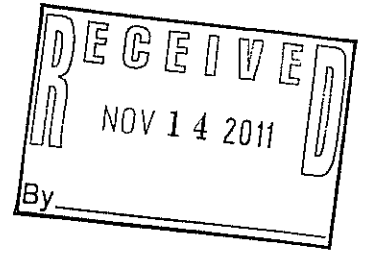


**INTERLOCAL AGREEMENT
BETWEEN
SKAGIT VALLEY COLLEGE
AND
SOUTH WHIDBEY HIGH SCHOOL SD #206**



PARTIES TO THE AGREEMENT

This Interlocal Agreement is made and entered into by and between Skagit Valley College, hereinafter referred to as "SVC", and South Whidbey High School, SD #206, pursuant to the authority granted by Chapter 39.34 RCW.

PURPOSE

Career and Technical Education (CTE) dual credit interlocal articulation agreements are designed to award college credit to students who successfully complete articulated college level CTE courses and programs while still in high school. RCW 28B.50.530 authorizes community and technical colleges to establish agreements in collaboration with local school districts. Interlocal articulation agreements define the criteria for equivalency and the granting of credit. The following guidelines provide a framework and operational structure for colleges and school districts to facilitate the implementation of articulation through direct transcription.

The purpose of this agreement is to grant Skagit Valley College credit to high school students who have achieved the level of knowledge and skill required for the high school CTE college-equivalent course(s). Upon successful completion of the identified course competencies with a grade of 'B' (3.0) or higher and the high school teacher's endorsement that the competency requirements have been met, articulated credit will be granted.

A dual credit interlocal articulation agreement is designed to provide students with a non-duplicative, coherent, sequence of progressive achievement leading to technical skill proficiency, a credential, a certificate, or a degree (see attachment A for list of articulated courses and/or programs of study).

PERIOD OF PERFORMANCE

This Agreement shall become effective for school year 2011-2012 and expire June 30th, 2012, unless terminated sooner or extended as provided herein. This agreement will be reviewed regularly and approved annually by the South Whidbey High School, SD #206 CTE director or designee.

Articulation Review and Renewal:

The designated program facilitators, college administrators and/or instructors and high school faculty will meet regularly face-to-face every other year (not to exceed a three [3] year rotation) to revise or discuss the articulation agreement. Minor revisions can be made via phone calls, correspondence or email.

STATEMENT OF WORK

The development of CTE dual credit articulation agreements that are identified within a specific pathway and/or program of study.

SVC Will:

1. Establish the course requirements for college credit to be granted. Course competencies identify the academic and technical skills for each course and may include requirements such

as term papers, portfolios, or industry certification exams. High School students must achieve a B (3.0) or better grade in the course competencies to qualify for college credit.

2. Work with the high school teacher to assure that the articulation agreement is finalized, and is included in a program of study leading to a certification and/or degree.
3. Provide assistance with the State Board for Community and Technical Colleges (SBCTC) Statewide Enrollment and Reporting System (SERS).
4. Facilitate annual articulation reviews according to the following review schedule: Articulation agreements should be regularly reviewed/updated and resigned by college faculty/deans and CTE directors/HS teachers on a predetermined schedule, not to exceed a three (3) year rotation, or as deemed necessary due to changes in the college course content, structure or faculty, as requested by the Pathways office staff in connection with high school CTE Director at the High School.
5. Provide assistance with the State Board for Community and Technical Colleges (SBCTC) Statewide Enrollment and Reporting System (SERS).
6. Identify the articulated course on the transcript as a regular college-level course. No designation will be used to indicate the course was taken while the student was in high school.
7. At the discretion of the college division program chair, a student failing to make satisfactory progress in a college course or a college program of study may be required to retake a college course that the student had previously earned credit for, through the high school dual credit program.

South Whidbey High School, SD #206 Will:

1. Ensure all College dual credit articulated courses are taught by instructors who meet the WA State CTE teaching requirements or meet SVC employment criteria. WAC 131-16-095 (2)
2. Ensure the high school program/courses meet the academic and technical standards established for CTE state approved programs.
3. Identify an administrative point of contact/program manager (principal/CTE director) to ensure instructor compliance with the interlocal articulation agreement.
4. Follow the suggested articulation guidelines by submitting a request to articulate form, and provide SVC with a high school course syllabus for each dual credit class, along with assessments that apply to competencies for the corresponding college course.
5. Work with the SVC Tech Prep/Pathways Director to assure that the articulation agreement is finalized, and is included in a program of study leading to certification and/or degree.
6. Work with college faculty to improve corresponding assessments for those competencies, following guidelines of curricula and appropriate assessment measures; do what is requested with assessments so that they pass approval by supervising SVC faculty.
7. Ensure all students receive a copy of the course syllabus outlining information about CTE dual credit, the college course competencies and the process required to earn college credit.
8. Ensure all students are registered in the SERS during the same academic year the high school class is completed. If a series of courses are involved in the articulation, students register for credit during the same academic year the last course in the series is completed.
9. Ensure student compliance with college enrollment policy to avoid duplication of courses and credits.
10. Submit final grades into the State Board for Community and Technical Colleges (SBCTC) Statewide Enrollment and Reporting System (SERS) for all students registered to earn SVC credit.
11. Review interlocal articulation agreements on a yearly basis to ensure all teachers submit their current course syllabus with highlighted revisions.

Students Served: The college and school district partners will make reasonable efforts to ensure all student populations are served by the CTE dual credit program.

Data Collection: All partners agree to assist in the collection of data concerning student participation, student performance, and instructor participation in the CTE dual credit program. Data will be used to determine the success of students who receive articulated credit during high school and then transfer to college in the same or similar pathway and program of study.

Credit Transfer: College credits, including those awarded through direct transcription may or may not transfer to four-year institutions or other colleges outside the state's community/technical college system. It is the responsibility of the student to consult with those institutions concerning specific credit transfer and admissions requirements.

Procedural Steps in the Agreement Process:

1. Students must be enrolled in an approved articulated CTE course and/or program of study.
2. Students must register for dual credit using the State Board for Community and Technical Colleges (SBCTC) Statewide Enrollment and Reporting System (SERS) according to specified timeline.
3. Students must register to earn credit at only one college when the same high school course is articulated at multiple colleges.
4. Participating high school instructors will use the SBCTC registration/grading process to enter grades and verify student completion of articulated courses during the specified timeline.
5. High School students will receive college credit upon successful completion of the dual credit course(s) with a grade "B" (3.0) or better.
6. Participating colleges will post a grade to the transcript of students who have applied, registered and successfully completed designated dual credit courses. Transcripts will be made available to students.

COMPENSATION

The South Whidbey High School, SD #206 shall pay SVC a fee for the performance of all things necessary for, or incidental to, the work as set forth in the Statement of Work of this Agreement.

Fees have been recommended by the 2010-2011 Tech Prep Consortium Steering Committee and approved by the Executive Board for the 2011-2012 school year. The fee is calculated by using the previous school year average annual Full Time Enrollment (FTE) of all South Whidbey High School, SD #206 students grades 9 – 12, according to the State of Washington Superintendent of Public Instruction report 1251H, form P223, run on July 18, 2011, multiplied by \$1.00 (607 x 1.00 = \$607.00).

Invoice for fees will be initiated and mailed by the SVC business office to the school district business office. Payment shall be forwarded to the attention of Jeanette St. Germain, at the following address:

Skagit Valley College
Business Office
2405 E College Way
Mount Vernon, WA 98273

SVC shall pay High School Instructor an amount not to exceed \$200 per articulated college course for the performance of all things necessary for, or incidental to, the work as set forth in the Statement of Work of this Agreement.

Attachment A

**INTERLOCAL AGREEMENT
BETWEEN SKAGIT VALLEY COLLEGE AND SOUTH WHIDBEY HIGH SCHOOL, SD #206
11/8/11**

Jeff Greene

High School Course Title	College Course Title	College Course	Credits
Tech Connections	Business Computers & Applications	BMT120	5

Jim Christensen

High School Course Title	College Course Title	College Course	Credits
Sports Medicine	Anatomy & Physiology	NURS 136	6

Sheryl Harless

High School Course Title	College Course Title	College Course	Credits
Merchandising & Marketing	Customer Service & Personal Selling	BMT 141	5
Accounting I & II	Accounting I	OFTEC 145	5
Tech Connections	Business Computers & Applications	BMT 120	5