

## PERFORMANCE BASED CONTRACT GUIDELINES

### 1. WHAT IS THE PURPOSE OF THE SERVICE?

#### College Courses

To allow eligible Roosevelt High School- Early College Studies students the opportunity to earn college credit for college level courses taught at their high school.

The intent is to enable these students to start their college career while still in high school. The courses are college level and are accepted as direct transfer credit at Mercy College and at many other colleges and universities. Not only will this course work provide students with valuable preparation for college level work, it will also save them time and money towards their college degree, in addition, to preparing them for successful completion of any associated Regents exams.

### 2. AMOUNT OF SERVICE

#### College Courses

Students may earn a maximum of 24 credits at Mercy College while they are attending high school. For the 2019-2020 school year, the following courses have been approved and will be offered at Roosevelt High School and taught by their vetted teachers.

<b>Courses</b>	<b>Approx. # of Students</b>
ENGL 111 Written English and Literary Studies I	3 credits 60
ENGL 112 Written English and Literary Studies II	3 credits 60
LAWS 240 Business Law I	3 credits 30

The Mercy College fall semester will go into effect September 2019 through December 2019, and spring semester will be from January 2020 through May 2020. The High school calendar will also begin September 2019 and will end in June 2020. Students will receive dual high school and college credit upon successful completion of the course. The contractual period is from September 1, 2019 to August 31, 2020.

**Each three-credit course is \$150.**

There will be approximately 150 registrations in the courses listed above.  
Total cost to be billed, approximately \$22,500 (150 X 150).

### **3. WHO IS SERVED?**

#### **College Courses**

Approximately one hundred (150) qualified Early College High School students. Qualification is determined by the passing of college Accuplacer exams, grade point average, and or relevant regents' scores. In addition, enrollment is predicated on approval from administration and or a recommendation from the guidance counselor or the teacher responsible for the course. Students must be in 11<sup>th</sup> or 12<sup>th</sup> grade.

### **4. WHO WILL PROVIDE SERVICES?**

#### **College Courses**

Classes will be taught by qualified Roosevelt High School teachers. The teachers are required to submit a course syllabus or agree to use the course syllabus Mercy provides for the classes being taught. The teachers must submit their resumes to Mercy College to the Office of the Provost for approval by the appropriate Program Director. This is an annual process.

In addition, Roosevelt High School teachers will:

- Hold a Master's degree in required field of education
- Provide a course syllabus for each class being offered, the text book being used, and the methods of assessment
- Provide a schedule for the class including the start and end dates of the course and the total number of class hours
- Provide a class roster at the end of the term with a final grade for each student enrolled
- Participate in any assessment of learning outcomes of courses designated by the college.

**4a. WILL THE CONTRACTOR BE UTILIZING ANY VOLUNTEERS, OR BE HIRING/UTILIZING ANY SUBCONTRACTORS IN FURTHERANCE OF THIS AGREEMENT? IF SO, PLEASE LIST ALL OF THEIR NAMES AND CONTACT INFORMATION.**

No

**5. WHAT WILL BE COMMUNICATED TO DISTRICT PERSONNEL, PARENTS, OTHERS ABOUT PROGRESS AND RESULTS OF THE SERVICES?**

College Courses

The parents are apprised of the college courses being offered at Roosevelt High School when their child enters their respective schools in the 9<sup>th</sup> grade. During the first week of June student led conferences are held and the parents are informed of the college courses their students are currently taking as well as the proposed upcoming fall college courses offerings.

Parents are also informed about the courses during PTSA meetings, Open House, Report Card Night, and during Summer Transition programs. A Mercy College representative will make presentations to parents, teachers and/or students during the aforementioned venues and as requested by the school administrators.

**6. HOW WILL THE QUALITY OF SERVICE BE JUDGED?**

College Courses

Mercy College faculty will ensure that the content of the course taken is equivalent to a college level course in that discipline. Students who enroll in any of the classes listed above and receive a grade of C (75) or better will receive three college credits for each course and are eligible to receive a Mercy College transcript reflecting those courses.

To qualify for Mercy College credit, the student must

1. Be recommended by their guidance counselor or teacher to qualify for Mercy College credit. Students must be in 11<sup>th</sup> or 12<sup>th</sup> grade.
2. Be currently enrolled at the high school where the class is being offered
3. Complete a Mercy College registration form.

No high school student may receive more than 24 credits in total from Mercy College and may not register for more than 12 credits in any academic semester. Students who complete Mercy College credits may be eligible for special Mercy College grants and scholarships upon graduation from high school.

Annual Performance Reports submitted to the U.S. Department of Education assess the effectiveness of the previous project activities, and are on file in the Department of Instructional Support.

**7. PERSON RESPONSIBLE FOR ADMINISTERING THE CONTRACT**

This contract is between:

**Mercy College, 555 Broadway Dobbs Ferry, NY 10522**

And

**Roosevelt High School, Yonkers Public Schools**

Persons responsible for administration of contract;

Mercy College Contact:

Anne Gilligan

Executive Director of Admissions, Mercy College

914-674-3023

[agilliganevans@mercy.edu](mailto:agilliganevans@mercy.edu)

And

Board of Education Contact:

RoseAnne Collins-Judon

Assistant Superintendent

914.376.8281

[rcollins-judon@yonkerspublicschools.org](mailto:rcollins-judon@yonkerspublicschools.org)

**8. ARE THE SERVICES PURSUANT TO A GRANT AGREEMENT? IF YES, WHAT IS THE GRANT AND WHAT ARE THE GRANT REQUIREMENTS RELATED TO THIS AGREEMENT?**

The Smart Scholars Grant, Cohort 3. These funds are used to provide an opportunity for high school students to have college experience. The program targets students who are traditionally underrepresented in post-secondary institutions. Institutions of higher education (IHEs) partner with public school districts to create early college high schools that provide students with the opportunity and preparation to accelerate the completion of their high school studies while earning college credit.

**9. WILL THE CONTRACTOR BE RECEIVING ANY STUDENT DATA OR OTHER DATA FROM YONKERS PUBLIC SCHOOLS? IF YES, PLEASE**

**DESCRIBE. IF STUDENT DATA IS BEING SHARED, PLEASE PROCEED TO QUESTION 10 BELOW.**

**No**

**10.WILL THE STUDENT DATA BE USED FOR THE PURPOSE OF DEVELOPING, VALIDATING, ADMINISTERING STUDENT AID PROGRAMS, OR IMPROVING INSTRUCTION? IF YES, PLEASE SPECIFICALLY DESCRIBE.**