

**Memorandum of Understanding
Between
Baltimore City Community College
And
Career Academy**

THIS MEMORANDUM OF UNDERSTANDING (MOU) by and between Baltimore City Community College (BCCC) and Career Academy (the School). This MOU is effective from May 1, 2016 until June 30, 2019, for a term of three (3) years. The parties will conduct an annual review of the contract to assess the program, and may be terminated upon written notice.

WHEREAS, BCCC agrees to enroll students designated by the Career Academy in sections of the courses described below, on the campus of BCCC. BCCC will invoice the Career Academy for the costs of the classes, including tuition, fees and books, under the terms and conditions described in this MOU. The College will invoice the client under this MOU (30) days after the start of each semester.

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

The key component of the partnership shall be a yearly progressive program primarily for 12th grade students that admits a cohort of 20 students per semester beginning January 2016. Other students may participate as determined by Career Academy. The partnership will prepare students for post-secondary education (credit) or career readiness training (non-credit) through the Business and Continuing Education Division.

Responsibilities:

Baltimore City Community College will:

1. Provide a three (3) week Bridge Summer Program, jointly designed and agreed upon by the partners. During the summer Bridge Program students will take the Accuplacer

exam, participate in soft skills training, all designed to help with the transition to Baltimore City Community College.

2. Provide developmental courses for mid-level students who test at the 91 and 92 levels. (paid for by Career Academy).
3. Provide college level courses for those who test at the college level.
4. Agrees to share information regarding student participants to include academic performance and personal information related to academic and program performance, provided that students (under age 18) and their parents have signed the required release form. All students' educational records will be handled in accordance with the Family and Education Rights Privacy Act (FERPA).
5. 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.
6. Provide that upon enrollment at BCCC, the Career Academy will be eligible to access and receive the same student support services as all other BCCC students.
7. Provide information on open enrollment non-credit courses. Open enrollment courses must meet a pre-determined minimum enrollment; if not class will be canceled registered students will be notified prior to the start of class.
8. Provide a Pre-100 course for 20 student cohort in fall 2016.
9. Provide course shadowing opportunity for students in their program area of interest, at the discretion/approval of the instructor.
10. BCCC will cover the cost of tuition/fees and books for students who meet the criteria for the Dual enrollment scholarship. (based on availability of funding)
11. BCCC will provide Granville T. Woods scholarships for eligible students based on availability of funds.

Career Academy will:

1. Early Enrollment will cover the tuition/ fees for Developmental courses for all participants meeting the set criteria.
2. Recruit and identify at least 15 students to participate in the Career Academy Early College enrollment/Diploma Plus cohort.

3. Coordinate with Partner College (BCCC) for the dual enrollment of cohort students.
4. Provide students with a paid summer internship.
5. Provide students with academic support tutoring, coaching and computer lab access.
6. Participate in monthly project oversight meetings.
7. Communicate with parents, and or guardians to provide information, support and assistance from the Guidance Counselor, Program Coordinator and Family/Community Coordinator.
8. Transportation will be provided for students participating in the project during the academic school year.
9. Coordinate with Partner College (BCCC) a process of tracking/monitoring students.

Invoicing

The Client will be invoiced thirty (30) days after the start of each semester. The Client will provide payment to the College within thirty (30) days from the receipt of the invoice. Invoices should be sent MOED, Attn: Mr. Ernest Dorsey, Assistant Director of Youth Services 101 W. 24th Street Baltimore, Maryland 21218

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 expressed written consent of the other party.

Designation of Program Administrators

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

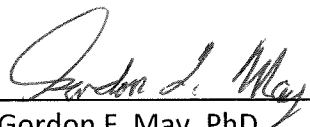
Baltimore City Community College
Tonja Ringgold, EdD.
Vice President, Academic Affairs and Interim
Vice President, Student Affairs
2901 Liberty Heights Avenue
Baltimore, Maryland 21215

Mayor's Office of Employment
Development
Ernest F. Dorsey, Assistant Director
Youth Services
101 W. 24th Street
Baltimore, Maryland 21218

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

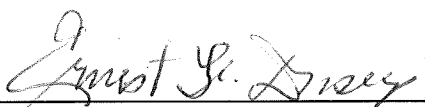
Joseph A. Dodson, Unit Coordinator III
Mayor's Office of Employment
Development
Career Academy
101 W. 24th Street
Baltimore, Maryland 21218
jdodson@oedworks.com 410-396-7454

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



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

5/18/16
Date



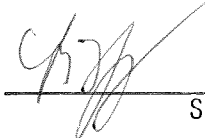
Ernest F. Dorsey, Assistant Director Youth Services
Mayor's Office of Employment Development

5/23/16
Date

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

18th
DAY OF May, 20 16

Approved for Form & Legal Sufficiency



Signature