

# Dual Enrollment Articulation Agreement Submission Site

## Submitter:

Agreement Effective Date: 8/3/2022

## Representing:

Career and Technical Center: Tom P. Haney Technical Center

District(s) the Agreement(s) include
Bay County Schools

Type of Dual Enrollment Articulation Agreement for Submission

Public Postsecondary Institution – School District

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### (A) Public Postsecondary Institution Agreement with Public School Districts

Each district school superintendent and each public postsecondary institution president shall develop a comprehensive dual enrollment articulation agreement for the respective school district and postsecondary institution. The superintendent and president shall establish an articulation committee for the purpose of developing the agreement. Each state university president may designate a university representative to participate in the development of a dual enrollment articulation agreement. A dual enrollment articulation agreement shall be completed and submitted annually by the postsecondary institution to the Department of Education on or before August 1.

1. A ratification or modification of all existing articulation agreements.

# Dual Enrollment Articulation Agreement Submission Site

THIS AGREEMENT is entered into by and between the Bay District Schools of Bay County, Florida, hereafter referred to as the "District", and Haney Technical College, hereafter referred to as the "Tech College"; and WHEREAS, Florida Statutes provides that career dual enrollment is a curricular option of elective credits toward earning a high school diploma and completing a career certificate program through the district's technical College, and WHEREAS, the District wishes to enhance opportunities for high school graduates to identify and set clear career and postsecondary educational goals before high school graduation, and WHEREAS, Haney Technical College, a publicly funded post secondary institution, can provide a variety of high skill, high wage career training program options.

NOW, THEREFORE, BE IT RESOLVED that the District and the Tech College agree to the following:

This agreement supersedes all previous career dual enrollment agreements between the District and Tech College.

s.1007.271 (21)(a)

Career dual enrollment is available to all Bay District School students in grades 11th and 12th meeting the following criteria;

Possess and maintain a minimum of an unweighted 2.0 grade point average (GPA).

Have mastered (or have been waived) the state high school testing requirements (FSA, EOC...)

Does not have any disciplinary referrals for the semester prior to the enrollment period.

Does not have absences (Excused, Unexcused, Tardies) exceeding 10% of the prior school year.

Be at least 16 years of age.

s.1007.271 (21)(e)

The Tech College will notify students and parents of the career dual enrollment opportunity through career and postsecondary education awareness activities in District high schools, local media outlets, and social media. Interested students will complete a career dual enrollment application at their high school. Interested high school students and their parent(s)/guardian(s) may request tours of the Tech College by contacting the Tech College. Additional information for dual enrollment may be found on the Tech College's website.

s.1007.271 (21)(b)

Applications for career dual enrollment will be accepted by the Tech College in the spring and summer for the beginning of the following school year. Limited fall availability will be made available on a first come basis. Mid-term applications will only be accepted on a space available basis and with mutual agreement of the home high school principal and the Tech College director.

S.1007.271 (21)(d)

All students enrolled in career dual enrollment will meet the Basic Skills Requirements as specified in 6A-10.040, F.A.C, and detailed in Exhibit "A".

All career dual enrollment courses under this agreement will be weighted equally as Advanced Placement (AP) courses and will count toward high school graduation. Cross enrolled programs such as cosmetology do not apply.

Students participating in career dual enrollment are exempt from the payment of registration, tuition, instructional materials, and fees such as ID, parking decal, and technology fees associated with the costs of attendance. Students may be responsible for supplies and consumables that are associated with their program.

Students participating in career dual enrollment will be responsible to me Tech College rules for registration, attendance, and behavior as specified in the Tech College handbook. s.1007.271(21)(g)(i)

The Tech College will report student attendance and grades via the District computer system (FOCUS) to the home high school in compliance with the established District grade reporting procedures and schedule. S1007.271 (21)(m)

The home high school will ensure all career dual enrollment students will meet the Tech College requirements for admission. The home high school and Tech College will collaborate to monitor and maintain individual student performance in career dual enrollment courses at the Tech College. S.1007.271 (21)(l)

The Tech College will be responsive to parent inquiries of their student's performance and progress in the career dual enrollment program.

The Tech College will be responsible for all costs associated with presenting career instruction at the Tech College. The District will be responsible for the costs of transporting career dual enrollment students to and from the Tech College within the established transportation system routes and boundaries. s.1007.271 (n)(o)

IN WITNESS WHEREOF, the parties have executed, or had their authorized representatives executed, this agreement on the dates written below.

2. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program.

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s.1007.271 (21)(b)

3. A delineation of courses and programs available to students eligible to participate in dual enrollment.

Air Conditioning, Refrigeration & Heating Technology  
Automotive Collision Specialist  
Automotive Service Technology  
Aviation (Full Time Only)  
Computer Systems & Info. Technology  
Cosmetology\* Cross enrolled (Full Time Only)  
Electricity  
Marine Services Technologies  
Medical Administrative Specialist  
Welding

4. A description of the process by which students and their parents exercise options to participate in the dual enrollment program.

Applications for career dual enrollment will be accepted by the Tech College in the spring and summer for the beginning of the following school year. Limited fall availability will be made available on a first come basis. Mid-term applications will only be accepted on a space available basis and with mutual agreement of the home high school principal and the Tech College director. S.1007.271 (21)(d)

All students enrolled in career dual enrollment will meet the Basic Skills Requirements as specified in 6A-10.040, F.A.C, and detailed in Exhibit "A".

## Eligibility Requirements

High school students must:

Have a cumulative grade point average (GPA) of 2.0 or above unweighted

Be enrolled in 11th or 12th grade and be at least 16 years old

Be free of disciplinary actions in the semester prior to enrollment and while enrolled in dual enrollment

Have no more than 10% absences based on prior year's attendance. This includes tardies and individual periods

Passed all state/Bay District Schools standard testing (FSA, EOC, etc.)

Must be able to provide own transportation

5. A list of any additional initial student eligibility requirements for participation in the dual enrollment program.

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Be enrolled in 11th or 12th grade and be at least 16 years old

Be free of disciplinary actions in the semester prior to enrollment and while enrolled in dual enrollment

Have no more than 10% absences based on prior year's attendance. This includes tardies and individual periods

Passed all state/Bay District Schools standard testing (FSA, EOC, etc.)

Must be able to provide own transportation

6. A delineation of the high school credit earned for the passage of each dual enrollment course.

All career dual enrollment courses under this agreement will be weighted equally as Advanced Placement (AP) courses and will count toward high school graduation. Cross enrolled programs such as cosmetology do not apply.

7. A description of the process for informing students and their parents of college-level course expectations.

# Dual Enrollment Articulation Agreement Submission Site

All career dual enrollment courses under this agreement will be weighted equally as Advanced Placement (AP) courses and will count toward high school graduation. Cross enrolled programs such as cosmetology do not apply.

The Tech College will be responsive to parent inquiries of their student's performance and progress in the career dual enrollment program.

8. The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis.

None

9. The registration policies for dual enrollment courses as determined by the postsecondary institution.

areer dual enrollment is available to all Bay District School students in grades 11th and 12th meeting the following criteria;

Possess and maintain a minimum of an unweighted 2.0 grade point average (GPA).

Have mastered (or have been waived) the state high school testing requirements (FSA, EOC...)

Does not have any disciplinary referrals for the semester prior to the enrollment period.

Does not have absences (Excused, Unexcused, Tardies) exceeding 10% of the prior school year.

Be at least 16 years of age.

Applications for career dual enrollment will be accepted by the Tech College in the spring and summer for the beginning of the following school year. Limited fall availability will be made available on a first come basis. Mid-term applications will only be accepted on a space available basis and with mutual agreement of the home high school principal and the Tech College director. S.1007.271 (21)(d)

All students enrolled in career dual enrollment will meet the Basic Skills Requirements as specified in 6A-10.040, F.A.C, and detailed in Exhibit "A".

10. Exceptions, if any, to the professional rules, guidelines, and expectations stated in the faculty or adjunct faculty handbook for the postsecondary institution.

None

11. Exceptions, if any, to the rules, guidelines, and expectations stated in the student handbook of the postsecondary institution which apply to faculty members.

None

12. The responsibilities of the school district regarding the determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program.

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All career dual enrollment courses under this agreement will be weighted equally as Advanced Placement (AP) courses and will count toward high school graduation. Cross enrolled programs such as cosmetology do not apply.

Students participating in career dual enrollment are exempt from the payment of registration, tuition, instructional materials, and fees such as ID, parking decal, and technology fees associated with the costs of attendance. Students may be responsible for supplies and consumables that are associated with their program.

Students participating in career dual enrollment will be responsible to me Tech College rules for registration, attendance, and behavior as specified in the Tech College handbook. s.1007.271(21)(g)(i)

The Tech College will report student attendance and grades via the District computer system (FOCUS) to the home high school in compliance with the established District grade reporting procedures and schedule. S1007.271 (21)(m)

13. The responsibilities of the postsecondary institution regarding the transmission of student grades in dual enrollment courses to the school district.

The Tech College will report student attendance and grades via the District computer system (FOCUS) to the home high school in compliance with the established District grade reporting procedures and schedule. S1007.271 (21)(m)

14. A funding provision that delineates costs incurred by each entity.

Students participating in career dual enrollment are exempt from the payment of registration, tuition, instructional materials, and fees such as ID, parking decal, and technology fees associated with the costs of attendance. Students may be responsible for supplies and consumables that are associated with their program.

15. Any institutional responsibilities for student transportation, if provided.

None

16. For students with disabilities, a postsecondary institution eligible to participate in dual enrollment pursuant to s. 1011.62(1) (i) shall include in its dual enrollment articulation agreement, services and resources that are available to students with disabilities who register in a dual enrollment course at the eligible institution.

## Non-Discrimination, Equal Employment and Affirmative Action

No person shall on the basis of race, ethnicity, color, religion, sex, gender, gender identity, sexual orientation, national origin, disability, age, genetic information, pregnancy, or marital status, be excluded from participation, be denied the benefits of, or be subjected to harassment or discrimination under, any educational program or activity or work environment. This practice shall apply equally to students, employees, applicants for employment and all persons having business with the School Board. The District also provides equal access to its facilities to the Boy Scouts and other patriotic youth groups, as required by the Boy Scouts of America Equal Access Act.

The following person has been designated to handle inquiries regarding non-discrimination policies:

Holly Buchanon, Executive Director of Human Resources

[buchahd@bay.k12.fl.us](mailto:buchahd@bay.k12.fl.us) 850-767-4100

Students with disabilities may request reasonable accommodations by contacting the Student Services department.