

**MEMORANDUM OF UNDERSTANDING
BETWEEN
SOLANO COMMUNITY COLLEGE
AND FAIRFIELD-SUISUN UNIFIED SCHOOL DISTRICT
CONCERNING
PLANNING AN EARLY COLLEGE HIGH SCHOOL AT
SOLANO COMMUNITY COLLEGE**

This Memorandum of Understanding (MOU) is made between Solano Community College District ("SCCD") and Fairfield-Suisun Unified School District ("FSUSD"). Solano Community College District and Fairfield-Suisun Unified School District mutually agree to the following:

WHEREAS, Early College High Schools are small high schools located on college campuses for students who are prepared for student in an environment which promotes learning, and which provides curricula that allows students to complete high school and earn college credit;

and

WHEREAS, Early College High Schools prepare high school students for successful educational futures through a full integration of high school, college, and careers. Additionally, the program goal is to improve academic performance and self-concept, and increase high school and college/university completion rates;

NOW THEREFORE, the parties to this Memorandum of Understanding mutually pledge their commitment to work together through a collaborative partnership to plan the establishment and operation of an ECHS, starting in the fall of 2014, on the premises of SCCD's Fairfield Center campus, starting in the fall of 2014, located at 4000 Suisun Valley Road, Fairfield, California, as follows:

1. **GOVERNANCE STRUCTURE:** Structures and processes will be designed to ensure district, state, and federal policies and requirements are followed; day-to-day ECHS management, decision-making authority, and staff responsibilities will be clearly delineated; and that the ECHS will be fully integrated into the college structure. This will include processes to address student behavior.
2. **PLANNING AND IMPLEMENTATION:** The faculty of FSUSD and SCCD will be active participants in the planning, implementing, and assessing the ECHS program. Planning and implementation activities will be conducted in accordance with activities as outlined in Appendix B.

3. **PROGRAM DESCRIPTION:** The Fairfield-Suisun Early College High School program will be designed to prepare students for college success by providing them rigorous coursework and college classes beginning in the ninth grade. Qualifying students will take high school and degree-applicable college courses at Solano Community College. Some high school courses may be offered at the high school campus.

The anticipated student outcomes include the following:

- To create a bridge between high school, community college and university
- To prepare students to earn a diploma from a fully-accredited college preparatory program
- To provide students with the opportunity to earn a community college degree (AA) or up to 60 transferable college credits during four years of high school enrollment
- To prepare and support students for success in college courses

4. **PROVISION OF HIGH SCHOOL AND COLLEGE-LEVEL COURSES:** In collaboration with SCCD, FSUSD will develop learning outcomes, a college-readiness curriculum, and assessments that will provide a supportive, yet rigorous, academic program that integrates motivational techniques and learning behaviors with innovative teaching that emphasizes academic skill building and career development.
5. **PROGRAM PLAN:** FSUSD and SCCD will develop a program plan whereby the students will have the opportunity to complete an AA/ATT degree and/or Certificate, in addition to a high school diploma by the end of the student's twelfth grade year of high school. The plan will include taking one or two college courses each year during grades nine and ten, subsequently taking three to four college courses during grades eleven and twelve.
6. **SELECTION CRITERIA:** The parties will work collaboratively to create and implement the student selection criteria. Criteria will include review of academic assessment results, behavior, and attendance. See Appendix A for selection process and corresponding documents. A joint SCCD/FSUSD committee will conduct the review process.
7. **FACULTY AND STAFF:** High school courses will be taught by FSUSD teachers and college courses will be taught by SCCD teachers. FSUSD and SCCD will develop a scheduling plan. FSUSD and SCCD will work collaboratively to create and implement a professional development plan based on the identified needs.

8. **FACILITIES:** Joint planning will occur to ensure that classroom and office facilities, including available instructional and non-instructional resources, will be available on the college campus.
9. **ENROLLMENT IN COLLEGE COURSES:** High School student schedules, and FSUSD and SCCD calendars, will be aligned to allow students to enroll in college-level courses. Processes will be developed for the High School students to participate in the matriculation, enrollment, drop/add, and withdrawal processes prescribed by the SCCD.
10. **COMPREHENSIVE STUDENT SUPPORT:** The parties will work collaboratively to plan flexible and innovative structures that provide orientation, as well as academic, personal, and social support to High School students.
11. **FINANCES:** FSUSD and SCCD will work collaboratively on the development of a fiscal plan to determine and address the costs of operating the ECHS program, and to delineate in a written agreement the financial obligations of the respective parties as well as any associated costs that will be borne by High School Students and their parents. Such an agreement will include arrangements regarding fees, high school and college textbooks, and supplemental materials.
12. **Title 5:** FSUSD and SCCD will work collaboratively to ensure all college courses are open to the general public as required by Education Code 76002 and Senate Bill 338.
13. **INDEMNIFICATION:** To the extent authorized by law, in consideration of the performance by both parties of this MOU, each party does hereby agree to protect, indemnify, defend, and hold harmless all agents, from and against any and all claims, actions, demands, proceedings, liabilities, damages, judgments, fines, penalties, settlements, costs and charges, including, without limitation, attorneys' fees and expenses, arising directly or indirectly from or in connection with (a) any breach of the Agreement (b) any actual or alleged negligent act, negligent error or omission, intentional misconduct of, or violation of any law by SCCD or FSUSD and its' employees, subcontractors, agents, representatives or assigns (collectively, "SCCD or FSUSD Agents") in the performance or non-performance of the professional services required to be performed by SCCD and FSUSD under the Agreement; or (c) the District's enforcement of its rights under this indemnity provision.

14. **TERM AND RENEWAL:** At the execution of an Implementation MOU, the terms will be effective through June 30, 2016. By June 30th of each year thereafter, the parties will annually review the 3-year agreement.
15. **TERMINATION OF AGREEMENT:** This MOU may be amended by mutual written agreement of both parties. SCCD and FSUSD reserve the right to terminate this MOU upon service of written notice to the other party. In this event, the date of termination will be the day after the end of the semester during which the 90 calendar day period expires. If mutually agreed to by SCCD and FSUSD, the MOU can be terminated immediately.

IN WITNESS THEREOF, the parties have duly approved this Memorandum of Understanding, executed on this _____ date of _____.

SOLANO COMMUNITY COLLEGE

By: _____

JOWEL C. LAGUERRE, Ph.D.
Superintendent-President

12-05-13

Date

FAIRFIELD-SUISUN UNIFIED SCHOOL DISTRICT

By: _____

KRIS COREY,
Superintendent

12-2-13

Date

By: _____

Kelly Morgan
Assistant Superintendent
Business Services

11-19-13

Date

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