

2020-2021 Career Dual Enrollment Articulation Agreement
Between the Hamilton County School Board and
Suwannee County School Board thru RIVEROAK Technical College

THIS AGREEMENT is entered into by and between the School Board of Hamilton County, Florida, hereafter referred to as the "Board"; and RIVEROAK Technical College; hereafter referred to as the "College"; and

WHEREAS, the Florida Statutes provide that career dual enrollment is a curricular option of elective credits toward earning a high school diploma and completing a career certificate program through a district's technical college, and

WHEREAS, the Board wishes to enhance opportunities for high school graduates to identify and set clear career and postsecondary education goals before high school graduation, and

WHEREAS; the College, a publicly funded postsecondary institution, can provide a variety of high skill, high wage career training program options, and

WHEREAS, the Board and College accept the challenge of ensuring that every Suwannee County High School graduate has a defined pathway to a career and postsecondary education.

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

- A. This agreement supersedes all previous career dual enrollment agreements between the District and College. s.1007.271 (21)(a)
- B. Career dual enrollment is available to Hamilton County high school students meeting the following criteria:
 - I. Be enrolled as a student in a Florida public secondary school.
 - II. Be classified as a high school student in grade 9, 10, 11 or 12.
 - III. Possess and maintain a minimum 2.0 unweighted grade point average (GPA).
 - IV. Meet the graduation requirements for Florida state-wide assessments.
 - V. Have a plan approved by student's high school to complete all requirements to graduate on time.
 - VI. Demonstrate readiness for postsecondary work evidenced by grade point average, a good attendance record and a satisfactory disciplinary record.
 - VII. Be recommended by student's school counselor. s.1007.271 (21)(e)
- C. The College will notify students and parents of the career dual enrollment opportunity through career and postsecondary education awareness activities in District high schools. Interested students will complete a career dual enrollment application. Students must have the approval of their high school guidance counselors. s.1007.271 (21)(b)
- D. The College will accept applications for career dual enrollment in Spring and Summer for the beginning of the following school year. Mid-term applications will only be accepted


on a space available basis and with mutual agreement of the high school and College.
s.1007.271 (21)(d)

- E. 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"* by demonstrating proficiency based on the *Tests of Adult Basic Education, ACT or SAT*.
- F. All career dual enrolled students will have the opportunity to achieve at least one industry certification as part of the career dual enrollment program.
- G. Only career preparatory courses contained within the state course numbering system, and are part of a sequence of courses in a program offered through the College which lead to an industry certification, are part of this agreement. New programs/courses meeting this specification can be added to the agreement at any time by agreement of the chief administrative officers of each party. s.1007.271 (21)(c) [A list of courses and programs available for career dual enrollment is detailed in *Exhibit "B"*. It includes a delineation of approved industry certification, clock hour credit and high school credit to be awarded upon completion of each course and program.]
- H. All career dual enrollment courses under this agreement will count toward high school graduation. s.1007.271(21)(f)
- I. Students participating in career dual enrollment are exempt from payment of registration, tuition, instructional materials, laboratory fees and other fees associated with the costs of attendance. If the District receives Industry Certification funds for any Secondary Certification earned the District will return the funds to the program in which the certification was earned in accordance with the Florida Career and Professional Education Act s.1003.491
- J. Students participating in career dual enrollment will be responsible to meet College rules for registration, attendance, and behavior as specified in the College's student handbook. s.1007.271 (21)(g)(i)
- K. Students will lose the opportunity to participate in the career dual enrollment program if they are disruptive to the postsecondary learning process.
- L. If the student's cumulative GPA falls below a 2.0 in their high school courses but remains above a 2.0 in their program of study at the College, student will be placed on academic probation for one (1) year and allowed to continue their program of study at the college. If the student's cumulative high school GPA is not above a 2.0 at the end of the probationary period, the student will not be allowed to re-enroll at the College. The student can be immediately withdrawn from the College when the cumulative high school GPA falls below a 2.0, if it is mutually determined by the high school and College to be in the best interest of the student.

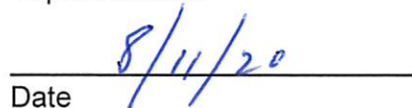
- M. The College will report student attendance and grades to the home high school in compliance with the established District grade reporting procedures and schedule. s.1007.271(21)(m)
- N. The District will ensure all career and dual enrolled students will meet the College's requirements for admission. The District and College will collaborate to monitor and maintain individual student performance in high school and career courses. S.1007.271(21)(l)
- O. The College shall be responsive to parent inquiries of student performance and progress in the career dual enrollment program.
- P. Withdrawal - Students who are withdrawn due to loss of eligibility to participate in the dual enrollment program; or a student with permission from his/her assigned school who drops out of a dual enrollment course, must return to the assigned high school for class assignment by the Principal or designee. Students are not permitted to drop courses after the tenth day of enrollment. Students with extenuating circumstances wanting to withdraw after the tenth day of enrollment must submit a written request to both the College and high school.
- Q. The student's assigned high school will work with appropriate personnel at the College to provide services and resources required by students with disabilities who register for dual enrollment. S.1007.271(25)
- R. The College will be responsible for all costs associated with presenting career instruction at the College. The student will be responsible for self-transportation to and from the college.

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

Hamilton County School Board:


Board Chairperson

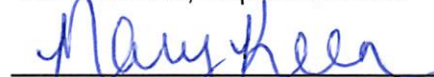

Superintendent

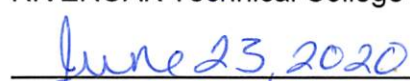

Date

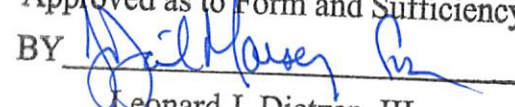
Suwannee County School Board:


Ed daSilva, Board Chairman


Ted L. Roush, Superintendent


Mary Keen Principal/Director,
RIVEROAK Technical College


Date

"Approved as to Form and Sufficiency
BY 
Leonard J. Dietzen, III

Rumberger, Kirk & Caldwell, P.A.
Suwannee School Board Attorney"

Exhibit A – Basic Skills Requirements and Exceptions for Career Dual Enrollment

Requirements;

1. All career dual enrollment students will demonstrate preparedness for postsecondary education by completing an entry-level basic skills examination. The acceptable exam for this requirement is the *Tests of Adult Basic Education (TABE)*.

2. Testing Exemptions. A student may be exempt from the testing requirement by documenting any of the following: (a, b, c, OR d)

a. Minimum SAT scores

* Verbal – 440

* Mathematics – 440

b. Minimum ACT scores

* Reading – 19

* English – 17

* Mathematics – 19

c. Possessing a state, national or industry certification or licensure examination that is identified in the list entitled “Basic Skills and Licensure Exemption List”.

<http://www.fldoe.org/core/fileparse.php/18826/urlt/BasicSkills.PDF>

d. Documented learning disability and a current individualized education plan (IEP) that demonstrates preparedness for postsecondary education.

[illegible]

Gill, Theresa						Medical Admin. Spec. B070300	OTA0040 Info Tech Assistant	A	150	Micro0069 Microsoft Office Specialist (Bundle 3 of 6)
Gill, Theresa						Medical Admin. Spec. B070300	OTA0041 Front Desk Spec.	B	300	Micro0069 Microsoft Office Specialist (Bundle 3 of 6)
Gill, Theresa						Medical Admin. Spec. B070300	OTA0631 Medical Office Tech.	C	300	NATHA003 - Certified Medical Admin. Ast. CMAA
Gill, Theresa						Medical Admin. Spec. B070300	OTA0651 Medical Admin. Spe.	D	300	NATHA003 - Certified Medical Admin. Ast. CMAA
Digital Design									600	
Poole, Pam						Digital Design K700100	OTA0040 Info Tech Assistant	A	150	Micro0069 Microsoft Office Specialist (Bundle 3 of 6)
Poole, Pam						Digital Design K700100	GRA0024 Production Asst.	B	150	ADOBE010 Adobe Certified Associate (ACA) Dreamweaver, ADOBE020ACA Illustrator, ADOBE021ACA-InDesign, ADOBE022 ACA- Photoshop
Poole, Pam						Digital Design K700100	GRA0025 Digital Asst. Design	C	300	ADOBE010 Adobe Certified Associate (ACA) Dreamweaver, ADOBE020ACA Illustrator, ADOBE021ACA-InDesign, ADOBE022 ACA- Photoshop
Early Childhood Education									600	
Thomas, Kimber	8405100	Child Development 8500310	Semester 1	0.5		E300100	Child care worker 1 HEV0870	A	150	
Thomas, Kimber	8405100	Ed & Training Directed Study 8500100	Semester 2	0.5		E300100	Child care worker 2 HEV0871	B	150	
Thomas, Kimber	8405100	Early Childhood Education 1 8405110	A	1		E300100	Teacher Aide (Preschool) HEV0872	C	150	
Thomas, Kimber	8405100	Early Childhood Education 2 8405120	B	1		E300100	Preschool Teacher HEV0873	D	150	
Thomas, Kimber	8405100	Early Childhood Education 3 8405130	C	1						
Thomas, Kimber	8405100	Early Childhood Education 4 8405140	D	1						
Cosmetology									1200	
Maxwell, Janie						Cosmetology D500100	Grooming & Salon Services CSP0009		225	
Sullivan, Patty						Cosmetology D500100	Cosmetologist & Hairdresser 1 COS0002		300	
Maxwell, Janie						Cosmetology D500100	Cosmetologist & Hairdresser 2 COS0003		300	
Sullivan, Patty						Cosmetology D500100	Cosmetologist & Hairdresser 3 COS0009	A	375	FLDOP002 Cosmetologist
Nails Specialty									225	
Thornton, Greta	8757300	Grooming & Salon Services 1		0.5		D500100	Grooming & Salon Services CSP0009		225	FLDOP008 Nail Specialist
Thornton, Greta	8757300	8757310 Nails Specialty 2		0.5						
Thornton, Greta	8757300	8757320 Nails Specialty 3	A	1						
Thornton, Greta	8757300	Directed Study 8901000		0.5						
Facials Specialty									260	
Thornton, Greta						Facials/ Skin Care I120424	Facials/Skin Care CSP0265		260	FLDOP009 Facial Specialist
Commercial Foods & Culinary Arts									1200	
Kelley, Mona	8800500	Culinary Arts 1 8800510	A	1		Commercial Foods & Culinary Arts N100500	HMV0100 Food Preparation	A	300	
Kelley, Mona	8800500	Culinary Arts 2 8800520	B	1		Commercial Foods & Culinary Arts N100500	HM0170 Cook- Restaurant	B	300	
Kelley, Mona	8800500	Culinary Arts 3 8800530	C	1		Commercial Foods & Culinary Arts N100500	HMV0171 Chef- Head Cook	C	300	
Kelley, Mona	8800500	Culinary Arts 4 8800540	D	1	NRAEF002 National Pro Start	Commercial Foods & Culinary Arts N100500	HMV0126 Food Service Management	D	300	NRAEF003 Certified Food Protection Manager
Automotive Collision Technology									1400	
Ragen, Joe	Automotive Collision Technology 9514000	Auto Collision Paint & Body Asst 9514010	A	1	NIASE088ASE Entry Level: Collision Painting and Refinishing	Automotive Collision Technology Technician T401300	ARR0140 Auto Coll Repair & Refinishing Helper/Asst.	A	150	
Ragen, Joe	Automotive Collision Technology 9514000	Auto Coll. Repair & Refinishing 1 9514020		1		Automotive Collision Technology Technician T401300	ARR0141 Auto Coll. Refin. Technician	B	450	NIASE029 ASE Coll. Repair & Refinishing Painting & Refinishing (B2)

Ragen, Joe	Automotive Collision Technology 9514000	Auto Coll. Repair & Refinishing 2 9514030		1		Automotive Collision Technology Technician T401300	ARR0312 Non-Structural Damage Repair Tech.	C	300	NIASE018 ASE Coll. Repair & Refinishing Tech Non-Structural Analysis (B3)
Ragen, Joe	Automotive Collision Technology 9514000	Auto Coll. Repair & Refinishing 3 9514040	B	1		Automotive Collision Technology Technician T401300	ARR0022 Damage Analysis & Estimating	D	75	NIASE019 ASE Damage Analysis & Estimating (B6)
Ragen, Joe	Automotive Collision Technology 9514000	Structural Damage Ast. 1 9514050		1	Collision: Non-Structural Analysis and Damage Repair	Automotive Collision Technology Technician T401300	ARR0112 Auto Coll. Welding, Cutting, Joining	E	75	
Ragen, Joe	Automotive Collision Technology 9514000	Structural Damage Ast. 2 9514060	C	1			ARR0295 Structural Damage Repair Tech.	F	350	
Automotive Service Technology						TEACH OUT DO NOT SCHEDULE NEW STUDENTS			1800	
Shea, Thomas	DE Automotive Maintenance and Light Repair 1 9504110	Auto Maint/Light Repair 1 9504110		1	NIASE076 ASE Auto Maintenance & Light Repair	Automotive Service Technology I470608	AER0014 Auto Service Assistor	A	300	NIASE013 ASE Automobile Service Consultant (C1)
Shea, Thomas	DE Automotive Maintenance and Light Repair 2 9504120	Auto Maint/Light Repair 2 9504120		1		Automotive Service Technology I470608	AER0110 Engine Repair Technician	B	150	NIASE010 ASE Enging Repair (A1)
Shea, Thomas	DE Automotive Maintenance and Light Repair 3 9504130	Auto Maint/Light Repair 3 9504130		1		Automotive Service Technology I470608	AER0257 Auto Trans & Transaxle Tech	C	150	NIASE076 ASE Auto Maintenance & light repair (G1)
Shea, Thomas	DE Automotive Maintenance and Light Repair 4 9504140	Auto Maint/Light Repair 4 9504140	A	1		Automotive Service Technology I470608	AER0274 Man. Drivetrain & Axle Tech.	D	150	NIASE016 ASE Brakes (T4)
Shea, Thomas	DE Automotive Maintenance and Light Repair 5 9504150	Auto Maint/Light Repair 5 9504150		1		Automotive Service Technology I470608	AER0453 Auto. Suspen. & Steer. Tec.	E	150	NIASE033 ASE Suspension & Sterring (T5)
Shea, Thomas	DE Automotive Maintenance and Light Repair 6 9504160	Auto Maint/Light Repair 6 9504160	B	1		Automotive Service Technology I470608	AER0418 Auto Brake System Tech.	F	150	NIASE007 ASE Brakes (A5)
Shea, Thomas						Automotive Service Technology I470608	AER0360 Auto Electrical/ Electronic system Tech	g	300	NIASE008- Electrical/Electronic Systems (T6)
Shea, Thomas							AER0172 Auto Heating & A/C Tech.	H	150	NIASE011 ASE Heating & A/C (A7)
Shea, Thomas							AER0503 Auto Engine Performance Tech.	I	300	NIASE009 ASE Engine Performance (A8)
Automotive Service Technology 1									1050	
Shea, Thomas						Automotive Service Technology 1 T400700	AER0014 Auto Service Assistor	A	300	NIASE013 ASE Automobile Service Consultant (C1)
Shea, Thomas						Automotive Service Technology 1 T400700	AER0418 Auto Brake System Tech.	B	150	NIASE007 ASE Brakes (A5)
Shea, Thomas						Automotive Service Technology 1 T400700	AER0453 Auto. Suspen. & Steer. Tec.	C	150	NIASE033 ASE Suspension & Sterring (T5)
Shea, Thomas						Automotive Service Technology 1 T400700	AER0360 Auto Electrical/ Electronic system Tech	D	300	NIASE008- Electrical/Electronic Systems (T6)
Shea, Thomas						Automotive Service Technology 1 T400700	AER0110 Engine Repair Technician	E	150	NIASE010 ASE Enging Repair (A1)
Practical Nursing									1350	
Morgan, Susan						Practical Nursing H170607	Practical Nursing Foundations 1 PRN0098	A	300	
Julius, M'Alice						Practical Nursing H170607	Practical Nursing Foundations 2 PRN0099		300	
Morgan, Susan						Practical Nursing H170607	Medical Surgical Nursing 1 PRN0290		300	
Julius, M'Alice						Practical Nursing H170607	Medical Surgical Nursing 2 PRN0291		300	
Morgan, Susan						Practical Nursing H170607	Comp. Nursing & Transitional Skills PRN0690	B	150	NCSBN002 National LPN (NCLEX-PN)
Patient Care Technician									600	
Wilson, Suzanne						Patient Care Technician H170694	Basic Healthcare Worker HSC003	A	90	
Wilson, Suzanne						Patient Care Technician H170694	Nurse Aide & Orderly (Articulated) HCP0121	B	75	
Wilson, Suzanne						Patient Care Technician H170694	Advanced Home Health Aide HCP0332	C	50	FDMQA002 Certified Nursing Assistant
Wilson, Suzanne						Patient Care Technician H170694	Patient Care Assistant HCP0020	D	75	NATHA002 Certified EKG Tech
Wilson, Suzanne						Patient Care Technician H170694	Allied Health Assistant HSC0016	E	150	NATHA007 Certified Phlebotomy Technician
Wilson, Suzanne						Patient Care Technician H170694	MEAD580	F	100	
Wilson, Suzanne						Patient Care Technician H170694	Patient Care Tech. PRN0094	G	60	NATHA006 Certified Patient Care Technician

Pharmacy Technician									1050	
Miller, Katie						Pharmacy Technician H170170	Basic Healthcare Worker HSC003	A	90	
Miller, Katie						Pharmacy Technician H170170	Pharmacy Technician 1 PTN0084		360	
Miller, Katie						Pharmacy Technician H170170	Pharmacy Technician 2 PTN0085		300	
Miller, Katie						Pharmacy Technician H170170	Pharmacy Technician 3 PTN0086	B	300	PTCBD001 Pharmacy Technician
Surgical Technology									1330	
West, Traci						Surgical Technology H170211	Basic Healthcare Worker HSC0003	A	90	
West, Traci						Surgical Technology H170211	Central Supply Technician STS0015	B	210	
West, Traci						Surgical Technology H170211	Surgical Technologist 1 STS0010		343	
West, Traci						Surgical Technology H170211	Surgical Technologis 2 STS0011		343	
West, Traci						Surgical Technology H170211	Surgical Technologist 3 STS0012	C	344	NSTSA001 Certified Surgical Technologist (CST)
Phlebotomy									165	
Blackwell, Marivic						Basic Healthcare Worker HSC0003		A	90	
Blackwell, Marivic						Phebotomist MEA0520	NATHA007 Certified Phlebotomy Technician	B	75	



TABE Exemption Form

Section 1004.91, F.S. Requirements for career education program basic skills

Students who enroll in a Career and Technical Education (CTE) program offered for career credit of 450 hours or more must complete an entry-level examination (TABE) within the first 6 weeks after admission into the program.

Each CTE program requires specific TABE scores. These scores must be met in order for the student to receive a certificate of completion. There are exemptions to this requirement (listed below).

If you meet one of the applicable exemptions below, please indicate so in the appropriate section (documentation must be provided).

I meet one (or more) of the exemptions below. I am a student who:

- _____ • Possesses a college degree at the associate in applied science level or higher.
- _____ • Demonstrates readiness for public postsecondary education pursuant to s. 1008.30 and applicable rules adopted by the State Board of Education. (see below)
 - _____ ○ entered 9th grade in a Florida public school in the 2003-2004 school year, or any year thereafter, and earned a Florida standard high school diploma
 - _____ ○ earned a 150 on Mathematics and 150 on the RLA section of the 2014 GED® version
 - _____ ○ is serving as an active duty member of any branch of the United States Armed Services
 - _____ ○ earned the following scores after March 1, 2016: ACT – Reading 19, English 17, Math 19;
OR SAT: Verbal 440, Math 440

_____ I do not meet one of the criteria above and must meet the TABE requirements for the CTE program in which I am enrolling. (Please see the Guidance Secretary to register for the next available testing time)

A student with a documented disability may be exempted from a TABE requirement. Exemptions are explained below:

- Documentation from a qualified health professional or agency that verifies the presence of an impairment that substantially limits a major life activity or function.
- The document must include the date and signature of the professional responsible for the assessment of functioning.
- Services and accommodations are determined on a case-by-case basis.
- Documentation must be current; typically within 3 years

An exemption is not the same as an accommodation. To receive accommodations, a student must complete a SELF IDENTIFICATION AND AUTHORIZATION FORM FOR STUDENTS WITH DISABILITIES.

Please make an appointment with the Guidance Director to discuss a disability and/or exemptions/accommodations.

Date: _____ Print Name: _____

Signature: _____