

## MEMORANDUM OF UNDERSTANDING

### COLLEGE PREP MATHEMATICS AND ENGLISH LANGUAGE ARTS COURSES

#### CENTRAL TEXAS COLLEGE & KILLEEN INDEPENDENT SCHOOL DISTRICT

This Memorandum of Understanding (“MOU”) is made and entered into on June 14, 2023 between Central Texas College, P.O. Box 1800, Killeen, Texas, 76540-1800, hereinafter referred to as “CTC”, and Killeen Independent School District hereinafter referred to as “Killeen ISD”.

The purpose of this Agreement is to establish a partnership between Killeen ISD and CTC to meet the requirements as mandated by The State of Texas to develop and provide courses in college preparatory mathematics and English language arts. Both parties agree to enter into a collaborative agreement to create seamless pathways for students to enter into college level work in mathematics and English language arts without further remediation as long as the student meets Texas State testing requirements at the end of the course. As defined herein the term “student” refers to all students participating in the programs subject to the terms of this MOU.

1. **Scope of Services:** Killeen ISD and CTC agree to collaborate to develop and maintain college preparatory mathematics and English language arts courses that meet the terms of this agreement as outlined in the Support and Services section of this MOU. Killeen ISD and CTC will meet regularly to maintain the integrity of the program and to evaluate its effectiveness.
2. **Support and Services:** Killeen ISD and CTC agree to the following conditions:
  - a. For Mathematics and English language arts courses:
    - 1) CTC agrees to:
      - a) Share data and provide feedback regarding student success with Killeen ISD;
      - b) Ensure that students are advised regarding all courses that require mathematics and English language arts and college readiness
    - 2) KISD agrees to:
      - a) Provide highly qualified instructors for the courses being taught;
      - b) Identify students who are not college ready as stated in Texas Education Code 28.014;
      - c) Provide professional development and resources required to teach the mathematics and English language arts courses;
      - d) Provide curriculum for the courses that are consistent with CTC Student Learning Outcomes;

- e) Require students enrolled in these courses to take CTC departmental final exams, and a pre-TSI OR to complete the Sequences in the Texas College Bridge Course as defined below in d and e;
  - f) Identify successful completion of the course(s) on the student transcripts as determined by the State of Texas PEIMS number.
- b. For both college preparatory mathematics and English language arts courses:
- 1) CTC agrees:
    - a) To provide the Student Learning Outcomes;
    - b) To provide the syllabi for the courses being offered;
    - c) To provide exams equivalent to the departmental final exams for the courses;
    - d) To randomly check exams of students enrolled in this course to ensure proper grading procedures;
    - e) A student who successfully completes a college preparatory course under Texas Education Code 28.014 is exempt for a period of twenty-four (24) months from the date of high school graduation with respect to the content area of the course. The student must enroll in the student's first college-level course in the exempted content area in the student's first year of enrollment in an institution of higher education. This waiver applies only at the institution of higher education that partners with the school district in which the student is enrolled to provide the course. Additionally, an institution of higher education may enter into a Memorandum of Understanding with a partnering institution of higher education to accept the waiver for the college preparatory course.
  - 2) KISD agrees:
    - a) To cooperate in efforts by CTC to randomly check exams of students enrolled in the course;
    - b) A student who successfully completes a college preparatory course under Texas Education Code 28.014 is exempt for a period of twenty-four (24) months from the date of high school graduation with respect to the content area of the course. The student must enroll in the student's first college-level course in the exempted content area in the student's first year of enrollment in an institution of higher education. This waiver applies only at the institution of higher education that partners with the school district in which the student is enrolled to provide the course. Additionally, an institution of higher education may enter into a Memorandum of Understanding with a partnering institution of higher education to accept the waiver for the college preparatory course.
- c. If Killeen ISD is using the Texas College Bridge Course:
- 1) CTC agrees to:
    - a) Review the Texas College Bridge Course material and rigor;

- b) Provide additional resources as needed to include Student Learning Outcomes.
- c) Accept the Texas College Bridge Certificate of Completion for students who successfully meet the required standards. Certificates can be downloaded by the student from the Texas College Bridge website.

2) KISD agrees to:

- a) cooperate in efforts by CTC to review course material and assess rigor;
- b) adopt and implement additional resources as determined by CTC review and assessment.

d. For the college preparatory mathematics course only, Killeen ISD agrees:

- 1) To administer a CTC departmental final exam plus a pre-TSIA. NOTE: A post-TSIA is encouraged but not required;
- 2) Transferability of the exam grade to CTC is predicated on the student achieving a minimum score of 70% on the administered CTC departmental final exam;
- 3) To forward documentation verifying the exam grade(s) to CTC within 7 days of course completion;
- 4) To provide random samples of completed student exams when requested by CTC;
- 5) To maintain student exams for a period of one year;

OR

6) If using the ED Ready Texas Math Bridge Course only:

- a) Achieve a score of 90 or higher on the Stage 1 study path AND achieve a score of 90 or higher on the Stage 2 study path;
- b) To maintain student exams for a period of one year.

e. For the college preparatory English language arts course only, Killeen ISD agrees:

- 1) To administer a CTC departmental final exam plus a pre-TSIA. NOTE: A post-TSIA is encouraged but not required;
- 2) To teach and grade required essays in accordance with CTC-provided rubrics;
- 3) Transferability of the exam grade to CTC is predicated on the student achieving a minimum score of 60% on the objective section AND a score of 70% or greater on the administered CTC departmental final exam;
- 4) To forward documentation verifying the exam and essay grades to CTC within 7 days of course completion;
- 5) To provide random samples of completed student exams when requested by CTC;
- 6) To maintain student exams for a period of one year

OR

7) If using the ED Ready Texas English Bridge Course only:

- a) Achieve a score of 90 or greater on the Stage 1 initial diagnostic or the study path, AND
- b) Achieve a passing grade on a narrative essay graded by a qualified instructor, AND;
- c) Achieve a score of 90 or higher on the Stage 2 study path.

- 3. **Term.** This agreement shall commence upon the date of execution of this agreement and shall continue until such time as the agreement is terminated.
- 4. **Termination.** Either party may terminate the MOU by providing written notice 30-days prior to its intent to withdraw. Upon receipt of the 30 day notice to terminate all enrolled students for the current term will be allowed to complete that term and gain the benefits of this MOU.
- 5. **Amendments.** The terms of this MOU may be amended only by written agreement of the parties, effective after both parties sign.

Michele J. Carter  
Print Name

Michele J. Carter  
Dr. Michele J. Carter  
Chancellor  
Central Texas College

Date 9/7/2023

Megan Bradley  
Print Name

Megan Bradley  
Megan Bradley  
Interim Superintendent  
Killeen Independent School District

Date 6/15/2023