the other party.

**Designation of Program Administrators**

Each partner shall designate individuals to serve as coordinators under this MOU. The individuals designated as coordinators may be revised by either party by providing written notification to:

Baltimore City Community College  
Tonja Ringgold, EdD.  
Vice President, Academic Affairs &  
Interim Vice President, Student  
Affairs  
2901 Liberty Heights Avenue  
Baltimore, Maryland 21215

REACH! Partnership School  
James Gresham, EdD  
Principal  
2815 St. Lo Drive  
Baltimore, Maryland 21213

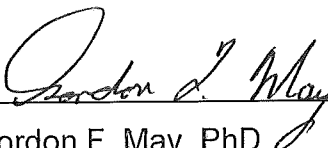
**Program Administrator**

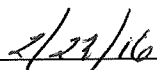
Daphne Snowden, EdD  
Dean of Academic Operations & Services  
Baltimore City Community College  
2901 Liberty Heights Avenue  
Baltimore, Maryland 21215  
410-462-7697  
dsnowden@bccc.edu

**Program Administrator**

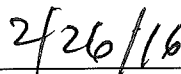
Sherwood Lennon  
Assistant Principal  
Lead for Early College Initiatives  
REACH! Partnership School  
2815 St. Lo Drive  
Baltimore, Maryland 21213

IN WITNESS WHEREOF, all parties have signed and sealed this MOU as of the day first written above.

  
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Gordon F. May, PhD  
President/CEO  
Baltimore City Community College

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Dion V. Wright  
Executive Director,  
REACH! Partnership School

  
\_\_\_\_\_  
Date

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

THIS <sup>17<sup>th</sup></sup>  
DAY OF February, 20 16

APPROVAL OF THE DIRECTOR OF  
MATERIAL MANAGEMENT

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OFFICE OF LEGAL COUNSEL

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