



June 28, 2010

MEMORANDUM

TO: District Board of Trustees
FROM: Barbara R. Sloan, President
SUBJECT: Interinstitutional Articulation Agreements (School Districts)

Item Description:

This item presents the Interinstitutional Articulation Agreements between the College and each of the three school districts for annual approval as required by Florida law.

Overview:

In compliance with Florida statute, the members of the Articulation Councils of the three county public school districts and TCC each met for the annual review of the articulation agreements. Articulation acceleration mechanisms include dual enrollment, early admission, and credit by examination. The agreements also include strategies for improving teacher preparation, for reducing the need for remediation, and other articulation activities. Career Pathways, Adult and Vocational Programs, lifelong learning, and adult education are also identified in the agreements as appropriate to the District.

Salient Facts:

The major changes to the agreements include the addition of State-mandated language concerning eligibility and continuation in the dual enrollment program. Students will be required to satisfy basic competencies in the areas of reading, writing and mathematics. In addition, language regarding the Family Education Rights and Privacy Act (FERPA) is included. The Wakulla agreement is attached as a sample. The other two agreements are similar.

Past Actions:

The Board approves these agreements annually. The Board Chair signs the agreements.

Future Actions:

This is an annual item.

Funding/Financial Matters:

Dual enrollment students do not pay tuition or fees.

Staff Resource:

Sharon Jefferson

Recommended Action:

To approve agreements for the 2010-11 academic year.

INTERINSTITUTIONAL ARTICULATION AGREEMENT

BETWEEN

Tallahassee Community College

AND

Wakulla County Schools

2010-2011

I. PREFACE

WHEREAS, The District Board of Trustees, Tallahassee Community College, Florida and the Wakulla County School Board ("District") subscribe to the educational philosophy and policy that each individual student should have the maximum opportunity to enhance their learning opportunities in courses suited to their educational, career, and personal needs, and

WHEREAS, Section 1007.235, F.S., specifies that articulation agreements shall be executed between community college boards of trustees and district school boards within each community college district, and

WHEREAS, The District Board of Trustees, Tallahassee Community College, Florida and the Wakulla County School Board desire to implement the above statute by creating opportunities for high school students to pursue college level instruction,

NOW THEREFORE, the Wakulla County School Board and The District Board of Trustees, Tallahassee Community College, Florida agree to the following assignment of programmatic responsibility for delivery of programs in the following areas:

A. RATIFICATION OF EXISTING AGREEMENTS

The signing of this agreement attests to the ratification of existing agreement(s).

B. ARTICULATION COUNCIL STRUCTURE/MEMBERSHIP

The Superintendent of Wakulla County Public Schools or designee and other employees of the District appointed by the Superintendent agree to meet with the President of Tallahassee Community College or designee and other members of Tallahassee Community College, appointed by the President, on a regularly scheduled basis, not to be less than once annually. The membership so defined above shall henceforth be called The Tallahassee Community College/Wakulla County Articulation Council. The meeting time and location of the Council shall be determined mutually by representatives of both parties.

C. GOALS AND OBJECTIVES OF THIS AGREEMENT

The goals of the Tallahassee Community College/Wakulla County Articulation Agreement, as defined below, shall provide the primary framework within which all future interinstitutional articulation objectives and activities shall be described. These include:

1. To assist students matriculating in the K-12 and community college systems, with every opportunity to fulfill their individual/family educational needs, through a well articulated and coordinated interinstitutional articulation agreement.
2. To cooperatively identify and develop education programs and service objectives and activities, designed to provide maximum educational opportunity, while avoiding unnecessary duplication of effort and resources.
3. To maintain regular interinstitutional articulation development activity between the two educational systems.

II. JOINT PROGRAMS AND AGREEMENTS

A. ARTICULATION ACCELERATION MECHANISMS

Articulation Acceleration Mechanisms shall include, but not be limited to, Dual Enrollment and Credit by Examination.

1. **Dual Enrollment Program** - The District and Tallahassee Community College agree to continue their cooperative efforts to provide unduplicated Dual Enrollment course opportunities for eligible students in Wakulla County as described in the currently existing Dual Enrollment Agreement (Attachment #1). The Dual Enrollment Agreement shall be reviewed by representatives of both systems on an annual basis, in order to insure the maximum benefit for students.
2. **Early Admission** – Tallahassee Community College agrees to provide an Early Admission program to all qualified public secondary school students in Wakulla County in order that they may enroll in college courses while in high school and proceed toward their academic goals at their own pace (Attachment #2).
3. **Credit By Examination** - Tallahassee Community College agrees to receive and apply credit earned by students through articulated acceleration mechanisms as specified in Section 1007.271, F.S. Students have the opportunity to earn up to a maximum of 45 semester hours toward graduation from TCC through these mechanisms.

B. CURRICULUM

Joint meetings shall continue to be held periodically between faculty of various Tallahassee Community College disciplines and teachers of the Wakulla County Schools representing similar disciplines. Meetings will be initiated and agreed upon by TCC and the high school.

C. PROGRAMS FOR MINORITIES

Tallahassee Community College will continue to work cooperatively with counselors from Wakulla County Schools to provide various programs and services designed to stimulate and encourage minority and other disadvantaged students to stay in school and attend a postsecondary institution.

D. MECHANISMS AND STRATEGIES FOR IMPROVING TEACHER PREPARATION

Tallahassee Community College will continue to work cooperatively with the Wakulla County School administrators and faculty to provide professional development opportunities which will improve teacher preparation. After the Wakulla County school develops the individual teacher preparation plans, school personnel will meet at least annually with the College and area universities to determine which courses and/or workshops are needed. The area colleges will then determine which institution is best equipped to provide the courses and workshops and collaborate with the District's to offer them.

E. STRATEGIES FOR REDUCING THE NEED FOR REMEDIATION

1. **Faculty to Faculty Meetings** – Tallahassee Community College and the District's faculty will meet periodically to discuss mathematics, reading, and English curricula. These discussions will assist the District's instructors in preparing students for college and will help College instructors better understand the students who matriculate from the District's schools. Meetings will be initiated and agreed upon by TCC and the high school.
2. **Remediation Courses and Exit Assessments Offered at the High School** – Attachment #4 describes the process for providing testing, curriculum, and assessments to be used to provide students in grade 12 who score below the minimum scores defined in section 1008.30 Florida Statutes access to remedial instruction prior to graduation.

F. OTHER ARTICULATION ACTIVITIES

1. **Placement Test Results** – Tallahassee Community College will continue to share placement test results with officials of the District. The College will work with the District's administrators, faculty and counselors, to provide the preferred curriculum in order to ensure that the fewest number of students possible be in need of remediation upon entrance to the college.
2. **Bibliographic Instruction** – Tallahassee Community College will provide bibliographic instruction programs for students at various sites in the Wakulla County Public School District.
3. **The Student Ambassador Program** – Tallahassee Community College will continue to work with the District's high school counselors to identify outstanding seniors who would like to be a TCC Student Ambassador. Students selected will be provided a tuition scholarship to begin their first year of matriculation at TCC.
4. **TCC District Board of Trustees Scholarship Program** – Tallahassee Community College will continue to designate up to three (number based on senior enrollment) tuition scholarships for high achieving graduates of each high school in the county as long as there is sufficient funding available.

5. **College Student Services** – Tallahassee Community College student success advisers will continue to provide programs and services in the areas of admissions, college orientation, placement testing, curriculum advising, financial aid, parent information sessions career development and others. These information sessions will set for clear expectations for students and parents regarding dual enrollment. TCC will also offer admissions and financial aid information to parents and students during designated months at the TCC Wakulla Center.

III. CAREER PATHWAYS (Career and Technical Education Articulation)

Conditions for development of career and technical education (CTE) articulation agreements (Career Pathways) between Wakulla High School and TCC are delineated in Attachment #3. Specific Pathways will be developed during the 2009-2010 academic year.

IV. AGREEMENT PERTAINING TO ADULT AND CAREER AND TECHNICAL PROGRAMS

WHEREAS, the State Board of Education has adopted Rule 6A-14.0341 for community colleges that encourages boards to cooperatively develop and adopt specific assignments of responsibility to assure efficient use of resources available for career and technical education; and

WHEREAS, Section 1007.235, F.S. requires each community college president and each district superintendent to develop interinstitutional articulation agreements; now therefore, be it

RESOLVED, that the School Board of Wakulla County and the District Board of Trustees of Tallahassee Community College, Florida agree to the following assignment of programmatic responsibility for delivery of programs in the following areas:

CAREER AND TECHNICAL EDUCATION AT THE SECONDARY LEVEL AND BELOW THAT LEVEL

Primary Responsibility: Wakulla County
Secondary Responsibility: Tallahassee Community College

CAREER AND TECHNICAL EDUCATION AT THE POSTSECONDARY LEVEL

- A. Postsecondary Adult Career and Technical Education
Shared Arrangement: Wakulla County and Tallahassee Community College
- B. Postsecondary Career and Technical Education
Primary Responsibility: Tallahassee Community College

LIFELONG LEARNING

Shared Arrangement: Wakulla County and Tallahassee Community College

ADULT BASIC EDUCATION

Primary Responsibility: Wakulla County

Secondary Responsibility: Tallahassee Community College

ADULT SECONDARY

Primary Responsibility: Wakulla County

Secondary Responsibility: Tallahassee Community College

DISABLED (HANDICAPPED) ADULTS

Shared Arrangement: Wakulla County and Tallahassee Community College

V. ACCOUNTABILITY

These provisions shall not prevent a board assigned responsibility for one or more of these programs from developing joint programs or contracting for specific instructional services with another board or agency, subject to review by the two local educational agencies.

For each of these programs, all related enrollment projections, FTE reports, cost analysis, and other elements required for the allocation of funds shall be the sole responsibility of the assigned board unless herein indicated.

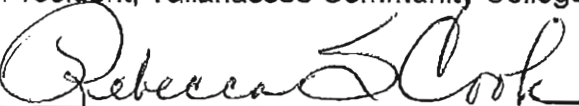
VI. EFFECTIVE DATE


The term of this agreement shall be from its effective date until August 20, 2011. This resolution and the policies and allocation of responsibility shall be effective upon being signed by the Chairs of the School Board of Wakulla County, Florida and the Tallahassee Community College District Board of Trustees and by the Superintendent of Wakulla County Schools and the President of Tallahassee Community College. This agreement shall be executed before registration ends for the fall term of the following school year.

Additions and deletions may be made at any time upon the mutual agreement of the President of Tallahassee Community College and the Superintendent of Wakulla County Schools.

IN WITNESS WHEREOF, the School Board of Wakulla County, Florida and The District Board of Trustees, Tallahassee Community College, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers, in accordance with Section 1007.235, F.S., Interinstitutional Articulation Agreements.

Date Chair, The District Board of Trustees,
Tallahassee Community College, Florida

Date President, Tallahassee Community College


Date Chair, Wakulla County School Board


Date Superintendent, Wakulla County School District

Attachment #1

DUAL ENROLLMENT AGREEMENT

This is an Articulation Agreement between the School Board of Wakulla County and Tallahassee Community College governing the dual enrollment of students at both schools. This agreement is in accordance with 1007.271, F.S.

Courses and Programs:

- Courses to be offered by Tallahassee Community College for dual enrollment purposes will be mutually agreed upon by memorandum between representatives of the School Board of Wakulla County and Tallahassee Community College. Courses approved for inclusion in the dual enrollment program shall be those contained in the common course designation numbering system approved by the Articulation Coordinating Committee.
- Early admission shall be a form of dual enrollment through which eligible secondary students enroll in a postsecondary institution on a full-time basis in courses that are creditable toward the high school diploma and the associate or baccalaureate degree. Early admitted students will be exempt from the payment of registration, tuition, and laboratory fees. The Early Admissions process is detailed in the TCC Catalog. Both the high school and TCC must approve early admission for a high school student.
- The School Board of Wakulla County and Tallahassee Community College can approve dual enrollment courses that coincide with a student's Major Area of Interest (MAI).
- College preparatory (college remediation) and other forms of precollegiate instruction, and physical education courses that focus on the physical execution of a skill rather than the intellectual attributes of the activity, shall not be so approved. Recreation and leisure studies courses shall be evaluated individually in the same manner as physical education courses for potential inclusion in the dual enrollment program.
- The community college reserves the right to cancel a course due to insufficient enrollment.
- Using FACTS.org, students should develop an academic plan that includes courses that can lead to a certificate, associate's degree or baccalaureate degree.

Monitoring, Coordinating, and Reporting:

- The monitoring and necessary coordination of this articulation agreement will be the responsibility of the Tallahassee Community College/Wakulla County Articulation Council.
- Dual enrollment students shall be exempt from paying registration, matriculation, and laboratory fees. Textbooks will be provided these students by the School Board of Wakulla County. Textbooks purchased by the School Board of Wakulla County shall remain the property of the School Board of Wakulla County as specified in Section 1007.271(14),F.S. The

costs of ADA accommodation for dual enrollment students with disabilities will be shared equally between Wakulla County Schools and Tallahassee Community College.

- The School Board of Wakulla County shall report dually enrolled students under the Florida Education Finance Program, and the Tallahassee Community College will report these students under the Community College Program Fund.
- In order to receive credit, all dually enrolled students must adhere to all other rules and regulations of the School Board of Wakulla County, Tallahassee Community College and the State of Florida.
- Dual enrollment courses taught at the high school campus must meet all competencies expected and outlined in the postsecondary course plan. To ensure equivalent rigor with on-campus courses, the institution granting postsecondary credit shall be responsible for providing a comprehensive, cumulative end-of-course assessment or a series of assessments of all expected learning outcomes.
- Postsecondary transcripts of all full-time and adjunct faculty teaching dual enrollment courses must be filed with the postsecondary institution, regardless of who employs or pays the faculty member's salary. For dual enrollment courses taught on a high school campus, the faculty transcripts must be submitted to the postsecondary institution for filing.
- The postsecondary institution shall provide all full-time and adjunct faculty teaching dual enrollment courses with a copy of the current faculty or adjunct faculty handbook. Faculty shall adhere to the professional guidelines, rules and expectations therein.
- Dual enrollment instructors whether hired by TCC or the individual school must meet SACS credentials in terms of their degree.

Eligibility Criteria for Student Participation in Dual Enrollment Programs:

Tallahassee Community College agrees to permit high school students enrolled in Wakulla County public schools whose eligibility has been certified by their principal to enroll in courses in compliance with the provisions of Florida Statutes 1007.271 and the following terms and conditions:

I. Academic Dual Enrollment

- A. The student must be currently enrolled in a public secondary school in Wakulla County, must have successfully completed the 10th grade (upcoming juniors), and must have earned at least a 3.0 unweighted grade point. In special circumstances principals may approve individual student exceptions to the grade level requirements must be approved by the District.
- B. The student must submit placement test scores (SAT, ACT, or College Placement Test) that place the student into college level courses. Scores must be less than two years old. Students must place into ENC1101 with their test scores to be eligible to participate in the dual enrollment program. If students want to take math courses through dual enrollment, they must have test scores that place them into Intermediate Algebra (MAT1033) in addition to the verbal scores required for dual enrollment eligibility.

ACT Scores	Score	Placement
Reading	18	ENC1101
English	17	
Math	19-20	MAT1033
	21	MAC1105
SAT Scores	Score	Placement
Critical Reading	440	ENC1101
Math	440-549	MAT1033
	550	MAC1105
CPT Scores	Score	Placement
Sentence Skills	83	ENC1101
Reading Comp.	83	
Algebra	72-87	MAT1033
	88	MAC1105

- C. The student must submit a completed TCC dual enrollment application for admission.
- D. Payment for books and materials will be provided to the student by the School Board of Wakulla County. It will be the student's responsibility to complete an instructional materials form (provided by the School Board of Wakulla County) to have books and materials covered. Books and materials must be returned to the high school up on completion of each course.
- E. The student must submit a recommendation from his/her principal which has been approved by the School Board of Wakulla County stating that he/she has the maturity, motivation, dependability and academic ability to enable him/her to achieve satisfactorily at the college level.
- F. The student must submit an official high school transcript showing courses and credits earned through his/her last term of enrollment.
- G. The course(s) in which the student is dually enrolled must be creditable toward a high school diploma. These courses may count as elective credit at the high school. The school district will provide books and materials for students meeting this requirement.
- H. Eligibility in the dual enrollment program requires that students maintain a cumulative 3.0 grade point average in Tallahassee Community College courses. An appeal process is available through TCC and the school district. Students who fall below a 3.0 must wait one semester before reapplying through the school district.
- I. Students must satisfy the college preparatory testing requirements of Section 1008.30(4)(a), F.S. and Rule 6A-10.0315, F.A.C. Students who have been identified as deficient in basic competencies in one of the areas of reading, writing or mathematics, as determined by scores on a postsecondary readiness assessment shall not be permitted to enroll in college credit courses in curriculum areas precluded by the deficiency. Students may enroll in college courses that are not precluded by the deficiency; however, students may not earn more than twelve (12) college credit hours prior to the correction of all deficiencies.
- J. Exceptions to the twelve (12) college credit hour limitation may be granted by the postsecondary institution provided that the dual enrollment student is concurrently enrolled in

a secondary course(s) in the basic competency area(s) for which they have been deemed deficient by the postsecondary readiness assessment. Additionally, the secondary student that has accumulated twelve (12) college credit hours and has not yet demonstrated proficiency in the basic competency areas of reading, writing and mathematics must be advised in writing by the school district or (private high school) of the requirements for associate degree completion and state university admission, including information about future financial aid eligibility and the potential costs of accumulating excessive college credit, as outlined in Section 1009.286, F.S.

- K. Additionally, for joint dual enrollment and Advanced Placement (AP) courses, as authorized by Section 1007.272, F.S., a student who elects to enroll in an AP course that is jointly offered with a dual enrollment course may not earn postsecondary credit for that course through dual enrollment.
- L. In order to be considered a full-time dual enrollment/early admissions student, the student must enroll in a minimum of twelve (12) college credit hours but may not be required to enroll in more than fifteen (15) college credit hours.
- M. Dual enrollment courses taught on a high school campus shall ensure minimal interruptions of instructional time. A student shall lose eligibility to participate in dual enrollment if the secondary institution where a course is being offered determines that a student is being disruptive to the learning process, such that the progress of other students and the efficient administration of the course are hindered.
- N. While appropriate for college-level study, course materials and class discussions may reflect topics not typically included in secondary courses which some parents may object to for minors. Courses will not be modified to accommodate variations in student age and/or maturity.

II. Career Dual Enrollment

Career dual enrollment is a curricular option of elective credits toward earning the high school diploma and completing a career-preparatory certificate program. Career dual enrollment is not intended to enable students to take isolated courses unrelated to a program.

The school district will inform all students of the options available and the eligibility criteria. Physical education skills courses and college preparatory instruction are not eligible for career dual enrollment

- A. The student must be currently enrolled in a Wakulla County high school, must have completed the 10th grade, and must have earned at least a 2.0 unweighted grade point average. In special circumstances principals may approve individual student exceptions to the grade level requirements.
- B. The student must take the TABE test and score at the appropriate level according to Department of Education Curriculum Framework Standards for the specified certificate. Students may also use Common Placement Scores (CPT) as appropriate.
- C. The student must submit a completed TCC dual enrollment application for admission.

- D. The student must submit a recommendation form from his/her principal which has been approved by the School Board of Wakulla County stating that he/she has the maturity, motivation, dependability and academic ability to enable him/her to achieve satisfactorily at the college level.
- E. The student must submit an official high school transcript showing courses and credits earned through his/her last term of enrollment.

III. It shall be the responsibility of the School Board of Wakulla County to

- A. Inform students and parents of the availability of the dual enrollment, program requirements and currently offered courses through the educational planning and guidance process. Students and parents must have been counseled on the advisability of taking college courses while in high school and on the specific requirements of the Dual Enrollment Program, including the recording of dual enrollment grades on the permanent college transcript.
- B. Establish and certify student's eligibility for dual enrollment.
- C. Determine if dual enrollment meets the individual needs of the student and if the student has the necessary academic preparation.
- D. Approve the enrollment for each student.
- E. Provide instructional materials to the dual enrollment students.
- F. Inform parents or guardians of their responsibility for transportation when the instruction is conducted at a facility other than the school site.
- G. Enter all earned credits on students' permanent records.
- H. Provide space at the district high school campuses for qualified students taking Tallahassee Community College courses.
- I. Provide full instructional costs for Wakulla County faculty teaching TCC dual enrollment courses.

IV. It shall be the responsibility of Tallahassee Community College to

- A. Hire qualified instructors for the Dual Enrollment Program.
- B. Monitor and keep accurate records of the academic progress of the students in courses.
- C. Provide accurate records to the respective schools on credit earned by each student.
- D. Counsel dual enrollment students on current college requirements and on the transferability of dual enrollment credits at the college level for general education or elective credit toward the

Associate's or Bachelor's degree. Through these guidance services, dual enrollment students will be encouraged to identify a post secondary objective and will be informed about Florida's statewide advising system, FACTS.org.

- E. Award college credits for courses upon successful completion by dually enrolled students and assign quality points.

V. Withdrawing from classes for on and off campus dual enrollment students:

- A. It is the student's and high school's responsibility to abide by TCC's official course withdrawal policy as well as the policy of the school district.
- B. Dual enrollment students must withdraw before or by the deadline each semester. The college's withdrawal dates are listed in the TCC Academic Calendar. If the high school changes a student's schedule, the guidance counselor must notify TCC before or by the withdrawal deadline, so the student can be withdrawn from credit at TCC.
- C. Students who wish to withdraw from a course(s) must provide a written request from the high school principal/guidance counselor, verifying that the student has permission to withdraw.
- D. Withdrawals after the deadline are subject to review by TCC's Enrollment Appeals Committee. The procedure for appealing a late withdrawal is outlined in the TCC Catalog.
- E. Once the student has acquired a written request to withdraw from a course(s), then the student must provide that information to the Dual Enrollment Coordinator for processing.

VI. Dual Enrollment and FERPA:

FERPA is the Family Educational Rights and Privacy Act, more commonly known as the Buckley Amendment. This federal law protects students' rights to privacy regarding their student records. FERPA governs (1) the release of these records known as education records maintained by an educational institution and (2) access to these records. All college students have rights under FERPA, even those who are younger than 18 years of age. FERPA protects the education records of students who are attending or who have attended the institution and all records directly related to a student and that are maintained by the institution. A record is directly related to a student if it is personally identifiable to the student.

This agreement will continue in effect until modified in writing by the parties hereto, so long as all qualified students are permitted to complete courses in which they are enrolled and the appropriate records are transmitted to the School Board of Wakulla County.

Tallahassee Community College and Wakulla County will agree annually to the courses of the articulated year.

Attachment #2

EARLY ADMISSION Student/Parent Agreement

The purpose of this agreement is to insure that parents and students are aware of the regulations involving student participation in an early admissions program.

The following is provided and should be discussed with the senior counselor prior to granting approval for this full-time college program.

Students applying for Early Admission must meet the following requirements and be willing to adhere to the following rules:

1. Fulfillment of the Wakulla County School District requirements through the 11th grade.
2. 3.0 GPA (unweighted) at the end of the 11th grade year (for TCC).
3.8 GPA (unweighted) at the end of the 11th grade year (for FSU and FAMU).
3. Recommendation of a guidance counselor.
4. Approval of the Assistant Principal of Curriculum.

Students wishing to attend classes off campus and their parents must agree to the following conditions:

1. Student must receive prior approval before registering for any classes from the Assistant Principal of Curriculum. This approval must be obtained for each semester of classes. The student must bring a copy of his/her grades to the Assistant Principal of Curriculum at the end of the college Fall semester. At this time the courses for the second semester will be checked for approval. If the student registers for classes that are not approved the student will have to withdraw from the classes during the drop/add period. At the end of the second semester students must immediately bring the grades to the guidance department so that the student may be part of the graduation ceremony.
2. Student must take two semesters of English classes, one semester of economics and one semester of American Government. If the student tests out of ENC1101, the student must take ENC1102 or its equivalent and an approved English/Humanities class. If the student tests out of ENC1101 and ENC1102 or its equivalent, the student must take two semesters of an approved English/Humanities class.
3. Student is to take a minimum of 12 credit hours of classes each semester. Any additional hours must be pre-approved by the Assistant Principal of Curriculum.
4. A student receiving any grades of C or lower will be denied approval for the second semester and enrolled full-time in Wakulla High School for second semester.

GRADUATION

1. Students may participate in graduation if permission to do so has been requested and granted in writing.
2. Responsibility concerning senior graduation exercises and related activities including dates of practice, ordering of invitations, senior pictures etc. is left to the student.
3. Students are eligible for valedictorian, salutatorian, and honor court.

I have read and understand the above agreement concerning early admissions at Wakulla High School.
I agree to adhere to the rules and regulations of the Early Admissions Program.

Student Signature _____

Date _____

Parent Signature _____

Date _____

Attachment 3

Career & Technical Education Articulation Agreement between Wakulla County School Board and Tallahassee Community College

Articulation is a method of granting college level course credit for learning and skills accomplished as part of secondary school instruction. The secondary school and Tallahassee Community College (TCC) will maintain the integrity of their separate programs and enter into this agreement as cooperating educational institutions.

TCC will work with the high school to establish Career Pathways to serve Career and Technical Education (CTE) students. TCC may form multiple articulation (pathway) agreements depending upon existing CAPE academies. Agreements will be developed during the year, and this agreement will be amended as agreements are completed.

Student Qualifications

Students must meet all TCC admission requirements, select an A.S. or A.A.S. degree program or college credit certificate, and present evidence of the following:

1. Successful completion of the articulated secondary technical program of study with a grade of 2.5 (on a 4.00 scale) or better.
2. Completion of Tallahassee Community College's placement testing requirements.
3. Graduation from secondary school no more than 18 months prior to enrollment at Tallahassee Community College.
4. Enrollment in an A.S., A.A.S. or certificate program appropriate to the credit to be awarded for the specified exemption exam or industry certification.

Procedure

1. The secondary school instructor provides evidence of completion to the district Career and Technical Education contact who forwards the information to TCC's Career Pathways Coordinator.
2. TCC's Career Pathway Coordinator will issue a letter to students who have successfully completed the secondary Career Pathway program as reported by the district Career and Technical Education contact informing students of the Career Pathway articulation agreement opportunities.

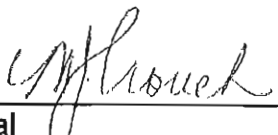
Conditions of Agreement

1. Wakulla County High School's faculty and TCC's faculty will review course textbooks, syllabi, and other institutional materials as needed in order to develop articulated programs of study.
2. Wakulla County High School and TCC will review the list of articulated programs of study annually. Changes will be made as necessary based on changes in program offerings and outcomes.
3. Wakulla County High School and TCC will cooperate in publicizing this program to secondary school students in order to ensure that they are aware of these opportunities.
4. TCC will not charge tuition for any courses for which a student receives articulated credit.

This agreement may be terminated at any time by either Wakulla County High School or Tallahassee Community College through providing thirty (30) days' notice. In the event of a termination, both schools agree that students who are currently in secondary courses and working toward fulfilling the competencies or who are in their first semester at TCC will be allowed to complete the articulated credit.

This agreement will remain in effect and will be reviewed annually by the articulation committee and incorporated into the interinstitutional articulation agreement. The articulation committee will be composed of the Vice President for Academic Affairs of Tallahassee Community College, Dean for Technology and Professional Programs of Tallahassee Community College, Principal of Wakulla High School, Assistant Superintendent for Instruction, District Career Representative.

ARTICULATION SIGNERS



Principal
Wakulla High School



Assistant Superintendent for Instruction



District Career Representative

Vice-President for Academic Affairs
Tallahassee Community College

Dean, Health Care Professions

Dean, Technology & Professional Programs

Attachment #4

Wakulla County School District and Tallahassee Community College Remediation Courses and Exit Assessments Agreement

This is an Articulation Agreement between the School Board of Wakulla County and Tallahassee Community College governing the enrollment of high school students in remediation courses. This agreement is in accordance with 1008.30, F.S.

Math for College Success, Reading for College Success, and Writing for College Success Course Content and Exit Testing Procedures

- Florida Statute 1008.03 requires college readiness testing before the beginning of 12th grade for each student who indicates interest in postsecondary education and scores at a Level 2 or Level 3 on the reading section of the 10th grade FCAT or Level 2, Level 3 or Level 4 on the math section of the 10th grade FCAT.
 - At the annual Articulation Council meeting, the Wakulla County School District and Tallahassee Community College will identify employees responsible for developing details related to identification of students, college placement test logistics (location and format), and communication of results and options for eligible students to receive postsecondary readiness instruction while in high school.
1. The School District will identify eligible students based on the past 10th grade year FCAT scores. Each high school will select students and provide TCC with a list. Students can select whether or not they want to test. In addition to FCAT scores, students will indicate that they want to test based on their interest in attending college after high school graduation.
 2. The College will collaborate with the district high school to establish test dates during the spring semester (January 2010-April 2010).
 3. The College will conduct CPT testing at district high school, utilizing the paper and pencil test or computer-based test when available.
 4. During testing, students will identify themselves as participating in the College Readiness Initiative and to discuss CPT results with the high school guidance counselor for Dual Enrollment and/or Postsecondary Readiness instructional options.
 5. After testing, students will receive an official CPT score report including the CPT Sentence Skills, Reading Comprehension and Algebra Scores. High school guidance counselors will discuss results with students as the results relate to the Postsecondary Readiness instructional options and dual enrollment options.
 6. Score reports will indicate eligibility for college-level coursework (Attachment 1) and/or need for additional postsecondary instruction.

- To the extent possible, the Wakulla County School District shall provide students in grade 12 who score below the minimum scores access to remedial instruction prior to graduation in accordance with section 1008.30 of Florida State Statutes.
- Testing requirements for placement are as follows:

Placement Assessment	Writing for College Success	Reading for College Success	Math for College Success	Math for College Readiness
Florida College Entry-Level Placement Test (CPT)	< 83	<83	< 72	72-86
SAT*	< 440	<440	< 440	440-520
ACT*	< 17	<18	< 19	19-22

*Optional—at student's expense

- Exit requirements are a minimum grade of "C" and exit exam scores as follows. A grade of "C" may not be awarded if the student does not meet or exceed the Community College Common Exit Test score where required:

Exit Assessment	Writing for College Success	Reading for College Success	Math for College Success	Math for College Readiness
Tallahassee Community College Common Exit Test	70%	70%	70%	NA
Florida College Entry-Level Placement Test (CPT)	NA	NA	NA	>86
SAT*	NA	NA	NA	520 +
ACT*	NA	NA	NA	22 +

*Optional—at student's expense

- The Wakulla County School Board and high school instructors teaching college readiness courses and Tallahassee Community College will work closely to ensure that college readiness course content, course tests, and homework, and exit exams are representative of the expectations and assessments offered to students enrolled in like courses at Tallahassee Community College.
- Tallahassee Community College faculty and/or appropriate academic administrators will work with Wakulla County School Board high school instructors to ensure the most current version of course assessments are provided to students for testing.
- Tallahassee Community College will provide updated examination materials and information to instructors of an approved curriculum and/or examination changes each semester.
- The Wakulla County School board agrees to maintain test and testing material security by not allowing for tests and associated testing materials to be used as a practice assessment by students in preparation for the exit exam; by not allowing the sharing of tests and associated

testing materials with students or other individuals; and by following normal protocol for test and testing security at all times.

- Tallahassee Community College and the Wakulla County School Board agree that the stated purpose can be achieved only through the sharing of certain student information (student number, name, contact information, and Social Security Number if provided by the student) and CPT test scores. To ensure security and confidentiality of student test information, Tallahassee Community College and the Wakulla County School Board agree that without compromising the Family Educational Rights and Privacy Act (FERPA) or state confidentiality requirement, both parties may provide personally identifiable student records, reports, or information to each other in the performance of meeting the requirement of Senate Bill 1908. Specific student information shared is pursuant to Section 1002.22(3)(d), Florida Statutes, and 20 U.S.C.A. § 1232G. Further each party agrees to comply with Section 1002.22, Florida Statutes, and 20 U.S.C.A § 1232g, including, but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

Each institution will protect the rights of students and recipients with respect to records created, maintained, and used by public institutions within the state. It is the intent of this Agreement to ensure that parents, students, and recipients have the rights of access, rights of challenge, and the rights of privacy with respect to records and reports, and that applicable laws and regulations for these rights, including those rights pertaining to disclosure of student records, shall be strictly followed.

- Tallahassee Community College will communicate with the School Board and its college readiness instructors of any state imposed changes regarding course numbering, course content, exit examination, or other requirements.

This agreement will continue in effect until modified in writing by the parties hereto, so long as all qualified students are permitted to complete courses in which they are enrolled and the appropriate records are transmitted to the School Board of Wakulla County and Tallahassee Community College.

CAREER PATHWAYS
Wakulla High School to Tallahassee Community College

High School Career Pathway	TCC A.S., A.A.S. or Certificate	Assessment	Articulated Course and Credit(s)
Accounting Operations	None		
Carpentry	Construction Engineering Technology A.A.S. (A110) Building Construction Specialization CIP: 0615100101	<i>TCC Articulated Pathway:</i> NCCER Construction Technology Code: NCCER008	Three hours of program elective credit
Culinary Operations	None		
Criminal Justice Operations	Criminal Justice Technology A.S. (2183) CIP: 1743010300	<i>TCC Articulated Pathway:</i> CGS 1060 Exemption Exam or IC3 Certiport Certificate	CGS1060 (3 credits) to count as program elective
Digital Design	Graphic Design Technology A.S. (2125) CIP: 1650040200	<i>State Articulated Pathway:</i> (CIW) Master Designer Code: PROSO004 <i>TCC Articulated Pathway:</i> CGS 1060 Exemption Exam	Three hours of professional elective credit CGS1060 (3 credits)
Early Childhood Education	Early Childhood Education A.S. (2123) CIP: 1420020203	<i>State Articulated Pathway:</i> Child Development Associate Code: CPREC001 Florida Child Care Professional Certificate (FCCPC)	Nine hours of credit as follows: EEC1308 (3 credits) EDF1004 (3 credits) EEC1907 (3 credits)
Television Production	None		
Allied Health Assisting	Emergency Medical Services (EMS) Technology A.S. (2104) CIP: 1317020601 and/or Emergency Medical Technician Certificate (B312) CIP: 0317020503	<i>TCC Articulated Pathway:</i> Medical Terminology Exemption Exam First Responder Credential	HSC2531(3 credits) EMS1059C (3 credits)
Web Design	Web Technologies A.S. (2128) CIP: 1507039902 and/or	<i>State Articulated Pathway:</i> (CIW) Associate Design Specialist Code: PROSO001	Six hours of credit CGS1820 and CGS1555

CAREER PATHWAYS
Wakulla High School to Tallahassee Community College

	<p>Web Technologies Certificate (6317) CIP: 0507039903</p>	<p>(CIW) Master Designer Code: PROSO004</p> <p><i>TCC Articulated Pathway:</i> CGS 1000 Exemption Exam</p> <p>CGS 1060 Exemption Exam</p> <p>Microsoft Certified Application Specialist Certifications Microsoft Office: Word, Excel, PowerPoint and Vista</p>	<p>Six hours of credit: COP2822 and three program elective credits</p> <p>CGS 1000 (3 credits)</p> <p>CGS 1060 (3 credits)</p> <p>Elective (3 credits)</p>
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