College of Central Florida
Meeting of the District Board of Trustees
Wednesday, August 27, 2025
3:00 p.m.
Ocala Campus – Founders Hall Board Room

A G E N D A

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

RECOGNITIONS

MINUTES

1. Adoption of Minutes

CONSENT AGENDA

Routine Business

2. Personnel Actions
3. Property Donations/Dispositions

Agreements, Contracts, Leases

4. Health Care Affiliation & Internship Agreements
5. Building Bridges Academy Articulation Agreement 2025-2026 – Renewal
6. Citrus County School Board- Mid Florida Career Pathway Consortium – Renewal
7. DirectConnect to UCF – Renewal
8. Dixie County School Board Articulation Agreement 2025-2026 – Renewal
9. First Assembly Christian School Articulation Agreement 2025-2026 – Renewal
10. First Place Academy Articulation Agreement 2025-2026 – Renewal
11. Gilchrist County School Board Articulation Agreement 2025-2026 – Renewal
12. Inverness Christian Academy Articulation Agreement 2025-2026 – Renewal
13. Levy County School Board – Mid Florida Career Pathway Consortium – Renewal
14. Marion Technical College – Mid Florida Career Pathway Consortium – Renewal
15. Redeemer Christian School Articulation Agreement 2025-2026 – Renewal
16. Riverside Christian School Articulation Agreement 2025-2026 – Renewal
17. Solid Rock Christian Academy Agreement 2025-2026 – Renewal

18. Souls Harbor Christian Academy Articulation Agreement 2025-2026 – Renewal
19. St. John Lutheran School Articulation Agreement 2025-2026 – Renewal
20. Sumter County School Board – Mid Florida Career Pathway Consortium – Renewal

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OTHER BUSINESS

For Approval

21. Kids Central Student Internship Placement Agreement - New
22. Pace Center for Girls Articulation Agreement 2025-2026 – New
23. Agreement for Horse Boarding
24. Marion County Health Department – Mobile Health Clinic MOU
25. Amended Annual Operating Budget 2025 – 2026
26. Amended 2025-2026 Salary Schedule and Related Personnel Policies
27. General Education Changes
28. Board Calendar Change – 2025-2026
29. Legislative Priorities

Acknowledge Receipt

30. Financial Information – Monthly Financial Summary Reports

For Information Only

31. J-1 Implementation Update
32. Accreditation Reaffirmation and QEP Update
33. DOGE Request Updates

BOARD CHAIR/TRUSTEE REMARKS

PRESIDENT'S REPORT

ADJOURNMENT

CALL TO ORDER

The Chair called the regular meeting of the Board of Trustees to order at 3:00 p.m. on Wednesday, June 26, 2024 and asked that everyone stand to recite the Pledge of Allegiance. The meeting was held on the Ocala Campus.

PRESENT

Members Present: Bobby Durrance, Chair; Joyce Brancato; Rusty Branson; Fred Roberts, Jr.; Bill Edgar via Telephone; James Henningsen, Board Secretary

ABSENT

Members Absent: Charlie Stone

The Chair reported that the meeting had been properly noticed, the agenda was available one week prior to the meeting and there was a quorum present.

Revision for Cause

Chair Durrance informed the Board that the agenda has been revised for cause. Item 35 Appleton Cultural Center Inc. – Annual Financial Audit Ending December 31, 2024 has been added. Upon a motion by Trustee Brancato second by Trustee Branson and unanimously carried, Item 35 Appleton Cultural Center Inc. – Annual Financial Audit Ending December 31, 2024 has been added to the agenda.

PUBLIC COMMENT

The Chair asked if there was anyone in the audience that wished to address the Board. As there was no public comment, the Chair moved on to the next agenda item.

MINUTES

The Chair asked for any corrections or updates to the minutes of the May 28, 2025 District Board of Trustees meeting. Hearing none, upon a motion by Trustee Roberts second by Trustee Brancato and unanimously carried, the Board approved the May 28, 2025 meeting minutes as presented and authorized the Chair and President to sign on behalf of the Board.

CONSENT AGENDA

Personnel Actions

Full -Time Positions: That the record indicates that the following person(s) were authorized by the President to fill the following full-time position(s) by funding source:

Operating Fund 1:

Rainey, Kylie N. – Temp to Regular Appointment – Faculty – Nursing – Health Sciences – May 19

Grants and Contracts – Fund 2: None this reporting period.

Auxiliaries – Fund 3: None this reporting period.

Reorganizations:

Institutional Effectiveness and College Relations – Effective June 16, 2025
Purpose: to reorganize the Institutional Research and Effectiveness (IRE) department and the Resource Development & Accreditation department to realign Accreditation with IRE.

Job Title Changes
Vacant – From Director, Institutional Research and Effectiveness to Director, Accreditation and Institutional Effectiveness
Matthew, Louis J. – From Director Resource Development and Accreditation to Director, Resource Development
Powell, Lynanne K. – From Accreditation and Grants Specialist to Accreditation Specialist, reporting change to Director, Accreditation and Institutional Effectiveness

Reclassification
Gremanis, Diana – From Grants Specialist II (P2) to Grants Compliance Manager (P3), reporting change to Director, Institutional Research and Effectiveness

Equity Adjustment – Effective June 01, 2025:

Fryns, Jennifer L. – Vice President, Workforce Development and Innovation
Viviano-Broderick, Tamara F – Vice President, Institution Effectiveness and College Relations

Adjunct Instructors: That the following persons be appointed to teach credit courses on a term-by-term basis as needed:

Carlisle, John G.	Martin, Lisa Marie L.	Stevens, Melanie S

Instructors, Hourly – Non-Credit: That the following persons be appointed to teach non-credit Continuing Education Criminal Justice, Public Service or Corporate Training courses on an as-needed basis:

Allen, Casey R.	Grimes, Timothy	Sitkoff, Zak A.
Angel, Sarah L.	Grover Marsh, Jessica D.	Warren, George T.
Black, Shayne R.	Neil, Ryan D.	York, Beau J.
Bueno Gonzalez, Gessica E.	Perkins, Trisha L.	Zitnick, Dustin M.
Demirovic, Denis	Romero, Justin R.	

Temporary Part -Time Career Service: OPS

Ballard, Beatriz	Lopez, Alma D.

Temporary Part -Time Hourly: That the record indicates that the following persons were authorized by the President to fill temporary positions to be paid an hourly rate of $15.00:

Stokes-Roberts, Deyonna J.

Notification of engagement in outside employment or extra college activities:
Lopez, Leonardo O.

Retirements: That the following individual(s) be approved for retirement:

Davis, Katheryn M. – Coordinator – Enrollment and Student Services – Levy – May 31, 2025
Pinder, Paula – CF Lab Preschool Teacher – Child Care – June 30, 2025

Resignations:
Davis, Nona Lee – Faculty – Visual and Performing Arts – May 27, 2025
Hughes, Elizabeth J. – Faculty – Nursing – Health Sciences – May 15, 2025
Reick, Charles W. – Faculty- Program Manager-Respiratory Care–Health Sciences–August 15, 2025

Terminations: None this reporting period.

Separation due to Internal Transfer – No Break in Service: None this reporting period.

Separation from the College due to end of temporary appointment:

Rainwater, Sabrina BC – Faculty – Mathematics – May 15, 2025
Stevens, Melanie S. – Faculty – Business, Technology & Agricultural Sciences – May 15, 2025

Separation from the College due to end of grant funding: None this reporting period.

Separation from the College due to Leave of Absence: None this reporting period.

Separation from the College due to Elimination of Position: None this reporting period.

Completion of 90-Day Observation Period: The following employee(s) successfully completed the required 90-day observation period: None this reporting period.

The Board was asked to approve one (1) Health Care Affiliation & Internship Agreements and give authorization to the President to sign the agreement on behalf of the College of Central Florida.	**Health Care Affiliation and Internship Agreements**
The Board was asked to approve the Ambleside School of Ocala Articulation Agreement 2025-2026 - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	**Ambleside School of Ocala Articulation Agreement 2025-2026 – Renewal**
The Board was asked to approve the Citrus County School Board Articulation Agreement 2025-2026 - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	**Citrus County School Board Articulation Agreement 2025-2026**
The Board was asked to approve the Creekside Christian School Articulation Agreement 2025-2026- Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	**Creekside Christian School Articulation Agreement 2025-2026- Renewal**
The Board was asked to approve the Crossroads Academy Articulation Agreement 2025-2026- Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	**Crossroads Academy Articulation Agreement 2025-2026-Renewal**
The Board was asked to approve the Gracepointe Academy Articulation Agreement 2025-2026- Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	**Gracepoint Academy Articulation Agreement 2025-2026–Renewal**
The Board was asked to approve the Levy County School Board Articulation Agreement 2025-2026- Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	**Levy County School Board Articulation Agreement 2025-2026 – Renewal**
The Board was asked to approve the Liberty Christian Preparatory Academy Articulation Agreement 2025-2026- Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	**Liberty Christian Preparatory Academy Articulation Agreement 2025-2026- Renewal**
The Board was asked to approve the Marion County School Board Articulation Agreement 2025-2026- Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	**Marion County School Board Articulation Agreement 2025-2026 – Renewal**
The Board was asked to approve the Marion County School Board Mid Florida Career Pathway 2025-2026 - Renewal and give authorization to the Board Chair and the President to sign the agreement on behalf of the College of Central Florida.	**Marion County School Board Mid Florida Career Pathway 2025-2026 – Renewal**
The Board was asked to approve the Next Generation Christian Academy Articulation Agreement 2025-2026- Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	**Next Generation Christian Academy Articulation Agreement- 2025-2026- Renewal**
The Board was asked to approve the Ocala Christian Academy Articulation Agreement 2025-2026- Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	**Ocala Christian Academy Articulation Agreement 2025-2026- Renewal**
The Board was asked to approve the Seven Rivers Christian School Articulation Agreement 2025-2026- Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	**Seven Rivers Christian School Articulation Agreement 2025-2026 Renewal**

Trinity Catholic High School Articulation Agreement 2025-2026-Renewal

The Board was asked to approve the Trinity Catholic High School Articulation Agreement 2025-2026-Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

Approval of Consent Agenda

The Chair presented the Consent Agenda for approval. Upon a motion by Trustee Branson, second by Trustee Edgar and unanimously carried, the Board approved the items on the Consent Agenda. Copies of all materials relating to this portion of the agenda are on file in the President's office.

PUBLIC HEARING

Prior to the adoption of the following board policies and pursuant to Florida Statutes, the Chair called a public hearing on the advertised policy and declared the Board to be in recess. There being no one from the public who wished to speak, the public hearing was closed, the regular board meeting was reopened.

Student and Mandatory Fees 2025-2026

As required by State Board of Education Rules and Florida Statutes, Student and Mandatory Fees 2025-2026 additions, changes, and deletions were properly noticed. Chuck Prince, Vice President of Administration and Finance reviewed that there were no changes to the student tuition or standard fees but the increase or decrease in individual course fees were due to changes in cost of course materials. As there were no questions regarding the fees, upon a motion by Trustee Roberts, seconded by Trustee Branson, and unanimously carried, the Board approved the Student and Mandatory Fee Schedule for 2025-2026.

OTHER BUSINESS

Eckerd Youth Alternative Inc. Articulation Agreement 2025-2026

Mr. Prince, Vice President of Administration and Finance, presented the Eckard Youth Alternative Inc. Articulation Agreement 2025-2026 to the Board for approval. Upon a motion by Trustee Branson and second by Trustee Roberts, the Board approves the Eckard Youth Alternative Inc. Articulation Agreement 2025-2026 and gives authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

Ocali Charter High School Articulation Agreement 2025-2026

Mr. Prince, Vice President of Administration and Finance, presented the Ocali Charter High School Articulation Agreement 2025-2026 to the Board for approval. Upon a motion by Trustee Brancato and second by Trustee Roberts, the Board approves the Ocali Charter High School Articulation Agreement 2025-2026 and gives authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

Virtual Prep Academy Articulation Agreement 2025-2026

Mr. Prince, Vice President of Administration and Finance, presented the Virtual Prep Academy Articulation Agreement 2025-2026 to the Board for approval. Upon a motion by Trustee Branson and second by Trustee Brancato, the Board approves the Virtual Prep Academy Articulation Agreement 2025-2026 and gives authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

Marion County School Board Student Internship Program Agreement 2025-2026 – First Amendment

Dr. Fryns, Vice President of Workforce Development and Innovation, presented the Marion County School Board Student Internship Program Agreement 2025-2026 – First Amendment to the Board for approval. Upon a motion by Trustee Roberts and second by Trustee Brancato, the Board approves the Marion County School Board Student Internship Program Agreement 2025-2026- First Amendment and gives authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

Marion County Housing Finance Authority of Marion County- Cybersecurity MOU

Dr. Fryns, Vice President of Workforce Development and Innovation, presented the Marion County Housing Finance Authority of Marion County – Cybersecurity MOU for approval. After a brief discussion, upon a motion by Trustee Branson, Second by Trustee Roberts and unanimously carried, the Board approved the Marion County Housing Finance Authority of Marion County- Cybersecurity MOU and gives authorization for the Chair, President and attorney to sign on behalf of the College of Central Florida.

BerryDunn ERP Implementation Project – Change Order No. 2

Mr. Prince, Vice President of Administration and Finance presented BerryDunn ERP Implementation Project – Change Order No. 2 to the Board for approval. Phase III includes training and support to go live through the end of June 2026. After a brief discussion, upon a motion by Trustee Brancato, second by Trustee Roberts and unanimously carried, the Board approves the BerryDunn Implementation

Project – Change Order No. 2 and gives authorization for the Chair to sign on behalf of the Board.

General Fund Operating Budget Amendment

Mr. Chuck Prince, Vice President of Administration and Finance, presented General Fund Operating Budget Amendment #1 for FY 2024-2025 to transfer funds from fund 1 to fund 7. After a discussion, upon a motion by Trustee Branson, second by Trustee Roberts and unanimously carried, the Board Approved the General Fund Operating Budget Amendment #1 for FY 2024-2025.

Annual Operating Budget 2025-2026

Mr. Prince, Vice President of Administration and Finance, presented highlights from the Annual Operating Budget for 2025-2026. A report summarizing the budget and focusing on Board-established priorities was made available to the Board, and a copy of the proposed budget presented in the format required by the Division of Florida Colleges was available for review. After discussion for clarification, a motion by Trustee Roberts, seconded by Trustee Branson and unanimously carried, the Board approved the annual operating budget 2025-2026.

Salary Schedule and Related Personnel Policies 2025-2026

Mr. Prince, Vice President of Administration and Finance, presented the 2025-2026 Salary Schedule and Related Personnel Policies. After discussion and upon a motion by Trustee Brancato, seconded by Trustee Roberts and unanimously carried, the 2025-2026 Salary Schedule and Related Personnel Policies were approved. A copy of the document is on file in the President's office.

Write-offs for Fiscal Year 2024-2025

Mr. Prince, Vice President of Administration and Finance, presented Write-offs for Fiscal Year 2024-2025 for student receivables totaling $35,400.01. Students are required to pay outstanding debt before enrolling or receiving transcripts. Upon a motion by Trustee Roberts, seconded by Trustee Branson and unanimously carried, the Board approved the account write-offs for 2024-2025.

Capital Improvement Program- FY 2025-2026 through FY 2029-2030 and Fund 7 College Wide Capital Outlay Projects Budget 2025-2026

Mr. Prince, Vice President of Administration and Finance, presented the five-year Capital Improvement Program (CIP) to be submitted to the Division of Florida Colleges. The CIP describes the status of the college's land and facilities and provides information on specific projects for land acquisitions, new construction, renovation, remodeling and general maintenance. Additionally, Mr. Prince presented the proposed Fund 7 College-Wide Capital Outlay Projects budget for 2025-2026. Upon a motion by Trustee Brancato, seconded by Trustee Branson, and unanimously carried, the Board approved the Capital Improvement Program and Fund 7 College Wide Capital Outlay Projects budget 2025-2026 through 2029-2030 and Fund 7 College Wide Capital Outlay Projects Budget 2025-2026.

CF Foundation Audit, 990 and DSO Checklist – January 1, 2024 through December 31, 2024

Mr. Prince, Vice President of Administration and Finance presented the CF Foundation Audit, 990 and DSO Checklist for January 1, 2024 through December 31, 2024. Upon a motion by Trustee Roberts and second by Trustee Brancato, the Board approved the CF Foundation Audit, 990 and DSO check list for January 1, 2024 through December 31, 2024 and gives authorization to the Board Chair and the President to sign the agreement on behalf of the College of Central Florida.

Board Calendar for 2025-2026

Dr. Henningsen presented to the Board a schedule of meeting dates for the coming year, with all meetings to be held on the fourth Wednesday of the month with the exception of December and no meeting to be held in July or November. The dates are: August 27, September 24, October 22, and December 3, 2025 and January 28, February 25, March 25 April 22, May 27, and June 24, 2026. Upon a motion by Trustee Branson, second by Trustee Brancato and unanimously carried, the Board approved the schedule of meeting dates for 2025-2026.

ACKNOWLEDGE RECEIPT

Financial Information-Monthly Financial Summary Report

Mr. Prince, Vice President of Administration and Finance reviewed the highlights and variance analysis of the Monthly Financial Summary Report of revenues and expenses for the period ending in May for the comparative fiscal years 2023-2024 to 2024-2025. The Chair acknowledged receipt of the report on behalf of the Board.

Technology Plan 2025-2026

Mr. Prince, Vice President of Administration and Finance presented the Technology Plan for 2025 – 2026 which included technology requests for this upcoming fiscal year and covers any ongoing technology needs and also reviews prior year requests. The requests listed as general, are addressed in the capital outlay budget and funded based on availability of funds. The Chair acknowledged receipt of the report on behalf of the Board.

Auditor General Report No. 2025-202 Operational Audit

Mr. Prince, Vice President of Administration and Finance presented the Auditor General Report No. 2025-202 Operational Audit. The operational audit cover 2023 with three findings; tracking of energy savings, vendor information changes and deactivation of privileges. Procedures and processes are being updated to correct the findings. The Chair acknowledged receipt of the report on behalf of the Board.

Appleton Cultural Center Inc.- Annual Financial Audit Ending December 31, 2024

Chuck Prince, Vice President of Administration and Finance, presented the Appleton Cultural Center, Inc. Annual Financial Audit. At the June 26, 2007 Board meeting, the Board approved the recommendation to make the Appleton Cultural Center, Inc. a Direct Support Organization (DSO) of the College. The Appleton Cultural Center, Inc. is required to have an annual financial audit performed. The Financial Statements and Independent Auditor's Report for the period ending December 31, 2024, was provided for the Board's review, as well as the IRS Form 990 and the Direct-Support Organizations (DSO) Audit Review Check List. The auditors issued a clean audit opinion and there were no findings or deficiencies in internal controls over financial reporting nor any non-compliance issues. The auditors had no comments in their Management Letter to the Board. The Chair acknowledged receipt and accepted the reports on behalf of the Board.

BOARD CHAIR/TRUSTEE COMMENTS

Chair Durrance announced to the Trustees that the President's annual evaluation for 2024-2025 is complete. On behalf of the Trustees, the service of Dr. Henningsen service continues to be exemplary and his diligence on behalf of the college is noticed and appreciated.

BOARD REORGANIZATION

Chair Durrance declares the meeting in recess and asks the Board Secretary, Dr. Henningsen to conduct elections for Board officers. Trustee Brancato nominated Trustee Stone for Chair for 2025-2026, seconded by Trustee Edgar and carried unanimously. Trustee Stone will serve as Chair for 2025-2026. Trustee Branson nominates Trustee Brancato to be Vice Chair, second by Trustee Roberts and carried unanimously. Trustee Brancato will serve as Vice-Chair for 2025-2026.

Each year the Board nominates a member to serve as a representative on the Appleton Cultural Center, Inc. Board for coming year. Currently Trustee Brancato is serving. Upon a motion by Trustee Branson to reappoint Trustee Edgar to serve on ACC, Inc. seconded by Trustee Brancato, and unanimously carried, the Board approved Trustee Edgar to serve on the Appleton Cultural Center Inc. Board.

Each year the Board nominates a member to serve as a representative on the CF Foundation Board for coming year. Currently Trustee Roberts is serving Upon a motion by Trustee Branson for Trustee Roberts continue to serve, seconded by Trustee Brancato and unanimously carried, the Board approved Trustee Roberts to continue serving on the CF Foundation Board.

PRESIDENT'S REPORT

Dr. Henningsen presented the President's report to the Board including the Commissioner's Summit June 4 -5 in Miami, Education Commissioner Manny Diaz's request for lockdown readiness, CDL pilot at Levy Campus, Purple Heart School of Distinction recognition, fall enrollment up by 9% and other good news of the students, staff and campuses.

Next Board Meeting

Next Board Meeting. Our next meeting will be held **Wednesday, August 27, 2025 at 3 p.m.** at the Ocala Campus.

ADJOURNMENT

There being no further business to come before the Board, Chair Durrance adjourned the meeting at 4:06 pm.

_____ Robert Durrance, Chair

_____ James D. Henningsen, Secretary

COLLEGE OF CENTRAL FLORIDA

1

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Minutes of the June 25, 2025 Meeting

INITIATOR: Dr. James D. Henningsen,
President

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

The college requests approval of the June 25, 2025 minutes of the meeting of the District Board of Trustees.

RECOMMENDATION/ACTION REQUESTED:

That the Board approve the minutes of the meeting of the District Board of Trustees held June 25, 2025.

COLLEGE OF CENTRAL FLORIDA

2

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Personnel Actions

INITIATOR: Jennifer Klepfer
Director of Human Resources

THROUGH: Charles A. Prince
Vice President, Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

The College routinely requests that the District Board approves personnel actions.

RECOMMENDATION/ACTION REQUESTED:

That the Board approves the personnel actions as noted in report.

PERSONNEL ACTIONS

FOR THE AUGUST 27, 2025 MEETING

Recommend Board approval of the following:

Full -Time Positions: That the record indicates that the following person(s) were authorized by the President to fill the following full-time position(s) by funding source:

Operating Fund 1:

Altamirano, Trysten B. – Faculty – Associate Degree Nursing 220 Day – Health Sciences – August 18, 2025
Beckham, Quincy D. – Director – Student Accounts – Financial Operations – August 01, 2025
Bunge, Claudia V. – TEMP – Faculty – Mathematics – Academic Affair – August 18, 2025
Eades, Charles W. – Dean – Criminal Justice and Public Service – August 04, 2025
Edgecombe, Lisa T. – Faculty – Associate Degree Nursing 220 Day – Health Sciences – August 18, 2025
Encarnacion, Paula Y. – Public Safety Lieutenant – Public Safety – July 16, 2025
Girod, Frank J. – Manager – Facility Operations – Facilities and Plant Operations – July 16, 2025
Hack, Ana K. – Faculty – Program Manager – Respiratory Care – Health Sciences – August 18, 2025
Haven, III, John S. – Faculty – Accounting Technology – Business, Technology & Agricultural Sciences – August 18, 2025
Kane, Elissa M. – Faculty – Communications, Citrus – Instructional Service – Citrus – August 18, 2025
Lovelady, Janet E. – Faculty – Associate Degree Nursing 168 Day – Health Sciences – August 18, 2025
Marlow, Darran Wade – TEMP – Faculty – Biological Sciences – Academic Affairs – August 18, 2025
McCadden, Dennine J. – Faculty – Associate Degree Nursing 168 Day – Health Sciences – August 18, 2025
McClellan, Amber R. – Staff Assistant III – Childcare – July 16, 2025
McNally, Shelby L. – Coordinator – Enrollment and Student Services – Regional Campuses – July 16, 2025
McConnaughey, Jessica S. – TEMP – Faculty – Dental Hygiene – Health Sciences – August 18, 2025
Meridith, Tania M. – Faculty – Associate Degree Nursing 168 Day – Health Sciences – August 18, 2025
Montalvo, Emmanuel – Trades Technician – Facilities and Plant Operations – July 16, 2025
O'Connor, Tennille I. - Faculty – Nursing 220 Day – Health Sciences – August 18, 2025
Perkins, Tracy – Faculty – Communications- Speech – Academic Affairs – August 18, 2025
Randall, Jacquelyn J. – Faculty – Clinical Coordinator – Respiratory Care – Health Sciences – August 18, 2025
Robinson, Renae K. – Dean – Teacher Education – August 04, 2025
Sepulveda, Thelma L. – Faculty – Associate Degree Nursing 168 Day – Health Sciences – August 18, 2025
Smith, Maya D. – TEMP – Faculty – Communications – Academic Affairs – August 18, 2025
Tank, Brandon M. – From TEMP to Regular Appointment – Faculty – Communications – August 18, 2025

Van Brunt, Haven E. – CF Lab School Preschool Teacher – Child Care – July 01, 2025
Walker, Christina E. – Student Services Specialist, Citrus – Student Affairs – Citrus – July 01, 2025
White, David K. – Faculty – Humanities & Social Sciences – Academic Affairs – August 18, 2025
White, Heather A. – TEMP – Faculty – Mathematics – Academic Affairs – August 18, 2025

Grants and Contracts – Fund 2:

Hines Adams, Teri L. – Transition Specialist / Instructor – Instructional Services – Levy – June 16, 2025
Rodriguez-Merlo, Luz A. – Transfer Specialist Coordinator – Student Services – July 16, 2025
Walker, Richard C. – Head Coach – Softball – Athletics – August 04, 2025

Auxiliaries – Fund 3:

None this reporting period.

Reorganizations:

None this reporting period.

Adjunct Instructors: That the following persons be appointed to teach credit courses on a term-by-term basis as needed:

Cook, Allan C.	Solomon, Sequita	Vann, William J.
Goodman, Timothy E.		

Instructors, Hourly – Non-Credit: That the following persons be appointed to teach non-credit Continuing Education Criminal Justice, Public Service or Corporate Training courses on an as-needed basis:

Amigliore, Anthony J.	Greenberg, Julie B.	Muniz, Andrew M.
Angle, Austin J.	Harvey, Gregory A.	Quiroz, Luis A.
Baker, Dana G.	Howell, Vanessa C.	Santiago, Deirdre M.
Banta, Jacob	Khan, Mohamed N.	Smith, Bethany
Boyer, Joshua T.	Kopolovits, Jessica	Stencel, Christopher M.
Breedlove, Breena	Lewis, Christopher E.	Turner, Deborah A.
Cassidy, Brian P.	Long, Adam J.	Wemhoener-Cuite, Patrick JM
Collop, Joshua C.	Martin, Calla E.	Witkus, Samantha F.
Gaudette Holmes, Sandra M.		

Temporary Part -Time Professional / Career Service: OPS

Austin, Meghan N.	Graham, Lisa	Raymundo, Rosdelyn I.
Brooks, Deirdre M.	McConnaughey, Nicholas D.	Richards, Taina
Cret Lockwood, Melissa	McCoy, Taliyah	Stein, Bradley J.
De Lima Oliveira, Ana Rebeca	McCoy, Toriana	Williams, Tony
Garst, Megan E.		

Temporary Part -Time Hourly: That the record indicates that the following persons were authorized by the President to fill temporary positions to be paid an hourly rate of $15.00:

Guerrier, Celianne HL Morris, John H. Nguyen, Kha Le

Notification of engagement in outside employment or extra college activities:

Wells, Shannon L.
Bustamante, Iris B.

Retirements: That the following individual(s) be approved for retirement:

Knight, Lynn P. – Learning Support Specialist, Citrus – Instructional Services Citrus – August 31, 2025
McRae, Karen B. – Faculty – Mathematics – Instructional Services Citrus – August 15, 2025

Resignations:

Clegg, Steven D. – Public Safety Lieutenant – Public Safety – July 25, 2025
Martinez, Eva J. – Director – Student Accounts – Financial Operations – June 25, 2025
Mayer, Justin R. – Manager – Facility Operations & Construction Projects – Facilities and Plant Operations – August 15, 2025
McGinnes, Rodney S. – Associate Dean – Health Sciences – August 22, 2025
Reyes, Saul – Vice President – Enrollment Management & Student Affairs – August 31, 2025

Terminations:

None this reporting period.

Separation due to Internal Transfer – No Break in Service:

Beckham, Quincy D. – Business Accounts Coordinator – Financial Operations – July 31, 2025
Girod, Frank J. – Trades Specialist – Carpenter – Facilities and Plant Operations – July 15, 2025
Hack, Ana K. – Faculty – Clinical Coordinator – Respiratory Care – Health Sciences – August 15, 2025
Kane, Elissa M. – TEMP – Faculty – Communications – Academic Affairs – August 15, 2025
Meridith, Tania M. – Faculty – Associate Degree Nursing 220 Day – Health Sciences – August 15, 2025
Montalvo, Emmanuel – Facilities Worker – Facilities and Plant Operations – July 15, 2025
O'Connor, Tennille I. - Faculty – Associate Degree Nursing 168 Day – Health Sciences – August 15, 2025
Robinson, Renae K. – Faculty – Teacher Education – July 31, 2025
Sepulveda, Thelma L. – Faculty – Associate Degree Nursing 220 Day – Health Sciences – August 15, 2025
Tank, Brandon M. –TEMP – Faculty – Communications – August 15, 2025

Separation from the College due to end of temporary appointment:

Garst, Megan E. – TEMP – Head Coach – Softball – Athletics – July 31, 2025
Vann, William J. – TEMP – Faculty – Mathematics – Academic Affair – August 15, 2025

Separation from the College due to end of grant funding:

None this reporting period.

Separation from the College due to End of Contract:

Robinson, Sandi A. – Faculty – Dental Hygiene – Health Sciences – August 15, 2025

Separation from the College due to Leave of Absence:

None this reporting period.

Separation from the College due to Elimination of Position:

None this reporting period.

Completion of 90-Day Observation Period: The following employee(s) successfully completed the required 90-day observation period:

Citara Jr., John W. – Trades Technician – Facilities & Plant Operations
Cooper, Kimberly A. – Educational Advisor – Student Affairs - Levy
Grim, Mikalia C. – Marketing Photographer / Videographer – Marketing, Public & Community Relations
Hightower, Lydia E. – Public Safety Assistant – Public Safety
Hunton, Mark L. – Public Safety Lieutenant – Public Safety
James, Katelyn B. – International Student Admissions and Advising Specialist – Admissions and Student Recruitment
Lopez, Leonardo O. – Facilities Worker – Facilities & Grounds - Citrus
Matos Camacho, Mayori – Manager – Admissions and International Students – Admissions and Student Recruitment
McCarter, Jeffrey J. – Mail Courier – CF Printing & Postal Services
Pietek, Daria M. – Plant & Property Fund Accountant – Financial Operations
Rodriguez Velazquez, Lyssel M. – Coordinator – Payroll Services – Financial Operations
Sandford, Sarah – Dual Enrollment Coordinator – Admissions and Student Recruitment
Skelly, Krystle L. – Manager – Instructional Services - Levy

COLLEGE OF CENTRAL FLORIDA

3

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Property Donations/Dispositions

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

By law, the Board is required to account for all property. Periodically, donations and dispositions are brought to the Board for recording and, subsequently, entered into our property records as required. This report covers donations and dispositions received by the College. Appropriate letters of appreciation have been or will be sent on behalf of the Trustees.

RECOMMENDATION/ACTION REQUESTED:

DISPOSITIONS

That the District Board of Trustees approves the disposition of all surplus property in accordance with the applicable state law, State Board of Education Rules, and CF Board Rules, including disposition of property, **capitalized** and **not capitalized**, which has been declared surplus. Disposition may include public auction, cannibalization, or other methods as deemed appropriate.

SEE ATTACHED LISTING: **4** Total: **$133,426.00**

College of Central Florida

ASSET DISPOSALS REPORT

School Tag #	Acquired Description	Dept. Respon.	Acquired Date	Disposal Code	Disposal Date	Price
0000007768	LAPTOP, THINKPAD P4	CS	11/19/2003	PBA		1,155.00
0000008741	BOBCAT W/ATTACHMENTS #57	FAC	06/28/2006	PBA		51,905.00
0000009608	VACUUM RIDER SWEEPER, NILFISK #45	GROU	05/07/2008	PBA		77,713.00
0000013072	HUDDLE CAM	CS	08/18/2021	PBA		2,653.00

4 Records for a Total 133,426.00

COLLEGE OF CENTRAL FLORIDA

4

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Health Care Affiliation & Internship Agreements

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

HEALTH CARE AGENCY AFFILIATION & INTERNSHIP AGREEMENTS

The President or his designee has signed the following Health Care Agency Affiliation and Internship Agreement(s), as authorized by the District Board of Trustees. These agreement(s) provide the facilities necessary for students enrolled in health-related programs at the College of Central Florida to obtain clinical and internship experience. The name of the agency and approval date is noted below:

HEALTH CARE AGENCY	DATE OF SIGNATURE
Citrus Cardiology Consultants	07/15/2025
HCA Florida Oak Hill Hospital	08/06/2025
Step Up Rehab, LLC.	08/07/2025
Trenton Dental	07/02/2025
UF Health Leesburg Hospital	07/02/2025
UF Health Spanish Plaines Hospital	07/02/2025

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees ratify approval of the Health Care Agency Affiliation and Internship Agreement(s).

~~~~HEALTH CARE AGENCY AFFILIATION AGREEMENT~~~~

AGREEMENT entered into this 1 day of August, 2025, by and between THE DISTRICT BOARD OF TRUSTEES OF COLLEGE OF CENTRAL FLORIDA, hereinafter referred to as the COLLEGE, and **CITRUS CARDIOLOGY CONSULTANTS,** hereinafter referred to as the HEALTH CARE AGENCY.

W I T N E S S E T H :

WHEREAS, the COLLEGE desires that students enrolled in its health-related programs as affiliated with the HEALTH CARE AGENCY obtain clinical experience at the HEALTH CARE AGENCY; and

WHEREAS, the HEALTH CARE AGENCY is offering to provide the necessary facilities for said clinical experience in recognition of the need to educate health-related personnel.

NOW, THEREFORE, for and in consideration of the promises and the mutual covenants and agreements herein contained, the parties hereto agree as follows:

1. The education of the COLLEGE student shall be the only objective of the program. The HEALTH CARE AGENCY retains responsibility for the patient's/client's care.

2. Both parties agree not to discriminate against any student in any manner whatsoever on account of race, color, ethnicity, religion, gender, pregnancy, age, marital status, national origin, genetic information, or disability provided that such disability does not prevent satisfactory performance.

3. The HEALTH CARE AGENCY agrees to accept COLLEGE students as determined by mutual consultation and, as practical, to make facilities available to the COLLEGE at no charge in order to provide necessary clinical experiences. The COLLEGE shall be responsible for the classroom instructional curriculum, maintenance of permanent records, all educational experiences and evaluation of programs through an employed instructor.

4. The HEALTH CARE AGENCY agrees to provide within its facilities adequate education space and the use of ancillary facilities as well as all necessary utilities for those facilities, the selection of the facilities to be subject to the prior approval of the COLLEGE.

5. The HEALTH CARE AGENCY agrees to make available emergency room treatment, when such facilities exist, for injuries incurred by students while in the HEALTH CARE AGENCY for clinical experience. Treatment will be at student's expense. The COLLEGE shall select practical educational experiences based upon the needs of the students to meet objectives of the program, recognizing a patient's/client's right to refuse student care.

6. The COLLEGE shall select practical educational experiences based upon the needs of the students to meet objectives of the program, recognizing a patient's/client's right to refuse student care.

7. The COLLEGE shall, at its discretion, appoint a Program Director and clinical instructors as required for a given program. The HEALTH CARE AGENCY shall assure COLLEGE personnel access to the appropriate clinical areas to perform instruction and evaluation of program and students.

8. At the discretion of the HEALTH CARE AGENCY or the COLLEGE, any student unacceptable to either the HEALTH CARE AGENCY or to the COLLEGE for reasons of health, performance or any other reasonable and legally permissible cause, shall be withdrawn from the HEALTH CARE AGENCY.

9. All services rendered by students under this agreement for the HEALTH CARE AGENCY, employees and patients shall be uncompensated and shall be deemed to be given in consideration for instruction and educational experiences. Neither students nor COLLEGE employees shall be considered to be agents or employees of the HEALTH CARE AGENCY.

10. The COLLEGE acquires professional liability insurance coverage in the College's name with amounts of $200,000 per person / $300,000 per occurrence for students enrolled in health-related programs. The COLLEGE shall provide, upon request, HEALTH CARE AGENCY with a certificate of insurance evidencing that this coverage has been obtained.

11. The HEALTH CARE AGENCY, when requested and mutually agreed upon, will assist in the responsibility for the direct guidance and supervision of the students while on the premises of the HEALTH CARE AGENCY and will cooperate in evaluating student performance. The qualifications of the HEALTH CARE AGENCY staff participating in the supervision of the students shall be subject to review and approval by the COLLEGE.

12. The HEALTH CARE AGENCY will recommend, subject to COLLEGE approval, certain agency employees to serve as clinical preceptors and assist students as requested by the COLLEGE. The COLLEGE Program Director will advise the clinical preceptors regarding course content, objectives, student evaluation criteria and procedures. Clinical preceptors will collaborate with the Program Director in regard to student supervision during the course of the program.

13. The terms of this agreement shall be for the period August 1, 2025, through July 31, 2026, and shall automatically renew each year thereafter except that either party may terminate this agreement by giving sixty (60) days written notice (registered mail) to the other party. Current students scheduled or currently participating in clinical rotations at the HEALTH CARE AGENCY will be given the opportunity complete their clinical assignment.

14. The person executing this contract on behalf of the HEALTH CARE AGENCY specifically warrants and represents to the COLLEGE that the person executing this agreement has

authority to do so and to legally bind the HEALTH CARE AGENCY in regard to this agreement.

15. This agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other negotiations (if any) made by and between the parties.

16. The provisions of this agreement may not be amended, supplemented, waived, or changed orally but only by a writing making specific reference to this agreement signed by the party as to whom enforcement or any such amendment, supplement, waiver or modification is sought.

17. All of the terms and provisions of this agreement, whether so expressed or not, shall be binding upon, inure to the benefit of, and be enforceable by the parties and their respective legal representatives, heirs, estates, successors and permitted assigns.

18. All notices, requests, consents and other communications required or permitted under this agreement shall be in writing (including faxed communication) and shall be (as elected by the person giving such notice) hand delivered by messenger or courier service, faxed, or mailed by Registered or Certified Mail (postage pre-paid), Return Receipt Requested, addressed to:

If to College:	Dean, Health Sciences College of Central Florida 3001 SW College Road Ocala, FL 34474 Fax Number: (352) 873-5889
If to Agency:	Citrus Cardiology Consultants Dr. Rakesh Prashad, MD FACC FACP 2101 SW 20th Pl Ocala, FL 34471

or to such other addresses as any party may designate by notice complying with the terms of this section. Each such notice shall be deemed delivered:

(a) On the date delivered if by personal delivery,

(b) On the date faxed/emailed if by fax/email, and

(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, as the case may be, if mailed.

19. This agreement and all transactions contemplated by this agreement shall be governed by, and construed and enforced in accordance with, the laws of the State of Florida without regard to principles of conflicts of laws.

20. If any legal action or other proceeding, including arbitration, is brought for the enforcement of this contract, or because of an alleged dispute, breach, default or misrepresentation in connection with any provisions of this contract, the successful or prevailing party or parties shall be entitled to recover reasonable attorney's fees, court costs and all expenses even if not taxable as court costs, incurred in that action or proceeding, in addition to any other relief to which such party or parties may be entitled. Notwithstanding the foregoing, the parties hereto do not in any way waive or limit their entitlements of sovereign immunity pursuant to Section 768.28, Florida Statutes.

21. This agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

22. All covenants, agreements, representations and warranties made herein or otherwise made in writing by any party pursuant hereto shall survive the execution and delivery of this agreement and the consummation of the transactions contemplated hereby.

23. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power or remedy hereunder shall preclude any other or further exercise thereof.

24. Provisions contained in this agreement which are contrary to, prohibited by or invalid under applicable laws or regulations shall be deemed omitted from this document and shall not invalidate the remaining provisions thereof.

25. A failure to assert any rights or remedies available to a party under the terms of this agreement, or a waiver of the right to remedies available to a party by a course of dealing or otherwise shall not be deemed to be a waiver of any other right or remedy under this agreement, unless such waiver of such right or remedy is contained in a writing signed by the party alleged to have waived his other rights or remedies.

26. CONFIDENTIALITY

    a) The parties each acknowledge that they are familiar with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) generally and, more specifically, with the HIPAA provisions regarding protected health information (PHI) and the privacy rule.

    b) Although HIPAA excludes volunteers and trainees from the definition of a "business associate", by expressly including them in the definition of a health care provider's "workforce," the parties intend that PHI be protected by COLLEGE OF CENTRAL FLORIDA (CF) faculty and students.

c) CF agrees to acquaint all students and faculty with the applicable HIPAA requirements of privacy prior to the students participating in a clinical experience with HEALTH CARE AGENCY (HCA).

d) CF agrees to maintain the confidentiality of any PHI provided to it by HCA in accordance with all applicable Federal, State and local laws and regulations.

e) CF represents and warrants that PHI will be used and disclosed solely as necessary for the instructional program that is the subject of the clinical agreement, and HCA relies upon such representation and warranty in providing the PHI.

f) CF represents and warrants that it will not use, disclose, release, reveal, show, sell, rent, lease, loan, publish, or otherwise grant access to PHI in any manner that is prohibited by law or regulation, or in any manner that would be a violation of any law or regulation if it were to have been done by HCA.

g) CF represents and warrants that if it uses, discloses, releases, reveals, shows, sells, rents, leases, loans, publishes, or otherwise grants access to PHI or any element of PHI, it will do so only in the minimum amount and to the minimum number of individuals necessary to achieve the purpose of the instructional/clinical program.

h) CF agrees to establish appropriate administrative, technical, and physical safeguards to protect the confidentiality of PHI that it receives from HCA, and to prevent individuals not involved in the instructional/clinical program from using or accessing the PHI.

i) CF agrees that it will immediately report to HCA any use or disclosure of PHI received from HCA that is not authorized by or otherwise constitutes a violation of this Agreement.

j) If it becomes necessary for CF to share PHI that has been disclosed to it by HCA with any person or any entity who is not an employee of HCA, then CF agrees to cause such person or entity to enter into a written agreement in which the person or entity agrees to abide by all of the terms to which HCA is subject under this Agreement with respect to the PHI.

k) CF understands that HCA is subject to state and federal laws governing the confidentiality of the PHI. CF agrees to abide by all such laws, whether or not fully articulated herein, and to keep the PHI in the same manner and subject to the same standards as is required of HCA.

27. PUBLIC RECORDS. The Health Care Agency shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, the Health Care Agency shall:

a) Keep and maintain public records required by the College to perform the service.

b) Upon request from the College's custodian of public records, provide the College with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the College.

d) Upon completion of the contract, transfer, at no cost, to the College all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the Health Care Agency transfers all public records to the College upon completion of the contract, the Health Care Agency shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Health Care Agency keeps and maintains public records upon completion of the contract, the Health Care Agency shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the College, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the College.

e) **IF HEALTH CARE AGENCY HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE HEALTH CARE AGENCY'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE COLLEGE'S CUSTODIAN OF RECORDS AT: CHARLES PRINCE, VICE PRESIDENT OF ADMINISTRATION AND FINANCE, AT (352) 873-5823, PRINCECH@CF.EDU OR IN PERSON AT 3001 SW COLLEGE ROAD, OCALA, FLORIDA 34474-4415.**

The undersigned hereby approve this Affiliation Agreement.

Witnesses:

FIRST WITNESS' SIGNATURE

ERIN D Carter
FIRST WITNESS' PRINTED NAME

SECOND WITNESS' SIGNATURE

Jaime Aldana
SECOND WITNESS' PRINTED NAME

DISTRICT BOARD OF TRUSTEE OF THE COLLEGE OF CENTRAL FLORIDA

By: _____
James D. Henningsen, President

Date: 7/15/25

FIRST WITNESS' SIGNATURE

STEPHANIE COLE
FIRST WITNESS' PRINTED NAME

SECOND WITNESS' SIGNATURE

Donna Miller
SECOND WITNESS' PRINTED NAME

CITRUS CARDIOLOGY CONSULTANTS

By: _____
SIGNATURE

PRINTED NAME

Title: VICE PRESIDENT

Date: JULY 3RD 2025

College of Central Florida offers equal access and opportunity in employment, admissions and educational activities. The college will not discriminate on the basis of race, color, ethnicity, religion, sex, age, marital status, national origin, genetic information, veteran status or disability status and any other factors prohibited under applicable federal, state, and local civil rights laws and regulations in its employment practices or in the admission and treatment of students. Recognizing that sexual harassment constitutes discrimination on the basis of sex and violates this policy statement, the college will not tolerate such conduct. The Title IX Coordinator has been designated to handle inquiries regarding nondiscrimination policies and can be contacted at the Ocala Campus, 3001 S.W. College Road, at 352-291-4410 or Compliance@cf.edu.

SCHOOL AFFILIATION AGREEMENT

THIS SCHOOL AFFILIATION AGREEMENT (this "Agreement") is made as of **July 25, 2025** (the "Effective Date") by and between **District Board of Trustees of College of Central Florida** ("School") and **HCA Health Services of Florida, Inc. d/b/a HCA Florida Oak Hill Hospital** ("Hospital"). School and Hospital may be referred to herein individually as a "Party" and collectively as the "Parties."

WITNESSETH:

WHEREAS, School is a public institution governed by the Florida Board of Governors that enrolls students in an accredited degree program in the field of **RN-BSN, Diagnostic Medical Sonography, Respiratory Care, Cardiovascular Technology, Surgical Services, Physical Therapist Assistant, Medical Office Administration, Computer Information Technology, BAS Business & Organizational Management with Specializations in Business, Management Information Systems, Healthcare Management, Logistics & Supply Chain Management, Accounting and Human Resources** (the "Degree Program");

WHEREAS, Hospital operates a comprehensive acute-care medical-surgical hospital located at **11375 Cortez Blvd., Brooksville, FL 34613** (the "Facility");

WHEREAS, School desires to provide to its students enrolled in the Degree Program a clinical learning experience through the application of knowledge and skills in actual patient-centered treatment situations in a health care setting; and

WHEREAS, Hospital will make the Facility available to School for such clinical learning experience, subject to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual promises contained herein, the Parties hereby agree as follows:

1. **RESPONSIBILITIES OF SCHOOL.**

   (a) **Clinical Program**. School will develop, implement and operate the clinical learning experience component of the Degree Program at the Facility in a form and format acceptable to Hospital ("Clinical Program"). School may modify the Clinical Program from time to time with Hospital's permission and will promptly incorporate reasonable changes to the Clinical Program requested by Hospital from time to time. With respect to the Clinical Program, School will:

   (i) ensure the adequacy of Degree Program resources, including up-to-date reference materials, and the academic preparation of students enrolled in the Degree Program, including theoretical background, basic skills, professional ethics, and attitude and behavior, for participation in the Clinical Program and will assign to the Clinical Program only those students who have demonstrated the ability to successfully participate in the Clinical Program (each a "Participating Student");

   (ii) advise each Participating Student, Degree Program faculty and other School representatives onsite at the Facility for purposes related to the Clinical Program ("**Program Participant**") to attend training and orientation with respect to applicable Hospital policies and procedures prior to the commencement of each Clinical Program rotation during the Term (each a "Rotation");

   (iii) provide training for Hospital's representatives who will support the Clinical Program regarding Clinical Program features and expectations, and Participating Student evaluations, as requested by Hospital from time to time;

(iv) identify to Hospital each Program Participant who will participate in a Rotation as soon as that information is reasonably available to School;

(v) require Program Participants to comply with applicable laws and Hospital policies and procedures when onsite at the Facility;

(vi) require Program Participants to treat Hospital patients, staff and Clinical Program supervisors with courtesy and respect and do not disrupt Facility operations or the provision of health care services for Hospital's patients;

(vii) timely prepare and update with input from Hospital Rotation schedules for each Participating Student throughout each Rotation and coordinate the same with Hospital;

(viii) advise Participating Students to arrive early for each scheduled Rotation, except when a Participating Student is ill or attending to a personal emergency;

(ix) provide continuing oral and written communication with Hospital regarding Participating Student Clinical Program performance and evaluation and other pertinent information;

(x) participate and ensure that Program Participants participate in Hospital's Quality Assurance and related programs;

(xi) participate and require Program Participants to participate in Hospital training as determined necessary by Hospital from time to time; and

(xii) promptly perform additional duties to facilitate operation of the Clinical Program as may be deemed reasonable or necessary by Hospital from time to time.

(b) **Responsibility**.

(i) School will retain ultimate responsibility for the appointment of faculty from the Degree Program to support the Clinical Program. When Participating Students are supervised in connection with the Clinical Program while on site at Hospital by licensed healthcare professionals who are not employed by Hospital or its affiliates, School represents and warrants that it (including its affiliate) will not compensate any such faculty for their services provided to School in connection with the Clinical Program except in a manner that is consistent State and Federal law.

(ii) School will retain sole responsibility for offering and administering the Degree Program, including, but not limited to, budgetary considerations, faculty appointments, admissions, financial aid, academic instruction, curriculum content, pedagogy, and the requirements of matriculation, grading, and graduation.

(iii) Without limiting the foregoing, all Program Participants shall be accountable to the Hospital's Administrator while onsite at the Facility.

(iv) School will address all Program Participant complaints, claims, requests and questions regarding the Clinical Program. If necessary, School's Program Representative will follow-up with Hospital's Program Representative to address unresolved issues.

(v) School will obtain prior signed and dated written consent that complies with 34 C.F.R. 99.30 from each Participating Student (or the parent of the student, if the student is not deemed an "eligible student" under 34 C.F.R. 99.30) before disclosing personally identifiable information from the student's education records to Hospital to the extent that access to such information is required by Hospital to carry out the Clinical Program. If Participating

Student notifies School that they revoke said consent, School shall immediately notify Hospital and the revocation shall become effective immediately upon such notice as applicable to any decisions after that date.

(c) **Compliance with Program Requirements**. School acknowledges that compliance by School and each Program Participant with the terms and conditions of this Agreement and Hospital policies and procedures is a condition precedent to Program Participant access to the Facility. Non-compliance or partial compliance with any such requirement may result in an immediate denial of access or re-access to the Facility.

(d) **Dress Code**. School will cause Program Participants to conform to reasonable personal appearance standards imposed by Hospital and wear ID badges as requested by Hospital. School will cause Program Participants to pay for their own meals at the Facility. School acknowledges and will regularly inform Program Participants that Hospital is not responsible for personal items lost or stolen at the Facility.

(e) **Use of the Facility**. School will ensure that Program Participants use the Facility solely for the purpose of providing to Participating Students clinical learning experience pursuant to the Clinical Program.

(f) **Records**. School will cause each Program Participant to timely complete and save in Hospital's systems as directed by Hospital accurate records of all services provided by the Program Participant to a Hospital patient ("Records"). All Records are and will remain the property of Hospital, subject to the rights of patients with respect to such records and to the terms of applicable law. Hospital will provide to School a copy of Records for all lawful purposes, including defense of liability claims.

(g) **Program Participants**. School will provide to Hospital information regarding each Program Participant, including health examination and immunization records, documentation attesting to the competency of Degree Program faculty (e.g., state licensure, board certification in the relevant Specialty, etc.) and background checks and drug screens as determined reasonably necessary in Hospital's discretion from time to time.

(h) **Program Participant Statements**. School shall require each Participating Student and, at Hospital's request, each Program Participant to sign a Statement of Responsibility, in the form attached hereto as Exhibit A, and a Statement of Confidentiality and Security, in the form attached hereto as Exhibit B prior to each non-consecutive Rotation.

(i) **Liability Insurance**. School shall obtain and maintain occurrence-type general and professional liability insurance coverage in amounts not less than one million dollars ($1,000,000.00) per occurrence and three million dollars ($3,000,000.00) annual aggregate per Program Participant, with insurance carriers or self insurance programs approved by Hospital and covering the acts and omissions of Program Participants. If such coverage is provided on a claims-made basis, then such insurance shall continue throughout the Term and upon the termination or expiration of this Agreement, School shall purchase tail coverage for a period of three years after the termination or expiration of this Agreement (said tail coverage shall be in amounts and type equivalent to the claims-made coverage). School shall further, at its expense, obtain and maintain for the Term workers' compensation insurance and unemployment insurance for School-employed Program Participants who participate on site at Hospital. School will notify Hospital at least thirty (30) calendar days in advance of any cancellation or modification of insurance coverage required hereunder and shall promptly provide to Hospital, upon request, certificates of insurance evidencing the above coverage.

Notwithstanding the foregoing, if the School is a public entity entitled to governmental immunity protections under applicable state law, then the School shall provide occurrence-based liability

coverage in accordance with any limitations associated with the applicable law; but the School shall provide such insurance with limits of at least $1,000,000 per occurrence and $3,000,000 annual aggregate in the event governmental immunity protections are determined by a court of competent jurisdiction to not apply. Nothing in this agreement is intended to be construed or interpreted as (1) denying either School or Hospital any remedy or defense available to it under state laws; (2) the consent of the State where School is located or any of its agents and agencies to be sued; or (3) a waiver of sovereign immunity of the State or the School beyond any waiver explicitly stated in state statutes.

(j) **Health of Program Participants**. School will advise Program Participants that no Program Participant will be permitted to attend the Clinical Program until he or she submits to a medical examination acceptable to Hospital.

School will require each Program Participant to maintain health insurance and provide proof of health insurance to the School prior to participating in the Clinical Program. School will cause Program Participants to provide to Hospital proof of health insurance as requested by Hospital from time to time.

School will ensure that each Participating Student furnishes to Hospital prior to Rotation a complete copy of the following health records (Participating Students will not be allowed to access the Facility until all records are provided):

(i) Proof of negative PPD or IGRA within 12 months. Symptom and Risk screening must be completed prior to first day of each rotation utilizing the HCA TB Questionnaire Form.

(ii) Proof of Measles, Mumps, Rubella immunity by positive antibody titers or two (2) doses of MMR.

(iii) Proof of Varicella immunity, by positive history of chickenpox or Varicella

(iv) Proof of Influenza vaccination during the flu season, October 1 to March 31, (or dates defined by CDC). If the Program Participant declines the Influenza vaccination, he/she must comply at all times with Facility's Communicable Disease Protection policy; and

(v) Proof of Hepatitis B immunization or declination of vaccine, if patient contact is anticipated.

(vi) Vaccination for COVID-19 or exemption for religious or medical reasons, preferred not required

(vii) Documented proof of Tdap immunization within last 10 years

(viii) When state and local regulations differ from these recommendations, locations are to comply with geographic specific regulations.

(k) **Performance**. All faculty provided by School to support the Clinical Program shall be faculty members of the Degree Program, duly licensed, certified or otherwise qualified to support the Clinical Program in the capacity proposed by School. School and all Program Participants shall perform its and their duties and services hereunder in accordance with all relevant local, state, and federal laws and shall comply with the standards and guidelines of all applicable accrediting bodies and the bylaws, rules and regulations of Hospital and any non-conflicting rules and regulations of School as may be in effect from time to time. Neither School nor any Program Participant shall interfere with or adversely affect the operation of Hospital or the performance of services therein.

(l) **Background Checks**.

(i) School will ensure that each Program Participant obtains prior to Rotation a background check acceptable to Hospital, including, at a minimum, the following:

A. Social Security Number Verification;

B. Criminal Search (7 years or up to 5 criminal searches);

C. Violent Sex Offender and Predator Registry Search;

D. HHS/OIG List of Excluded Individuals;

E. GSA List of Parties Excluded from Federal Programs;

F. U.S. Treasury, Office of Foreign Assets Control (OFAC), List of Specially Designated Nationals (SDN); and

G. Applicable State Exclusion List, if available.

(ii) Background Checks for Program Faculty, if School provides Faculty on site, who will be treating patients in the Facility shall include all of the above, and the following:

A. Education verification (highest level);

B. Professional license verification;

C. Certifications & Designations check;

D. Professional Disciplinary Action search;

E. Department of Motor Vehicle Driving History, based on responsibilities; and

F. Consumer Credit Report, based on responsibilities.

(iii) School shall provide to Hospital an *Attestation of Satisfactory Background Investigation* in the form attached hereto as Exhibit C prior to Rotation. If the background check discloses adverse information about a Participating Student, School shall immediately remove the student from the Clinical Program. School further agrees to an annual compliance audit of background checks, if requested by Hospital and approved by any Program Participant pursuant to the Fair Credit Reporting Act (FCRA).

(m) **Drug Testing**. School will ensure that each Program Participant obtains prior to Rotation a drug test acceptable to Hospital, including, at a minimum, the following:

(i) Substances tested prior to placement at the Hospital must at a minimum include amphetamines, barbiturates, benzodiazepines, opiates, methadone, marijuana, and cocaine.

(ii) A Program Participant may be required to undergo additional drug and alcohol testing upon reasonable suspicion that the Program Participant has violated Hospital's policies, and after any incident that involves injury or property damage.

Hospital shall not bear the cost of any such tests. Should the testing disclose adverse information as to any Program Participant, Hospital shall have no obligation to accept that Program Participant at the Hospital. To the extent that any Program Participant violates the policy for drug or alcohol abuse after placement at the Facility, or refuses to cooperate with the requirement for a search or reasonable suspicion and reportable accident testing, then the Facility may immediately remove the Program Participant from participation in the Program at the Facility.

(n) **Student Documentation**. School will maintain all documentation required to evidence compliance by each Program Participant with the terms and conditions of Subsections 1(g)- (m) of this Agreement during the Term and for at least ten (10) years following expiration or termination of this Agreement.

(o) **Access to Resources**. The School shall ensure that its department heads have authority to ensure faculty and Participating Student access to appropriate resources for the Participating Students' education.

(p) **Approval and Authorization.** Hospital's willingness to enter into this Agreement and provide clinical opportunities to Participating Students is conditioned on School having obtained and maintaining all requisite institutional, regulatory, and accreditor approvals or authorizations necessary to offer the Degree Program. Moreover, it is conditioned on School's adherence to all applicable federal, state, and local laws and regulations. In the event that School's status changes with respect to any approval or authorization necessary to offer the Degree Program, School will notify Hospital within ten (10) business days.

2. RESPONSIBILITIES OF HOSPITAL.

(a) Hospital will make Facility access reasonably available to Program Participants and reasonably cooperate with School's orientation of all Program Participants to the Facility. Hospital shall provide Program Participants with access to appropriate clinical experience resources for the Clinical Program. Hospital shall provide reasonable opportunities for Participating Students to observe and assist in various aspects of patient care to the extent permitted by applicable law and without disruption of patient care or Hospital operations. Hospital shall at all times retain ultimate control of the Hospital and responsibility for patient care and quality standards.

(b) Upon the request of School, Hospital shall assist School in the evaluation of each Participating Student's performance in the Clinical Program. Any such evaluations shall be returned to School in a timely manner. However, School shall at all times remain solely responsible for the evaluation and education of Participating Students.

(c) Hospital will ensure that the Facility complies with applicable state and federal workplace safety laws and regulations. In the event a Participating Student is exposed to an infectious or environmental hazard or other occupational injury (i.e., needle stick) while at the Facility, it shall provide, upon notice of such incident from the Participating Student, such emergency care as is provided its employees, including, where applicable: examination and evaluation by Facility's emergency department or other appropriate department as soon as possible after the injury; emergency medical care immediately following the injury as necessary; initiation of the HBV, Hepatitis C (HCV), and/or HIV protocol as necessary; and HIV counseling and appropriate testing as necessary. In the event that the Facility does not have the resources to provide such emergency care, Facility will refer such student to the nearest emergency facility. School acknowledges that Hospital is not and will not be financially responsible for a Program Participant's medical care or treatment regardless of the Program Participant's condition or injury or cause of injury whether occurring at the Facility or otherwise and regardless of fault or cause of injury.

(d) Upon reasonable request, Hospital will provide proof to School that Hospital maintains liability

insurance in an amount that is commercially reasonable.

(e) Hospital will provide written notification to School if a claim arises involving a Program Participant. Both Hospital and School agree to share such information in a manner that protects such disclosures from discovery to the extent possible under applicable federal and state peer review and joint defense laws.

(f) Hospital will resolve any situation in favor of its patients' welfare and may restrict a Participating Student to the role of observer when necessary in Hospital's discretion. Hospital will notify School's Program Representative (defined below) when such action has occurred.

(g) Upon reasonable notice from School, Hospital will make the Facility reasonably available for inspection during normal business hours by organizations that provide or may provide academic accreditation for the Degree Program. Such inspections must be accompanied at all times by a Hospital representative and are contingent upon receipt by Hospital of executed agreements that Hospital believes are reasonably necessary or convenient to protect the confidentiality and security of Hospital's information. School will promptly reimburse Hospital for all direct costs incurred by Hospital in connection with such accreditation inspections.

(h) Hospital shall provide Program Participants with access to and Participating Students with required training in the proper use of electronic medical records or paper charts, as applicable.

(i) Hospital shall provide student security badges or other means of secure access to Facility patient care areas.

(j) Hospital shall provide Program Participants with computer access, and access to call rooms, if necessary.

(k) Hospital shall provide secure storage space for Participating Students' personal items when at the Facility.

(l) Hospital shall provide qualified and competent staff members in adequate number for the instruction and supervision of students using the Facility.

(m) Hospital shall maintain the confidentiality of information it receives from School about a Participating Student in a manner consistent with Hospital's policies regarding confidentiality of employee records.

3. **MUTUAL RESPONSIBILITIES.** The Parties shall cooperate to fulfill the following mutual responsibilities:

(a) Each Party will identify to the other Party a Clinical Program representative (each a "Program Representative") on or before the execution of this Agreement. School's Program Representative shall be a faculty member who will be responsible for Participating Student teaching and assessment provided pursuant to this Agreement. Each Party will maintain a Program Representative for the Term and will promptly appoint a replacement Program Representative if necessary to comply with this Agreement. Each Party will ensure that its Program Representative is reasonably available to the other Party's Program Representative.

(b) School will provide qualified and competent Degree Program faculty in adequate number for the instruction, assessment and supervision of Participating Students at the Facility.

(c) Both School and Hospital will work together to maintain a Clinical Program emphasis on high quality patient care. At the request of either Party, a meeting or teleconference will promptly be held between the Parties' respective Program Representatives to resolve any problems in the operation of the Clinical Program.

(d) School acknowledges, and will inform Participating Students that Participating Students are trainees in the Clinical Program and have no expectation of receiving compensation or future employment from Hospital or School. Participating Students are not to replace Hospital staff and are not to render unsupervised patient care and/or services. Hospital and its staff will provide such supervision of the educational and clinical activities as is reasonable and appropriate to the circumstances and to the Participating Student's level of training.

(e) Any courtesy appointments to faculty or staff by either School or Hospital shall be without entitlement of the individual to compensation or benefits for the appointed party.

(f) Both School and Hospital will work together to create and maintain an appropriate learning environment for the Participating Students.

(g) The School, including its faculty, staff and residents, and the Hospital share responsibility for creating an appropriate learning environment that includes both formal learning activities and the attitudes, values, and informal "lessons" conveyed by individuals who interact with the Participating Student. The parties will cooperate to evaluate the learning environment (which may include on-site visits) to identify positive and negative influences on the maintenance of professional standards, and to conduct and develop appropriate strategies to enhance the positive and mitigate the negative influences.

4. **WITHDRAWAL OF PARTICIPATING STUDENTS.** Hospital may immediately remove a Participating Student from the Facility when in Hospital's discretion his or her clinical performance is unsatisfactory or his or her behavior is disruptive or detrimental to Hospital operations and/or Hospital's patients. In such event, School will immediately remove the Participating Student from the Clinical Program. It is understood that only School can dismiss the Participating Student from the Clinical Program. School may terminate a Participating Student's participating in the Clinical Program when it determines, in its sole discretion, that further participation by the student would no longer be appropriate.

5. **INDEPENDENT CONTRACTOR; NO OTHER BENEFICIARIES; EMPLOYMENT DISCLAIMER.**

(a) The Parties hereby acknowledge that they are independent contractors, and neither School nor any of its agents, representatives, Program Participants, or employees shall be considered agents, representatives, or employees of Hospital. In no event shall this Agreement be construed as establishing a partnership or joint venture or similar relationship between the Parties. School shall be liable for its own debts, obligations, acts and omissions, including the payment of all required withholding, social security and other taxes or benefits. No Program Participant shall look to Hospital for any salaries, insurance or other benefits. No Program Participant or other third person is entitled to, and shall not, receive any rights under this Agreement. Neither Party shall have the right or authority nor hold itself out to have the right or authority to bind the other Party and neither shall either Party be responsible for the acts or omissions of the other except as provided specifically to the contrary herein.

(b) Each Party acknowledges Participating Students will not be considered employees or agents of Hospital or School for any purpose related to this Agreement. Participating Students will not be entitled to receive any compensation from Hospital or School or any benefits of employment from Hospital or School in exchange for their activities related to this Agreement, including health care or workers' compensation benefits, vacation, sick time, or other direct or indirect benefit of employment.

(c) School acknowledges that Hospital has not and is not obligated to implement or maintain insurance coverage for the benefit or protection of School or Program Participants.

6. **NON-DISCRIMINATION.** There shall be no discrimination on the basis of race, national origin, religion, creed, sex, sexual orientation, gender identity, age, veteran status, or disability in either the

selection of Participating Students, or as to any aspect of the Clinical Program; provided, however, that with respect to a disability, the disability must not be such as would, even with reasonable accommodation, in and of itself preclude the Program Participant's effective participation in the Clinical Program.

7. **INDEMNIFICATION.** The Parties understand and acknowledge that, pursuant to Florida Statutes § 768.28(9) the exclusive remedy for injury or damage suffered as a result of an act, event, or omission of an officer, employee, or agent of the School shall be by action against the School. Accordingly, School agrees to be fully liable for its acts of negligence or its agents' acts of negligence when acting within the scope of employment or agency and agrees to be liable for any damage resulting from said negligence. Nothing herein is intended to serve as a waiver of sovereign immunity by the School and/or the Florida State Board of Education. Nothing herein shall be construed as consent by a state agency, public body corporate, or political subdivision of the State of Florida to be sued except as permitted by Section 768.28 Florida Statutes. The Parties acknowledge that this contractual relationship with School does not create or extend sovereign immunity to any other person or entity. Any damages allocated against the School, as prescribed by Section 766.112, Florida Statutes, are not subject to reallocation under the doctrine of joint-and-several liability to codefendants of School in professional liability actions.

8. **CONFIDENTIALITY.** School will and will advise Program Participants to keep strictly confidential and hold in trust all non-public information of Hospital, including all patient information, and refrain from disclosing such confidential information to any third party without the express prior written consent of Hospital, provided that the minimum necessary confidential information may be disclosed pursuant to valid legal process after Hospital is permitted an opportunity to minimize the potential harmful effects of such disclosure. School shall not disclose the terms of this Agreement to any person who is not a party to this Agreement, except as required by law or as authorized by Hospital. These confidentiality requirements survive the termination or expiration of the Agreement. In addition to the requirements set forth in this Section, Program Participants shall abide by the terms of Exhibit B.

9. **TERM; TERMINATION.**

   (a) The term of this Agreement will commence on the Effective Date and will continue for two (2) years unless terminated as provided below (the "Term").

   (b) Either Party may terminate this Agreement at any time without cause upon at least sixty (60) calendar days prior written notice to the other Party, provided that all Participating Students participating in the Program at the time of notice of termination or who are already scheduled to train at the Facility shall be given the opportunity to complete the then-current Program rotation or previously scheduled clinical assignment.

   (c) The Parties may terminate this Agreement at any time by mutual written agreement.

   (d) Hospital may immediately terminate this Agreement at any time upon notice to School in the event of a breach of Section 10 of this Agreement.

10. **REPRESENTATIONS AND WARRANTIES.**

   (a) School hereby represents to Hospital as of the Effective Date and warrants to Hospital for the Term that:

      (i) School and its Program Participants: (A) are not excluded, debarred, or otherwise ineligible to participate in the Federal health care programs as defined in 42 U.S.C. Section 1320a-7b(f) (the "Federal health care programs"); (B) are not convicted of a criminal offense

related to the provision of health care items or services but has not yet been excluded, debarred or otherwise declared ineligible to participate in the Federal health care programs, and (C) are not under investigation or otherwise aware of any circumstances which may result in the School, or a Program Participant being excluded from participation in the Federal health care programs; and

(ii) in the aggregate, School and all of School's affiliates compensate all physician employees and physician contractors (if any) (A) in an amount that is consistent with fair market value for actual services provided, and (B) in a manner that does not vary with or take into account the volume or value of patient referrals to, or other business generated for, Hospital or any of Hospital's affiliates. Furthermore, all of School's and its affiliates' compensation arrangements with physician employees and physician contractors are memorialized in a signed written agreement or other satisfy an exception to the Stark Law physician referral prohibitions provided in 42 U.S.C. § 1395nn(a)(1).

(b) The representation and warranty set forth above is an ongoing representation and warranty for the Term of this Agreement. School will immediately notify Hospital in writing of any change in status of the representation and warranty set forth in this section.

11. **TRAVEL EXPENSES**. No expense of School or of a Program Participant will be paid or reimbursed by Hospital unless that expense is approved by Hospital in writing in advance and is incurred and documented in accordance with applicable Hospital travel and expense policies.

12. **USE OF NAME OR LOGO**. Neither Party will use the names, logos or marks associated with the other Party without the express written consent of the Party who is associated with the name, logo or marks. Further, School will cause Program Participants not to use the names, logos or marks associated with Hospital without the express written consent of Hospital in each case.

13. **ENTIRE AGREEMENT.** This Agreement and its Exhibits set forth the entire Agreement with respect to the subject matter hereof and supersedes all prior agreements, oral or written, and all other communications between the Parties relating to such subject matter. This Agreement may not be amended or modified except by mutual written agreement of the Parties. All continuing covenants, duties and obligations herein shall survive the expiration or earlier termination of this Agreement.

14. **SEVERABILITY.** If any provision of this Agreement is held to be invalid or unenforceable for any reason, this Agreement shall remain in full force and effect in accordance with its terms disregarding such unenforceable or invalid provision.

15. **CAPTIONS.** The captions contained herein are used solely for convenience and shall not be deemed to define or limit the provisions of this Agreement.

16. **NO WAIVER.** Delay or failure to exercise any right or remedy hereunder will not impair such right or remedy or be construed as a waiver thereof. Any single or partial exercise of any right or remedy will not preclude any other or further exercise thereof or the exercise of any other right or remedy.

17. **GOVERNING LAW.** This Agreement shall be governed and construed in accordance with the laws of the state in which Hospital is located. Venue for all disputes arising in connection with this Agreement will be in the federal or state courts with jurisdiction for the area where the Hospital is located.

18. **ASSIGNMENT; BINDING EFFECT.** School may not assign or transfer any of its rights, duties or obligations under this Agreement, in whole or in part, without the prior written consent of Hospital. This Agreement shall inure to the benefit of, and be binding upon, the Parties and their respective successors and permitted assigns.

19. **NOTICES.** All notices hereunder by either Party to the other shall be in writing, delivered personally, by certified or registered mail, return receipt requested, or by overnight courier, and shall be deemed to have been duly given when delivered personally or when deposited in the United States mail, postage prepaid, addressed as follows:

If to Hospital:	HCA Health Services of Florida, Inc. d/b/a HCA Florida Oak Hill Hospital 11375 Cortez Blvd Brooksville, FL 34613 **Attention: Chief Executive Officer**
Copy to:	HCA One Park Plaza, Bldg. 1, 2 West Nashville, TN 37203 **Attention: Operations Counsel**
If to School:	District Board of Trustees of College of Central Florida 3001 SW College Road Ocala, FL 34474 **Attention: Vice President, Administration & Finance**

or to such other person or place as either Party may from time to time designate by written notice to the other Party.

20. **COUNTERPARTS.** This Agreement may be executed in multiple parts (by facsimile transmission or otherwise) and each counterpart shall be deemed an original, and all of which together shall constitute but one agreement. Electronic signatures will be considered originals.

21. **HIPAA REQUIREMENTS.** To the extent applicable to this Agreement, School agrees to comply with the Health Information Technology for Economic and Clinical Health Act of 2009 (the "HITECH ACT"), the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996, as codified at 42 USC § 1320d through d-8 ("HIPAA") and any current and future regulations promulgated under either the HITECH Act or HIPAA including without limitation the federal privacy regulations contained in 45 C.F.R. Parts 160 and 164 (the "Federal Privacy Regulations"), the federal security standards contained in 45 C.F.R. Parts 160, 162 and 164 (the "Federal Security Regulations") and the federal standards for electronic transactions, all as may be amended from time to time, and all collectively referred to herein as "HIPAA Requirements". School further agrees not to use or disclose any Protected Health Information (as defined in 45 C.F.R. § 164.103) or Individually Identifiable Health Information (as defined in 42 USC § 1320d), other than as permitted by HIPAA Requirements and the terms of this Agreement. School will and will cause Program Participants to enter into any further agreements as necessary to facilitate compliance with HIPAA Requirements.

22. **NO REQUIREMENT TO REFER.** Nothing in this Agreement requires or obligates School to cause the admittance of a patient to Hospital or to use Hospital's services. None of the benefits granted pursuant to this Agreement are conditioned on any requirement or expectation that the Parties make referrals to, be in a position to make or influence referrals to, or otherwise generate business for the other Party. Neither Party is restricted from referring any services to, or otherwise generating any business for, any other entity of their choosing.

23. **NO PAYMENTS.** No payments will be made between the Parties in connection with this Agreement.

24. **RECITALS.** The Recitals to this Agreement shall be an enforceable part of this Agreement, binding on the Parties as if fully set forth herein.

25. **EQUITABLE REMEDIES.** School acknowledges that the injury which might be suffered by Hospital in the event of any breach by School or non-compliance by Program Participants with the terms and

conditions of this Agreement would be of a nature which could not be fully compensated for solely by a recovery of monetary damages, and accordingly agrees that in the event of any such breach or threatened breach, in addition to and not in lieu of any damages sustained by Hospital and any other remedies which Hospital may pursue hereunder or under applicable law, Hospital shall have the right to equitable relief, including issuance of a temporary restraining order, preliminary injunction and/or permanent injunction by any court of competent jurisdiction, against the commission or continuation of such breach or threatened breach, without the necessity of proving any actual damages or the posting of any bond.

WHEREFORE, authorized representatives of each Party hereby execute this Agreement as of the Effective Date.

SCHOOL

District Board of Trustees of College of Central Florida

By: Dr. James Henningsen

Title: President

Date: 8/6/25

HOSPITAL

HCA Health Services of Florida, Inc. d/b/a HCA Florida Oak Hill Hospital

By: _____

Title: _____

Date: _____

EXHIBIT A

STATEMENT OF RESPONSIBILITY

For and in consideration of the benefit provided the undersigned in the form of experience in a clinical setting at _____ ("Hospital"), the undersigned and his/her heirs, successors and/or assigns do hereby covenant and agree to assume all risks and be solely responsible for any injury or loss sustained by the undersigned while participating in the Program operated by: _____ ("School") at Hospital unless such injury or loss arises solely out of Hospital's gross negligence or willful misconduct.

_____ _____

Signature of Program Participant/Print Name Date

_____ _____

Parent or Legal Guardian Date
If Program Participant is under 18 / Print Name

Exhibit B

Workforce Member Confidentiality and Security Agreement

I understand that the HCA affiliated entity(ies) (the "Company") for which I am a Workforce Member (my "Engagement") manages health information and has legal and ethical responsibilities to safeguard the privacy of its patients and their personal and health information ("Patient Information"). "Workforce Member" means employees, employed Licensed Independent Practitioners (LIPs) (*e.g.*, employed/managed physicians), employed Advanced Practice Professionals (APPs), residents/fellows, students (*e.g.*, nursing, medical, and interns), faculty/instructors, contractors (*e.g.*, HealthTrust Workforce Solutions (HWS), travelers, network/per diem staff, or dependent healthcare professionals and/or contracted through another temporary staffing agency), and volunteers.

Additionally, the Company must protect its interest in, and the confidentiality of, any information it maintains or has access to, including, but not limited to, financial information, marketing information, Human Resource Information, (as defined below), payroll, business plans, projections, sales figures, pricing information, budgets, credit card or other financial account numbers, customer and supplier identities and characteristics, sponsored research, processes, schematics, formulas, trade secrets, innovations, discoveries, data, dictionaries, models, organizational structure and operations information, strategies, forecasts, analyses, credentialing information, Social Security numbers, passwords, PINs, and encryption keys (collectively, with patients' information, "Confidential Information"). The Company must also protect Company Property (such as inventions, software, trade secrets, and Developments (as defined below)).

During the course of my Engagement with the Company, I understand that I may access, use, or create Confidential Information. I agree that I will access and use Confidential Information only when it is necessary to perform my job-related duties and in accordance with the Company's policies and procedures, including, without limitation, its Privacy and Security Policies (available at http://hcahealthcare.com/ethics-compliance/ and the Information Protection Page of the Company's intranet). I further acknowledge that I must comply with such policies, procedures, and this Confidentiality and Security Agreement (the "Agreement") at all times as a condition of my Engagement and in order to obtain authorization for access to Confidential Information and/or Company systems. I acknowledge that the Company is relying on such compliance and the representations, terms and conditions stated herein.

General

1. I will act in the best interest of the Company and, to the extent subject to it, in accordance with its Code of Conduct at all times during my Engagement with the Company.
2. I have no expectation of privacy when using Company systems and/or devices. The Company may log, access, review, and otherwise utilize information stored on or passing through its systems, devices and network, including email.
3. Any violation of this Agreement may result in the loss of my access to Confidential Information and/or Company systems, or other disciplinary and/or legal action, including, without limitation, suspension, loss of privileges, and/or termination of my Engagement with the Company, at Company's sole discretion in accordance with its policies.

Patient Information

4. I will access and use Patient Information only for patients whose information I need to perform my assigned job duties in accordance with the HIPAA Privacy and Security Rules (45 CFR Parts 160—164), applicable state and international laws (*e.g.*, the European Union General Data Protection Regulation), and applicable Company policies and procedures, including, without limitation, its Privacy and Security Policies (available at

http://hcahealthcare.com/ethics-compliance/ and the Information Protection Page of the Company's intranet).

5. I will only access, request and disclose the minimum amount of Patient Information needed to carry out my assigned job duties or as needed for treatment purposes.

6. By accessing or attempting to access Patient Information, I represent to the Company at the time of access that I have the requisite job-related need to know and to access the Patient Information.

Protecting Confidential Information

7. I acknowledge that the Company is the exclusive owner of all right, title and interest in and to Confidential Information, including any derivatives thereof.
8. I will not publish, disclose or discuss any Confidential Information (a) with others, including coworkers, peers, friends or family, who do not have a need to know it, or (b) by using communication methods I am not specifically authorized to use, including personal email, Internet sites, Internet blogs or social media sites.
9. I will not take any form of media or documentation containing Confidential Information from Company premises unless specifically authorized to do so as part of my job and in accordance with Company policies.
10. I will not transmit Confidential Information outside the Company network unless I am specifically authorized to do so as part of my job responsibilities. If I am authorized to transmit Confidential Information outside of the Company, I will ensure that the information is encrypted according to Company Information Security Standards and ensure that I have complied with the External Data Release policy and other applicable Company privacy policies.
11. I will not retain Confidential Information longer than required by the Company's Record Retention policy.
12. I will only reuse or destroy media in accordance with the Company's Information Security Standards.
13. I acknowledge that in the course of performing my job responsibilities I may have access to human resource information which may include compensation, age, sex, race, religion, national origin, disability status, medical information, criminal history, personal identification numbers, addresses, telephone numbers, financial and education information (collectively, "Human Resource Information"). I understand that I am allowed to discuss any Human Resource Information about myself and other employees if they self-disclose their information. I can also discuss Human Resource Information that does not relate to my individual employment or my job responsibilities and that is not in violation of any other provision in this Agreement.

Using Mobile Devices, Portable Devices and Removable Media

14. I will not copy, transfer, photograph, or store Confidential Information on any mobile devices, portable devices or removable media, such as laptops, smart phones, tablets, CDs, thumb drives, external hard drives, unless specifically required and authorized to do so as part of my Engagement with the Company.
15. I understand that any mobile device (smart phone, tablet, or similar device) that synchronizes Company data (*e.g.*, Company email) may contain Confidential Information and as a result, must be protected as required by Company Information Security Standards.

Doing My Part – Personal Security

16. I will only access or use systems or devices I am authorized to access, and will not demonstrate the operation or function of systems or devices to unauthorized individuals.
17. I will not attempt to bypass Company security controls.

18. I understand that I will be assigned a unique identifier (*i.e.*, 3-4 User ID) to track my access and use of Company systems and that the identifier is associated with my personal data provided as part of the initial and/or periodic credentialing and/or employment verification.
19. In connection with my Engagement, I will never:
    a. disclose or share user credentials (*e.g.*, password, SecurID card, Tap n Go badge, etc.), PINs, access codes, badges, or door lock codes;
    b. use another individual's, or allow another individual to use my, user credentials (*e.g.*, 3-4 User ID and password, SecurID card, Tap n Go badge, etc.) to access or use a Company computer system or device;
    c. allow a non-authorized individual to access a secured area (*e.g.*, hold the door open, share badge or door lock codes, and/or prop the door open);
    d. use tools or techniques to break, circumvent or exploit security measures;
    e. connect unauthorized systems or devices to the Company network; or
    f. use software that has not been licensed and approved by the Company.
20. I will practice good workstation security measures such as locking up media when not in use, using screen savers with passwords, positioning screens away from public view, and physically securing workstations while traveling and working remotely.
21. I will immediately notify my manager, Facility Information Security Official (FISO), Director of Information Security Assurance (DISA), Facility Privacy Official (FPO), Ethics and Compliance Officer (ECO), or Facility or Corporate Client Support Services (CSS) help desk or if involving the United Kingdom, the Data Protection Officer (DPO), Information Governance Manager, Caldicott Guardian, Heads of Governance (HoG), Division Chief Information Security Officer (CISO) if:
    a. my user credentials have been seen, disclosed, lost, stolen, or otherwise compromised;
    b. I suspect media with Confidential Information has been lost or stolen;
    c. I suspect a virus or malware infection on any system;
    d. I become aware of any activity that violates this Agreement or any Company privacy or security policies; or
    e. I become aware of any other incident that could possibly have any adverse impact on Confidential Information or Company systems.

Upon Separation

22. I agree that my obligations under this Agreement will continue after termination or expiration of my access to Company systems and Company Information.
23. At the end of my Engagement with the Company for any reason, I will immediately:
    a. securely return to the Company any Confidential Information, Company related documents or records, and Company owned media (*e.g.*, smart phones, tablets, CDs, thumb drives, external hard drives, etc.). I will not keep any copies of Confidential Information in any format, including electronic; and
    b. un-enroll any non-Company owned devices from the Company Enterprise Mobility Management System, if applicable.

Except to the Extent Otherwise Agreed in a Separate Agreement, the Following Statements Apply to All Workforce Members

24. I shall promptly disclose to the Company all Company Property that I develop during my Engagement. "Company Property" means any subject matter (including inventions, improvements, designs, original works of authorship, formulas, processes, compositions of matter, software, databases, confidential information and trade secrets), whether belonging to the Company or others, that, directly or indirectly: (i) I author, make, conceive, first reduce to practice, or otherwise create or develop, whether alone or with others using any Company equipment, supplies, facilities, or Confidential Information, or (ii) otherwise arises from work performed by me for the Company, its employees, or agents, (each of the foregoing, a

"Development").

25. As between me and the Company, all Company Property is the property of the Company or its designee, and all copyrightable Developments that I create within the scope of my employment are "works made for hire."
26. I agree to assign, and do hereby irrevocably assign, to the Company or its designee all of my right, title, and interest in and to any and all Developments, together with all intellectual property and other proprietary rights therein or arising therefrom, including any registrations or applications to register such rights and the right to sue for past, present, or future infringements or misappropriations thereof.

27. During and after my Engagement, I agree to execute any document and perform any act to effectuate, perfect, enforce, and defend the Company's rights in any Development. I hereby appoint the Company and its authorized agent(s) as my attorney in fact to execute such documents in my name for these purposes, which power of attorney shall be coupled with an interest and shall be irrevocable, if I fail to execute any such document within five (5) business days.
28. If there is a conflict between a term in Sections 24 through 28 and a term separately agreed to in writing with the Company, the term set forth in the separate agreement will control.

By signing this document, I acknowledge that I have read and understand this Agreement, and I agree to be bound by and comply with all the representations, terms and conditions stated herein.

Signature:	Date:
Printed Name:	3/4 ID:

EXHIBIT C

Attestation of Satisfactory Background Investigation

On behalf of _____ [Name of Volunteer Organization, School, Contract Services Entity, or Staffing Agency], I acknowledge and attest to _____ [Name of facility] ("Hospital") that we own, and have in our possession, a background investigation report on the individual identified below. Such background investigation is satisfactory in that it:

____ verifies the Subject's Social Security Number
____ does not reveal any criminal activity;
____ confirms the individual is not on either the GSA or OIG exclusion lists;
____ confirms the individual is not on a State exclusion list, if any;
____ confirms the individual is not listed as a violent sexual offender;
____ confirms this individual is not on the U.S. Treasury Department's Office of Foreign Assets Control list of Specially Designation Nationals; and
____ no other aspect of the investigation required by Hospital reveals information of concern; and

This attestation is provided in lieu of providing a copy of the background investigation.

Identified Individual Subject to the Background Investigation:

Name:_____

Address:_____

Date of Birth:_____

Social Security Number:_____

_____
Signature

_____
Printed Name

_____
[Name of Organization]

Date:_____

~~~~HEALTH CARE AGENCY AFFILIATION AGREEMENT~~~~

AGREEMENT entered into this 1 day of August, 2025, by and between THE DISTRICT BOARD OF TRUSTEES OF COLLEGE OF CENTRAL FLORIDA, hereinafter referred to as the COLLEGE, and **STEP UP REHAB, LLC,** hereinafter referred to as the HEALTH CARE AGENCY.

W I T N E S S E T H :

WHEREAS, the COLLEGE desires that students enrolled in its health-related programs as affiliated with the HEALTH CARE AGENCY obtain clinical experience at the HEALTH CARE AGENCY; and

WHEREAS, the HEALTH CARE AGENCY is offering to provide the necessary facilities for said clinical experience in recognition of the need to educate health-related personnel.

NOW, THEREFORE, for and in consideration of the promises and the mutual covenants and agreements herein contained, the parties hereto agree as follows:

1. The education of the COLLEGE student shall be the only objective of the program. The HEALTH CARE AGENCY retains responsibility for the patient's/client's care.

2. Both parties agree not to discriminate against any student in any manner whatsoever on account of race, color, ethnicity, religion, gender, pregnancy, age, marital status, national origin, genetic information, or disability provided that such disability does not prevent satisfactory performance.

3. The HEALTH CARE AGENCY agrees to accept COLLEGE students as determined by mutual consultation and, as practical, to make facilities available to the COLLEGE at no charge in order to provide necessary clinical experiences. The COLLEGE shall be responsible for the classroom instructional curriculum, maintenance of permanent records, all educational experiences and evaluation of programs through an employed instructor.

4. The HEALTH CARE AGENCY agrees to provide within its facilities adequate education space and the use of ancillary facilities as well as all necessary utilities for those facilities, the selection of the facilities to be subject to the prior approval of the COLLEGE.

5. The HEALTH CARE AGENCY agrees to make available emergency room treatment, when such facilities exist, for injuries incurred by students while in the HEALTH CARE AGENCY for clinical experience. Treatment will be at student's expense. The COLLEGE shall select practical educational experiences based upon the needs of the students to meet objectives of the program, recognizing a patient's/client's right to refuse student care.

6. The COLLEGE shall select practical educational experiences based upon the needs of the students to meet objectives of the program, recognizing a patient's/client's right to refuse student care.

7. The COLLEGE shall, at its discretion, appoint a Program Director and clinical instructors as required for a given program. The HEALTH CARE AGENCY shall assure COLLEGE personnel access to the appropriate clinical areas to perform instruction and evaluation of program and students.

8. At the discretion of the HEALTH CARE AGENCY or the COLLEGE, any student unacceptable to either the HEALTH CARE AGENCY or to the COLLEGE for reasons of health, performance or any other reasonable and legally permissible cause, shall be withdrawn from the HEALTH CARE AGENCY.

9. All services rendered by students under this agreement for the HEALTH CARE AGENCY, employees and patients shall be uncompensated and shall be deemed to be given in consideration for instruction and educational experiences. Neither students nor COLLEGE employees shall be considered to be agents or employees of the HEALTH CARE AGENCY.

10. The COLLEGE acquires professional liability insurance coverage in the College's name with amounts of $200,000 per person / $300,000 per occurrence for students enrolled in health-related programs. The COLLEGE shall provide, upon request, HEALTH CARE AGENCY with a certificate of insurance evidencing that this coverage has been obtained.

11. The HEALTH CARE AGENCY, when requested and mutually agreed upon, will assist in the responsibility for the direct guidance and supervision of the students while on the premises of the HEALTH CARE AGENCY and will cooperate in evaluating student performance. The qualifications of the HEALTH CARE AGENCY staff participating in the supervision of the students shall be subject to review and approval by the COLLEGE.

12. The HEALTH CARE AGENCY will recommend, subject to COLLEGE approval, certain agency employees to serve as clinical preceptors and assist students as requested by the COLLEGE. The COLLEGE Program Director will advise the clinical preceptors regarding course content, objectives, student evaluation criteria and procedures. Clinical preceptors will collaborate with the Program Director in regard to student supervision during the course of the program.

13. The terms of this agreement shall be for the period August 1, 2025, through July 31, 2026, and shall automatically renew each year thereafter except that either party may terminate this agreement by giving sixty (60) days written notice (registered mail) to the other party. Current students scheduled or currently participating in clinical rotations at the HEALTH CARE AGENCY will be given the opportunity complete their clinical assignment.

14. The person executing this contract on behalf of the HEALTH CARE AGENCY specifically warrants and represents to the COLLEGE that the person executing this agreement has

authority to do so and to legally bind the HEALTH CARE AGENCY in regard to this agreement.

15. This agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other negotiations (if any) made by and between the parties.

16. The provisions of this agreement may not be amended, supplemented, waived, or changed orally but only by a writing making specific reference to this agreement signed by the party as to whom enforcement or any such amendment, supplement, waiver or modification is sought.

17. All of the terms and provisions of this agreement, whether so expressed or not, shall be binding upon, inure to the benefit of, and be enforceable by the parties and their respective legal representatives, heirs, estates, successors and permitted assigns.

18. All notices, requests, consents and other communications required or permitted under this agreement shall be in writing (including faxed communication) and shall be (as elected by the person giving such notice) hand delivered by messenger or courier service, faxed, or mailed by Registered or Certified Mail (postage pre-paid), Return Receipt Requested, addressed to:

If to College:	Dean, Health Sciences College of Central Florida 3001 SW College Road Ocala, FL 34474 Fax Number: (352) 873-5889
If to Agency:	Step Up Rehab, LLC Leah Voorhies 465 S. Oberlin Ave. Lakewood, NJ 08701

or to such other addresses as any party may designate by notice complying with the terms of this section. Each such notice shall be deemed delivered:

(a) On the date delivered if by personal delivery,

(b) On the date faxed/emailed if by fax/email, and

(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, as the case may be, if mailed.

19. This agreement and all transactions contemplated by this agreement shall be governed by, and construed and enforced in accordance with, the laws of the State of Florida without regard to principles of conflicts of laws.

20. If any legal action or other proceeding, including arbitration, is brought for the enforcement of this contract, or because of an alleged dispute, breach, default or misrepresentation in connection with any provisions of this contract, the successful or prevailing party or parties shall be entitled to recover reasonable attorney's fees, court costs and all expenses even if not taxable as court costs, incurred in that action or proceeding, in addition to any other relief to which such party or parties may be entitled. Notwithstanding the foregoing, the parties hereto do not in any way waive or limit their entitlements of sovereign immunity pursuant to Section 768.28, Florida Statutes.

21. This agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

22. All covenants, agreements, representations and warranties made herein or otherwise made in writing by any party pursuant hereto shall survive the execution and delivery of this agreement and the consummation of the transactions contemplated hereby.

23. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power or remedy hereunder shall preclude any other or further exercise thereof.

24. Provisions contained in this agreement which are contrary to, prohibited by or invalid under applicable laws or regulations shall be deemed omitted from this document and shall not invalidate the remaining provisions thereof.

25. A failure to assert any rights or remedies available to a party under the terms of this agreement, or a waiver of the right to remedies available to a party by a course of dealing or otherwise shall not be deemed to be a waiver of any other right or remedy under this agreement, unless such waiver of such right or remedy is contained in a writing signed by the party alleged to have waived his other rights or remedies.

26. CONFIDENTIALITY

    a) The parties each acknowledge that they are familiar with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) generally and, more specifically, with the HIPAA provisions regarding protected health information (PHI) and the privacy rule.

    b) Although HIPAA excludes volunteers and trainees from the definition of a "business associate", by expressly including them in the definition of a health care provider's "workforce," the parties intend that PHI be protected by COLLEGE OF CENTRAL FLORIDA (CF) faculty and students.

c) CF agrees to acquaint all students and faculty with the applicable HIPAA requirements of privacy prior to the students participating in a clinical experience with HEALTH CARE AGENCY (HCA).

d) CF agrees to maintain the confidentiality of any PHI provided to it by HCA in accordance with all applicable Federal, State and local laws and regulations.

e) CF represents and warrants that PHI will be used and disclosed solely as necessary for the instructional program that is the subject of the clinical agreement, and HCA relies upon such representation and warranty in providing the PHI.

f) CF represents and warrants that it will not use, disclose, release, reveal, show, sell, rent, lease, loan, publish, or otherwise grant access to PHI in any manner that is prohibited by law or regulation, or in any manner that would be a violation of any law or regulation if it were to have been done by HCA.

g) CF represents and warrants that if it uses, discloses, releases, reveals, shows, sells, rents, leases, loans, publishes, or otherwise grants access to PHI or any element of PHI, it will do so only in the minimum amount and to the minimum number of individuals necessary to achieve the purpose of the instructional/clinical program.

h) CF agrees to establish appropriate administrative, technical, and physical safeguards to protect the confidentiality of PHI that it receives from HCA, and to prevent individuals not involved in the instructional/clinical program from using or accessing the PHI.

i) CF agrees that it will immediately report to HCA any use or disclosure of PHI received from HCA that is not authorized by or otherwise constitutes a violation of this Agreement.

j) If it becomes necessary for CF to share PHI that has been disclosed to it by HCA with any person or any entity who is not an employee of HCA, then CF agrees to cause such person or entity to enter into a written agreement in which the person or entity agrees to abide by all of the terms to which HCA is subject under this Agreement with respect to the PHI.

k) CF understands that HCA is subject to state and federal laws governing the confidentiality of the PHI. CF agrees to abide by all such laws, whether or not fully articulated herein, and to keep the PHI in the same manner and subject to the same standards as is required of HCA.

27. PUBLIC RECORDS. The Health Care Agency shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, the Health Care Agency shall:

a) Keep and maintain public records required by the College to perform the service.

b) Upon request from the College's custodian of public records, provide the College with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the College.

d) Upon completion of the contract, transfer, at no cost, to the College all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the Health Care Agency transfers all public records to the College upon completion of the contract, the Health Care Agency shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Health Care Agency keeps and maintains public records upon completion of the contract, the Health Care Agency shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the College, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the College.

e) **IF HEALTH CARE AGENCY HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE HEALTH CARE AGENCY'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE COLLEGE'S CUSTODIAN OF RECORDS AT: CHARLES PRINCE, VICE PRESIDENT OF ADMINISTRATION AND FINANCE, AT (352) 873-5823, PRINCECH@CF.EDU OR IN PERSON AT 3001 SW COLLEGE ROAD, OCALA, FLORIDA 34474-4415.**

The undersigned hereby approve this Affiliation Agreement.

Witnesses:

FIRST WITNESS' SIGNATURE

FIRST WITNESS' PRINTED NAME

SECOND WITNESS' SIGNATURE

SECOND WITNESS' PRINTED NAME

DISTRICT BOARD OF TRUSTEE OF THE COLLEGE OF CENTRAL FLORIDA

By: _____
James D. Henningsen, President

Date: 7/17/25

FIRST WITNESS' SIGNATURE

FIRST WITNESS' PRINTED NAME

SECOND WITNESS' SIGNATURE

SECOND WITNESS' PRINTED NAME

STEP UP REHAB, LLC

By: _____
SIGNATURE

Leah D. Voorhies
PRINTED NAME

Title: Director of Therapy Operations

Date: 7/17/2025

College of Central Florida offers equal access and opportunity in employment, admissions and educational activities. The college will not discriminate on the basis of race, color, ethnicity, religion, sex, age, marital status, national origin, genetic information, veteran status or disability status and any other factors prohibited under applicable federal, state, and local civil rights laws and regulations in its employment practices or in the admission and treatment of students. Recognizing that sexual harassment constitutes discrimination on the basis of sex and violates this policy statement, the college will not tolerate such conduct. The Title IX Coordinator has been designated to handle inquiries regarding nondiscrimination policies and can be contacted at the Ocala Campus, 3001 S.W. College Road, at 352-291-4410 or Compliance@cf.edu

~~~~HEALTH CARE AGENCY AFFILIATION AGREEMENT~~~~

AGREEMENT entered into this 1 day of July, 2025, by and between THE DISTRICT BOARD OF TRUSTEES OF COLLEGE OF CENTRAL FLORIDA, hereinafter referred to as the COLLEGE, and **TRENTON DENTAL,** hereinafter referred to as the HEALTH CARE AGENCY.

W I T N E S S E T H :

WHEREAS, the COLLEGE desires that students enrolled in its health-related programs as affiliated with the HEALTH CARE AGENCY obtain clinical experience at the HEALTH CARE AGENCY; and

WHEREAS, the HEALTH CARE AGENCY is offering to provide the necessary facilities for said clinical experience in recognition of the need to educate health-related personnel.

NOW, THEREFORE, for and in consideration of the promises and the mutual covenants and agreements herein contained, the parties hereto agree as follows:

1. The education of the COLLEGE student shall be the only objective of the program. The HEALTH CARE AGENCY retains responsibility for the patient's/client's care.

2. Both parties agree not to discriminate against any student in any manner whatsoever on account of race, color, ethnicity, religion, gender, pregnancy, age, marital status, national origin, genetic information, or disability provided that such disability does not prevent satisfactory performance.

3. The HEALTH CARE AGENCY agrees to accept COLLEGE students as determined by mutual consultation and, as practical, to make facilities available to the COLLEGE at no charge in order to provide necessary clinical experiences. The COLLEGE shall be responsible for the classroom instructional curriculum, maintenance of permanent records, all educational experiences and evaluation of programs through an employed instructor.

4. The HEALTH CARE AGENCY agrees to provide within its facilities adequate education space and the use of ancillary facilities as well as all necessary utilities for those facilities, the selection of the facilities to be subject to the prior approval of the COLLEGE.

5. The HEALTH CARE AGENCY agrees to make available emergency room treatment, when such facilities exist, for injuries incurred by students while in the HEALTH CARE AGENCY for clinical experience. Treatment will be at student's expense. The COLLEGE shall select practical educational experiences based upon the needs of the students to meet objectives of the program, recognizing a patient's/client's right to refuse student care.

6. The COLLEGE shall select practical educational experiences based upon the needs of the students to meet objectives of the program, recognizing a patient's/client's right to refuse student care.

7. The COLLEGE shall, at its discretion, appoint a Program Director and clinical instructors as required for a given program. The HEALTH CARE AGENCY shall assure COLLEGE personnel access to the appropriate clinical areas to perform instruction and evaluation of program and students.

8. At the discretion of the HEALTH CARE AGENCY or the COLLEGE, any student unacceptable to either the HEALTH CARE AGENCY or to the COLLEGE for reasons of health, performance or any other reasonable and legally permissible cause, shall be withdrawn from the HEALTH CARE AGENCY.

9. All services rendered by students under this agreement for the HEALTH CARE AGENCY, employees and patients shall be uncompensated and shall be deemed to be given in consideration for instruction and educational experiences. Neither students nor COLLEGE employees shall be considered to be agents or employees of the HEALTH CARE AGENCY.

10. The COLLEGE acquires professional liability insurance coverage in the College's name with amounts of $200,000 per person / $300,000 per occurrence for students enrolled in health-related programs. The COLLEGE shall provide, upon request, HEALTH CARE AGENCY with a certificate of insurance evidencing that this coverage has been obtained.

11. The HEALTH CARE AGENCY, when requested and mutually agreed upon, will assist in the responsibility for the direct guidance and supervision of the students while on the premises of the HEALTH CARE AGENCY and will cooperate in evaluating student performance. The qualifications of the HEALTH CARE AGENCY staff participating in the supervision of the students shall be subject to review and approval by the COLLEGE.

12. The HEALTH CARE AGENCY will recommend, subject to COLLEGE approval, certain agency employees to serve as clinical preceptors and assist students as requested by the COLLEGE. The COLLEGE Program Director will advise the clinical preceptors regarding course content, objectives, student evaluation criteria and procedures. Clinical preceptors will collaborate with the Program Director in regard to student supervision during the course of the program.

13. The terms of this agreement shall be for the period July 1, 2025, through June 30, 2026, and shall automatically renew each year thereafter except that either party may terminate this agreement by giving sixty (60) days written notice (registered mail) to the other party. Current students scheduled or currently participating in clinical rotations at the HEALTH CARE AGENCY will be given the opportunity complete their clinical assignment.

14. The person executing this contract on behalf of the HEALTH CARE AGENCY specifically warrants and represents to the COLLEGE that the person executing this agreement has

authority to do so and to legally bind the HEALTH CARE AGENCY in regard to this agreement.

15. This agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other negotiations (if any) made by and between the parties.

16. The provisions of this agreement may not be amended, supplemented, waived, or changed orally but only by a writing making specific reference to this agreement signed by the party as to whom enforcement or any such amendment, supplement, waiver or modification is sought.

17. All of the terms and provisions of this agreement, whether so expressed or not, shall be binding upon, inure to the benefit of, and be enforceable by the parties and their respective legal representatives, heirs, estates, successors and permitted assigns.

18. All notices, requests, consents and other communications required or permitted under this agreement shall be in writing (including faxed communication) and shall be (as elected by the person giving such notice) hand delivered by messenger or courier service, faxed, or mailed by Registered or Certified Mail (postage pre-paid), Return Receipt Requested, addressed to:

If to College:	Dean, Health Sciences College of Central Florida 3001 SW College Road Ocala, FL 34474 Fax Number: (352) 873-5889
If to Agency:	Trenton Dental Dr. Henrique Silva, DDA 216 Main St, Suite B Trenton, FL 32693 Fax: _____

or to such other addresses as any party may designate by notice complying with the terms of this section. Each such notice shall be deemed delivered:

(a) On the date delivered if by personal delivery,

(b) On the date faxed/emailed if by fax/email, and

(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, as the case may be, if mailed.

19. This agreement and all transactions contemplated by this agreement shall be governed by, and construed and enforced in accordance with, the laws of the State of Florida without regard to principles of conflicts of laws.

20. If any legal action or other proceeding, including arbitration, is brought for the enforcement of this contract, or because of an alleged dispute, breach, default or misrepresentation in connection with any provisions of this contract, the successful or prevailing party or parties shall be entitled to recover reasonable attorney's fees, court costs and all expenses even if not taxable as court costs, incurred in that action or proceeding, in addition to any other relief to which such party or parties may be entitled. Notwithstanding the foregoing, the parties hereto do not in any way waive or limit their entitlements of sovereign immunity pursuant to Section 768.28, Florida Statutes.

21. This agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

22. All covenants, agreements, representations and warranties made herein or otherwise made in writing by any party pursuant hereto shall survive the execution and delivery of this agreement and the consummation of the transactions contemplated hereby.

23. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power or remedy hereunder shall preclude any other or further exercise thereof.

24. Provisions contained in this agreement which are contrary to, prohibited by or invalid under applicable laws or regulations shall be deemed omitted from this document and shall not invalidate the remaining provisions thereof.

25. A failure to assert any rights or remedies available to a party under the terms of this agreement, or a waiver of the right to remedies available to a party by a course of dealing or otherwise shall not be deemed to be a waiver of any other right or remedy under this agreement, unless such waiver of such right or remedy is contained in a writing signed by the party alleged to have waived his other rights or remedies.

26. CONFIDENTIALITY

    a) The parties each acknowledge that they are familiar with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) generally and, more specifically, with the HIPAA provisions regarding protected health information (PHI) and the privacy rule.

    b) Although HIPAA excludes volunteers and trainees from the definition of a "business associate", by expressly including them in the definition of a health care provider's "workforce," the parties intend that PHI be protected by COLLEGE OF CENTRAL FLORIDA (CF) faculty and students.

c) CF agrees to acquaint all students and faculty with the applicable HIPAA requirements of privacy prior to the students participating in a clinical experience with HEALTH CARE AGENCY (HCA).

d) CF agrees to maintain the confidentiality of any PHI provided to it by HCA in accordance with all applicable Federal, State and local laws and regulations.

e) CF represents and warrants that PHI will be used and disclosed solely as necessary for the instructional program that is the subject of the clinical agreement, and HCA relies upon such representation and warranty in providing the PHI.

f) CF represents and warrants that it will not use, disclose, release, reveal, show, sell, rent, lease, loan, publish, or otherwise grant access to PHI in any manner that is prohibited by law or regulation, or in any manner that would be a violation of any law or regulation if it were to have been done by HCA.

g) CF represents and warrants that if it uses, discloses, releases, reveals, shows, sells, rents, leases, loans, publishes, or otherwise grants access to PHI or any element of PHI, it will do so only in the minimum amount and to the minimum number of individuals necessary to achieve the purpose of the instructional/clinical program.

h) CF agrees to establish appropriate administrative, technical, and physical safeguards to protect the confidentiality of PHI that it receives from HCA, and to prevent individuals not involved in the instructional/clinical program from using or accessing the PHI.

i) CF agrees that it will immediately report to HCA any use or disclosure of PHI received from HCA that is not authorized by or otherwise constitutes a violation of this Agreement.

j) If it becomes necessary for CF to share PHI that has been disclosed to it by HCA with any person or any entity who is not an employee of HCA, then CF agrees to cause such person or entity to enter into a written agreement in which the person or entity agrees to abide by all of the terms to which HCA is subject under this Agreement with respect to the PHI.

k) CF understands that HCA is subject to state and federal laws governing the confidentiality of the PHI. CF agrees to abide by all such laws, whether or not fully articulated herein, and to keep the PHI in the same manner and subject to the same standards as is required of HCA.

27. PUBLIC RECORDS. The Health Care Agency shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, the Health Care Agency shall:

a) Keep and maintain public records required by the College to perform the service.

b) Upon request from the College's custodian of public records, provide the College with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the College.

d) Upon completion of the contract, transfer, at no cost, to the College all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the Health Care Agency transfers all public records to the College upon completion of the contract, the Health Care Agency shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Health Care Agency keeps and maintains public records upon completion of the contract, the Health Care Agency shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the College, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the College.

e) **IF HEALTH CARE AGENCY HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE HEALTH CARE AGENCY'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE COLLEGE'S CUSTODIAN OF RECORDS AT: CHARLES PRINCE, VICE PRESIDENT OF ADMINISTRATION AND FINANCE, AT (352) 873-5823, PRINCECH@CF.EDU OR IN PERSON AT 3001 SW COLLEGE ROAD, OCALA, FLORIDA 34474-4415.**

The undersigned hereby approve this Affiliation Agreement.

Witnesses:

FIRST WITNESS' SIGNATURE

ERIN D Carter
FIRST WITNESS' PRINTED NAME

SECOND WITNESS' SIGNATURE

Dr Elaine Aldane
SECOND WITNESS' PRINTED NAME

DISTRICT BOARD OF TRUSTEE OF THE COLLEGE OF CENTRAL FLORIDA

By: _____
James D. Henningsen, President

Date: 7/2/25

FIRST WITNESS' SIGNATURE

Sherrie Corbin
FIRST WITNESS' PRINTED NAME

Lori Williams
SECOND WITNESS' SIGNATURE

Lori Williams
SECOND WITNESS' PRINTED NAME

TRENTON DENTAL

By: _____
SIGNATURE

Henrique F Silva DDS
PRINTED NAME

Title: Owner (Dentist)

Date: 6/9/2025

College of Central Florida offers equal access and opportunity in employment, admissions and educational activities. The college will not discriminate on the basis of race, color, ethnicity, religion, sex, age, marital status, national origin, genetic information, veteran status or disability status and any other factors prohibited under applicable federal, state, and local civil rights laws and regulations in its employment practices or in the admission and treatment of students. Recognizing that sexual harassment constitutes discrimination on the basis of sex and violates this policy statement, the college will not tolerate such conduct. The Title IX Coordinator has been designated to handle inquiries regarding nondiscrimination policies and can be contacted at the Ocala Campus, 3001 S.W. College Road, at 352-291-4410 or Compliance@cf.edu.

FIFTH AMENDMENT
TO
CLINICAL STUDENT AGREEMENT

THIS AMENDMENT is entered into the 1 day of August, 2025, by and between **LEESBURG REGIONAL MEDICAL CENTER, INC. d/b/a UF HEALTH LEESBURG HOSPITAL**, a Florida not-for-profit corporation (**"UFHLH"**) and **DISTRICT BOARD OF TRUSTEES OF THE COLLEGE OF CENTRAL FLORIDA ("INSTITUTE")**.

WHEREAS, the parties have previously entered into a Clinical Student Agreement dated August 1, 2021.

WHEREAS, the parties previously amended the Agreement on November 1, 2021, July 27, 2022, August 1, 2023, and August 1, 2024.

WHEREAS, the parties agree to further amend the above-mentioned Agreement.

NOW THEREFORE, in consideration of the premises and the mutual representations, warranties, covenants, and agreements herein contained, the parties hereby agree as follows:

1. ***AGREEMENT TERMS: Paragraph 1 shall be replaced with the following language:***

   This Agreement shall be for a term of one (1) year ("Initial Term") and shall automatically renew for successive one (1) year terms ("Renewal Term"). Either party wishing to terminate this Agreement shall provide the other party thirty (30) days' written notice prior to termination, unless the parties terminate for breach of a covenant in this Agreement. If a party breaches any covenants in this Agreement the non-breaching party may cancel this Agreement immediately.

The provisions of the Agreement that are not expressly modified by this Fifth Amendment shall remain in effect pursuant to their terms.

IN WITNESS WHEREOF, the parties have entered into this Fifth Amendment on the date first written above.

LEESBURG REGIONAL MEDICAL CENTER, INC. D/B/A UF HEALTH LEESBURG HOSPITAL,
a Florida not-for-profit corporation

_____
Amie Richason
VP/HR

DISTRICT BOARD OF TRUSTEES OF THE COLLEGE OF CENTRAL FLORIDA

_____
Dr. James Henningsen
President

FIFTH AMENDMENT
TO
CLINICAL STUDENT AGREEMENT

THIS AMENDMENT is entered into the 1 day of August, 2025, by and between **THE VILLAGES TRI-COUNTY MEDICAL CENTER, INC. d/b/a UF HEALTH SPANISH PLAINES HOSPITAL**, a Florida not-for-profit corporation (**"UFHSPH"**) and **DISTRICT BOARD OF TRUSTEES OF THE COLLEGE OF CENTRAL FLORIDA ("INSTITUTE")**.

WHEREAS, the parties have previously entered into a Clinical Student Agreement dated August 1, 2021.

WHEREAS, the parties previously amended the Agreement on November 1, 2021, July 27, 2022, August 1, 2023, and August 1, 2024.

WHEREAS, the parties agree to further amend the above-mentioned Agreement.

NOW THEREFORE, in consideration of the premises and the mutual representations, warranties, covenants, and agreements herein contained, the parties hereby agree as follows:

1. ***AGREEMENT TERMS: Paragraph 1 shall be replaced with the following language:***

   This Agreement shall be for a term of one (1) year ("Initial Term") and shall automatically renew for successive one (1) year terms ("Renewal Term"). Either party wishing to terminate this Agreement shall provide the other party thirty (30) days' written notice prior to termination, unless the parties terminate for breach of a covenant in this Agreement. If a party breaches any covenants in this Agreement the non-breaching party may cancel this Agreement immediately.

The provisions of the Agreement that are not expressly modified by this Fifth Amendment shall remain in effect pursuant to their terms.

IN WITNESS WHEREOF, the parties have entered into this Fifth Amendment on the date first written above.

THE VILLAGES TRI-COUNTY MEDICAL CENTER, INC. D/B/A UF HEALTH SPANISH PLAINES HOSPITAL,
a Florida not-for-profit corporation

Amie Richason
VP/HR

DISTRICT BOARD OF TRUSTEES OF THE COLLEGE OF CENTRAL FLORIDA

Dr. James Henningsen
President

COLLEGE OF CENTRAL FLORIDA

5

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Building Bridges Academy Articulation Agreement 2025-2026 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the Building Bridges Academy. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these District Inter-institutional Agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement renewal with Building Bridges Academy and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreement for College and Career Acceleration

Between the District Board of Trustees of the College of Central Florida
And Building Bridges Academy 2025-2026

I. Dual Enrollment Articulation Agreement

The Articulation Committee that has negotiated/drafted the agreement include: Building Bridges Academy members – Pastor Jared Buchanan, Head of School
College of Central Florida (CF) members –Dr. Raphel Robinson, Director of Admissions and Student Recruitment, Sarah Sandford, Dual Enrollment Coordinator.

The Committee will assess the need to meet annually in the spring to go over the current year's articulation agreements and discusses changes that are required due to changes in statute or rule and any changes desired by either the school or the college. If applicable, a draft document will be prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school to take to their Director of Education for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school personnel.

The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

1. A ratification or modification of all existing articulation agreements

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. Legislative changes that occur after the final draft of this document which impact the 2025-2026 academic year will take precedence.

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

a. References to *students* in this document, means any student enrolled in Building Bridges Academy.
b. The College of Central Florida will provide information to Building Bridges Academy regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.
c. Building Bridges Academy, in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. Building Bridges Academy will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.
d. The College of Central Florida will post application deadline and registration dates on its dual enrollment Web page at least one term in advance.

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

a. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and Building Bridges Academy and will avoid unnecessary duplication of existing courses in grades 9-12. Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.
b. The College of Central Florida will furnish Building Bridges Academy with access to the current course (https://www.cf.edu/Courses) with descriptions for each course in which a student may be dually enrolled.
c. A student education plan may be developed by the College of Central Florida for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in a college credit certificate, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.
d. Building Bridges Academy will assure that appropriate high school credit will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the State Articulating Committee recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.
e. Only seniors in traditional dual enrollment and juniors and seniors enrolled in CF's Early College Program "Collegiate Academy" (beginning with the summer between their junior and senior year) will be allowed to enroll full-time (12 to a maximum of 15 credit hours in any given semester) through dual enrollment.
f. Registration for Dual Enrollment students taking classes on the CF campus will take place the as all other students. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of F.S.1003.43, Fla. Stat. (2024).
g. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of the school administrator and parents before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.
h. The College of Central Florida will make available advising services to dual enrollment students, monitor their progress and attendance in dual enrollment classes and provide a grade report to Building Bridges Academy upon completion of the college term. Students with unsatisfactory progress will be reported to the counselor immediately upon receipt of an Early Alert via email.
i. The College of Central Florida has the option to limit dual enrollment participation based on capacity.
j. The school will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF.

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

a. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

b. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students must complete the online Dual Enrollment application. The student will print the parent approval form from the email received upon submission of the application. The parent/guardian must sign giving permission for the student to participate in the Dual Enrollment program. The student must turn the form in to their school counselor along with the self-registration agreement. The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, PSAT or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

c. **Orientation**: Orientation must be completed prior to the start of the term and required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

d. **Registration:** Dual Enrollment will be provided to counselors by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The students must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadline will end one week before the start of the term.

e. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Forms must be submitted by the withdrawal deadline. The student will receive a "W" on their transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment. Co-requisite courses will count as one class for withdrawal purposes. Students are ineligible to register for B term for the Fall and Spring semesters.

f. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and spring terms. Dual enrollment students may take up to six (6) credit hours total in the summer semester prior to their junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the school and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to nine (9) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	**3**	**3**	**0**	**6**
Freshmen	**6**	**6**	**6**	**18**
Sophomores	**6**	**6**	**9**	**21**
Juniors	**9**	**9**	**12**	**30**
Seniors	**16**	**16**	**0**	**32**

Juniors and seniors participating in CF's Collegiate Academy Program should take 15 (fifteen) credits in the fall and spring semesters, but must take a minimum of 12 (twelve) credits. Students may register for a maximum of twelve (12) credits during the summer; however, they may not register for more than six (6) credit hours during any summer term. CF's Dual Enrollment Petitions Committee must approve any exception to these limits.

g. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by the school. Grades will be electronically transmitted securely by CF to the school's offices for posting.

h. **Failing Grade –**If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. An "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar. If the student is pre-registered for any courses, those courses will be dropped. if a student chooses to petition a grade, he/she will not continue in dual enrollment classes until a decision is rendered.

i. **Academic Advising:** All degree seeking students must be advised by a CF educational advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the degree and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

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

a. An overall GPA of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 unweighted high school GPA and the minimum GPA required by CF.

b. Building Bridges Academy shall identify those students qualified to participate in dual enrollment classes. The school administrator or designee will approve student eligibility for participation in these classes.

c. The student must be enrolled in Building Bridges Academy, and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college preparatory testing requirements in § 1008.30(4)(a), Fla. Stat. (2024) and rule 6A-10.0315, F.A.C.

d. Any combination of test scores may be considered if taken within two (2) years of the time of enrollment for first time dual enrollment students.

Cut scores for the three placement tests are as follows:

	Reading	English	Algebra
ACT	19	17	19
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	Math
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114 - Placement for MAT1033, MGF1130, MGF1131 or STA2023
PERT 123 - Placement for MAC1105, College Algebra

e. Students initially enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; digital SAT/PSAT: 530 PERT 123. Students who wish to be initially placed in an upper-level mathematics course beyond MAC1105 must take the AAF (Advanced Algebra and Functions) test and score a two hundred and seventy (270) or higher.
f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the Dual Enrollment grade point and specific program entry requirements (this includes Welding, EMT and Paramedic pathways).
g. Students who are enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a **co-requisite** during the same semester. Students who have a score of three (3) or above on the Advance Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semester.
h. Permission for participation must be granted by the student's parent or legal guardian.
i. Students are no longer eligible for dual enrollment once they successfully complete four (4) full years of enrollment in high school, complete an associate's degree or (67) hours of college credit or graduate high school, whichever comes first.
j. Students who will graduate from school prior to completion of the post-secondary course may not register for the course through dual enrollment. This means that school seniors may NOT take a summer A course as a dual enrollment student.
k. Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. See Student Code of Conduct section 10(9).
l. CF has the option to limit dual enrollment participation based on capacity.

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

a. The high school will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic courses will correlate to the dual enrollment Course-High School Subject Area Equivalency List recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.

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

   a. CF will supply school counselors with dual enrollment information, including application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the Dual Enrollment webpage at least one (1) semester in advance.
   b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the school campus.
   c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

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

   a. There will be no exceptions made to the required grade point averages for academic dual enrollment.

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

   a. Registration for Dual Enrollment students taking classes on the CF campus will take place the as all other students. Registration will stop ten days in advance of the start of the term to give high school counselors time to review registration. Changes must be confirmed within five days.
   b. Dual enrollment students will follow CF's procedures for drop, withdrawal and petition policies. Dual enrollment students will not be permitted to take dual enrollment courses while petitioning a grade of D, F or FF.
   c. If a grade is successfully petitioned, the student may enroll in dual enrollment courses that begin after the petition approval date as per the CF Grade Appeals Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. Fi the withdrawal appeal is successful; the student may enroll in dual enrollment courses that begin after the petition approval date.
   d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.
   e. Courses offered after the regular school day or on the college campus will be scheduled on the CF calendar. Courses taught by college faculty will follow the CF academic calendar.

10. **The responsibilities of Building Bridges Academy 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**

    a. The student must be recommended by the school administrator. Student screening for eligibility and participation is the responsibility of the school administrator according to private school requirements. An overall G.P.A. of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses.

b. Building Bridges Academy shall identify those students qualified to participate in dual enrollment classes and will verify their continued eligibility throughout their participation. The school administrator will approve student eligibility for participation.
c. Students and their parents will be informed of college-level course expectations.
d. Students attending dual enrollment classes which are held in college facilities during or after school hours will be subject to college attendance policies.
e. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript Building Bridges Academy. Grades will be securely electronically transmitted by the College of Central Florida to Building Bridges Academy.
f. If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment (an "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar). If the student is pre-registered for any courses, those courses will be dropped. See section 9 (b) for the appeals process.
g. Students may enroll in courses conducted during school hours, after school hours, and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for that course through dual enrollment.
h. Dual Enrollment students will follow the College's procedures for drop, withdrawal and petition policies.
i. CODE OF STUDENT CONDUCT: Students attending dual enrollment classes on the college campus will follow CF's Code of Students Conduct in term of appropriate classroom, behavior, protocol, and academic integrity (i.e., alleged academic misconduct). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment.
j. STUDENT RECORDS: The parties may provide personally identifiable student records to each other in the performance of this Agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g. Each party further agrees to comply with §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to Building Bridges Academy.

a. Students with unsatisfactory progress reports should be counseled by the high school counselor immediately upon receipt of the college reports.
b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript by Building Bridges Academy. Grades will be electronically transmitted securely by CF to the student's high school.
c. If a dual enrollment student earns a D, For FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. They must have graduated and have been admitted as a regular college student to do this. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.

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

a. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation, and laboratory fees.
b. Tuition, textbooks and other instructional materials as defined in F.S. 1009.30, Fla. Stat. (2024) will be funded by the FL Dual Enrollment Scholarship.
c. Building Bridges Academy shall be responsible for the inventory, recovery, reuse, and sale of textbooks and instructional materials provided under this agreement in conjunction with the College of Central Florida Bookstore (Barnes & Nobles).

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

a. The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held.

14. 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.

a. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a College of Central Florida facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.

15. MISCELLANEOUS

A. Excess Funds: Any party receiving funds erroneously paid by the School under this Agreement shall promptly notify and return to the school such erroneously paid funds.
B. Entire Understanding: This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.
C. Amendments: The provisions of this Agreement may only be amended, supplemented, waived, or changed by a writing making specific reference to this Agreement signed by both parties.
D. Governing Law & Venue: This Agreement and all transactions contemplated hereunder shall be governed by, and construed and enforced in accordance with, the laws of the state of Florida without regard to principles of conflicts of laws. Venue for any litigation related hereto shall be in Marion County, Florida.
E. Compliance with Laws and Policies: Each party shall comply with all applicable federal and state laws, codes, rules, and regulations and the school policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.
F. Public Records: Each party shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, Building Bridges Academy("School") shall:
i. Keep and maintain public records required to perform the service.
ii. Upon request from the CF's custodian of public records, provide CF with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if School does not transfer the records to CF.

iv. Upon completion of this Agreement, transfer, at no cost, to CF all public records in possession of School or keep and maintain public records required by CF to perform the service. If School transfers all public records to the public agency upon completion of the contract, then it shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If School keeps and maintains public records upon completion of the contract, then it shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to CF, upon request from CF's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

If the school has questions regarding the application of Chapter 119, Florida Statues, it is the school duty to provide Public Records relating to this contract, contact the custodian of records at: Charles Prince, VP Administration and Finance at (352) 854-2322, ext. 1637, princech@cf.edu or in person at 3001 SW College Road, Ocala, FL 34474. §119.0701, Fla. Stat. (2024).

G. Non-Discrimination: The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, or religion in the performance of the parties' respective duties, responsibilities, and obligations under this Agreement.

H. No Waiver of Sovereign Immunity: Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2024). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

I. Inspector General Audits: The parties shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General or by any other Florida official with proper authority.

J. No Third Party Beneficiaries: Nothing herein shall be construed as consent by any agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

K. Waiver: A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Agreement and/or the policies of school does not relieve CF of the indemnification provisions required by this Agreement.

L. Assignment: Neither CF nor the school may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

M. Notices: All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

Allan Danuff, The College of Central Florida

3001 SW College Road
Ocala, FL 34474
Email: danuffa@cf.edu

Aaron Brindle, Building Bridges Academy
14100 HWY 40, Silver Springs, FL 34488
Email: abrindle@bbabears.com,
Contact Number: 352-625-7425

or to such other address(es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,
(b) On the date emailed, if by email, and
(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

II. Accountability

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the school administrator and the Chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of the College President and the school administrator of Building Bridges Academy. This Agreement shall be valid for the 2025-2026 school year.

IN WITNESS WHEREOF, Building Bridges Academy and the District Board of Trustees of the College of Central Florida have adopted this agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with Section 1007.235, Fla. Stat. (2024), Dual Enrollment Articulation Agreements.

_____ _____

Date

~~Robbert Durrance~~ Charlie Stone
Chair, District Board of Trustees,
College of Central Florida

6.12.25 _____

Date Aaron Brindle, Principal, Building Bridges Academy

COLLEGE OF CENTRAL FLORIDA

6

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Citrus County School Board – Mid Florida Career Pathway Consortium – Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

This renewal agreement is between the District Board of Trustees of College of Central Florida and the School Board of Citrus County to implement the activities associated with the Mid Florida Career Pathway Consortium for the fiscal year starting July 1, 2025 and ending June 30, 2026.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the agreement with the School Board of Citrus County and authorize the Board Chair to sign.

CONTRACT AGREEMENT

Between School Board

THE SCHOOL BOARD OF CITRUS COUNTY, FLORIDA
1007 W Main Street, Inverness, FL 34450
And Contractor

College of Central Florida
Mid Florida Career Pathway Consortium
3001 SW College Road
Ocala, FL 34474-4415

This Agreement is made and entered into by and between **THE SCHOOL BOARD OF CITRUS COUNTY, FLORIDA, (hereinafter, SCHOOL BOARD)**, and **College of Central Florida** (**hereinafter**, **CONTRACTOR**).

WHEREAS, the **SCHOOL BOARD** is supporting participation in the Mid Florida Career Pathway Consortium.

WHEREAS, the **SCHOOL BOARD** wants to enter into a contract with the **CONTRACTOR** to implement activities associated with the Mid Florida Career Pathway Consortium.

NOW, THEREFORE, for and in consideration of the premises and covenants contained herein and for other good and valuable consideration, the parties agree as follows:

1. **Sources of Funding:** This is a contract under **SCHOOL BOARD'S** course of grant funding for this project, Carl D. Perkins, Career & Technical Education Secondary and Postsecondary Grant which is incorporated by reference into this Agreement.

2. **Services provided by CONTRACTOR**: The **CONTRACTOR** will provide all the services listed below:
    a. Fund a High School/College Program Coordinator whose duties include:
        i. Assist high school students in Citrus County with post-secondary education and career planning and to market the Career Pathway advantages.
        ii. Develop, monitor and review articulation agreements between College of Central Florida and Citrus County High School Career & Technical Education Programs of Study and Withlacoochee Technical College.
        iii. Provide recruitment materials for career pathway students through Career Pathway Presentations.
        iv. Attending State and National Conferences as it relates to Career Pathways, if possible. (Provide travel costs)
    b. Provide travel costs to Citrus County Career and Technical (CTE) Education secondary and post-secondary teachers to attend industry certification workshops, articulation workshops, professional development and state and regional conferences.
    c. Provide postage, Fed Ex Express packages and envelopes to mail letters to parents/students regarding Career Pathway credits.

3. **Criteria for Performance**: **CONTRACTOR** will conduct program activities for the Consortium consistent with the FL DOE approved project proposal.
4. **Compensation of CONTRACTOR**: The amount of contractual expenses funded through this project agreement is $2,800. Of this total amount, $2,300 originates in Carl D. Perkins Secondary Vocational Grant and $500 originates in Carl D. Perkins Post-Secondary Vocational Grant. The Addendum outlines Scope of Work deliverables for payment.
5. **Location and Schedule**: The **CONTRACTOR** agrees that the program activities will be implemented during the 2025-2026 fiscal year, starting July 1, 2025, and ending June 30, 2026.
6. **Responsibilities of SCHOOL BOARD**: The **SCHOOL BOARD** agrees to provide funding as specified here. Total amount is payable to College of Central Florida upon receipt of invoice of program activities for fiscal year beginning July 1, 2025.
7. **Entire Understanding**: This agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other negotiations (if any) made by and between the parties.
8. **Amendments**: The provisions of this agreement may not be amended, supplemented, waived, or changed orally but only in writing making specific reference to this agreement signed by the part as to whom enforcement of any such amendment, supplement, waiver or modification is sought.
9. **Enforcement**: All of the terms and provisions of this agreement, whether so expressed or not, shall be binding upon, inure to the benefit of, and be enforceable by the parties and their respective legal representatives, heirs, estates, successors and permitted assigns.
10. **Notices**: All notices, requests, consents and other communications required or permitted under this agreement shall be in writing (including faxed communications) and shall be (as elected by the person giving such notice) hand delivered by messenger or courier service, faxed, or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

    The **SCHOOL BOARD:**
    School Board of Citrus County, Florida

    1007 W Main Street
    Inverness, FL 34450
    352-726-1931 (Telephone)
    352-249-2115 (Fax)

    The **CONTRACTOR (Fiscal Agent)**
    College of Central Florida
    Mid Florida Career Pathway Consortium
    3001 SW College Road, Ocala, FL 34474-4415
    352-873-5836 (Telephone)
    352-873-5870 (Fax)

    Or, to such other addresses as any party may designate by notice complying with the terms of this section. Each such notice shall be deemed delivered:
    a. On the date delivered if by personal delivery, or
    b. On the date faxed if by fax, or
    c. On the date upon which the Return Receipt is signed or delivery is refused or the

notice is designated by the postal authorities as not delivered, as the case may be, if mailed.

11. **Governing Laws**: This agreement and all transactions contemplated by this agreement, shall be governed by, and construed and enforced in accordance with the laws of the State of Florida without regard to principles of conflicts of laws.
12. **Attorney's Fees**: If any legal action or other proceeding, including arbitration, is brought for the enforcement of this contract, or because of an alleged dispute, breach, default or misrepresentation in connection with any provisions of this contract, the successful or prevailing party or parties shall be entitled to recover reasonable attorney's fees, court costs and all expenses even if not taxable as court costs, incurred in that action or proceeding, in addition to any other relief to which such party or parties may be entitled.
13. **Counterparts**: This agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
14. **Survival of Covenant**: All covenants, agreements, representations and warranties made herein or otherwise made in writing by any party pursuant hereto shall survive the execution and delivery of this agreement and the consummation of the transactions contemplated hereby.
15. **Remedies**: No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power or remedy hereunder shall preclude any other or further exercise thereof.
16. **Severability Clause**: Provisions contained in this agreement which are contrary to, prohibited by or invalid under applicable law or regulations shall be deemed omitted from this document and shall not invalidate the remaining provisions thereof.
17. **Waiver**: A failure to asset any rights or remedies available to a party under the terms of this agreement, or a waiver of the right to remedies available to a party by a course of dealing or otherwise shall not be deemed to be a waiver of any other right or remedy under this agreement, unless such waiver of such right or remedy is contained in writing signed by the party alleged to have waived his other rights or remedies.
18. **Inspection of Records**:
Partner members, the Florida Department of Education (FLDOE), the State of Florida Division of Financial Services and the U.S. Department of Education, or their agents, may inspect all records related to this Service Agreement.
19. **Record Keeping**: "Fiscal Agent" Office for Finance and the Perkins Programmatic Office will maintain both financial and programmatic records related to the Agreement. The Florida Department of Education (FLDOE), the State of Florida Division of Financial Services, the U.S. Department of Education, and the Florida Auditor General, or their agents will have access to such records upon request, subject to the provisions in Section 18: "Inspection of Records" of this agreement. Records will be maintained for five years from the last day of the program.
20. **Contingency**: Contract Agreement contingent upon receiving 2025-2026 Carl D. Perkins Secondary and Post-Secondary Funding. (Subject to the Provisions in Section 4).

21. **Non-Discrimination**. The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, religion, in the performance of the parties' respective duties, responsibilities, and obligations under this Agreement.
22. **No Waiver of Sovereign Immunity**. Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under § 768.28, Fla. Stat. (2016). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.
23. **No Third Party Beneficiaries**. Nothing herein shall be construed as consent by any agency or political subdivision of the State of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

SCHOOL BOARD:
SCHOOL BOARD OF CITRUS COUNTY, FLORIDA

_____ Date 6/10/25
Sandra Counts, Chairperson

CONTRACTOR (Fiscal Agent)
COLLEGE OF CENTRAL FLORIDA

_____ Date _____
Bobby Durrance, Chair of the District Board of Trustees
College of Central Florida

AGENCY HEAD:
School Board of CITRUS COUNTY, Florida

_____ Date 6/10/25
Dr. Scott Hebert, Superintendent

AGENCY HEAD:
College of Central Florida

_____ Date _____
James Henningsen, President
College of Central Florida

ADDENDUM
Between
Mid Florida Career Pathway Consortium
Ocala, FL
and
College of Central Florida (Fiscal Agent for Mid Florida Career Pathway Consortium)
Ocala, FL

Scope of Work and Project Deliverables

The Mid Florida Career Pathways Consortium agreement is made and entered into by and between the College of Central Florida (Fiscal Agent) and the Stakeholders (members) of the Mid Florida Career Pathways Consortium: School Board of Marion County, District School Board of Levy County, Citrus County School District, Withlacoochee Technical College(WTC), and College of Central Florida (CCF). Through the existing partnership the College of Central Florida will fund:

- high school/college program coordinator and travel costs associated with attending State and National Conferences.
- travel costs to CTE secondary and postsecondary teachers to attend industry certification workshops, professional development and state and regional conferences
- postage, Fed Ex Express packages and envelopes to mail letters to parents/students regarding Career Pathway credits.

ARTICLE #1: SCOPE OF WORK (CONTRACTUAL DUTIES)

EXAMPLE: Contingent upon funding from the FLDOE, the fiscal agent will be required to provide its consortium stakeholders with a minimum of two semiannual reports (12/31/2025 & 6/30/2026) and one annual report (6/30/26) that must include, but not be limited to the following updates information:

- Minutes from consortium meetings
- Copies of the Career Pathway Presentation and Credits Ticket for each consortium stakeholder's district location
- List of senior completers invited to each presentation.
- Revised and updated articulation agreements

- Description of how postsecondary credits shall be awarded under the articulation academic and career & technical education courses from grade 9 through the postsecondary component of the program of study
- A description of the post-secondary credentials (industry certification/licensure, certificate, associate and baccalaureate degrees) available to students under the program of study.

ARTICLE #2: DELIVERABLES (EXPECTATIONS)

Validation or evidence of having completed the minimum standard of performance shall include: The Mid Florida Consortium was formed in order to create a seamless transition from the secondary programs of study to the postsecondary programs of study. Through the deliverables the high school/college program coordinator will collaborate with the consortium stakeholders and students to create an understanding of opportunities available for student growth and career development. The evaluation of the Consortium will be an expectant increase in the number of articulated credits or clock hours at the postsecondary level or passing a Gold Standard Industry Certification for articulated credits.

The following scope of activities (deliverables) will trigger the payment. Deliverables will be submitted for documentation supporting deliverables have been met.

ARTICLE #3: COST ANALYSIS (CONTRACTUAL PAYMENT) + DELIVERABLE

The **cost reimbursement** unit performance rate shall be triggered by an invoice from the fiscal agent which include the aforementioned deliverables.

ARTICLE #4: WORK PLAN

Deliverable	Description	Due Date	Unit Rate/ Payment Amount	Validation/ Documentation	100%	CCF	Marion County Secondary	Marion Technical College	Citrus County Secondary	WTC (PS Tech Center)	Levy County Secondary
1. Career Pathway Workshops	Career Pathway Presentation for each consortium stakeholder's district location, for students enrolled in a program of study articulated to the College of Central Florida. Assisting in applying for Career Pathway credits and assisting in Career Development Activities.	4/1/2026	$2,421.25	Agendas for each Consortium Stakeholder's Presentation along with documentation of eligible students invited at each location.	**$12,060.00**	**$4,900.00**	**$4,110.00**	**$400.00**	**$1,725.00**	**$300.00**	**$625.00**
2.Signed Articulation Agreements	Articulation agreements included within inter-institutional agreements will be signed and approved by the participating secondary and postsecondary agency heads for College of Central Florida (CCF), Marion County School District, Citrus County School District, Levy County School District. The Mid Florida Consortium was formed in order to create a seamless transition from the secondary programs of study to the postsecondary programs of study. Through the deliverables the high school/college program coordinator will collaborate with the consortium stakeholders and students to create an understanding of opportunities available for student growth and career development. The evaluation of the Consortium will be an expectant increase in the number of articulated credits or clock hours at the postsecondary level or passing a Gold Standard Industry Certification for articulated credits.	11/1/2025	$1,000.00	Signed local articulation agreements will be submitted with invoice to Mid Florida Consortium Stakeholders by due date. Signed local agreements for each Marion, Citrus and Levy School Districts will be submitted	**$3,000.00**	**$800.00**	**$1,200.00**	**$300.00**	**$300.00**	**$100.00**	**$300.00**

3. Eligibility of College Credit or Clock Hours	20% of graduating designated Career Pathway students in Marion, Citrus and Levy counties will earn eligibility to receive articulated Career Pathways College Credit or Clock hours, by passing the college level final exam, portfolio or passage of Articulated Industry Certification as detailed in approved local articulation agreements.	5/1/2026	$132.50	Report of students with eligibility credits or clock hours will be submitted with invoice to Mid Florida Consortium Stakeholders by due date.	**$4,240.00**	**$1,700.00**	**$1,690.00**	**$300.00**	**$275.00**	**$100.00**	**$175.00**
				TOTAL	$19,300.00	$7,400.00	$7,000.00	$1,000.00	$2,300.00	$500.00	$1,100.00

ARTICLE #5: INSPECTION OF RECORDS

The FLDOE, the State of Florida Division of Financial Services and the U.S. Department of Education, or their agents, may inspect all records related to this Service Agreement. Such records will be available in the EACH CONSORTIUM STAKEHOLDER'S' Office for Finance and its Perkins and Career Pathways offices. Access to a student's education records as defined by the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. s. 1232g and federal regulations issued at 34 C.F.R. 99.1 et seq., is permitted based on Florida Statute Section 1006.52(2), FERPA regulation section 34 C.F.R. 99.31. All parties receiving access to student educational records must use and maintain them in accordance with FERPA, including any requirements with regard to re-disclosure and recordkeeping.

ARTICLE #6: REMENDIES FOR NON-COMPLIANCE/NON-PERFORMANCE

In the event that the Contractor does not fulfill any of the requirements set forth under Article (Scope of Work), EACH CONSORTIUM STAKEHOLDER'S is not obligated to reimburse for non-compliance or performance. Otherwise, EACH CONSORTIUM STAKEHOLDER'S may select to pay at a per unit rate for partial performance.

ARTICLE #7: REQUIRED REPORTS

Contractor #1 shall prepare and submit a summative programmatic and financial status report to EACH CONSORTIUM STAKEHOLDER'S as justification for reimbursement for performance. Moreover, the report shall be made available to FLDOE upon request.

ARTICLE#8: RECORD KEEPING

EACH CONSORTIUM STAKEHOLDER'S Office for Finance and the Perkins Programmatic Office will maintain both financial and programmatic records related to the performance of this Agreement. The FLDOE, Department of Financial Service, the USDOE, and the Florida Auditor General, or their agents will have access to such records upon request, subject to the provisions in Article 3 "Inspection of Records" of this Agreement. Records will be maintained for **five years** from the last day of the program or longer as may be required by law if there is an ongoing investigation or audit.

ARTICLE #9: COST ACCOUNTING

In accordance with the deliverable schedule as shown in Article #4, each Stakeholder of the Consortium will contribute an amount from the Perkins Grant funds to the Fiscal Agent as reimbursement for performance. College of Central Florida Office for Finance will provide fiscal oversight of the funds.

ARTICLE #10: NON-EXPENDABLE PROPERTY

Funds provided through this Agreement will not be used to acquire non expendable property as described in the FLDOE, Request For Application for the Carl D. Perkins, Career and Technical Education, Secondary, Section 131.

ARTICLE #11: RETURN OF UNUSED FUNDS

In the event of unused funds for this Service Agreement at the close of the grant year, the fiscal agent, will return the unused funds to the FLDOE.

ARITCLE #12: COST

In accordance with the United States Office of Management and Budget ("OMB") Circular A-87, Attachment A "Cost Principles For Educational Institutions," all costs associated with this Agreement are reasonable, allowable, allocable, documented, and require repayment for all disallowed costs.

ARTICLE #13: AUDITS

Audits pursuant to this Agreement shall be governed as provided in "Audit Requirements as specified in the OMB Circular A133 and Section 215.97, F.S (as revised).

ARTICLE #14: MONITORING PROCESS

In accordance with the Carl D. Perkins Strengthening Career and Technical Education for the 21st Century Act of 2018 all parties will comply with program and fiscal requirements related to the monitoring process according to applicable federal and state laws and regulations specified by: Education Department General Administrative Regulations (EDGAR), Office of Management and Budget (OMB) Circulars, and Florida Department of Financial Services *Reference Guide for State Expenditures* and guidelines published in the Florida Department of Education's *Green Book*.

ARTICLE #15: TERMINATION

This Agreement shall be terminated if any Stakeholder of the Contract fails to perform its duties or responsibilities under this Agreement and/or in accordance with the conditions for this addendum as described in the. Carl D. Perkins Strengthening Career and Technical Education for the 21st Century Act of 2018 FLDOE.

ARTICLE #16: REFERENCES

The recommendations in this Addendum are based on Florida Statutes, Sections 215.422, 216.347, 216.3475, 287.058, and 287.133; Rule 60A-1.017, Florida Administrative Code; and State of Florida Contract and Grant User Guide .

COLLEGE OF CENTRAL FLORIDA

7

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: DirectConnect to UCF® – Renewal

INITIATOR: Dr. Saul Reyes
Vice President of Enrollment Management and Student Affairs

THROUGH: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

Central Florida Higher Education Consortium

Re-affirming the 20-year DirectConnect to UCF® partnership commitment, which is a region-side, partnership-driven, higher education strategy designed to expand student access, promote student success in higher education, and meet the extraordinary workforce needs and demands for growth in Central Florida.

This consortium includes the University of Central Florida, College of Central Florida, Daytona State College, Eastern Florida State College, Indian River State College, Lake-Sumter State College, Seminole State College and Valencia College.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the DirectConnect to UCF® renewal and give authorization to the President and Board Chair to sign the Agreement on behalf of the College.

A JOINT RESOLUTION (RESOLUTION) OF THE CENTRAL FLORIDA HIGHER EDUCATION CONSORTIUM (CONSORTIUM)

THE UNIVERSITY OF CENTRAL FLORIDA (UCF) BOARD OF TRUSTEES AND THE DISTRICT BOARDS OF TRUSTEES OF COLLEGE OF CENTRAL FLORIDA, DAYTONA STATE COLLEGE, EASTERN FLORIDA STATE COLLEGE, INDIAN RIVER STATE COLLEGE, LAKE-SUMTER STATE COLLEGE, SEMINOLE STATE COLLEGE, AND VALENCIA COLLEGE

Re-affirming the 20-year, DirectConnect to UCF® (DirectConnect) partnership commitment, which is a region-wide, partnership-driven, higher education strategy designed to expand student access, promote student success in higher education, and meet the extraordinary workforce needs and demands for growth in Central Florida.

WHEREAS, on November 9, 2005, the original five institutions (now known as Eastern Florida State College, Lake-Sumter State College, Seminole State College, University of Central Florida, and Valencia College) executed "A Joint Resolution" (Resolution), and collectively created what is known as the Central Florida Higher Education Consortium (Consortium);

WHEREAS, on March 4, 2015, the Consortium presidents created a "Regional Partnership Operational Plan" as an addendum to the Resolution to more effectively reflect the current state of the partnership rather than revising the original Resolution;

WHEREAS, in 2015, as a result of a request by the College of Central Florida and Daytona State College to join the Consortium, the original five institutions unanimously agreed to admit them as members of the Consortium by executing a "First Addendum to Joint Resolution;"

WHEREAS, the DirectConnect to UCF program has increased access since its

inception and has grown to include additional institutions, the current Consortium partners unanimously agreed to invite Indian River State College (IRSC) to the join the Consortium at IRSC's request in 2025 as part of this agreement.

WHEREAS, more than 75,000 bachelor's degree earners at UCF have transferred through the DirectConnect pipeline, producing for them a collective savings in tuition and fees of more than $435 million dollars, and enhancing the lives of these transfer students, their families, and our communities;

WHEREAS, the nationally distinctive and award-winning DirectConnect program is the unique brand of the Central Florida Higher Education Consortium that further builds quality and success around transfer pathways for timely degree completion by leveraging the long-standing support of transfer student policies in the Florida College System and State University System;

WHEREAS, the DirectConnect program provides inclusive excellence through greater college representation of Pell eligible, first-generation, and traditionally underrepresented populations resulting in enhanced social mobility for graduates in our communities;

WHEREAS, the DirectConnect program collaborates to align and provide strategic academic programs to meet the regional and global workforce needs and high-demand for quality, higher education graduates;

WHEREAS, a shared governance structure oversees the DirectConnect program and leads, through executive sponsorship and collaborative institutional leadership, the Consortium's strategic initiatives of convenings and work teams to address data sharing, degree pathways, curriculum alignment, academic and student support, and major- and transfer-readiness;

NOW, THEREFORE, BE IT RESOLVED BY THE UNIVERSITY OF CENTRAL FLORIDA BOARD OF TRUSTEES AND THE DISTRICT BOARDS OF TRUSTEES OF COLLEGE OF CENTRAL FLORIDA, DAYTONA STATE COLLEGE, EASTERN

FLORIDA STATE COLLEGE, INDIAN RIVER STATE COLLEGE, LAKE-SUMTER STATE COLLEGE, SEMINOLE STATE COLLEGE, AND VALENCIA COLLEGE THAT THIS RESOLUTION REPLACES THE PREVIOUS RESOLUTION, REGIONAL PARTNERSHIP OPERATIONAL PLAN, AND FIRST ADDENDUM TO JOINT RESOLUTION;

NOW, THEREFORE, BE IT FURTHER RESOLVED THAT ALL CONSORTIUM PARTNER INSTITUTIONS AGREE TO THE FOLLOWING:

Section 1. Governance.

The Consortium partner presidents provide executive sponsorship at the highest level of a shared governance structure; partner presidents convene annually to provide leadership, accountability, and direction to the Consortium.

The DirectConnect to UCF® (DC) Steering Committee oversees strategic planning, policies, and practices of the Consortium with a focus on major and transfer readiness of students throughout the entire educational pathway and experience. Membership of this committee includes chief academic, enrollment, and student affairs officers of Consortium institutions. The DC Steering Committee meets at least twice per year. An annual report of DirectConnect to UCF will be presented annually to the Consortium presidents.

The Consortium Academic Coordination Committee (CACC) oversees academic program needs and plans for the Consortium. This committee also oversees curriculum alignment initiatives. Membership of this committee includes chief academic officers of partner institutions and two UCF administrators appointed by the provost. The CACC meets at least twice per year.

The Workforce Development Committee conducts, collects, reviews, and analyzes labor market demand data to develop data-informed recommendations for associate and bachelor's degree programs necessary for workforce needs. The Workforce Development Committee will provide data by region and county as requested by the CACC for program review needs.

Florida College System institutions seeking membership in the Consortium will send a formal letter of interest to the presidents of each member institution indicating their willingness and ability to comply with the requirements set forth in the Resolution, including but not limited to: active participation in Consortium planning meetings, data sharing, faculty participation in curriculum alignment meeting, and resource development efforts that might include research,

grants, and philanthropy. Consortium presidents will review such membership requests at the next scheduled partner presidents meeting. All member presidents will have a vote on the request, and the request to join the Consortium must be unanimously approved.

Section 2. Operations.

The foundation of this partnership is a guarantee of admission (consistent with University and Florida Board of Governors policies) to the University for all Consortium Associate in Arts (A.A.) graduates, selected Associate in Science (A.S.) graduates and Specialized Associate in Arts Transfer graduates (S.A.A.T.). The Consortium partners are committed to this guarantee.

DC Steering Committee.

The DC Steering Committee will select co-chairs, one from UCF and one from a partner FCS institution, to serve two-year terms and to regularly organize and convene meetings. The DC Steering Committee will oversee the operations of the partnership program.

Consortium partners commit to a proactive strategy of cooperation to identify prospective DirectConnect students and to enhance the transfer and major readiness of students who plan to transfer to UCF, with a goal of improving student success.

The DirectConnect Steering Committee will develop operational plans to promote the major- and transfer-readiness of students in the pipeline. Students who follow the plans and are major- and transfer-ready will start their UCF journey in the major and term of their choice.

Consortium partners commit to promoting an access for success approach to student success, with clear curricular pathways including but not limited to Specialized Associate in Arts Transfer degrees. The Consortium partners will work collaboratively to ensure that DC students enter a curricular pathway as early as possible in their undergraduate journey, knowing that our students are best served by completing their associate's degree and common program pre-requisites prior to their admission to UCF, positioning these students for timely degree completion at UCF.

Consortium partners commit to developing a transfer student success operational plan for the admission of DirectConnect students into a specific major, including the establishment of pathways for students who choose to enter the DirectConnect pipeline. These pathways should specify the preferred manner and time by which students will declare their intention to enter the DC pipeline; the milestones that DC students should attain prior to their matriculation

at UCF; the definitions of major and transfer readiness; and how UCF will manage DC pipeline students who have not completed the curricular pathways.

CACC.

The CACC committee will select co-chairs, one from UCF and one from a partner FCS institution, to serve two-year terms and to regularly organize and convene meetings. A process and procedure will be developed to formally communicate among the member institutions on requested academic program proposals. Through this process, the Consortium will more effectively and efficiently support academic program development. Programs of concern that cannot be resolved by the CACC will be referred to the Consortium member presidents for deliberation and final approval.

Each Consortium institution will develop a five-year plan for potential new and expanded programs to share with the CACC. The compiled programs will be reviewed and analyzed by the Workforce Development Committee to assess for meeting regional and local workforce needs. The CACC will develop a Regional Master Plan of associate and bachelor's degrees to provide transparency and support for program development and to provide for more seamless support of the state regulated processes.

The CACC will oversee curriculum alignment efforts for the Consortium.

Section 3. Data Sharing.

Consortium partners will routinely share institutional and student data related to this partnership work. Data sharing will enable the Consortium to make data-informed decisions to improve the quality of the partnership and the student experience, while also advancing the public accountability of the access and success missions of our institutions.

Section 4. Resource Management.

Consortium partners will collaborate to advance the important work of the Consortium through identification and partnership efforts around grants, research, and joint philanthropy.

Section 5. Partnership Obligations.

Consortium partners will create specific operating plans to guide the local strategy within the framework of this resolution. Day-to-day collaboration among partner institutions will

provide a climate for planning, trust, and innovation, and will capture best practices and the most creative thinking from each partner. The interdependent nature of the Consortium will enable deeper alignment of systems, policies, and procedures, thus ensuring a seamless transition for students.

Section 6. Stewardship.

While this resolution is not a legally binding contract, it is a pledge to stewardship, not only of the public resources entrusted to each institution, but of our mission to extend the very best in educational opportunity to this regional community and the students to whom we are enjoined.

Section 7. Signatures.

James Henningsen — Date
President
College of Central Florida

Charlie Stone — Date
Chair, Board of Trustees
College of Central Florida

Thomas LoBasso — Date
President
Daytona State College

Randy Howard — Date
Chair, Board of Trustees
Daytona State College

James Richey — Date
President
Eastern Florida State College

Ronald Howse — Date
Chair, Board of Trustees
Eastern Florida State College

Timothy Moore — Date
President
Indian River State College

Christa Luna — Date
Chair, Board of Trustees
Indian River State College

Laura Byrd — Date
Interim President
Lake-Sumter State College

Bret Jones — Date
Chair, Board of Trustees
Lake-Sumter State College

Georgia Lorenz — Date
President
Seminole State College

Bob Cortes — Date
Chair, Board of Trustees
Seminole State College

Kathleen Plinske — Date
President
Valencia College

Michael Sasso — Date
Chair, Board of Trustees
Valencia College

Alexander Cartwright — Date
President
University of Central Florida

Alex Martins — Date
Chair, Board of Trustees
University of Central Florida

COLLEGE OF CENTRAL FLORIDA

8

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Dixie County School Board Articulation Agreement 2025-2026 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the Dixie County School Board. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these District Inter-institutional Agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement with the Dixie County School Board and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreements for Career and College Acceleration
Between the District Board of Trustees of the College of Central Florida
And the School Board of Dixie County, Florida
2025-2026

I. DUAL ENROLLMENT ARTICULATION AGREEMENT

The Articulation Committee that has negotiated/drafted the agreement include: Dixie County School District members: Cheryl Pridgeon, Vice Chair Dixie County School Board; Kristen McCaskill, Director of Human Resources

College of Central Florida (CF) members: Dr. Raphel Robinson, Director of Admissions; Sarah Sandford, Dual Enrollment Coordinator

The Committee meets annually in the spring to go over the current year's articulation agreements and discuss changes that are required due to changes in statute or rule and any changes desired by either the school district or the college. A draft document is prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school districts to take to their School Boards for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school district personnel. The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

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

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. This agreement covers not only dual enrollment, but also CF's early college program "Collegiate Academy", career pathways, remediation and teacher preparation. Legislative changes that occur after the final draft of this document which impact the 2025-2026 academic year will take precedence.

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

a. References to students in this document mean any student enrolled in a Dixie County Public School.

b. CF will provide information to the schools regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.

c. The schools, in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. The schools will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.

d. CF will post application deadlines and registration dates on its dual enrollment Web page at least

one term in advance.

e. CF Admissions & Dual Enrollment staff will work with district and school officials on targeted dual enrollment recruiting activities.

f. The school will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF.

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

a. Courses to be provided by CF under this agreement will be mutually agreed upon by CF and the School District, and will avoid unnecessary duplication of existing courses in grades six (6)-twelve (12). Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.

b. CF will furnish each school with a copy of the current courses (https://www.cf.edu/Courses) with descriptions for each course in which a student may be dually enrolled.

c. A student education plan may be developed by CF for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in an Applied Technology Diploma, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.

d. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts, applied technology, and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of §1003.4282, Fla. Stat. (2024).

e. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of their school principal, parent/guardian and the School District before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.

f. Students have an opportunity to participate in dual enrollment through the School Board of Dixie County until they have successfully earned an Associate's degree and/or accrued sixty• seven (67) hours of college credit. The calculation of the sixty-seven (67) hours is inclusive of all college credit earning coursework. Students are no longer eligible for dual enrollment once they successfully complete four (4) years of enrollment in high school or graduation, whichever comes first.

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

A. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

B. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students must complete the online Dual Enrollment application. The student will print the parent approval form from the email received upon submission of the application. The parent/guardian must sign giving permission for the student to participate in the Dual Enrollment program. The student must turn the form in to their school counselor along with the self-registration agreement. The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

C. **Orientation**: Orientation must be completed prior to the start of the term and is required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

D. **Registration:** Dual Enrollment information will be provided to counselors by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The student must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadlines will end one week before the start of the term. Students are ineligible to register for B term for the Fall and Spring semesters.

E. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Withdrawal requests must be submitted by the withdrawal deadline. The student will receive a "W" on their college transcript for the attempt in the course. Co-requisite courses will count as one class for withdrawal purposes.

F. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours only during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and

spring terms. Dual enrollment students may take up to nine (9) credit hours total in the Summer semester prior to their Junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the school district and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to twelve (12) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	**3**	**3**	**0**	**6**
Freshmen	**6**	**6**	**0**	**12**
Sophomores	**6**	**6**	**9**	**18**
Juniors	**9**	**9**	**12**	**27**
Seniors	**16**	**16**	**0**	**32**

G. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by the School District. Grades will be electronically transmitted securely by CF to the district offices for posting.

H. **Academic Advising:** All A.A. degree seeking students must be advised by a CF meta-major advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the A.A. and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

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

a. An overall GPA of 3.0 on an un-weighted 4.0 scale is required for college credit dual enrollment courses. An overall GPA of 2.0 on an un-weighted 4.0 scale is required for students to enroll in vocational certificate dual enrollment programs. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 un-weighted school GPA and the minimum GPA required by the college. Students admitted into the EMT program through dual enrollment must have a 3.0 grade point average in EMT program coursework and satisfy all EMT program entry requirements.

b. The Dixie County School Board shall identify those students qualified to participate in dual enrollment classes. The high school principals or designee will approve student eligibility for participation in these classes.

c. The student must be enrolled in the Dixie County Public School System and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college preparatory testing requirements in § 1008.30 Fla. Stat. (2024) and rule 6A-10.0315, F.A.C.

d. Any combination of these test scores may be considered if taken within two (2) years of the beginning of classes for first-time dual enrollment students. The student must pass all sections of the test. Cut scores for the placement tests are as follows:

	Reading	English	Algebra
ACT	19	17	19
PreACT	22	18	22
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	Math
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114- Placement for MAT1033, MGF1130/1131 or STA2023
PERT 123- Placement for MAC1105, College Algebra

e. Students enrolling in MAC1105 must achieve the following scores on the Mathematics portion of the respective test: ACT 25; SAT 26.5; Digital SAT/PSAT 530, PERT 123. Students who wish to take upper level math beyond MAC1105 must satisfy the above test requirements and take the CLM test and score a 270 or higher.

f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the dual enrollment grade point average and specific program entry requirements.

g. The student must pass the grade level Required State Assessment in English Language Arts and the end of course exams for Algebra I, as required. Exceptions will be at the discretion of the School Board. Permission for participation must be granted by the student's parent/guardian.

h. Students enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a co-requisite during the same semester. Students who have a score of three (3) or above on the Advanced Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semesters. In order for credit to be granted, official exam scores must be received and evaluated by Enrollment Services at CF. (Including AP, Cambridge AICE, IB, Dantes).

i. Students must have earned four (4) high school level credits for consideration for Dual Enrollment through Dixie County School District until they have successfully earned an associate's degree and/or accrued sixty-seven (67) hours of college credit. The calculation of the sixty-seven (67) hours is inclusive (including AP, Cambridge AICE, IB, Dantes) of all college credit earning coursework.

j. Students are no longer eligible for dual enrollment once they successfully complete four (4) years of enrollment in high school or graduation, whichever comes first. Students who will graduate from high school before completion of the postsecondary course may not register for the course through Dual Enrollment. This means that high school seniors may NOT take a summer "A" course as dual enrollment.

k. Any exceptions to the requirements must be approved by both the school district and CF's Petitions & Exceptions Committee. Students and their counselor are notified of the committee's decision in writing within one (1) week of the meeting. A student exception appeal may be approved by the Superintendent to allow a student to repeat a course that they were unsuccessful in within the next semester at Dixie's expense. CF will not change the grade and it will show as a repeated course. If it is a third attempt at the course, Dixie County Schools will pay the out-of-state tuition for the course.

l. Students who will graduate from high school prior to completion of the post-secondary course may not register for the course through dual enrollment. This means that high school seniors may NOT take a summer "A" course as dual enrollment.

m. Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. See Code of Conduct in section 10(H).

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

a. The School Board of Dixie County will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the Dual Enrollment Course- High School Subject Area Equivalency List recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three (3) credit hours will be ineligible for high school credit and will not constitute dual enrollment.

b. High school credit for Post-Secondary Adult Vocational certificate classes shall be awarded based on the number of contact hours in the program of study. For each 135 clock hours in the program, a student will be awarded one (1) high school credit in Carnegie units; one-half (0.5) high school credit will be awarded for any number of clock hours between 68 and 135; and no high school credit will be awarded for any number of clock hours less than 68.

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

a. CF will supply school counselors with dual enrollment information which include application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the dual enrollment webpage at least 1 semester in advance.

b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the high school campus.

c. Students will be informed during dual enrollment orientation that they should plan to study at least

two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

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

   a. There will be no exceptions made to the required grade point averages for academic or career dual enrollment.

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

   a. Registration for dual enrollment students taking classes on the college campus will take place the same as all other students. Registration will stop ten days in advance of the start of term to give high school counselors time to review registration. Changes must be confirmed within five days.
   b. Dual enrollment students will follow the college's procedures for drop, withdrawal and petition policies. Students appealing a grade of D, F, or FF will not be eligible to continue in dual enrollment until a decision is rendered by the Dual Enrollment Petitions Committee.
   c. If a grade is successfully petitioned, the student may enroll in dual enrollment course that begin after the petition approval date as per the CF Grade Appeals Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. If the withdrawal appeal is successful, the student may enroll in dual enrollment courses that begin after the petition approval date.
   d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.
   e. Courses will follow the CG academic calendar published on the CF website.

10. **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**

    a. Each student must be recommended by their school principal or principal's designee. Student screening for eligibility and participation is the responsibility of the high school principals according to district and state requirements.
    b. Their school counselor shall identify those students qualified to participate in dual enrollment classes on a semester basis and will verify their continued eligibility throughout their participation. This verification will be conducted after grades are posted each semester. The counselor will notify the college's dual enrollment coordinator when a student's eligibility status changes.
    c. The CF advisor will work with students to review dual enrollment course plans to minimize enrollment in courses that are not a part of the student's chosen academic pathway. CF will provide academic advising services to dual enrollment students and monitor their progress and attendance

will be informed of college-level course expectations.
ation listed in this agreement is based on the School District's Student

enrollment classes held in college facilities will be subject to college
red documentation of enrollment and attendance will be reported to the
by required state reporting deadlines.
urses conducted during school hours, after school hours and during the
if the student is projected to graduate from high school before the
of a post-secondary course, the student may not register for that course
he student may apply to CF and upon admission, may register and pay
s for the summer session.
CONDUCT: Students attending dual enrollment classes on the
low CF's Code of Student Conduct in terms of appropriate
ocol, and academic integrity (i.e., cheating and plagiarism). If a
the learning process, a student may lose the opportunity to
enrollment course, regardless of eligibility requirements for
udents expelled from The School Board of Dixie County will no
cipate in Dual Enrollment.
The parties may provide personally identifiable student records to each
f this agreement. Such records are provided pursuant to §1002.22, Fla.
§1232g. Each party further agrees to comply with §1002.22, Fla. Stat.
32g, including but not limited to provisions related to confidentiality,
etention, and security of student records.

garding the transmission of student grades in dual enrollment

ory progress reports may be counseled by the school counselor upon

al enrollment classes will be graded on the same basis as other college
ses. CF will assign letter grades to each student/course and the letter
sted to the student's school transcript by the school district. Grades will
d securely by CF to the district MIS/Curriculum offices for posting.
nt earns a D, F, or FF grade in any course(s) during one (1) semester,
ible to participate in Dual Enrollment. Payment for courses cannot be
dent or by the student while the student is still in the K-12 system.
tudent successfully petitions and the grade is subsequently changed to

neates costs incurred by each entity.

iation in the General Appropriation Act, and in accordance with
Fla. Stat. (2024), the School District shall pay the standard tuition rate
from funds provided in the Florida Education Finance Program (FEEP)

in dual enrollment classes.

d. Students and their parents will be informed of college-level course expectations.

e. Any "grade level" classification listed in this agreement is based on the School District's Student Progression Plan.

f. Students attending dual enrollment classes held in college facilities will be subject to college attendance policies. Required documentation of enrollment and attendance will be reported to the Dixie County MIS offices by required state reporting deadlines.

g. Students may enroll in courses conducted during school hours, after school hours and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a post-secondary course, the student may not register for that course through dual enrollment. The student may apply to CF and upon admission, may register and pay the required tuition and fees for the summer session.

h. **CODE OF STUDENT CONDUCT: Students attending dual enrollment classes on the college campus will follow CF's Code of Student Conduct in terms of appropriate classroom behavior, protocol, and academic integrity (i.e., cheating and plagiarism). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment. Students expelled from The School Board of Dixie County will no longer be eligible to participate in Dual Enrollment.**

i. **STUDENT RECORDS**: The parties may provide personally identifiable student records to each other in the performance of this agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g. Each party further agrees to comply with §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. **The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to the school district.**

a. Students with unsatisfactory progress reports may be counseled by the school counselor upon notification by the College.

b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's school transcript by the school district. Grades will be electronically transmitted securely by CF to the district MIS/Curriculum offices for posting.

c. If a Dual Enrollment student earns a D, F, or FF grade in any course(s) during one (1) semester, they will no longer be eligible to participate in Dual Enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.

12. **A funding provision that delineates costs incurred by each entity**.

a. Subject to annual appropriation in the General Appropriation Act, and in accordance with §1007.271(21) (n) (1), Fla. Stat. (2024), the School District shall pay the standard tuition rate per credit hour ($71.98) from funds provided in the Florida Education Finance Program (FEEP)

to CF for all Dual Enrollment instruction that takes place on the CF campus or by CF online. Courses taken during the summer term will not be charged to the School Districts

b. Students must drop courses during the add/drop period to have the cost of tuition removed. If the student later withdraws from a course, the tuition will remain and be charged to the district.

c. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation and laboratory fees excluding private instruction.

d. Required textbooks and other instructional materials as defined in §1006.28, Fla. Stat. (2024) will be funded by the School District provided the FEFP provides funding for such expenses. CF will adhere to the requirements set forth in §1004.085, Fla. Stat. (2024) in regards to the affordability of textbooks.

e. The School Board of Dixie County shall be responsible for the instructional materials provided under this agreement. All instructional materials are available through CF in conjunction with the CF Bookstore (Barnes & Noble).

f. CF will invoice the School District for costs incurred following each semester.

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

a. The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held.

14. For the 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.

a. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a CF facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. If a student with a disability enrolls in a dual enrollment course offered at a high school facility, the high school will be responsible for providing accommodations per CF Accessibility and Counseling Services guidelines. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.

II. MECHANISMS AND STRATEGIES FOR DECREASING THE NEED FOR DEVELOPMENTAL EDUCATION OF HIGH SCHOOL GRADUATES AT CF.

A. There shall be established a "College and Career Collaborative" comprised of two representatives from each school district, the Vice President for Academic Affairs, the Vice President for Student Affairs, and the Director of Admissions and Student Recruitment at CF, and others as the plan warrants.

B. Initiatives include:

a. Analysis of student readiness for college by administering the PERT to eligible

students from Dixie, Marion and Citrus counties.

1. CF will provide:
    a. One (1) administration of the PERT exam at no cost for students who wish to apply for participation in dual enrollment;
    b. By appointment only via the CF website with approval from the high school.
2. School Board of Dixie County will provide:
    a. space for testing;
    b. test sites;
    c. testing information to all eligible student.

C. CF will provide assessment of student readiness for college by administration of PERT to all incoming students without ACT or SAT scores. Incoming students will be required to submit PERT, SAT or ACT scores if they do not meet exemption requirements as identified by Fla Stat.
§1008.30 (2024).

D. CF will accept the PERT scores from the official transcripts only if not found in the PERT repository.

E. Articulation agreements will be established between Levy, Dixie, and Citrus school districts and CF.

F. CF advising and admissions staff from all campuses will meet with school counselors in all three school districts to provide in-service training regarding CF course requirements. School counselors are encouraged to visit CF's workforce development programs.

G. CF will conduct a "college preview" type event for students in each of the school districts.

H. CF will provide information about its programs and how to be a successful college student to sixth (6th) through twelfth (12th) graders in Levy, Dixie, and Citrus counties in a variety of formats, materials and events.

I. Educational Opportunity Center (EOC), a Federal TRIO program that serves approximately 1,000 high school & post-secondary students at educational institutions in the service area, will offer activities including individual needs assessment, individual educational plans, tutoring, career exploration, mentoring, visits to local business and industry and college campuses, motivational sessions, etc. (dependent upon grant funding).

III. MECHANISMS AND STRATEGIES FOR PROMOTING CF'S COLLEGIATE ACADEMY

A. Program Description

1. The CF COLLEGIATE ACADEMY is a Dual Enrollment Program that provides an opportunity for eligible 11th and 12th grade students to enroll in college-level courses to obtain dual (high school and college) credits on the CF campus or online. The CF COLLEGIATE ACADEMY is a cooperative effort between CF and the school district to provide postsecondary coursework, which enables eligible students to receive a minimum of 24 hours during the fall and spring CF terms and Career and Professional Education (CAPE) industry certifications, as defined in CS/CS/SB 850: Education (2014), where appropriate

B. Delineation of Courses and Industry Certifications

1. Courses to be provided by CF under this Agreement will be mutually agreed upon by CF and the school district, and will avoid unnecessary duplication of existing courses in grade 12. Any course in the Florida Department of Education's Statewide Course Numbering System, except development education and physical education skills courses, may be offered as Dual Enrollment. Courses may be taken online or at CF. Students will have the opportunity to earn CAPE industry certifications.

2. CF will develop a Student Pathway for each student participating in the CF COLLEGIATE ACADEMY. The pathway will guide course selection. At a minimum, each pathway must include a list of courses that will result in an Applied Technology Diploma, an Associate in Science (A.S.) degree, or an Associate in Arts (A.A.) degree. If a student identifies a baccalaureate degree as the objective, the pathway must include courses that will meet the general education requirements, as well as any prerequisite requirement for entrance into a select baccalaureate degree program.

3. Postsecondary courses in foreign languages, mathematics, English, Sciences, social studies, computer science, performing or visual arts, applied technology, and any other classes that comply with applicable state regulation will be counted toward meeting the graduation requirement, as specified in Section 1003.4282, Fla. Stat. (2024)

4. Students will have the opportunity to participate in the CF COLLEGIATE ACADEMY until they: graduate.

5. Students wishing to pursue participation in the CF COLLEGIATE ACADEMY must contact their high school counselor to discuss CF COLLEGIATE ACADEMY admissions criteria and obtain admissions application information

C. Eligibility Requirements

1. Students must have an overall grade point average (GPA) of 3.0 on an unweighted 4.0 scale to qualify for participation in the CF COLLEGIATE ACADEMY. Continued eligibility requires that students maintain a 3.0 unweighted high school GPA and the minimum GPA required by CF.

2. Student Identification and Approval

a) High School counselor will identify those students qualified to participate in Dual Enrollment classes. Qualified students must obtain approval from the high school principal or designee to be eligible for participation in the CF COLLEGIATE ACADEMY.

3. Student Readiness

a) Eligible students must be enrolled in the school district and must be working towards a high school diploma. Students must take the Pre-ACT, PSAT, CLT, ACT, SAT or PERT to demonstrate readiness for college-level coursework.
Any combination of these test scores may be considered if taken within two (2) years of the beginning of classes for first-time dual enrollment students. All sections of the

placement test must be passed. Cut scores for the three (3) placement tests are as follows:

b)

	Reading	English	Algebra
ACT	19	17	19
PreACT	22	18	22
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	Math
Digital SAT	490	480
CLT	38	16

4. Additional Eligibility Requirements

a) Students must achieve a 114 PERT score to qualify for placement in MAT0133, MGF1130, MGF1131 or STA2023.

b) Students must achieve a 123 PERT score to qualify for placement in MAC1105 or College Algebra.

c) Students enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; PERT 123. Students who wish to take Upper-level math beyond MAC1105 must satisfy the aforementioned test requirements and take the College Level Math (CLM) test and score a 70 or higher.

d) Students must pass the 10th Grade English Language Arts (ELA)assessment, as well as the Florida End-of-Course (EOC) exam for Algebra 1 or meet Florida identified concordant scores.

e) Students will be required to complete the American History EOC, via the school district, by the end of their high school junior year.

f) Students participating in the CF COLLEGIATE ACADEMY must enter into a student/parent performance contract, which must be signed by the student, the parent/guardian, and a representative of the school district and CF, respectively.

g) Students must have completed their sophomore year in high school by passing 12 high school credits to be consider for participation in the CF COLLEGIATE ACADEMY. Students are no longer eligible for participation in the CF COLLEGIATE ACADEMY upon successfully completing four years of enrollment in high school or high school graduation, whichever comes first.

h) Students who will graduate from high school before completion of a postsecondary course may not register for the course through Dual Enrollment or the CF COLLEGIATE ACADEMY. High school seniors may NOT take Summer-A courses as Dual Enrollment.

i) Students attending classes on the college campus will follow CF's Code of Student Conduct in terms of appropriate classroom behavior, protocol, and academic integrity (i.e., cheating and plagiarism). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the Dual

Enrollment course, regardless of eligibility requirements for continued enrollment. Students expelled from the School Board of Dixie County will no longer be eligible to participate in COLLEGIATE ACADEMY

D. Enrollment Process

1. Application Process
    a) Students interested in the CF COLLEGIATE ACADEMY must meet the Dual Enrollment eligibility requirements set forth by the Articulation Agreement. Students must complete the CF online Dual Enrollment application. Students must print the parent approval form from the email received from CF upon submission of the application. The parent/guardian must also sign permitting the student to participate in the CF COLLEGIATE ACADEMY. Students must deliver the form to their high school counselor. Students will be issued a CF ID number to view the student portal for additional requirements. Students are responsible for requesting and approving all documents needed for eligibility, including their high school transcripts and placement test scores (Pre-ACT, PSAT, CLT, ACT, SAT or PERT). All documentation must be received by CF's Dual Enrollment Office by the posted application deadlines. After all documents are received and processed by CF's Dual Enrollment Office, students will receive an email stating they have been admitted to the CF COLLEGIATE ACADEMY. If student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, CF's Dual Enrollment Coordinator will contact the student's high school counselor, who will be responsible for contacting the student.
2. Orientation
    a) Orientation must be completed prior to the start of the term and is required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.
3. Registration
    a) COLLEGIATE ACADEMY information will be provided to counselors by CF to better help students and parent/guardians understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The student must review the schedule posted on the MyCF portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadlines will end one week before the start of term.
4. Withdrawal Process
    a) CF COLLEGIATE ACADEMY students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. The student will receive a "W" on their transcript for the attempt in the course. If a COLLEGIATE ACADEMY student receives 1 or more "W" grades, they will no longer be eligible to participate in COLLEGIATE ACADEMY. Co-requisite courses will count as one class for withdrawal purposes.
    b) CF COLLEGIATE ACADEMY students have the option to withdraw from a course(s) within the withdrawal period. The student must request the withdrawal

form through the CF Dual Enrollment office. The student will receive a "W" on the transcript to document the attempt in the course.

5. Course Load
    a) 11th and 12th grade students participating in the CF COLLEGIATE ACADEMY must enroll in at least 12 credits and may take up to 18 credit hours in the fall and spring terms.
6. Grade Distribution
    a) All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same course. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's high school transcript by the school district. Grades will be electronically and securely transmitted by CF to the school district office for posting.

E. Communication Methods, Medium, and Process for Students and Parents

1. References to students throughout this document mean any eligible student enrolled from any Dixie County public high school.
2. CF will provide information to high schools throughout Dixie County, requirements for participation and the educational benefits to be derived from the CF COLLEGIATE ACADEMY.
3. High schools throughout the district will utilize published, electronic or other media to notify students and their parent/guardian of the opportunity to participate in the CF COLLEGIATE ACADEMY. The high school will provide information, using these same methods, to students and their parent/guardian of the eligibility criteria for participation in the CF COLLEGIATE ACADEMY. Information regarding CF COLLEGIATE ACADEMY, including the return on investment associated with participation in the program, is provided annually via mailings, magnet fairs, and magnet caravans.
4. CF will post application deadlines and registration dates on its Dual Enrollment web page at least one term in advance.
5. CF Dual Enrollment staff will coordinate and work with the school district on targeted CF COLLEGIATE ACADEMY recruiting activities.

F. Advising Services and Progress Monitoring

1. All A.A. and A.S. degree-seeking students must be advised by a CF educational advisor in the semester that they reach 30 earned credit hours, to learn about the requirement to complete the degree and any additional requirements necessary to transition into the bachelor's degree program and the institution of their choice.
2. CF will provide academic advising services to CF COLLEGIATE ACADEMY students.
3. The CF COLLEGIATE ACADEMY and Dual Enrollment courses meet the curricular expectations and offer the same depth and rigor of non-Dual Enrollment Postsecondary instruction.
4. Students will be informed during orientation that they should plan to study two (2)– three (3) hours outside of class for every one hour they are in the class, to be successful in college-level courses. In addition, Dual Enrollment courses become a part of a student's permanent college transcript are calculated into the student's permanent postsecondary GPA.

G. Program Review and Reporting Mechanism (Student Performance Outcomes)

1. Each year, CF will perform a grade distribution analysis and share that information with the school district.
2. The CF COLLEGIATE ACADEMY will be reviewed as a part of CF's Service Unit Assessment process for the COLLEGIATE ACADEMY every four years.
3. All students enrolled in CF COLLEGIATE ACADEMY classes will be graded on the same basis as other college students in the same college courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's high school transcript. Grades will be electronically transmitted securely by CF to the student's high school and the school district MIS/Curriculum offices for posting.
4. While a student is enrolled in high school, payment for dual enrollment courses cannot be made on behalf of any student participating in the CF COLLEGIATE ACADEMY by any third party, including the student's family.
5. If a Dual Enrollment student earns a "D", "F", or "FF" grade in any course during one semester, that student will no longer be eligible to participate in dual enrollment. The student may appeal the decision.
6. COLLEGIATE ACADEMY students will follow CF's procedures for drop, withdrawal, and petition policies. COLLEGIATE ACADEMY students will not be permitted to take courses while petitioning a grade of D. F or FF.
7. If a grade is successfully petition, the student may enroll in COLLEGIATE ACADEMY courses that begin after the petition approval date as per CF Grade Appeal Process. If filing a withdrawal appeal, it must be filed withing 5 business days of grades posting to be eligible to enroll in the following semester. If the withdrawal appeal is successful, the student may enroll in COLLEGIATE ACADEMY courses that begin after the petition approval date.

H. Funding Arrangement to Implement to CF COLLEGIATE ACADEMY

1. The school district will pay the standard tuition rate per credit of seventy-one dollars and ninety-eight cents ($71.98), from funds provided in the Florida Education Finance Program (FEFP) to CF for courses taken online or at a CF campus, in accordance with Section 1007.273, Fla, Stats. (2024). Courses taken during the summer term will not be charged to the school district. The amount of credit hours will be based upon CF's enrollment records, as the keeper of the student's official college transcript.
2. Students must drop courses during the designated add/drop period to eliminate the cost of tuition. If a student later withdraws from a course, the tuition charge will remain and be charged to the school district.
3. Students enrolled in the CF COLLEGIATE ACADEMY will be exempt from the payment of registration, matriculation, and laboratory fees.
4. Required textbooks and other instructional materials, as defined in Section 1007.273, Fla. Stats. (2024) will be funded by the school district, provided the FEFP provides funding for such expenses. CF will adhere to the requirements set forth in Section 1004.085, Fla. Stats. (2024), governing the affordability of textbooks.
5. The School Board of Dixie County shall be responsible for the instructional materials provided under this agreement. All instructional materials are available through CF in conjunction with the CF Bookstore (Barnes & Noble).
6. Eligibility for academic accommodations requires that students with disabilities who enroll in a course provided at a CF facility must meet all requirements established by requirements established by CF's Office of Accessibility and Counseling Services.
7. CF will invoice the school district for costs each semester. The school district will make payment by check.

8. Transportation to attend college-level course offered at any facility will be the responsibility of the student or the student's parent/guardian.

IV. MECHANISMS AND STRATEGIES FOR PROMOTING "CAREER PATHWAYS" PROGRAMS OF STUDY

A. Courses and programs available to students eligible for Career Pathways

a. Career Pathway Program of Study is a coherent sequence of rigorous academic and technical courses that prepare students for successful completion of state academic standards and support an accelerated transition to postsecondary coursework in a related career area of interest. According to the Florida Department of Education Information Data Base Requirements, Vol. 1, a Secondary Career Pathways Student is defined as "a career and technical education student who has earned three or more (high school) credits in a single career and technical education program and has participated in a locally developed Program of Study that has a written articulation agreement in place which establishes and validates the career pathway." Such is the purpose of this articulation agreement between the College of Central Florida (CF) and the Dixie County School Board.

b. Courses to be articulated by CF under this agreement will be mutually agreed upon by the college and the Dixie County School board. Career Pathways course and program offerings will be accessible on the Career Pathways Web page of CF's Web site (www.CF.edu/careerpathways), and the Dixie County School's Web site on the Career and Technical Education (CTE) Web page. Alterations to this list of offerings may be made with mutual consent of CF and the Dixie County School Board. (See Appendices for a full list of articulated credits).

B. The process for notifying parents and students of the option to participate in Career Pathways programs

a. CF will provide information to the schools regarding the requirements for participation in, and the educational benefits to be derived from, Career Pathways or other accelerated programs.

b. The school in turn will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. The schools will also provide information, using these same methods, to students and their parents or guardians regarding the eligibility criteria for participation in these programs

C. Eligibility criteria for student participation

a. Eligibility for participation in a Career Pathways program of study is determined by a student's enrollment in a Career & Technical Education Program of Study. A student who is defined as a "concentrator" is a student who has enrolled in three (3) or more courses in a CTE Program of Study) and has met the minimum academic requirements of a "B" (3.0) in the CTE Program is considered a Career Pathway student.

b. Career Pathways students who are eligible for articulated credits and desire to attend CF in an aligned Associate of Science degree (A.S.) program must apply for a CF student identification number and request to take an end-of-course exam for the articulated credit. Students, who pass an Industry Certification on the Gold Standard Career Pathways Articulation Agreements of Industry Certification to AAS/AS Degree, are exempt from taking the end of course exam for the courses specified in Appendices. (http://www.fldoe.org/workforce/dwdframe/artic_indcert2aas.asp)

D. Institutional responsibilities for student screening prior to enrollment and monitoring enrolled students

a. The Dixie County School Board shall identify those students who have completed Career Pathways courses of study and are current seniors (within 12 months of high school graduation) and shall so notify the College of Central Florida.
b. CF will make available advising services to Career Pathways students, as provided to all CF students.

E. Awarding college credit for articulated Career Pathways courses

a. To receive Career Pathways credit, students must demonstrate mastery of articulated career and technical courses by earning at least a grade of "B" average (3.0) as indicated on their official high school transcripts. Additionally, students may also be required to pass the Industry Certification identified on the Gold Standard State Wide Articulation Agreement, an exam and/or approved alternative assessment of work to demonstrate mastery of course material at a level acceptable to the College of Central Florida.
b. The articulated Career Pathways credits will be awarded and posted to the student's CF transcript upon acceptance to CF and his/her declaration of an A.S. program of study. The articulated CF courses will be awarded a grade of "S" and will not factor into the student's CF grade point average.
c. Statewide Career and Technical Education Articulation agreements which are based on nationally recognized industry certification support the Department of Education's Next Generation Strategic Areas of Focus (number three) effort to "expand opportunities for postsecondary degrees and certifications." Gold Standard Career Pathways Industry Certification to AAS/AS Degree Statewide Articulation Agreements based on nationally recognized industry certification does not preclude CF from granting additional credit based on the local agreement. See Appendices for a full list of articulated credits.

F. Criteria by which the instructional quality will be maintained

a. CF will work with the Dixie County School Board personnel to provide program and related course learning outcomes, curriculum and other resources to help ensure that the quality of instruction provided the high school students in the Career Pathways articulated courses is comparable to that afforded CF students enrolled in said program.

G. **Cost of Career Pathways**

a. Students who receive Career Pathways credits shall be exempt from the payment of registration and laboratory fees for the CF courses for which they receive articulated credit.

H. **Program review**

a. CF and the Dixie County School Board personnel will, on an annual basis, review and revise the articulation agreement to keep it aligned with the most current program and course requirements. All Career Pathway programs offered by the College of Central Florida are annually reviewed and revised to accommodate and adapt to changing labor market trends and demands.
b. Upon request, CF will work with the Dixie County School Board personnel to develop additional articulated Career Pathways programs of study as new programs are added at the secondary and/or postsecondary levels.

V. MECHANISMS AND STRATEGIES FOR IMPROVING THE PREPARATION OF ELEMENTARY, MIDDLE, AND HIGH SCHOOL TEACHERS

A. There shall be established a consortium among CF, and the school boards of Citrus, Dixie, and Levy Counties to affect collaborative methods for improving the preparation of elementary, middle, and high school teachers.
B. Additionally, methods for providing support to the public-school systems in recruiting, retaining, and recertifying teachers will be developed by the consortium members.
C. Training programs will be developed to provide professional development to meet the needs of teacher mandates. These courses and programs will be made available to the public-school systems in Citrus, Marion, and Dixie Counties at various times and places.
D. The members of the consortium will promote the advantages of partnering in educational programming.
E. The members of the consortium will work to provide a coordinated effort to develop and implement alternative certification procedures and programs for classroom teachers.
F. The members of the consortium will work to provide a coordinated effort to develop and implement methods for state and federal mandates.
G. The members of the consortium, in developing these programs, will strive to utilize new technologies in the training programs, to address critical needs of teachers and public-school systems in implementing them, and to include both pre-service and in-service initiatives in so doing.

VI. MISCELLANEOUS

A. **Excess Funds:** Any party receiving funds erroneously paid by School District under this Agreement shall promptly notify and return to School District such erroneously paid funds.
B. **Entire Understanding**: This Agreement represents the entire understanding and agreement

between the parties with respect to the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.

C. **Amendments**: The provisions of this Agreement may only be amended, supplemented, waived, or changed in writing, by making specific reference to this Agreement, and then signed by both parties.

D. **Governing Law & Venue**: This Agreement and all transactions contemplated hereunder shall be governed by, and construed and enforced in accordance with, the laws of the state of Florida without regard to principles of conflicts of laws. Venue for any litigation related hereto shall be in Marion County, Florida.

E. **Compliance with Laws and Policies**: Each party shall comply with all applicable federal and state laws, codes, rules, and regulations and School District policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.

F. **Public Records**: **IF CF HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CF'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF RECORDS AT: PUBLIC RELATIONS AND COMMUNICATION OFFICER: KRISTEN MCASKILL AT 352-541-6231 KRISTENMCCASKILL@DIXIE.K12.FL.US 16077 SE HWY 19, CROSS CITY 32628**
IF THE SCHOOL BOARD HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO SCHOOL BOARD'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF RECORDS AT: CHARLES PRINCE, VP ADMINISTRATION AND FINANCE AT (352)-854-2322, EXT. 1637, PRINCECH@CF.EDU OR IN PERSON AT 3001 SW COLLEGE ROAD, OCALA, FL 34474. §119.0701, FLA. STAT. (2024)

G. **Non-Discrimination**: The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, or religion in the performance of the parties respective duties, responsibilities, and obligations under this Agreement.

H. **No Waiver of Sovereign Immunity**: Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2024). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

I. **Inspector General Audits**: The parties shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General or by any other Florida official with proper authority.

J. **No Third Party Beneficiaries**: Nothing herein shall be construed as consent by any agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

K. **Waiver**: A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Agreement and/or the policies of School District does not

relieve CF of the indemnification provisions required by this Agreement.

L. **Assignment**: Neither CF nor School District may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

M. **Notices**: All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; faxed; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

Dr. Allan Danuff
College of Central Florida
3001 SW College Road
Ocala, FL 34474
Email:danuffa@cf.edu
Office Number: 352-854-2322

Timothy Alexander, School Board of Dixie County,
Address: 16077 SE HWY 19,
Cross City FL 32628
Email: timothyalexander@dixie.k12.fl.us
Office Number: 352-541-6231

Or to such other address (es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,

(b) On the date faxed or emailed, if by facsimile or email, and

(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

VII. ACCOUNTABILITY

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the chairman of The School Board of Dixie County, Florida and the chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of CF's President and the District School Board. Courses of study and programs are to be incorporated into the Agreement before instruction begins. This Agreement shall be valid only for the 2025-2026 school year.

IN WITNESS WHEREOF, The School Board of Dixie County, Florida and the District Board of Trustees of the College of Central Florida have adopted this Agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with §1007.23, Fla. Stat. (2024), Statewide Articulation Agreement.

Date	Robert Durrance, Chair, District Board of Trustees, College of Central Florida
8/12/25	Timothy W Alexander
Date	Timothy Alexander, Board Chair, The School Board of Dixie County, Florida

COLLEGE OF CENTRAL FLORIDA

9

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: First Assembly Christian School Articulation Agreement 2025-2026 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the First Assembly Christian School. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these district inter-institutional agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement renewal with First Assembly Christian School Academy and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreement for College and Career Acceleration

Between the District Board of Trustees of the College of Central Florida
And First Assembly Christian School
2025-2026

I. Dual Enrollment Articulation Agreement

The Articulation Committee that has negotiated/drafted the agreement include: First Assembly Christian School members – Earlene Carte, Principal
College of Central Florida (CF) members –Dr. Raphel Robinson, Director of Admissions and Student Recruitment, Sarah Sandford, Dual Enrollment Coordinator.

The Committee will assess the need to meet annually in the spring to go over the current year's articulation agreements and discusses changes that are required due to changes in statute or rule and any changes desired by either the school or the college. If applicable, a draft document will be prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school to take to their Director of Education for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school personnel.

The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

1. A ratification or modification of all existing articulation agreements

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. Legislative changes that occur after the final draft of this document which impact the 2025-2026 academic year will take precedence.

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

a. References to *students* in this document, means any student enrolled in First Assembly Christian School.
b. The College of Central Florida will provide information to First Assembly Christian School regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.
c. First Assembly Christian School, in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. First Assembly Christian School will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.
d. The College of Central Florida will post application deadline and registration dates on its dual enrollment Web page at least one term in advance.

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

a. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and First Assembly Christian School and will avoid unnecessary duplication of existing courses in grades 9-12. Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.
b. The College of Central Florida will furnish First Assembly Christian School with access to the current course (https://www.cf.edu/Courses) with descriptions for each course in which a student may be dually enrolled.
c. A student education plan may be developed by the College of Central Florida for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in a college credit certificate, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.
d. First Assembly Christian School will assure that appropriate high school credit will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the State Articulating Committee recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.
e. Only seniors in traditional dual enrollment and juniors and seniors enrolled in CF's Early College Program "Collegiate Academy" (beginning with the summer between their junior and senior year) will be allowed to enroll full-time (12 to a maximum of 15 credit hours in any given semester) through dual enrollment.
f. Registration for Dual Enrollment students taking classes on the CF campus will take place the as all other students. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of F.S.1003.43, Fla. Stat. (2024).
g. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of the school administrator and parents before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.
h. The College of Central Florida will make available advising services to dual enrollment students, monitor their progress and attendance in dual enrollment classes and provide a grade report to First Assembly Christian School upon completion of the college term. Students with unsatisfactory progress will be reported to the counselor immediately upon receipt of an Early Alert via email.
i. The College of Central Florida has the option to limit dual enrollment participation based on capacity.

j. The school will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF.

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

a. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

b. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students must complete the online Dual Enrollment application. The student will print the parent approval form from the email received upon submission of the application. The parent/guardian must sign giving permission for the student to participate in the Dual Enrollment program. The student must turn the form in to their school counselor along with the self-registration agreement. The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, PSAT or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

c. **Orientation**: Orientation must be completed prior to the start of the term and required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

d. **Registration:** Dual Enrollment will be provided to counselors by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The students must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadline will end one week before the start of the term.

e. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Forms must be submitted by the withdrawal deadline. The student will receive a "W" on their transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment. Co-requisite courses will count as one class for withdrawal purposes. Students are ineligible to register for B term for the Fall and Spring semesters.

f. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and spring terms. Dual enrollment students may take up to six (6) credit hours total in the summer semester prior to their junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the school and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to nine (9) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	**3**	**3**	**0**	**6**
Freshmen	**6**	**6**	**6**	**18**
Sophomores	**6**	**6**	**9**	**21**
Juniors	**9**	**9**	**12**	**30**
Seniors	**16**	**16**	**0**	**32**

Juniors and seniors participating in CF's Collegiate Academy Program should take 15 (fifteen) credits in the fall and spring semesters, but must take a minimum of 12 (twelve) credits. Students may register for a maximum of twelve (12) credits during the summer; however, they may not register for more than six (6) credit hours during any summer term. CF's Dual Enrollment Petitions Committee must approve any exception to these limits.

g. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by the school. Grades will be electronically transmitted securely by CF to the school's offices for posting.

h. **Failing Grade** –If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. An "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar. If the student is pre-registered for any courses, those courses will be dropped. if a student chooses to petition a grade, he/she will not continue in dual enrollment classes until a decision is rendered.

i. **Academic Advising:** All degree seeking students must be advised by a CF educational advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the degree and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

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

a. An overall GPA of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 unweighted high school GPA and the minimum GPA required by CF.

b. First Assembly Christian School shall identify those students qualified to participate in dual enrollment classes. The school administrator or designee will approve student eligibility for participation in these classes.

c. The student must be enrolled in First Assembly Christian School, and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college preparatory testing requirements in § 1008.30(4)(a), Fla. Stat. (2024) and rule 6A-10.0315, F.A.C.

d. Any combination of test scores may be considered if taken within two (2) years of the time of enrollment for first time dual enrollment students.
Cut scores for the three placement tests are as follows:

	Reading	**English**	**Algebra**
ACT	19	17	19
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	**Math**
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114 - Placement for MAT1033, MGF1130, MGF1131 or STA2023
PERT 123 - Placement for MAC1105, College Algebra

e. Students initially enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; digital SAT/PSAT: 530 PERT 123. Students who wish to be initially placed in an upper-level mathematics course beyond MAC1105 must take the AAF (Advanced Algebra and Functions) test and score a two hundred and seventy (270) or higher.

f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the Dual Enrollment grade point and specific program entry requirements (this includes Welding, EMT and Paramedic pathways).

g. Students who are enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a **co-requisite** during the same semester. Students who have a score of three (3) or above on the Advance Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semester.

h. Permission for participation must be granted by the student's parent or legal guardian.

i. Students are no longer eligible for dual enrollment once they successfully complete four (4) full years of enrollment in high school, complete an associate's degree or (67) hours of college credit or graduate high school, whichever comes first.

j. Students who will graduate from school prior to completion of the post-secondary course may not register for the course through dual enrollment. This means that school seniors may NOT take a summer A course as a dual enrollment student.

k. Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. See Student Code of Conduct section 10(9).

l. CF has the option to limit dual enrollment participation based on capacity.

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

   a. The high school will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic courses will correlate to the dual enrollment Course-High School Subject Area Equivalency List recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.

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

   a. CF will supply school counselors with dual enrollment information, including application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the Dual Enrollment webpage at least one (1) semester in advance.
   b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the school campus.
   c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

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

   a. There will be no exceptions made to the required grade point averages for academic dual enrollment.

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

   a. Registration for Dual Enrollment students taking classes on the CF campus will take place the as all other students. Registration will stop ten days in advance of the start of the term to give high school counselors time to review registration. Changes must be confirmed within five days.
   b. Dual enrollment students will follow CF's procedures for drop, withdrawal and petition policies. Dual enrollment students will not be permitted to take dual enrollment courses while petitioning a grade of D, F or FF.
   c. If a grade is successfully petitioned, the student may enroll in dual enrollment courses that begin after the petition approval date as per the CF Grade Appeals Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. Fi the withdrawal appeal is successful; the student may enroll in dual enrollment courses that begin after the petition approval date.
   d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.

e. Courses offered after the regular school day or on the college campus will be scheduled on the CF calendar. Courses taught by college faculty will follow the CF academic calendar.

10. The responsibilities of First Assembly Christian School 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

a. The student must be recommended by the school administrator. Student screening for eligibility and participation is the responsibility of the school administrator according to private school requirements. An overall G.P.A. of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses.
b. First Assembly Christian School shall identify those students qualified to participate in dual enrollment classes and will verify their continued eligibility throughout their participation. The school administrator will approve student eligibility for participation.
c. Students and their parents will be informed of college-level course expectations.
d. Students attending dual enrollment classes which are held in college facilities during or after school hours will be subject to college attendance policies.
e. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript First Assembly Christian School. Grades will be securely electronically transmitted by the College of Central Florida to First Assembly Christian School.
f. If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment (an "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar). If the student is pre-registered for any courses, those courses will be dropped. See section 9 (b) for the appeals process.
g. Students may enroll in courses conducted during school hours, after school hours, and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for that course through dual enrollment.
h. Dual Enrollment students will follow the College's procedures for drop, withdrawal and petition policies.
i. CODE OF STUDENT CONDUCT: Students attending dual enrollment classes on the college campus will follow CF's Code of Students Conduct in term of appropriate classroom, behavior, protocol, and academic integrity (i.e., alleged academic misconduct). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment.
j. STUDENT RECORDS: The parties may provide personally identifiable student records to each other in the performance of this Agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g. Each party further agrees to comply with §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to First Assembly Christian.

a. Students with unsatisfactory progress reports should be counseled by the high school counselor immediately upon receipt of the college reports.
b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript by First

Assembly Christian School. Grades will be electronically transmitted securely by CF to the student's high school.

c. If a dual enrollment student earns a D, For FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. They must have graduated and have been admitted as a regular college student to do this. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.

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

a. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation, and laboratory fees.
b. Tuition, textbooks and other instructional materials as defined in F.S. 1009.30, Fla. Stat. (2023) will be funded by the FL Dual Enrollment Scholarship.
c. First Assembly Christian School shall be responsible for the inventory, recovery, reuse, and sale of textbooks and instructional materials provided under this agreement in conjunction with the College of Central Florida Bookstore (Barnes & Nobles).

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

a. The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held.

14. 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.

a. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a College of Central Florida facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.

15. MISCELLANEOUS

A. Excess Funds: Any party receiving funds erroneously paid by the School under this Agreement shall promptly notify and return to the school such erroneously paid funds.

B. Entire Understanding: This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.

C. Amendments: The provisions of this Agreement may only be amended, supplemented, waived, or changed by a writing making specific reference to this Agreement signed by both parties.

D. Governing Law & Venue: This Agreement and all transactions contemplated hereunder shall be governed by, and construed and enforced in accordance with, the laws of the state of Florida without regard to principles of conflicts of laws. Venue for any litigation related hereto shall be in Marion County, Florida.

E. Compliance with Laws and Policies: Each party shall comply with all applicable federal and state laws, codes, rules, and regulations and the school policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.

F. **Public Records:** Each party shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, First Assembly Christian School ("School") shall:

i. Keep and maintain public records required to perform the service.

ii. Upon request from the CF's custodian of public records, provide CF with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if School does not transfer the records to CF.

iv. Upon completion of this Agreement, transfer, at no cost, to CF all public records in possession of School or keep and maintain public records required by CF to perform the service. If School transfers all public records to the public agency upon completion of the contract, then it shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If School keeps and maintains public records upon completion of the contract, then it shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to CF, upon request from CF's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

If the school has questions regarding the application of Chapter 119, Florida Statues, it is the school duty to provide Public Records relating to this contract, contact the custodian of records at: Charles Prince, VP Administration and Finance at (352) 854-2322, ext. 1637, princech@cf.edu or in person at 3001 SW College Road, Ocala, FL 34474. §119.0701, Fla. Stat. (2024).

G. **Non-Discrimination:** The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, or religion in the performance of the parties' respective duties, responsibilities, and obligations under this Agreement.

H. **No Waiver of Sovereign Immunity:** Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2024). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

I. **Inspector General Audits:** The parties shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General or by any other Florida official with proper authority.

J. **No Third Party Beneficiaries:** Nothing herein shall be construed as consent by any agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

K. **Waiver:** A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Agreement and/or the policies of school does not relieve CF of the indemnification provisions required by this Agreement.

L. **Assignment:** Neither CF nor the school may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

M. Notices: All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

Allan Danuff, The College of Central Florida
3001 SW College Road
Ocala, FL 34474
Email: danuffa@cf.edu

Earlene Carte, First Assembly Christian School
1827 NE 14th St
Ocala, FL 34470
Email: ECarte@facs.ocalafirst.org
Contact Number: 352-351-1913

or to such other address(es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,
(b) On the date emailed, if by email, and
(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

II. Accountability

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the school administrator and the Chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of the College President and the school administrator of First Assembly Christian School. This Agreement shall be valid for the 2025-2026 school year.

IN WITNESS WHEREOF, First Assembly Christian School and the District Board of Trustees of the College of Central Florida have adopted this agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with Section 1007.235, Fla. Stat. (2024), Dual Enrollment Articulation Agreements.

Charlie Stone

Date ~~Robert Durrance~~, Chair, District Board of Trustees,
College of Central Florida

6/23/25 Earlene Carte

Date Earlene Carte, Principal, First Assembly Christian School

COLLEGE OF CENTRAL FLORIDA

10

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: First Place Academy Articulation Agreement 2025-2026 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the First Place Academy. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these District Inter-institutional Agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement with First Place Academy and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreement for College and Career Acceleration

Between the District Board of Trustees of the College of Central Florida
And First Place Academy
2025-2026

I. Dual Enrollment Articulation Agreement

The Articulation Committee that has negotiated/drafted the agreement include: First Place Academy member: Keith McConnell, Administrator
College of Central Florida (CF) members –Dr. Raphel Robinson, Director of Admissions and Student Recruitment; Sarah Sandford, Dual Enrollment Coordinator.

The Committee will assess the need to meet annually in the spring to go over the current year's articulation agreements and discusses changes that are required due to changes in statute or rule and any changes desired by either the school or the college. If applicable, a draft document will be prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school to take to their Director of Education for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school personnel.

The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

1. A ratification or modification of all existing articulation agreements

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. Legislative changes that occur after the final draft of this document which impact the 2025-2026 academic year will take precedence.

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

a. References to students in this document, means any student enrolled in First Place Academy.
b. The College of Central Florida will provide information to First Place Academy regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.
c. First Place Academy, in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. First Place Academy will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.
d. The College of Central Florida will post application deadline and registration dates on its dual enrollment Web page at least one term in advance.

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

a. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and First Place Academy and will avoid unnecessary duplication of existing courses in grades 9-12. Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.
b. The College of Central Florida will furnish First Place Academy with access to the current course () with descriptions for each course in which a student may be dually enrolled.
c. A student education plan may be developed by the College of Central Florida for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in a college credit certificate, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.
d. First Place Academy will assure that appropriate high school credit will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the State Articulating Committee recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.
e. Only seniors in traditional dual enrollment and juniors and seniors enrolled in CF's Early College Program "Collegiate Academy" (beginning with the summer between their junior and senior year) will be allowed to enroll full-time (12 to a maximum of 15 credit hours in any given semester) through dual enrollment.
f. Registration for Dual Enrollment students taking classes on the CF campus will take place the as all other students. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of F.S.1003.43, Fla. Stat. (2024).
g. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of the school administrator and parents before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.
h. The College of Central Florida will make available advising services to dual enrollment students, monitor their progress and attendance in dual enrollment classes and provide a grade report to First Place Academy upon completion of the college term. Students with unsatisfactory progress will be reported to the counselor immediately upon receipt of an Early Alert via email.
i. The College of Central Florida has the option to limit dual enrollment participation based on capacity.
j. The school will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF.

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

a. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

b. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students must complete the online Dual Enrollment application. The student will print the parent approval form from the email received upon submission of the application. The parent/guardian must sign giving permission for the student to participate in the Dual Enrollment program. The student must turn the form in to their school counselor along with the self-registration agreement. The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, PSAT or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

c. **Orientation**: Orientation must be completed prior to the start of the term and required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

d. **Registration:** Dual Enrollment will be provided to counselors by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The students must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadline will end one week before the start of the term.

e. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Forms must be submitted by the withdrawal deadline. The student will receive a "W" on their transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment. Co-requisite courses will count as one class for withdrawal purposes. Students are ineligible to register for B term for the Fall and Spring semesters.

f. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and

spring terms. Dual enrollment students may take up to six (6) credit hours total in the summer semester prior to their junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the school and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to nine (9) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	**3**	**3**	**0**	**6**
Freshmen	**6**	**6**	**6**	**18**
Sophomores	**6**	**6**	**9**	**21**
Juniors	**9**	**9**	**12**	**30**
Seniors	**16**	**16**	**0**	**32**

Juniors and seniors participating in CF's Collegiate Academy Program should take 15 (fifteen) credits in the fall and spring semesters, but must take a minimum of 12 (twelve) credits. Students may register for a maximum of twelve (12) credits during the summer; however, they may not register for more than six (6) credit hours during any summer term. CF's Dual Enrollment Petitions Committee must approve any exception to these limits.

g. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by the school. Grades will be electronically transmitted securely by CF to the school's offices for posting.

h. **Failing Grade** –If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. An "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar. If the student is pre-registered for any courses, those courses will be dropped. if a student chooses to petition a grade, he/she will not continue in dual enrollment classes until a decision is rendered.

i. **Academic Advising:** All degree seeking students must be advised by a CF educational advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the degree and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

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

a. An overall GPA of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 unweighted high school GPA and the minimum GPA required by CF.

b. First Place Academy shall identify those students qualified to participate in dual enrollment classes. The school administrator or designee will approve student eligibility for participation in these classes.

c. The student must be enrolled in First Place Academy, and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college preparatory testing requirements in § 1008.30(4)(a), Fla. Stat. (2024) and rule 6A-10.0315, F.A.C.

d. Any combination of test scores may be considered if taken within two (2) years of the time of enrollment for first time dual enrollment students.
Cut scores for the three placement tests are as follows:

	Reading	English	Algebra
ACT	19	17	19
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	Math
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114 - Placement for MAT1033, MGF1130, MGF1131 or STA2023
PERT 123 - Placement for MAC1105, College Algebra

e. Students initially enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; digital SAT/PSAT: 530 PERT 123. Students who wish to be initially placed in an upper-level mathematics course beyond MAC1105 must take the AAF (Advanced Algebra and Functions) test and score a two hundred and seventy (270) or higher.
f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the Dual Enrollment grade point and specific program entry requirements (this includes Welding, EMT and Paramedic pathways).
g. Students who are enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a **co-requisite** during the same semester. Students who have a score of three (3) or above on the Advance Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semester.
h. Permission for participation must be granted by the student's parent or legal guardian.
i. Students are no longer eligible for dual enrollment once they successfully complete four (4) full years of enrollment in high school, complete an associate's degree or (67) hours of college credit or graduate high school, whichever comes first.
j. Students who will graduate from school prior to completion of the post-secondary course may not register for the course through dual enrollment. This means that school seniors may NOT take a summer A course as a dual enrollment student.
k. Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. See Student Code of Conduct section 10(9).
l. CF has the option to limit dual enrollment participation based on capacity.

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

a. The high school will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic courses will correlate to the

dual enrollment Course-High School Subject Area Equivalency List recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.

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

   a. CF will supply school counselors with dual enrollment information, including application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the Dual Enrollment webpage at least one (1) semester in advance.
   b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the school campus.
   c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

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

   a. There will be no exceptions made to the required grade point averages for academic dual enrollment.

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

   a. Registration for Dual Enrollment students taking classes on the CF campus will take place the as all other students. Registration will stop ten days in advance of the start of the term to give high school counselors time to review registration. Changes must be confirmed within five days.
   b. Dual enrollment students will follow CF's procedures for drop, withdrawal and petition policies. Dual enrollment students will not be permitted to take dual enrollment courses while petitioning a grade of D, F or FF.
   c. If a grade is successfully petitioned, the student may enroll in dual enrollment courses that begin after the petition approval date as per the CF Grade Appeals Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. Fi the withdrawal appeal is successful; the student may enroll in dual enrollment courses that begin after the petition approval date.
   d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.
   e. Courses offered after the regular school day or on the college campus will be scheduled on the CF calendar. Courses taught by college faculty will follow the CF academic calendar.

10. **The responsibilities of First Place Academy 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**

a. The student must be recommended by the school administrator. Student screening for eligibility and participation is the responsibility of the school administrator according to private school requirements. An overall G.P.A. of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses.
b. First Place Academy shall identify those students qualified to participate in dual enrollment classes and will verify their continued eligibility throughout their participation. The school administrator will approve student eligibility for participation.
c. Students and their parents will be informed of college-level course expectations.
d. Students attending dual enrollment classes which are held in college facilities during or after school hours will be subject to college attendance policies.
e. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript First Place Academy. Grades will be securely electronically transmitted by the College of Central Florida to First Place Academy.
f. If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment (an "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar). If the student is pre-registered for any courses, those courses will be dropped. See section 9 (b) for the appeals process.
g. Students may enroll in courses conducted during school hours, after school hours, and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for that course through dual enrollment.
h. Dual Enrollment students will follow the College's procedures for drop, withdrawal and petition policies.
i. CODE OF STUDENT CONDUCT: Students attending dual enrollment classes on the college campus will follow CF's Code of Students Conduct in term of appropriate classroom, behavior, protocol, and academic integrity (i.e., alleged academic misconduct). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment.
j. STUDENT RECORDS: The parties may provide personally identifiable student records to each other in the performance of this Agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g. Each party further agrees to comply with §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to First Place Academy

a. Students with unsatisfactory progress reports should be counseled by the high school counselor immediately upon receipt of the college reports.
b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript by First Place Academy. Grades will be electronically transmitted securely by CF to the student's high school.
c. If a dual enrollment student earns a D, For FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system.

They must have graduated and have been admitted as a regular college student to do this. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.

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

a. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation, and laboratory fees.
b. Tuition, textbooks and other instructional materials as defined in F.S. 1009.30, Fla. Stat. (2023) will be funded by the FL Dual Enrollment Scholarship.
c. First Place Academy shall be responsible for the inventory, recovery, reuse, and sale of textbooks and instructional materials provided under this agreement in conjunction with the College of Central Florida Bookstore (Barnes & Nobles).

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

a. The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held.

14. 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.

a. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a College of Central Florida facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.

15. MISCELLANEOUS

A. Excess Funds: Any party receiving funds erroneously paid by the School under this Agreement shall promptly notify and return to the school such erroneously paid funds.
B. Entire Understanding: This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.
C. Amendments: The provisions of this Agreement may only be amended, supplemented, waived, or changed by a writing making specific reference to this Agreement signed by both parties.
D. Governing Law & Venue: This Agreement and all transactions contemplated hereunder shall be governed by, and construed and enforced in accordance with, the laws of the state of Florida without regard to principles of conflicts of laws. Venue for any litigation related hereto shall be in Marion County, Florida.
E. Compliance with Laws and Policies: Each party shall comply with all applicable federal and state laws, codes, rules, and regulations and the school policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.
F. Public Records: Each party shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, First Place Academy ("School") shall:
   i. Keep and maintain public records required to perform the service.
   ii. Upon request from the CF's custodian of public records, provide CF with a copy of the requested records or allow the records to be inspected or copied within a reasonable time

at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if School does not transfer the records to CF.

iv. Upon completion of this Agreement, transfer, at no cost, to CF all public records in possession of School or keep and maintain public records required by CF to perform the service. If School transfers all public records to the public agency upon completion of the contract, then it shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If School keeps and maintains public records upon completion of the contract, then it shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to CF, upon request from CF's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

If the school has questions regarding the application of Chapter 119, Florida Statues, it is the school duty to provide Public Records relating to this contract, contact the custodian of records at: Charles Prince, VP Administration and Finance at (352) 854-2322, ext. 1637, princech@cf.edu or in person at 3001 SW College Road, Ocala, FL 34474. §119.0701, Fla. Stat. (2024).

G. Non-Discrimination: The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, or religion in the performance of the parties' respective duties, responsibilities, and obligations under this Agreement.

H. No Waiver of Sovereign Immunity: Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2024). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

I. Inspector General Audits: The parties shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General or by any other Florida official with proper authority.

J. No Third Party Beneficiaries: Nothing herein shall be construed as consent by any agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

K. Waiver: A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Agreement and/or the policies of school does not relieve CF of the indemnification provisions required by this Agreement.

L. Assignment: Neither CF nor the school may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

M. Notices: All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

N.

Allan Danuff, The College of Central Florida
3001 SW College Road
Ocala, FL 34474
Email: danuffa@cf.edu

Keith McConnel, First Place Academy
328 NE 2nd Avenue
Trenton, FL 32693
Email: pastorkeith@myfbct.com
Contact Number: 352-463-2038

or to such other address(es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,
(b) On the date emailed, if by email, and
(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

II. Accountability

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the school administrator and the Chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of the College President and the school administrator of First Place Academy. This Agreement shall be valid for the 2025-2026 school year.

IN WITNESS WHEREOF, First Place Academy and the District Board of Trustees of the College of Central Florida have adopted this agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with Section 1007.235, Fla. Stat. (2024), Dual Enrollment Articulation Agreements.

Date ~~Robert Durrance~~, Chair, District Board of Trustees,
College of Central Florida

06/4/2025

Date **Keith McConnell, Administrator, First Place Academy**

COLLEGE OF CENTRAL FLORIDA

11

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Gilchrist County School Board Articulation Agreement 2025-2026 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the Gilchrist County School Board. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these District Inter-institutional Agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement with the Gilchrist County School Board and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreements for Career and College Acceleration
Between the District Board of Trustees of the College of Central Florida
And the School Board of Gilchrist County,
Florida 2025-2026

I. DUAL ENROLLMENT ARTICULATION AGREEMENT

The Articulation Committee that has negotiated/drafted the agreement include: Gilchrist County School District members: Gina Geiger, Superintendent, Christie McElroy, Assistant Superintendent, Deen Lancaster, Board Chair

College of Central Florida (CF) members: Dr. Raphel Robinson, Director of Admissions; Sarah Sandford, Dual Enrollment Coordinator

The Committee meets annually in the spring to go over the current year's articulation agreements and discuss changes that are required due to changes in statute or rule and any changes desired by either the school district or the college. A draft document is prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school districts to take to their School Boards for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school district personnel. The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

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

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. This agreement covers not only dual enrollment, but also CF's early college program "Collegiate Academy", career pathways, remediation and teacher preparation. Legislative changes that occur after the final draft of this document which impact the 2025-2026 academic year will take precedence.

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

- **a.** References to students in this document mean any student enrolled in a Gilchrist County Public School.
- **b.** CF will provide information to the schools regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.
- **c.** The schools, in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. The schools will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.
- **d.** CF will post application deadlines and registration dates on its dual enrollment Web page at least one term in advance.
- **e.** CF Admissions & Dual Enrollment staff will work with district and school officials on targeted dual

enrollment recruiting activities.

f. The school will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF.

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

a. Courses to be provided by CF under this agreement will be mutually agreed upon by CF and the School District, and will avoid unnecessary duplication of existing courses in grades six (6)- twelve (12). Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.

b. CF will furnish each school with a copy of the current courses (https://www.cf.edu/Courses) with descriptions for each course in which a student may be dually enrolled.

c. A student education plan may be developed by CF for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in an Applied Technology Diploma, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.

d. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts, applied technology, and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of §1003.4282, Fla. Stat. (2024).

e. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of their school principal, parent/guardian and the School District before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.

f. Students have an opportunity to participate in dual enrollment through the School Board of Gilchrist County until they have successfully earned an Associate's degree and/or accrued sixty• seven (67) hours of college credit. The calculation of the sixty-seven (67) hours is inclusive of all college credit earning coursework. Students are no longer eligible for dual enrollment once they successfully complete four (4) years of enrollment in high school or graduation, whichever comes first.

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

A. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

B. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students must complete the online Dual Enrollment application. The student will print the parent approval form from the email received upon submission of the application. The parent/guardian must sign giving permission for the student to participate in the Dual Enrollment program. The student must turn the form in to their school counselor along with the self-registration agreement. The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

C. **Orientation**: Orientation must be completed prior to the start of the term and is required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

D. **Registration:** Dual Enrollment information will be provided to counselors by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The student must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. . Registration deadlines will end one week before the start of the term. Students are ineligible to register for B term for the Fall and Spring semesters.

E. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Withdrawal requests must be submitted by the withdrawal deadline. The student will receive a "W" on their college transcript for the attempt in the course. Co-requisite courses will count as one class for withdrawal purposes.

F. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours only during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and spring terms. Dual enrollment students may take up to nine (9) credit hours total in the Summer semester prior to their Junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the school district and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the

beginning of their senior year the student may take up to twelve (12) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	**3**	**3**	**0**	**6**
Freshmen	**6**	**6**	**0**	**12**
Sophomores	**6**	**6**	**9**	**18**
Juniors	**9**	**9**	**12**	**27**
Seniors	**16**	**16**	**0**	**32**

G. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by the School District. Grades will be electronically transmitted securely by CF to the district offices for posting.

H. **Academic Advising:** All A.A. degree seeking students must be advised by a CF meta-major advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the A.A. and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

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

a. An overall GPA of 3.0 on an un-weighted 4.0 scale is required for college credit dual enrollment courses. An overall GPA of 2.0 on an un-weighted 4.0 scale is required for students to enroll in vocational certificate dual enrollment programs. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 un-weighted school GPA and the minimum GPA required by the college. Students admitted into the EMT program through dual enrollment must have a 3.0 grade point average in EMT program coursework and satisfy all EMT program entry requirements.

b. The Gilchrist County School Board shall identify those students qualified to participate in dual enrollment classes. The high school principal or designee will approve student eligibility for participation in these classes.

c. The student must be enrolled in the Gilchrist County Public School System and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college preparatory testing requirements in § 1008.30 Fla. Stat. (2024) and rule 6A-10.0315, F.A.C.

d. Any combination of these test scores may be considered if taken within two (2) years of the beginning of classes for first-time dual enrollment students. The student must pass all sections of the test. Cut scores for the placement tests are as follows:

	Reading	English	Algebra
ACT	19	17	19

PreACT	22	18	22
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	**Math**
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114- Placement for MAT1033, MGF1130/1131 or STA2023
PERT 123- Placement for MAC1105, College Algebra

e. Students enrolling in MAC1105 must achieve the following scores on the Mathematics portion of the respective test: ACT 25; SAT 26.5; Digital SAT/PSAT 530, PERT 123. Students who wish to take upper level math beyond MAC1105 must satisfy the above test requirements and take the CLM test and score a 270 or higher.

f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the dual enrollment grade point average and specific program entry requirements.

g. The student must pass the grade level Required State Assessment in English Language Arts and the end of course exams for Algebra I, as required. Exceptions will be at the discretion of the School Board. Permission for participation must be granted by the student's parent/guardian.

h. Students must have earned four (4) high school level credits for consideration for Dual Enrollment through Gilchrist County School District until they have successfully earned an associate's degree and/or accrued sixty-seven (67) hours of college credit. The calculation of the sixty-seven (67) hours is inclusive (including AP, Cambridge AICE, IB, Dantes) of all college credit earning coursework.

i. Students are no longer eligible for dual enrollment once they successfully complete four (4) years of enrollment in high school or graduation, whichever comes first. Students who will graduate from high school before completion of the postsecondary course may not register for the course through Dual Enrollment. This means that high school seniors may NOT take a summer "A" course as dual enrollment.

j. Any exceptions to the requirements must be approved by both the school district and CF's Petitions & Exceptions Committee. Students and their counselor are notified of the committee's decision in writing within one (1) week of the meeting. A student exception appeal may be approved by the Superintendent to allow a student to repeat a course that they were unsuccessful in within the next semester at Gilchrist's expense. CF will not change the grade and it will show as a repeated course. If it is a third attempt at the course, Gilchrist County Schools will pay the out-of-state tuition for the course.

k. Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. See Code of Conduct in section 10(H).

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

a. The School Board of Gilchrist County will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the Dual Enrollment Course- High School Subject Area Equivalency List recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three (3) credit hours will be ineligible for high school credit and will not constitute dual enrollment.
b. High school credit for Post-Secondary Adult Vocational certificate classes shall be awarded based on the number of contact hours in the program of study. For each 135 clock hours in the program, a student will be awarded one (1) high school credit in Carnegie units; one-half (0.5) high school credit will be awarded for any number of clock hours between 68 and 135; and no high school credit will be awarded for any number of clock hours less than 68.

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

a. CF will supply school counselors with dual enrollment information which include application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the dual enrollment webpage at least 1 semester in advance.
b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the high school campus.
c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

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

a. There will be no exceptions made to the required grade point averages for academic or career dual enrollment.

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

a. Registration for dual enrollment students taking classes on the college campus will take place the same as all other students. Registration will stop ten days in advance of the start of term to give high school counselors time to review registration. Changes must be confirmed within five days.
b. Dual enrollment students will follow the college's procedures for drop, withdrawal and petition policies. Students appealing a grade of D, F, or FF will not be eligible to continue in dual enrollment until a decision is rendered by the Dual Enrollment Petitions Committee.
c. If a grade is successfully petitioned, the student may enroll in dual enrollment course that begin

after the petition approval date as per the CF Grade Appeals Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. If the withdrawal appeal is successful, the student may enroll in dual enrollment courses that begin after the petition approval date.

d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.

e. Courses will follow the CG academic calendar published on the CF website.

10. 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

a. Each student must be recommended by their school principal or principal's designee. Student screening for eligibility and participation is the responsibility of the high school principals according to district and state requirements.

b. Their school counselor shall identify those students qualified to participate in dual enrollment classes on a semester basis and will verify their continued eligibility throughout their participation. This verification will be conducted after grades are posted each semester. The counselor will notify the college's dual enrollment coordinator when a student's eligibility status changes.

c. The CF advisor will work with students to review dual enrollment course plans to minimize enrollment in courses that are not a part of the student's chosen academic pathway. CF will provide academic advising services to dual enrollment students and monitor their progress and attendance in dual enrollment classes.

d. Students and their parents will be informed of college-level course expectations.

e. Any "grade level" classification listed in this agreement is based on the School District's Student Progression Plan.

f. Students attending dual enrollment classes held in college facilities will be subject to college attendance policies. Required documentation of enrollment and attendance will be reported to the Gilchrist County MIS offices by required state reporting deadlines.

g. Students may enroll in courses conducted during school hours, after school hours and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a post-secondary course, the student may not register for that course through dual enrollment. The student may apply to CF and upon admission, may register and pay the required tuition and fees for the summer session.

h. **CODE OF STUDENT CONDUCT**: Students attending dual enrollment classes on the college campus will follow CF's Code of Student Conduct in terms of appropriate classroom behavior, protocol, and academic integrity (i.e., cheating and plagiarism). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment. Students expelled from The School Board of Gilchrist County will no longer be eligible to participate in Dual Enrollment.

i. **STUDENT RECORDS**: The parties may provide personally identifiable student records to each other in the performance of this agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g. Each party further agrees to comply with §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to the school district.

- **a.** Students with unsatisfactory progress reports may be counseled by the school counselor upon notification by the College.
- **b.** All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's school transcript by the school district. Grades will be electronically transmitted securely by CF to the district MIS/Curriculum offices for posting.
- **c.** If a Dual Enrollment student earns a D, F, or FF grade in any course(s) during one (1) semester, they will no longer be eligible to participate in Dual Enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.

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

- **a.** Subject to annual appropriation in the General Appropriation Act, and in accordance with §1007.271(21) (n) (1), Fla. Stat. (2024), the School District shall pay the standard tuition rate per credit hour ($71.98) from funds provided in the Florida Education Finance Program (FEEP) to CF for all Dual Enrollment instruction that takes place on the CF campus or by CF online. Courses taken during the summer term will not be charged to the School Districts
- **b.** Students must drop courses during the add/drop period to have the cost of tuition removed. If the student later withdraws from a course, the tuition will remain and be charged to the district.
- **c.** Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation and laboratory fees excluding private instruction.
- **d.** Required textbooks and other instructional materials as defined in §1006.28, Fla. Stat. (2024) will be funded by the School District provided the FEFP provides funding for such expenses. CF will adhere to the requirements set forth in §1004.085, Fla. Stat. (2024) in regards to the affordability of textbooks.
- **e.** The School Board of Gilchrist County shall be responsible for the instructional materials provided under this agreement. All instructional materials are available through CF in conjunction with the CF Bookstore (Barnes & Noble).
- **f.** CF will invoice the School District for costs incurred following each semester.

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

- **a.** The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held.

14. For the 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.

- **a.** In order to be eligible for academic accommodations, students with disabilities who enroll in a

course provided at a CF facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. If a student with a disability enrolls in a dual enrollment course offered at a high school facility, the high school will be responsible for providing accommodations per CF Accessibility and Counseling Services guidelines. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.

II. MECHANISMS AND STRATEGIES FOR DECREASING THE NEED FOR DEVELOPMENTAL EDUCATION OF HIGH SCHOOL GRADUATES AT CF.

A. There shall be established a "College and Career Collaborative" comprised of two representatives from each school district, the Vice President for Academic Affairs, the Vice President for Student Affairs, and the Director of Admissions and Student Recruitment at CF, and others as the plan warrants.

B. Initiatives include:
   a. Analysis of student readiness for college by administering the PERT to eligible students from Levy, Marion and Citrus counties.
      1. CF will provide:
         a. One (1) administration of the PERT exam at no cost for students who wish to apply for participation in dual enrollment;
         b. By appointment only via the CF website with approval from the high school.
      2. School Board of Gilchrist County will provide:
         a. space for testing;
         b. test sites;
         c. testing information to all eligible student.

C. CF will provide assessment of student readiness for college by administration of PERT to all incoming students without ACT or SAT scores. Incoming students will be required to submit PERT, SAT or ACT scores if they do not meet exemption requirements as identified by Fla Stat. §1008.30 (2024).

D. CF will accept the PERT scores from the official transcripts only if not found in the PERT repository.

E. Articulation agreements will be established between Levy, Marion, and Citrus school districts and CF.

F. CF advising and admissions staff from all campuses will meet with school counselors in all three school districts to provide in-service training regarding CF course requirements. School counselors are encouraged to visit CF's workforce development programs.

G. CF will conduct a "college preview" type event for students in each of the school districts.

H. CF will provide information about its programs and how to be a successful college student to sixth (6th) through twelfth (12th) graders in Levy, Marion, and Citrus counties in a variety of formats, materials and events.

I. Educational Opportunity Center (EOC), a Federal TRIO program that serves approximately 1,000 high school & post-secondary students at educational institutions in the service area, will offer

activities including individual needs assessment, individual educational plans, tutoring, career exploration, mentoring, visits to local business and industry and college campuses, motivational sessions, etc. (dependent upon grant funding).

III. MECHANISMS AND STRATEGIES FOR PROMOTING CF'S COLLEGIATE ACADEMY

A. Program Description

1. The CF COLLEGIATE ACADEMY is a Dual Enrollment Program that provides an opportunity for eligible 11th and 12th grade students to enroll in college-level courses to obtain dual (high school and college) credits on the CF campus or online. The CF COLLEGIATE ACADEMY is a cooperative effort between CF and the school district to provide postsecondary coursework, which enables eligible students to receive a minimum of 24 hours during the fall and spring CF terms and Career and Professional Education (CAPE) industry certifications, as defined in CS/CS/SB 850: Education (2024), where appropriate

B. Delineation of Courses and Industry Certifications

1. Courses to be provided by CF under this Agreement will be mutually agreed upon by CF and the school district, and will avoid unnecessary duplication of existing courses in grade 12. Any course in the Florida Department of Education's Statewide Course Numbering System, except development education and physical education skills courses, may be offered as Dual Enrollment. Courses may be taken online or at CF. Students will have the opportunity to earn CAPE industry certifications.

2. CF will develop a Student Pathway for each student participating in the CF COLLEGIATE ACADEMY. The pathway will guide course selection. At a minimum, each pathway must include a list of courses that will result in an Applied Technology Diploma, an Associate in Science (A.S.) degree, or an Associate in Arts (A.A.) degree. If a student identifies a baccalaureate degree as the objective, the pathway must include courses that will meet the general education requirements, as well as any prerequisite requirement for entrance into a select baccalaureate degree program.

3. Postsecondary courses in foreign languages, mathematics, English, Sciences, social studies, computer science, performing or visual arts, applied technology, and any other classes that comply with applicable state regulation will be counted toward meeting the graduation requirement, as specified in Section 1003.4282, Fla. Stat. (2024)

4. Students will have the opportunity to participate in the CF COLLEGIATE ACADEMY until they: graduate.

5. Students wishing to pursue participation in the CF COLLEGIATE ACADEMY must contact their high school counselor to discuss CF COLLEGIATE ACADEMY admissions criteria and obtain admissions application information

C. Eligibility Requirements

1. Students must have an overall grade point average (GPA) of 3.0 on an unweighted 4.0 scale to qualify for participation in the CF COLLEGIATE ACADEMY. Continued eligibility

requires that students maintain a 3.0 unweighted high school GPA and the minimum GPA required by CF.

2. **Student Identification and Approval**
   a) High School counselor will identify those students qualified to participate in Dual Enrollment classes. Qualified students must obtain approval from the high school principal or designee to be eligible for participation in the CF COLLEGIATE ACADEMY.
3. **Student Readiness**
   a) Eligible students must be enrolled in the school district and must be working towards a high school diploma. Students must take the Pre-ACT, PSAT, CLT, ACT, SAT or PERT to demonstrate readiness for college-level coursework.
   Any combination of these test scores may be considered if taken within two (2) years of the beginning of classes for first-time dual enrollment students. All sections of the placement test must be passed. Cut scores for the three (3) placement tests are as follows:

   b)

	Reading	**English**	**Algebra**
ACT	19	17	19
PreACT	22	18	22
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	**Math**
Digital SAT	490	480
CLT	38	16

4. **Additional Eligibility Requirements**
   a) Students must achieve a 114 PERT score to qualify for placement in MAT0133, MGF1130, MGF1131 or STA2023.
   b) Students must achieve a 123 PERT score to qualify for placement in MAC1105 or College Algebra.
   c) Students enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; PERT 123. Students who wish to take Upper-level math beyond MAC1105 must satisfy the aforementioned test requirements and take the College Level Math (CLM) test and score a 70 or higher.
   d) Students must pass the 10th Grade English Language Arts (ELA)assessment, as well as the Florida End-of-Course (EOC) exam for Algebra 1 or meet Florida identified concordant scores. Or Students must pass the 10th Grade English Language Arts (ELA)assessment, as well as the Florida End-of-Course (EOC) exam for Algebra 1 or meet Florida identified concordant scores.
   e) Students participating in the CF COLLEGIATE ACADEMY must enter into a student/parent performance contract, which must be signed by the student, the parent/guardian, and a representative of the school district and CF, respectively.

f) Students must have completed their sophomore year in high school by passing 12 high school credits to be consider for participation in the CF COLLEGIATE ACADEMY. Students are no longer eligible for participation in the CF COLLEGIATE ACADEMY upon successfully completing four years of enrollment in high school or high school graduation, whichever comes first.

g) Students who will graduate from high school before completion of a postsecondary course may not register for the course through Dual Enrollment or the CF COLLEGIATE ACADEMY. High school seniors may NOT take Summer-A courses as Dual Enrollment.

h) Students attending classes on the college campus will follow CF's Code of Student Conduct in terms of appropriate classroom behavior, protocol, and academic integrity (i.e., cheating and plagiarism). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the Dual Enrollment course, regardless of eligibility requirements for continued enrollment. Students expelled from the School Board of Gilchrist County will no longer be eligible to participate in COLLEGIATE ACADEMY.

D. Enrollment Process

1. Application Process
   a) Students interested in the CF COLLEGIATE ACADEMY must meet the Dual Enrollment eligibility requirements set forth by the Articulation Agreement. Students must complete the CF online Dual Enrollment application. Students must print the parent approval form from the email received from CF upon submission of the application. The parent/guardian must also sign permitting the student to participate in the CF COLLEGIATE ACADEMY. Students must deliver the form to their high school counselor. Students will be issued a CF ID number to view the student portal for additional requirements. Students are responsible for requesting and approving all documents needed for eligibility, including their high school transcripts and placement test scores (Pre-ACT, PSAT, CLT, ACT, SAT or PERT). All documentation must be received by CF's Dual Enrollment Office by the posted application deadlines. After all documents are received and processed by CF's Dual Enrollment Office, students will receive an email stating they have been admitted to the CF COLLEGIATE ACADEMY. If student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, CF's Dual Enrollment Coordinator will contact the student's high school counselor, who will be responsible for contacting the student.
2. Orientation
   a) Orientation must be completed prior to the start of the term and is required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.
3. Registration
   a) COLLEGIATE ACADEMY information will be provided to counselors by CF to better help students and parent/guardians understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The student must review the schedule posted on the MyCF portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure

the course requirements are met for high school graduation. Registration deadlines will end one week before the start of term.

4. Withdrawal Process
    a) CF COLLEGIATE ACADEMY students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. The student will receive a "W" on their transcript for the attempt in the course. If a COLLEGIATE ACADEMY student receives 1 or more "W" grades, they will no longer be eligible to participate in COLLEGIATE ACADEMY. Co-requisite courses will count as one class for withdrawal purposes.
5. Course Load
    a) 11th and 12th grade students participating in the CF COLLEGIATE ACADEMY must enroll in at least 12 credits and may take up to 18 credit hours in the fall and spring terms.
6. Grade Distribution
    a) All students enrolled in COLLEGIATE ACADEMY classes will be graded on the same basis as other college students in the same course. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's high school transcript by the school district. Grades will be electronically and securely transmitted by CF to the school district office for posting.

E. Communication Methods, Medium, and Process for Students and Parents

1. References to students throughout this document mean any eligible student enrolled from any Gilchrist County public high school.
2. CF will provide information to high schools throughout Gilchrist County, requirements for participation and the educational benefits to be derived from the CF COLLEGIATE ACADEMY.
3. High schools throughout the district will utilize published, electronic or other media to notify students and their parent/guardian of the opportunity to participate in the CF COLLEGIATE ACADEMY. The high school will provide information, using these same methods, to students and their parent/guardian of the eligibility criteria for participation in the CF COLLEGIATE ACADEMY. Information regarding CF COLLEGIATE ACADEMY, including the return on investment associated with participation in the program, is provided annually via mailings, magnet fairs, and magnet caravans.
4. CF will post application deadlines and registration dates on its Dual Enrollment web page at least one term in advance.
5. CF Dual Enrollment staff will coordinate and work with the school district on targeted CF COLLEGIATE ACADEMY recruiting activities.

F. Advising Services and Progress Monitoring

1. All A.A. and A.S. degree-seeking students must be advised by a CF educational advisor in the semester that they reach 30 earned credit hours, to learn about the requirement to complete the degree and any additional requirements necessary to transition into the bachelor's degree program and the institution of their choice.
2. CF will provide academic advising services to CF COLLEGIATE ACADEMY students.
3. The CF COLLEGIATE ACADEMY and Dual Enrollment courses meet the curricular expectations and offer the same depth and rigor of non-Dual Enrollment Postsecondary instruction.
4. Students will be informed during orientation that they should plan to study two (2)– three (3) hours outside of class for every one hour they are in the class, to be successful in college-level courses. In addition, Dual Enrollment courses become a part of a student's

permanent college transcript are calculated into the student's permanent postsecondary GPA.

G. Program Review and Reporting Mechanism (Student Performance Outcomes)

1. Each year, CF will perform a grade distribution analysis and share that information with the school district.
2. The CF COLLEGIATE ACADEMY will be reviewed as a part of CF's Service Unit Assessment process for the COLLEGIATE ACADEMY every four years.
3. All students enrolled in CF COLLEGIATE ACADEMY classes will be graded on the same basis as other college students in the same college courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's high school transcript. Grades will be electronically transmitted securely by CF to the student's high school and the school district MIS/Curriculum offices for posting.
4. While a student is enrolled in high school, payment for dual enrollment courses cannot be made on behalf of any student participating in the CF COLLEGIATE ACADEMY by any third party, including the student's family.
5. If a Dual Enrollment student earns a "D", "F", or "FF" grade in any course during one semester, that student will no longer be eligible to participate in dual enrollment. The student may appeal the decision.
6. COLLEGIATE ACADEMY students will follow CF's procedures for drop, withdrawal, and petition policies. COLLEGIATE ACADEMY students will not be permitted to take courses while petitioning a grade of D. F or FF.
7. If a grade is successfully petition, the student may enroll in COLLEGIATE ACADEMY courses that begin after the petition approval date as per CF Grade Appeal Process. If filing a withdrawal appeal, it must be filed withing 5 business days of grades posting to be eligible to enroll in the following semester. If the withdrawal appeal is successful, the student may enroll in COLLEGIATE ACADEMY courses that begin after the petition approval date.

H. Funding Arrangement to Implement to CF COLLEGIATE ACADEMY

1. The school district will pay the standard tuition rate per credit of seventy-one dollars and ninety-eight cents ($71.98), from funds provided in the Florida Education Finance Program (FEFP) to CF for courses taken online or at a CF campus, in accordance with Section 1007.273, Fla, Stats. (2024). Courses taken during the summer term will not be charged to the school district. The amount of credit hours will be based upon CF's enrollment records, as the keeper of the student's official college transcript.
2. Students must drop courses during the designated add/drop period to eliminate the cost of tuition. If a student later withdraws from a course, the tuition charge will remain and be charged to the school district.
3. Students enrolled in the CF COLLEGIATE ACADEMY will be exempt from the payment of registration, matriculation, and laboratory fees.
4. Required textbooks and other instructional materials, as defined in Section 1007.273, Fla. Stats. (2024) will be funded by the school district, provided the FEFP provides funding for such expenses. CF will adhere to the requirements set forth in Section 1004.085, Fla. Stats. (2024), governing the affordability of textbooks.
5. The School Board of Gilchrist County shall be responsible for the instructional materials provided under this agreement. All instructional materials are available through CF in conjunction with the CF Bookstore (Barnes & Noble).
6. Eligibility for academic accommodations requires that students with disabilities who enroll in a course provided at a CF facility must meet all requirements established by CF's Office of Accessibility and Counseling Services.

7. CF will invoice the school district for costs each semester. The school district will make payment by check.
8. Transportation to attend college-level course offered at any facility will be the responsibility of the student or the student's parent/guardian.

IV. MECHANISMS AND STRATEGIES FOR PROMOTING "CAREER PATHWAYS" PROGRAMS OF STUDY

A. Courses and programs available to students eligible for Career Pathways

a. Career Pathway Program of Study is a coherent sequence of rigorous academic and technical courses that prepare students for successful completion of state academic standards and support an accelerated transition to postsecondary coursework in a related career area of interest. According to the Florida Department of Education Information Data Base Requirements, Vol. 1, a Secondary Career Pathways Student is defined as "a career and technical education student who has earned three or more (high school) credits in a single career and technical education program and has participated in a locally developed Program of Study that has a written articulation agreement in place which establishes and validates the career pathway." Such is the purpose of this articulation agreement between the College of Central Florida (CF) and the Gilchrist County School Board.

b. Courses to be articulated by CF under this agreement will be mutually agreed upon by the college and the Gilchrist County School board. Career Pathways course and program offerings will be accessible on the Career Pathways Web page of CF's Web site (www.CF.edu/careerpathways), and the Gilchrist County School's Web site on the Career and Technical Education (CTE) Web page. Alterations to this list of offerings may be made with mutual consent of CF and the Gilchrist County School Board. (See Appendices for a full list of articulated credits).

B. The process for notifying parents and students of the option to participate in Career Pathways programs

a. CF will provide information to the schools regarding the requirements for participation in, and the educational benefits to be derived from, Career Pathways or other accelerated programs.

b. The school in turn will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. The schools will also provide information, using these same methods, to students and their parents or guardians regarding the eligibility criteria for participation in these programs

C. Eligibility criteria for student participation

a. Eligibility for participation in a Career Pathways program of study is determined by a student's enrollment in a Career & Technical Education Program of Study. A student who is defined as a "concentrator" is a student who has enrolled in three (3) or more courses in a CTE Program of Study) and has met the minimum academic requirements of a "B" (3.0) in the CTE Program is considered a Career Pathway student.

b. Career Pathways students who are eligible for articulated credits and desire to attend CF in an aligned Associate of Science degree (A.S.) program must apply for a CF student identification number and request to take an end-of-course exam for the articulated credit. Students, who pass an Industry Certification on the Gold Standard Career Pathways Articulation Agreements of Industry Certification to AAS/AS Degree, are exempt from taking the end of course exam for the courses specified in Appendices. (http://www.fldoe.org/workforce/dwdframe/artic_indcert2aas.asp)

D. Institutional responsibilities for student screening prior to enrollment and monitoring enrolled students

a. The Gilchrist County School Board shall identify those students who have completed Career Pathways courses of study and are current seniors (within 12 months of high school graduation) and shall so notify the College of Central Florida.
b. CF will make available advising services to Career Pathways students, as provided to all CF students.

E. Awarding college credit for articulated Career Pathways courses

a. To receive Career Pathways credit, students must demonstrate mastery of articulated career and technical courses by earning at least a grade of "B" average (3.0) as indicated on their official high school transcripts. Additionally, students may also be required to pass the Industry Certification identified on the Gold Standard State Wide Articulation Agreement, an exam and/or approved alternative assessment of work to demonstrate mastery of course material at a level acceptable to the College of Central Florida.
b. The articulated Career Pathways credits will be awarded and posted to the student's CF transcript upon acceptance to CF and his/her declaration of an A.S. program of study. The articulated CF courses will be awarded a grade of "S" and will not factor into the student's CF grade point average.
c. Statewide Career and Technical Education Articulation agreements which are based on nationally recognized industry certification support the Department of Education's Next Generation Strategic Areas of Focus (number three) effort to "expand opportunities for postsecondary degrees and certifications." Gold Standard Career Pathways Industry Certification to AAS/AS Degree Statewide Articulation Agreements based on nationally recognized industry certification does not preclude CF from granting additional credit based on the local agreement. See Appendices for a full list of articulated credits.

F. Criteria by which the instructional quality will be maintained

a. CF will work with the Gilchrist County School Board personnel to provide program and related course learning outcomes, curriculum and other resources to help ensure that the quality of instruction provided the high school students in the Career Pathways articulated courses is comparable to that afforded CF students enrolled in said program.

G. Cost of Career Pathways

a. Students who receive Career Pathways credits shall be exempt from the payment of registration and laboratory fees for the CF courses for which they receive articulated

credit.

H. Program review

a. CF and the Gilchrist County School Board personnel will, on an annual basis, review and revise the articulation agreement to keep it aligned with the most current program and course requirements. All Career Pathway programs offered by the College of Central Florida are annually reviewed and revised to accommodate and adapt to changing labor market trends and demands.

b. Upon request, CF will work with the Gilchrist County School Board personnel to develop additional articulated Career Pathways programs of study as new programs are added at the secondary and/or postsecondary levels.

V. MECHANISMS AND STRATEGIES FOR IMPROVING THE PREPARATION OF ELEMENTARY, MIDDLE, AND HIGH SCHOOL TEACHERS

A. There shall be established a consortium among CF, and the school boards of Citrus, Marion, and Levy Counties to affect collaborative methods for improving the preparation of elementary, middle, and high school teachers.

B. Additionally, methods for providing support to the public-school systems in recruiting, retaining, and recertifying teachers will be developed by the consortium members.

C. Training programs will be developed to provide professional development to meet the needs of teacher mandates. These courses and programs will be made available to the public-school systems in Citrus, Marion, and Gilchrist Counties at various times and places.

D. The members of the consortium will promote the advantages of partnering in educational programming.

E. The members of the consortium will work to provide a coordinated effort to develop and implement alternative certification procedures and programs for classroom teachers.

F. The members of the consortium will work to provide a coordinated effort to develop and implement methods for state and federal mandates.

G. The members of the consortium, in developing these programs, will strive to utilize new technologies in the training programs, to address critical needs of teachers and public-school systems in implementing them, and to include both pre-service and in-service initiatives in so doing.

VI. MISCELLANEOUS

A. **Excess Funds:** Any party receiving funds erroneously paid by School District under this Agreement shall promptly notify and return to School District such erroneously paid funds.

B. **Entire Understanding**: This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.

C. **Amendments**: The provisions of this Agreement may only be amended, supplemented, waived, or changed in writing, by making specific reference to this Agreement, and then signed by both parties.

D. **Governing Law & Venue**: This Agreement and all transactions contemplated hereunder shall

be governed by, and construed and enforced in accordance with, the laws of the state of Florida without regard to principles of conflicts of laws. Venue for any litigation related hereto shall be in Marion County, Florida.

E. **Compliance with Laws and Policies**: Each party shall comply with all applicable federal and state laws, codes, rules, and regulations and School District policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.

F. Public Records: IF CF HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CF'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF RECORDS AT: Christie McElroy, 310 NW 11th Ave., Trenton, FL 32693 mcelroyc@mygcsd.org; (352) 463-3200
IF THE SCHOOL BOARD HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO SCHOOL BOARD'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF RECORDS AT: CHARLES PRINCE, VP ADMINISTRATION AND FINANCE AT (352)-854-2322, EXT. 1637, PRINCECH@CF.EDU OR IN PERSON AT 3001 SW COLLEGE ROAD, OCALA, FL 34474. §119.0701, FLA. STAT. (2024)

G. **Non-Discrimination**: The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, or religion in the performance of the parties respective duties, responsibilities, and obligations under this Agreement.

H. **No Waiver of Sovereign Immunity**: Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2024). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

I. **Inspector General Audits**: The parties shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General or by any other Florida official with proper authority.

J. **No Third Party Beneficiaries**: Nothing herein shall be construed as consent by any agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

K. **Waiver**: A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Agreement and/or the policies of School District does not relieve CF of the indemnification provisions required by this Agreement.

L. **Assignment**: Neither CF nor School District may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

M. **Notices**: All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; faxed; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

Dr. Allan Danuff
College of Central Florida
3001 SW College Road
Ocala, FL 34474 Email:danuffa@cf.edu
Office Number: 352-854-2322

Deen Lancaster
Gilchrist County School District
Address: 310 NW 11th Ave., Trenton, FL 32693
Email: dlancaster5@mygcsd.org
Office Number: 352-665-1411

Or to such other address (es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,

(b) On the date faxed or emailed, if by facsimile or email, and

(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

VII. ACCOUNTABILITY

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the chairman of The School Board of Gilchrist County, Florida and the chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of CF's President and the District School Board. Courses of study and programs are to be incorporated into the Agreement before instruction begins. This Agreement shall be valid only for the 2025-2026 school year.

IN WITNESS WHEREOF, The School Board of Gilchrist County, Florida and the District Board of Trustees of the College of Central Florida have adopted this Agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with §1007.23, Fla. Stat. (2024), Statewide Articulation Agreement.

Date **Robert Durrance, Chair, District Board of Trustees, College of Central Florida**

8/5/2025

Date **Deen Lancaster, Board Chair, The School Board of Gilchrist County, Florida**

SCHOOL BOARD APPROVED
8/5/2025
Date

COLLEGE OF CENTRAL FLORIDA

12

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Inverness Christian Academy Articulation Agreement 2025-2026 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the Inverness Christian Academy. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these district inter-institutional agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement renewal with Inverness Christian Academy and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreement for College and Career Acceleration

Between the District Board of Trustees of the College of Central Florida
And Inverness Christian Academy
2025-2026

I. Dual Enrollment Articulation Agreement

The Articulation Committee that has negotiated/drafted the agreement include: Inverness Christian Academy member Dr. Dan Riley, Head of School
College of Central Florida (CF) members –Dr. Raphel Robinson, Director of Admissions and Student Recruitment; Sarah Sandford, Dual Enrollment Coordinator.

The Committee will assess the need to meet annually in the spring to go over the current year's articulation agreements and discusses changes that are required due to changes in statute or rule and any changes desired by either the school or the college. If applicable, a draft document will be prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school to take to their Director of Education for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school personnel.

The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

1. A ratification or modification of all existing articulation agreements

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. Legislative changes that occur after the final draft of this document which impact the 2025-2026 academic year will take precedence.

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

a. References to students in this document, means any student enrolled in Inverness Christian Academy.
b. The College of Central Florida will provide information to Inverness Christian Academy regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.
c. Inverness Christian Academy, in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. Inverness Christian Academy will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.
d. The College of Central Florida will post application deadline and registration dates on its dual enrollment Web page at least one term in advance.

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

a. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and Inverness Christian Academy and will avoid unnecessary duplication of existing courses in grades 9-12. Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.
b. The College of Central Florida will furnish Inverness Christian Academy with access to the current course () with descriptions for each course in which a student may be dually enrolled.
c. A student education plan may be developed by the College of Central Florida for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in a college credit certificate, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.
d. Inverness Christian Academy will assure that appropriate high school credit will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the State Articulating Committee recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.
e. Only seniors in traditional dual enrollment and juniors and seniors enrolled in CF's Early College Program "Collegiate Academy" (beginning with the summer between their junior and senior year) will be allowed to enroll full-time (12 to a maximum of 15 credit hours in any given semester) through dual enrollment.
f. Registration for Dual Enrollment students taking classes on the CF campus will take place the as all other students. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of F.S.1003.43, Fla. Stat. (2024).
g. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of the school administrator and parents before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.
h. The College of Central Florida will make available advising services to dual enrollment students, monitor their progress and attendance in dual enrollment classes and provide a grade report to Inverness Christian Academy upon completion of the college term. Students with unsatisfactory progress will be reported to the counselor immediately upon receipt of an Early Alert via email.
i. The College of Central Florida has the option to limit dual enrollment participation based on capacity.
j. The school will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF.

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

   a. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

   b. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students must complete the online Dual Enrollment application. The student will print the parent approval form from the email received upon submission of the application. The parent/guardian must sign giving permission for the student to participate in the Dual Enrollment program. The student must turn the form in to their school counselor along with the self-registration agreement. The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, PSAT or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

   c. **Orientation**: Orientation must be completed prior to the start of the term and required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

   d. **Registration:** Dual Enrollment will be provided to counselors by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The students must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadline will end one week before the start of the term.

   e. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Forms must be submitted by the withdrawal deadline. The student will receive a "W" on their transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment. Co-requisite courses will count as one class for withdrawal purposes. Students are ineligible to register for B term for the Fall and Spring semesters.

   f. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and

spring terms. Dual enrollment students may take up to six (6) credit hours total in the summer semester prior to their junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the school and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to nine (9) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	**3**	**3**	**0**	**6**
Freshmen	**6**	**6**	**6**	**18**
Sophomores	**6**	**6**	**9**	**21**
Juniors	**9**	**9**	**12**	**30**
Seniors	**16**	**16**	**0**	**32**

Juniors and seniors participating in CF's Collegiate Academy Program should take 15 (fifteen) credits in the fall and spring semesters, but must take a minimum of 12 (twelve) credits. Students may register for a maximum of twelve (12) credits during the summer; however, they may not register for more than six (6) credit hours during any summer term. CF's Dual Enrollment Petitions Committee must approve any exception to these limits.

g. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by the school. Grades will be electronically transmitted securely by CF to the school's offices for posting.
h. **Failing Grade** –If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. An "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar. If the student is pre-registered for any courses, those courses will be dropped. if a student chooses to petition a grade, he/she will not continue in dual enrollment classes until a decision is rendered.
i. **Academic Advising:** All degree seeking students must be advised by a CF educational advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the degree and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

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

a. An overall GPA of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 unweighted high school GPA and the minimum GPA required by CF.
b. Inverness Christian Academy shall identify those students qualified to participate in dual enrollment classes. The school administrator or designee will approve student eligibility for participation in these classes.
c. The student must be enrolled in Inverness Christian Academy, and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college

preparatory testing requirements in § 1008.30(4)(a), Fla. Stat. (2024) and rule 6A-10.0315, F.A.C.

d. Any combination of test scores may be considered if taken within two (2) years of the time of enrollment for first time dual enrollment students.
Cut scores for the three placement tests are as follows:

	Reading	**English**	**Algebra**
ACT	19	17	19
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	**Math**
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114 - Placement for MAT1033, MGF1130, MGF1131 or STA2023
PERT 123 - Placement for MAC1105, College Algebra

e. Students initially enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; digital SAT/PSAT: 530 PERT 123. Students who wish to be initially placed in an upper-level mathematics course beyond MAC1105 must take the AAF (Advanced Algebra and Functions) test and score a two hundred and seventy (270) or higher.
f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the Dual Enrollment grade point and specific program entry requirements (this includes Welding, EMT and Paramedic pathways).
g. Students who are enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a **co-requisite** during the same semester. Students who have a score of three (3) or above on the Advance Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semester.
h. Permission for participation must be granted by the student's parent or legal guardian.
i. Students are no longer eligible for dual enrollment once they successfully complete four (4) full years of enrollment in high school, complete an associate's degree or (67) hours of college credit or graduate high school, whichever comes first.
j. Students who will graduate from school prior to completion of the post-secondary course may not register for the course through dual enrollment. This means that school seniors may NOT take a summer A course as a dual enrollment student.
k. Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. See Student Code of Conduct section 10(9).
l. CF has the option to limit dual enrollment participation based on capacity.

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

   a. The high school will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic courses will correlate to the dual enrollment Course-High School Subject Area Equivalency List recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.

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

   a. CF will supply school counselors with dual enrollment information, including application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the Dual Enrollment webpage at least one (1) semester in advance.
   b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the school campus.
   c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

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

   a. There will be no exceptions made to the required grade point averages for academic dual enrollment.

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

   a. Registration for Dual Enrollment students taking classes on the CF campus will take place the as all other students. Registration will stop ten days in advance of the start of the term to give high school counselors time to review registration. Changes must be confirmed within five days.
   b. Dual enrollment students will follow CF's procedures for drop, withdrawal and petition policies. Dual enrollment students will not be permitted to take dual enrollment courses while petitioning a grade of D, F or FF.
   c. If a grade is successfully petitioned, the student may enroll in dual enrollment courses that begin after the petition approval date as per the CF Grade Appeals Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. Fi the withdrawal appeal is successful; the student may enroll in dual enrollment courses that begin after the petition approval date.
   d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.
   e. Courses offered after the regular school day or on the college campus will be scheduled on the CF calendar. Courses taught by college faculty will follow the CF academic calendar.

10. The responsibilities of Inverness Christian Academy 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.

a. The student must be recommended by the school administrator. Student screening for eligibility and participation is the responsibility of the school administrator according to private school requirements. An overall G.P.A. of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses.
b. Inverness Christian Academy shall identify those students qualified to participate in dual enrollment classes and will verify their continued eligibility throughout their participation. The school administrator will approve student eligibility for participation.
c. Students and their parents will be informed of college-level course expectations.
d. Students attending dual enrollment classes which are held in college facilities during or after school hours will be subject to college attendance policies.
e. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript Inverness Christian Academy. Grades will be securely electronically transmitted by the College of Central Florida to Inverness Christian Academy.
f. If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment (an "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar). If the student is pre-registered for any courses, those courses will be dropped. See section 9 (b) for the appeals process.
g. Students may enroll in courses conducted during school hours, after school hours, and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for that course through dual enrollment.
h. Dual Enrollment students will follow the College's procedures for drop, withdrawal and petition policies.
i. CODE OF STUDENT CONDUCT: Students attending dual enrollment classes on the college campus will follow CF's Code of Students Conduct in term of appropriate classroom, behavior, protocol, and academic integrity (i.e., alleged academic misconduct). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment.
j. STUDENT RECORDS: The parties may provide personally identifiable student records to each other in the performance of this Agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g. Each party further agrees to comply with §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to Inverness Christian Academy.

a. Students with unsatisfactory progress reports should be counseled by the high school counselor immediately upon receipt of the college reports.
b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript by Inverness

Christian Academy. Grades will be electronically transmitted securely by CF to the student's high school.

c. If a dual enrollment student earns a D, For FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. They must have graduated and have been admitted as a regular college student to do this. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.

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

a. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation, and laboratory fees.
b. Tuition, textbooks and other instructional materials as defined in F.S. 1009.30, Fla. Stat. (2024) will be funded by the FL Dual Enrollment Scholarship.
c. Inverness Christian Academy shall be responsible for the inventory, recovery, reuse, and sale of textbooks and instructional materials provided under this agreement in conjunction with the College of Central Florida Bookstore (Barnes & Nobles).

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

a. The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held.

14. 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.

a. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a College of Central Florida facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.

15. <u>MISCELLANEOUS</u>

A. <u>Excess Funds</u>: Any party receiving funds erroneously paid by the School under this Agreement shall promptly notify and return to the school such erroneously paid funds.

B. <u>Entire Understanding</u>: This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.

C. <u>Amendments</u>: The provisions of this Agreement may only be amended, supplemented, waived, or changed by a writing making specific reference to this Agreement signed by both parties.

D. <u>Governing Law & Venue</u>: This Agreement and all transactions contemplated hereunder shall be governed by, and construed and enforced in accordance with, the laws of the state of Florida without regard to principles of conflicts of laws. Venue for any litigation related hereto shall be in Marion County, Florida.

E. <u>Compliance with Laws and Policies</u>: Each party shall comply with all applicable federal and state laws, codes, rules, and regulations and the school policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.

F. Public Records: Each party shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, Inverness Christian Academy ("School") shall:

i. Keep and maintain public records required to perform the service.

ii. Upon request from the CF's custodian of public records, provide CF with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if School does not transfer the records to CF.

iv. Upon completion of this Agreement, transfer, at no cost, to CF all public records in possession of School or keep and maintain public records required by CF to perform the service. If School transfers all public records to the public agency upon completion of the contract, then it shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If School keeps and maintains public records upon completion of the contract, then it shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to CF, upon request from CF's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

If the school has questions regarding the application of Chapter 119, Florida Statues, it is the school duty to provide Public Records relating to this contract, contact the custodian of records at: Charles Prince, VP Administration and Finance at (352) 854-2322, ext. 1637, princech@cf.edu or in person at 3001 SW College Road, Ocala, FL 34474. §119.0701, Fla. Stat. (2024).

G. **Non-Discrimination:** The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, or religion in the performance of the parties' respective duties, responsibilities, and obligations under this Agreement.

H. **No Waiver of Sovereign Immunity:** Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2024). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

I. **Inspector General Audits:** The parties shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General or by any other Florida official with proper authority.

J. **No Third-Party Beneficiaries:** Nothing herein shall be construed as consent by any agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

K. **Waiver:** A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Agreement and/or the policies of school does not relieve CF of the indemnification provisions required by this Agreement.

L. **Assignment:** Neither CF nor the school may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

M. Notices: All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

Dr. Allan Danuff, The College of Central Florida
3001 SW College Road
Ocala, FL 34474
Email: danuffa@cf.edu

Dr. Dan Riley, Inverness Christian Academy
4222 South Florida Avenue,
Inverness, FL 34450
Email: icaprincipal@hotmail.com
Contact Number: 352-726-3759

or to such other address(es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,
(b) On the date emailed, if by email, and
(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

II. Accountability

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the school administrator and the Chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of the College President and the school administrator of Inverness Christian Academy. This Agreement shall be valid for the 2025-2026 school year.

IN WITNESS WHEREOF, Inverness Christian Academy and the District Board of Trustees of the College of Central Florida have adopted this agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with Section 1007.235, Fla. Stat. (2024), Dual Enrollment Articulation Agreements.

Charlie Stam

Date ~~Robert Durrance~~, Chair, District Board of Trustees,
College of Central Florida

6/4/2025

Date **Dr. Dan Riley, Head of School, Inverness Christian Academy**

COLLEGE OF CENTRAL FLORIDA

13

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Levy County School Board – Mid Florida Career Pathway Consortium – Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

This renewal agreement is between the District Board of Trustees of College of Central Florida and the School Board of Levy County to implement the activities associated with the Mid Florida Career Pathway Consortium for the fiscal year 2025-2026.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the agreement with the School Board of Levy County and authorize the Board Chair to sign.

CONTRACT AGREEMENT

BOARD APPROVED

Between School Board

THE SCHOOL BOARD OF LEVY COUNTY, FLORIDA
480 Marshburn Drive, Bronson FL 32621

JUN 1 0 2025

And Contractor

College of Central Florida
Mid Florida Career Pathway Consortium
3001 SW College Road
Ocala, FL 34474-4415

This Agreement is made and entered into by and between **THE SCHOOL BOARD OF LEVY COUNTY, FLORIDA, (hereinafter, SCHOOL BOARD)**, and **College of Central Florida (hereinafter, CONTRACTOR)**.

WHEREAS, the **SCHOOL BOARD** is supporting participation in the Mid Florida Career Pathway Consortium.

WHEREAS, the **SCHOOL BOARD** wants to enter into a contract with the **CONTRACTOR** to implement activities associated with the Mid Florida Career Pathway Consortium.

NOW, THEREFORE, for and in consideration of the premises and covenants contained herein and for other good and valuable consideration, the parties agree as follows:

1. **Sources of Funding:** This is a contract under **SCHOOL BOARD'S** course of grant funding for this project, Carl D. Perkins, Career & Technical Education Secondary and Postsecondary Grant which is incorporated by reference into this Agreement.

2. **Services provided by CONTRACTOR:** The **CONTRACTOR** will provide all the services listed below:
    a. Fund a High School/College Program Coordinator whose duties include:
        i. Assist high school students in Levy County with post-secondary education and career planning and to market the Career Pathway advantages.
        ii. Develop, monitor and review articulation agreements between College of Central Florida and Levy County High School Career & Technical Education Programs of Study and Community Technical and Adult Education (CTAE) programs of study.
        iii. Provide recruitment materials for career pathway students through Career Pathway presentations.
        iv. Attending State and National Conferences as it relates to Career Pathways, if possible. (Provide travel costs)
    b. Provide travel costs to Levy County Career and Technical (CTE) Education secondary and post-secondary teachers to attend industry certification workshops, articulation workshops, professional development and state and regional conferences.

c. Provide postage, Fed Ex Express packages and envelopes to mail letters to parents/students regarding Career Pathway credits.

3. **Criteria for Performance**: **CONTRACTOR** will conduct program activities for the Consortium consistent with the FL DOE approved project proposal.
4. **Compensation of CONTRACTOR**: The amount of contractual expenses funded through this project agreement is $1,100. The total amount of $1,100 originates in Carl D. Perkins Secondary Vocational Grant. The Addendum outlines Scope of Work deliverables for payment.
5. **Location and Schedule:** The **CONTRACTOR** agrees that the program activities will be implemented during the 2025-2026 fiscal year, starting July 1, 2025, and ending June 30, 2026.
6. **Responsibilities of SCHOOL BOARD**: The **SCHOOL BOARD** agrees to provide funding as specified here. Total amount is payable to College of Central Florida upon receipt of invoice of program activities for fiscal year beginning July 1, 2025.
7. **Entire Understanding**: This agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other negotiations (if any) made by and between the parties.
8. **Amendments**: The provisions of this agreement may not be amended, supplemented, waived, or changed orally but only in writing making specific reference to this agreement signed by the part as to whom enforcement of any such amendment, supplement, waiver or modification is sought.
9. **Enforcement**: All of the terms and provisions of this agreement, whether so expressed or not, shall be binding upon, inure to the benefit of, and be enforceable by the parties and their respective legal representatives, heirs, estates, successors and permitted assigns.
10. **Notices**: All notices, requests, consents and other communications required or permitted under this agreement shall be in writing (including faxed communications) and shall be (as elected by the person giving such notice) hand delivered by messenger or courier service, faxed, or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

The **SCHOOL BOARD:**
School Board of Levy County, Florida
480 Marshburn Drive
Bronson, FL 32621
352-486-5231 (Telephone)
352-486-5237 (Fax)

The **CONTRACTOR (Fiscal Agent)**
College of Central Florida
Mid Florida Career Pathway Consortium
3001 SW College Road, Ocala, FL 34474-4415
352-873-5836 (Telephone)
352-873-5870 (Fax)

Or, to such other addresses as any party may designate by notice complying with the terms of this section. Each such notice shall be deemed delivered:

a. On the date delivered if by personal delivery, or

b. On the date faxed if by fax, or
c. On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, as the case may be, if mailed.

11. **Governing Laws**: This agreement and all transactions contemplated by this agreement, shall be governed by, and construed and enforced in accordance with the laws of the State of Florida without regard to principles of conflicts of laws.
12. **Attorney's Fees**: If any legal action or other proceeding, including arbitration, is brought for the enforcement of this contract, or because of an alleged dispute, breach, default or misrepresentation in connection with any provisions of this contract, the successful or prevailing party or parties shall be entitled to recover reasonable attorney's fees, court costs and all expenses even if not taxable as court costs, incurred in that action or proceeding, in addition to any other relief to which such party or parties may be entitled.
13. **Counterparts**: This agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
14. **Survival of Covenant**: All covenants, agreements, representations and warranties made herein or otherwise made in writing by any party pursuant hereto shall survive the execution and delivery of this agreement and the consummation of the transactions contemplated hereby.
15. **Remedies**: No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power or remedy hereunder shall preclude any other or further exercise thereof.
16. **Severability Clause**: Provisions contained in this agreement which are contrary to, prohibited by or invalid under applicable law or regulations shall be deemed omitted from this document and shall not invalidate the remaining provisions thereof.
17. **Waiver**: A failure to asset any rights or remedies available to a party under the terms of this agreement, or a waiver of the right to remedies available to a party by a course of dealing or otherwise shall not be deemed to be a waiver of any other right or remedy under this agreement, unless such waiver of such right or remedy is contained in writing signed by the party alleged to have waived his other rights or remedies.
18. **Inspection of Records**:
Partner members, the Florida Department of Education (FLDOE), the State of Florida Division of Financial Services and the U.S. Department of Education, or their agents, may inspect all records related to this Service Agreement.
19. **Record Keeping**: "Fiscal Agent" Office for Finance and the Perkins Programmatic Office will maintain both financial and programmatic records related to the Agreement. The Florida Department of Education (FLDOE), the State of Florida Division of Financial Services, the U.S. Department of Education, and the Florida Auditor General, or their agents will have access to such records upon request, subject to the provisions in Section 18: "Inspection of Records" of this agreement. Records will be maintained for five years from the last day of the program.
20. **Contingency**: Contract Agreement contingent upon receiving 2025-2026 Carl D. Perkins Secondary and Post-Secondary Funding. (Subject to the Provisions in Section 4).

21. **Non-Discrimination**. The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, religion, in the performance of the parties' respective duties, responsibilities, and obligations under this Agreement.
22. **No Waiver of Sovereign Immunity**. Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under § 768.28, Fla. Stat. (2016). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.
23. **No Third Party Beneficiaries**. Nothing herein shall be construed as consent by any agency or political subdivision of the State of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

BOARD APPROVED

SCHOOL BOARD:
SCHOOL BOARD OF LEVY COUNTY, FLORIDA

JUN 10 2025

_____ Date 6/11/25
Cameron Asbell (Chairman)

CONTRACTOR (Fiscal Agent)
COLLEGE OF CENTRAL FLORIDA

_____ Date _____
Charlie Stone, District Board of Trustees
College of Central Florida

BOARD APPROVED

AGENCY HEAD:
School Board of Levy County, Florida

JUN 10 2025

_____ Date 6/10/25
Tamara M. Boyle, Superintendent

AGENCY HEAD:
College of Central Florida

_____ Date _____
James Henningsen, President
College of Central Florida

ADDENDUM
Between
Mid Florida Career Pathway Consortium
Ocala, FL
and
College of Central Florida (Fiscal Agent for Mid Florida Career Pathway Consortium)
Ocala, FL

Scope of Work and Project Deliverables

The Mid Florida Career Pathways Consortium agreement is made and entered into by and between the College of Central Florida (Fiscal Agent) and the Stakeholders (members) of the Mid Florida Career Pathways Consortium: School Board of Marion County, District School Board of Levy County, Citrus County School District, Withlacoochee Technical College(WTC), and College of Central Florida (CCF). Through the existing partnership the College of Central Florida will fund:

- high school/college program coordinator and travel costs associated with attending State and National Conferences.
- travel costs to CTE secondary and postsecondary teachers to attend industry certification workshops, professional development and state and regional conferences
- postage, Fed Ex Express packages and envelopes to mail letters to parents/students regarding Career Pathway credits.

ARTICLE #1: SCOPE OF WORK (CONTRACTUAL DUTIES)

EXAMPLE: Contingent upon funding from the FLDOE, the fiscal agent will be required to provide its consortium stakeholders with a minimum of two semiannual reports (12/31/2025 & 6/30/2026) and one annual report (6/30/26) that must include, but not be limited to the following updates information:

- Minutes from consortium meetings
- Copies of the Career Pathway Presentation and Credits Ticket for each consortium stakeholder's district location
- List of senior completers invited to each workshop.
- Revised and updated articulation agreements

- Description of how postsecondary credits shall be awarded under the articulation academic and career & technical education courses from grade 9 through the postsecondary component of the program of study
- A description of the post-secondary credentials (industry certification/licensure, certificate, associate and baccalaureate degrees) available to students under the program of study.

ARTICLE #2: DELIVERABLES (EXPECTATIONS)

Validation or evidence of having completed the minimum standard of performance shall include: The Mid Florida Consortium was formed in order to create a seamless transition from the secondary programs of study to the postsecondary programs of study. Through the deliverables the high school/college program coordinator will collaborate with the consortium stakeholders and students to create an understanding of opportunities available for student growth and career development. The evaluation of the Consortium will be an expectant increase in the number of articulated credits or clock hours at the postsecondary level or passing a Gold Standard Industry Certification for articulated credits.

The following scope of activities (deliverables) will trigger the payment. Deliverables will be submitted for documentation supporting deliverables have been met.

ARTICLE #3: COST ANALYSIS (CONTRACTUAL PAYMENT) + DELIVERABLE

The **cost reimbursement** unit performance rate shall be triggered by an invoice from the fiscal agent which include the aforementioned deliverables.

ARTICLE #4: WORK PLAN

Deliverable	Description	Due Date	Unit Rate/ Payment Amount	Validation/ Documentation	100%	CCF	Marion County Secondary	Marion Technical College	Citrus County Secondary	WTC (PS Tech Center)	Levy County Secondary
1. Career Pathway Workshops	Career Pathway Presentations for each consortium stakeholder's district location, for students enrolled in a program of study articulated to the College of Central Florida. Assisting in applying for Career Pathway credits and assisting in Career Development Activities.	4/1/2026	$2,421.25	Agendas for each Consortium Stakeholder's Presentation along with documentation of eligible students invited at each location.	**$12,060.00**	**$4,900.00**	**$4,110.00**	**$400.00**	**$1,725.00**	**$300.00**	**$625.00**
2.Signed Articulation Agreements	Articulation agreements included within inter-institutional agreements will be signed and approved by the participating secondary and postsecondary agency heads for College of Central Florida (CCF), Marion County School District, Citrus County School District, Levy County School District. The Mid Florida Consortium was formed in order to create a seamless transition from the secondary programs of study to the postsecondary programs of study. Through the deliverables the high school/college program coordinator will collaborate with the consortium stakeholders and students to create an understanding of opportunities available for student growth and career development. The evaluation of the Consortium will be an expectant increase in the number of articulated credits or clock hours at the postsecondary level or passing a Gold Standard Industry Certification for articulated credits.	11/1/2025	$1,000.00	Signed local articulation agreements will be submitted with invoice to Mid Florida Consortium Stakeholders by due date. Signed local agreements for each Marion, Citrus and Levy School Districts will be submitted	**$3,000.00**	**$800.00**	**$1,200.00**	**$300.00**	**$300.00**	**$100.00**	**$300.00**

3. Eligibility of College Credit or Clock Hours	20% of graduating designated Career Pathway students in Marion, Citrus and Levy counties will earn eligibility to receive articulated Career Pathways College Credit or Clock hours, by passing the college level final exam, portfolio or passage of Articulated Industry Certification as detailed in approved local articulation agreements.	5/1/2026	$132.50	Report of students with eligibility credits or clock hours will be submitted with invoice to Mid Florida Consortium Stakeholders by due date.	**$4,240.00**	**$1,700.00**	**$1,690.00**	**$300.00**	**$275.00**	**$100.00**	**$175.00**
				TOTAL	$19,300.00	$7,400.00	$7,000.00	$1,000	$2,300.00	$500.00	$1,100.00

ARTICLE #5: INSPECTION OF RECORDS

The FLDOE, the State of Florida Division of Financial Services and the U.S. Department of Education, or their agents, may inspect all records related to this Service Agreement. Such records will be available in the EACH CONSORTIUM STAKEHOLDER'S' Office for Finance and its Perkins and Career Pathways offices. Access to a student's education records as defined by the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. s. 1232g and federal regulations issued at 34 C.F.R. 99.1 et seq., is permitted based on Florida Statute Section 1006.52(2), FERPA regulation section 34 C.F.R. 99.31. All parties receiving access to student educational records must use and maintain them in accordance with FERPA, including any requirements with regard to re-disclosure and recordkeeping.

ARTICLE #6: REMENDIES FOR NON-COMPLIANCE/NON-PERFORMANCE

In the event that the Contractor does not fulfill any of the requirements set forth under Article (Scope of Work), EACH CONSORTIUM STAKEHOLDER'S is not obligated to reimburse for non-compliance or performance. Otherwise, EACH CONSORTIUM STAKEHOLDER'S may select to pay at a per unit rate for partial performance.

ARTICLE #7: REQUIRED REPORTS

Contractor #1 shall prepare and submit a summative programmatic and financial status report to EACH CONSORTIUM STAKEHOLDER'S as justification for reimbursement for performance. Moreover, the report shall be made available to FLDOE upon request.

ARTICLE#8: RECORD KEEPING

EACH CONSORTIUM STAKEHOLDER'S Office for Finance and the Perkins Programmatic Office will maintain both financial and programmatic records related to the performance of this Agreement. The FLDOE, Department of Financial Service, the USDOE, and the Florida Auditor General, or their agents will have access to such records upon request, subject to the provisions in Article 3 "Inspection of Records" of this Agreement. Records will be maintained for **five years** from the last day of the program or longer as may be required by law if there is an ongoing investigation or audit.

ARTICLE #9: COST ACCOUNTING

In accordance with the deliverable schedule as shown in Article #4, each Stakeholder of the Consortium will contribute an amount from the Perkins Grant funds to the Fiscal Agent as reimbursement for performance. College of Central Florida Office for Finance will provide fiscal oversight of the funds.

ARTICLE #10: NON-EXPENDABLE PROPERTY

Funds provided through this Agreement will not be used to acquire non expendable property as described in the FLDOE, Request For Application for the Carl D. Perkins, Career and Technical Education, Secondary, Section 131.

ARTICLE #11: RETURN OF UNSUSED FUNDS

In the event of unused funds for this Service Agreement at the close of the grant year, the fiscal agent, will return the unused funds to the FLDOE.

ARITCLE #12: COST

In accordance with the United States Office of Management and Budget ("OMB") Circular A-87, Attachment A "Cost Principles For Educational Institutions," all costs associated with this Agreement are reasonable, allowable, allocable, documented, and require repayment for all disallowed costs.

ARTICLE #13: AUDITS

Audits pursuant to this Agreement shall be governed as provided in "Audit Requirements as specified in the OMB Circular A133 and Section 215.97, F.S (as revised).

ARTICLE #14: MONITORING PROCESS

In accordance with the Carl D. Perkins Strengthening Career and Technical Education for the 21st Century Act of 2018 all parties will comply with program and fiscal requirements related to the monitoring process according to applicable federal and state laws and regulations specified by: Education Department General Administrative Regulations (EDGAR), Office of Management and Budget (OMB) Circulars, and Florida Department of Financial Services *Reference Guide for State Expenditures* and guidelines published in the Florida Department of Education's *Green Book*.

ARTICLE #15: TERMINATION

This Agreement shall be terminated if any Stakeholder of the Contract fails to perform its duties or responsibilities under this Agreement and/or in accordance with the conditions for this addendum as described in the Carl D. Perkins Strengthening Career and Technical Education for the 21st Century Act of 2018 FLDOE.

ARTICLE #16: REFERENCES

The recommendations in this Addendum are based on Florida Statutes, Sections 215.422, 216.347, 216.3475, 287.058, and 287.133; Rule 60A-1.017, Florida Administrative Code; and State of Florida Contract and Grant User Guide .

COLLEGE OF CENTRAL FLORIDA

14

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Marion Technical College – Mid Florida Career Pathway Consortium - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

This agreement is between the District Board of Trustees of College of Central Florida and Marion Technical College to implement the activities associated with the Mid Florida Career Pathway Consortium for the fiscal year 2025-2026.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the agreement with Marion Technical College and authorize the Board Chair to sign.

Articulation Cooperative Agreement
Career Pathways

Between the District Board of Trustees of the College of Central Florida and The School Board of Marion County, Florida by and through its Marion Technical College 2025-2026

Mechanisms and strategies for promoting "Career Pathways" programs of study

A. Courses and programs available to students eligible for Career Pathways

1. A Career Pathway is a coherent sequence of rigorous academic and technical courses that prepare students for successful completion of state academic standards and support transition to more advanced postsecondary coursework in a related career area of interest. According to the Florida Department of Education (DOE Information Data Base Requirements, Vol. 1), a Career Certificate Program (CCP) Completer is defined as a career and technical education student who has successfully completed a clock hour program and has participated in a locally developed Program of Study that has a written articulation agreement in place which establishes and validates the career pathway. Such is the purpose of this articulation agreement between the District Board of Trustees of the College of Central Florida and The School Board of Marion County Florida by and through its Marion Technical College.
2. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and Marion Technical College and will avoid unnecessary duplication of existing courses. Alterations to this list of offerings may be made with mutual consent of the College of Central Florida and Marion Technical College. (See Appendices A-C for articulated programs).
3. The College of Central Florida will develop a student education plan for each student applying for Career Pathways credit. In order to develop said plan, the student will present a transcript and programmatically required documents, which will be evaluated for purposes of determining college credits to be applied toward an Associate in Science degree. Said Associate degree will be the student's stated education objective.

B. The process for notifying students of the option to participate in Career Pathways programs

1. Marion Technical College shall notify those students who qualify as CCP completers.
2. The College of Central Florida will make available the Career Pathways Coordinator to present opportunities for articulated credit.

C. Eligibility criteria for student participation

1. Eligibility for participation in a Career Pathways articulated credits, would include but is not limited to the student presenting a transcript and programmatically required documents, which will be evaluated for purposes of determining college credits to be applied toward and Associate in Science degree.

2. Once admitted to the College of Central Florida, articulated credits will be determined after the student has presented the appropriate dean and the Career Pathways Coordinator with a copy of his/her transcript and programmatically required documents.

D. Institutional responsibilities for student screening prior to enrollment and monitoring enrolled students

1. Marion Technical College shall identify those students who are CCP completers and shall so notify the College of Central Florida.
2. The College of Central Florida will make available advising services to Marion Technical College CCP students, as provided to all CCF students.

E. Awarding college credit for articulated Career Pathways courses

1. To receive Career Pathways articulated credit, students must successfully complete a Career Certificate Program and upon demonstration of mastery of competencies either through Career Pathways College Credit Assessment or through Industry Certification/ Licensure. Students have a three-year time frame for the opportunity for college credit. Students may have to update industry certification/licensure within the three years.
2. Upon satisfactory completion of the Career Pathways College Credit Assessment, the dean (or designated reviewer) will forward the articulated credits to the College of Central Florida Admissions and Records office. Upon receipt, the Admissions and Records office will process the articulated credit as an "S" for satisfactory on the student's transcript and will not factor into the student's College of Central Florida grade point average.
3. Statewide Career and Technical Education Articulation Agreements, which are based on nationally recognized industry certification, support the Department of Education's Next Generation Strategic Areas of Focus (number three) effort to "expand opportunities for postsecondary degrees and certifications." Gold Standard Career Pathways Industry Certification to AAS/AS Degree Statewide Articulation Agreements based on nationally recognized industry certification and or licensure does not preclude CCF from granting additional credit based on this local agreement.

F. Criteria by which the instructional quality will be maintained

The College of Central Florida shall be responsible for ensuring that the quality of instruction provided to Career Pathways students is comparable to that afforded other College of Central Florida students.

G. Cost of Career Pathways

Students who receive Career Pathways credits shall be exempt from the payment of registration and laboratory fees for those career certificate programs for which they receive credit according to the articulation agreement.

H. Program review

1. The College of Central Florida and Marion Technical College personnel will, on an annual basis, review and revise existing articulation agreements as needed to keep them aligned with the most current program and course requirements. These programs will also be reviewed and revised to accommodate and adapt to changing labor market trends and demands.
2. The College of Central Florida and Marion Technical College personnel will actively seek to develop additional articulated Career Pathways programs of study as new programs are added at the postsecondary levels.

I. Contact Names for Questions

1. College of Central Florida, Cori Wiygul. Email: wiygulc@cf.edu
2. Marion Technical College, Kim Burt. Email: kim.burt@marion.k12.fl.us

Accountability

These provisions shall not prevent a Board assigned responsibility for one or more of these programs from developing joint programs of contracting for specific instructional services with another Board or agency, subject to review by the two local education agencies.

For each of these programs, all related enrollment projections, FTE reports, cost analysis, and other elements required for the allocation of funds shall be the sole responsibility of the assigned board unless herein indicated.

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the Board President or Chair, but shall be executed before registration for the fall term of the following school year.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date set forth below.

Date — Charlie Stone, Board Chair
District Board of Trustees of the College of Central Florida

6/19/25 — Lori Conrad
Date — Lori Conrad, Board Chair
The School Board of Marion County, Florida

6/19/25 — D Brewer
Date — Danielle Brewer, Ed.D., Interim Superintendent
The School Board of Marion County, Florida

Table of Contents for Appendice A

Practical Nursing (Appendix A) *Pages 5-6*

Appendix A

In a continuing effort to provide opportunities for career certificate program students in the Practical Nursing program to transition into The College of Central Florida's (CF) postsecondary programs listed below, CF agrees to award college credit to eligible Marion County students according to the criteria delineated below. These clock hours may or may not be accepted for transfer credit by other institutions.

Career Certificate Program
Practical Nursing
Program Number (H170607)
CIP (0351390101)

Postsecondary Program
Nursing R.N. A.S.
FL CIP (1351380100)
Federal CIP (51.3801)

Total Clock Hours
1350 Hours

Total Credit Hours
60 Credit Hours

Marion County
Marion Technical College

College
The College of Central Florida

I. Articulated Courses and College Credit

CF agrees to award college credit hours or admission points to the career certificate programs listed above upon demonstration of mastery of competencies in the courses below either through Career Pathways College Credit Assessment or through Industry Certification/Licensure.

A. *College Credit through Career Pathways College Credit Assessment:* Career certificate program completers must demonstrate mastery through a comprehensive exam, portfolio or programmatic required documents before assessment will be made to award the CF credit hours and/or admission points:

MTC Clock Hour Program	CF College Courses	College Credits
Practical Nursing (H170607)	NUR1021C Foundations in Nursing (5 credits) NUR1052C Clinical Concepts I (4 credits) NUR1142 Introduction to Pharmacology (3 credits) **These courses are required to complete the first semester of the Associate Degree Nursing program. Students requesting to enter the program with the equivalency credits must follow the nursing application process. This is a limited access program. Admission to CF does not guarantee admission to the nursing*	12

B. *College Credit through Industry Certification:* Students who obtain the following Industry Certification(s) will be awarded credit for the postsecondary course(s) listed below:

Industry Certification	CF College Courses	College Credits
NONE	NONE	0

Representatives of CF's Career and Technical Education (CTE) programs will review, at least annually, the content of the career certificate program, as specified in this Agreement, to ensure standardization and attainment of goals.

II. General Provisions

Comprehensive College Examination and Industry Certification: To receive college credit, students must meet the following criteria:

A. Successfully complete a career certificate program.

B. Pass the college comprehensive examination(s) approved by the CTE programs coordinator.

C. Students who score a minimum of eighty percent (80%) on the comprehensive institutional examination, or obtain the Industry Certification(s) as listed, will be awarded a grade of "S" which will not factor into the student's CF grade point average. A permanent college transcript will be generated. The exam results or proof of Industry Certification will be reported to the Career Pathways coordinators at CF.

D. If the credit(s) for the articulated course(s) meet A.S. degree requirements, they will be applied toward the A.S. degree. Students will not be officially admitted to CF until all required admissions criteria have been met.

III. Sharing of Data

CF and The School Board of Marion County/MTC, Florida agree to share student educational data under conditions consistent with the Family Educational Rights and Privacy Act (FERPA). Either party may initiate requests to share data if it has a legitimate educational interest in the data. The shared information shall be used solely to benefit the Career Pathways program and students by facilitating access to and increasing educational opportunities at both institutions. Each institution will be deemed a school official of the other for purposes of this Agreement. CF will provide information about the sharing of data in its annual notification to students.

COLLEGE OF CENTRAL FLORIDA

15

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Redeemer Christian Academy Articulation Agreement 2025-2026 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration and Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the Redeemer Christian Academy. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these District Inter-institutional Agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement with Redeemer Christian Academy and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreement for College and Career Acceleration

Between the District Board of Trustees of the College of Central Florida
And Redeemer Christian Academy
2025-2026

I. Dual Enrollment Articulation Agreement

The Articulation Committee that has negotiated/drafted the agreement include: Redeemer Christian Academy members – Donald Currie, Principal
College of Central Florida (CF) members – Allan Danuff, Associate Vice President Arts & Sciences; Dr. Raphel Robinson, Director of Admissions and Student Recruitment, Sarah Sandford, Dual Enrollment Coordinator.

The Committee will assess the need to meet annually in the spring to go over the current year's articulation agreements and discusses changes that are required due to changes in statute or rule and any changes desired by either the school or the college. If applicable, a draft document will be prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school to take to their Director of Education for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school personnel.

The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

1. A ratification or modification of all existing articulation agreements

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. Legislative changes that occur after the final draft of this document which impact the 2025-2026 academic year will take precedence.

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

a. References to *students* in this document, means any student enrolled in Redeemer Christian Academy.
b. The College of Central Florida will provide information to Redeemer Christian Academy regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.
c. Redeemer Christian Academy, in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. Redeemer Christian Academy will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.
d. The College of Central Florida will post application deadline and registration dates on its dual enrollment Web page at least one term in advance.

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

   a. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and Redeemer Christian Academy and will avoid unnecessary duplication of existing courses in grades 9-12. Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.
   b. The College of Central Florida will furnish Redeemer Christian Academy with access to the current course (https://www.cf.edu/Courses) with descriptions for each course in which a student may be dually enrolled.
   c. A student education plan may be developed by the College of Central Florida for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in a college credit certificate, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.
   d. Redeemer Christian Academy will assure that appropriate high school credit will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the State Articulating Committee recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.
   e. Only seniors in traditional dual enrollment and juniors and seniors enrolled in CF's Early College Program "Collegiate Academy" (beginning with the summer between their junior and senior year) will be allowed to enroll full-time (12 to a maximum of 15 credit hours in any given semester) through dual enrollment.
   f. Registration for Dual Enrollment students taking classes on the CF campus will take place the as all other students. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of F.S.1003.43, Fla. Stat. (2024).
   g. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of the school administrator and parents before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.
   h. The College of Central Florida will make available advising services to dual enrollment students, monitor their progress and attendance in dual enrollment classes and provide a grade report to Redeemer Christian Academy upon completion of the college term. Students with unsatisfactory progress will be reported to the counselor immediately upon receipt of an Early Alert via email.
   i. The College of Central Florida has the option to limit dual enrollment participation based on capacity.

j. The school will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF.

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

a. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

b. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students must complete the online Dual Enrollment application. The student will print the parent approval form from the email received upon submission of the application. The parent/guardian must sign giving permission for the student to participate in the Dual Enrollment program. The student must turn the form in to their school counselor along with the self-registration agreement. The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, PSAT or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

c. **Orientation**: Orientation must be completed prior to the start of the term and required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

d. **Registration:** Dual Enrollment will be provided to counselors by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The students must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadline will end one week before the start of the term.

e. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Forms must be submitted by the withdrawal deadline. The student will receive a "W" on their transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment. Co-requisite courses will count as one class for withdrawal purposes. Students are ineligible to register for B term for the Fall and Spring semesters.

f. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and spring terms. Dual enrollment students may take up to six (6) credit hours total in the summer semester prior to their junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the school district and CF's Academic Exceptions and Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to nine (9) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	**3**	**3**	**0**	**6**
Freshmen	**6**	**6**	**6**	**18**
Sophomores	**6**	**6**	**9**	**21**
Juniors	**9**	**9**	**12**	**30**
Seniors	**16**	**16**	**0**	**32**

Juniors and seniors participating in CF's Collegiate Academy Program should take 15 (fifteen) credits in the fall and spring semesters, but must take a minimum of 12 (twelve) credits. Students may register for a maximum of twelve (12) credits during the summer; however, they may not register for more than six (6) credit hours during any summer term. CF's Academic Exceptions and Petitions Committee must approve any exception to these limits.

g. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by the school. Grades will be electronically transmitted securely by CF to the district offices for posting.

h. **Failing Grade** –If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. An "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar. If the student is pre-registered for any courses, those courses will be dropped. if a student chooses to petition a grade, he/she will not continue in dual enrollment classes until a decision is rendered.

i. **Academic Advising:** All degree seeking students must be advised by a CF educational advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the degree and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

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

a. An overall GPA of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 unweighted high school GPA and the minimum GPA required by CF.

b. Redeemer Christian Academy shall identify those students qualified to participate in dual enrollment classes. The school administrator or designee will approve student eligibility for participation in these classes.
c. The student must be enrolled in Redeemer Christian Academy, and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college preparatory testing requirements in § 1008.30(4)(a), Fla. Stat. (2024) and rule 6A-10.0315, F.A.C.
d. Any combination of test scores may be considered if taken within two (2) years of the time of enrollment for first time dual enrollment students.
Cut scores for the three placement tests are as follows:

	Reading	**English**	**Algebra**
ACT	19	17	19
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	**Math**
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114 - Placement for MAT1033, MGF1130, MGF1131 or STA2023
PERT 123 - Placement for MAC1105, College Algebra

e. Students initially enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; digital SAT/PSAT: 530 PERT 123. Students who wish to be initially placed in an upper-level mathematics course beyond MAC1105 must take the AAF (Advanced Algebra and Functions) test and score a two hundred and seventy (270) or higher.
f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the Dual Enrollment grade point and specific program entry requirements (this includes Welding, EMT and Paramedic pathways).
g. Students who are enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a **co-requisite** during the same semester. Students who have a score of three (3) or above on the Advance Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semester.
h. Permission for participation must be granted by the student's parent or legal guardian.
i. Students are no longer eligible for dual enrollment once they successfully complete four (4) full years of enrollment in high school, complete an associate's degree or (67) hours of college credit or graduate high school, whichever comes first.
j. Any exceptions to the requirements must be approved by both the school and the college's Academic Exceptions and Petitions Committee. Students and their high school counselor are notified of the committee's decision in writing within one week following the meeting.

k. Students who will graduate from school prior to completion of the post-secondary course may not register for the course through dual enrollment. This means that school seniors may NOT take a summer A course as a dual enrollment student.
l. Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. See Student Code of Conduct section 10(9).
m. CF has the option to limit dual enrollment participation based on capacity.

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

a. The high school will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic courses will correlate to the dual enrollment Course-High School Subject Area Equivalency List recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.

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

a. CF will supply school counselors with dual enrollment information, including application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the Dual Enrollment webpage at least one (1) semester in advance.
b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the school campus.
c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

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

a. There will be no exceptions made to the required grade point averages for academic dual enrollment.

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

a. Registration for Dual Enrollment students taking classes on the CF campus will take place the as all other students. Registration will stop ten days in advance of the start of the term to give high school counselors time to review registration. Changes must be confirmed within five days.
b. Dual enrollment students will follow CF's procedures for drop, withdrawal and petition policies.
c. Courses offered after the regular school day or on the college campus will be scheduled on the CF calendar. Courses taught by college faculty will follow the CF academic calendar.

10. **The responsibilities of Redeemer Christian Academy 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**

    a. The student must be recommended by the school administrator. Student screening for eligibility and participation is the responsibility of the school administrator according to private school requirements. An overall G.P.A. of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses.
    b. Redeemer Christian Academy shall identify those students qualified to participate in dual enrollment classes and will verify their continued eligibility throughout their participation. The school administrator will approve student eligibility for participation.
    c. Students and their parents will be informed of college-level course expectations.
    d. Students attending dual enrollment classes which are held in college facilities during or after school hours will be subject to college attendance policies.
    e. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript by Redeemer Christian Academy. Grades will be securely electronically transmitted by the College of Central Florida to Redeemer Christian Academy.
    f. If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment (an "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar). If the student is pre-registered for any courses, those courses will be dropped. See section 9 (b) for the appeals process.
    g. Students may enroll in courses conducted during school hours, after school hours, and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for that course through dual enrollment.
    h. Dual Enrollment students will follow the College's procedures for drop, withdrawal and petition policies.
    i. CODE OF STUDENT CONDUCT: Students attending dual enrollment classes on the college campus will follow CF's Code of Students Conduct in term of appropriate classroom, behavior, protocol, and academic integrity (i.e., alleged academic misconduct). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment.
    j. STUDENT RECORDS: The parties may provide personally identifiable student records to each other in the performance of this Agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g. Each party further agrees to comply with §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. **The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to Redeemer Christian Academy.**

    a. Students with unsatisfactory progress reports should be counseled by the high school counselor immediately upon receipt of the college reports.
    b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript by Redeemer

Christian Academy. Grades will be electronically transmitted securely by CF to the student's high school.

c. If a dual enrollment student earns a D, For FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. They must have graduated and have been admitted as a regular college student to do this. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.

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

a. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation, and laboratory fees.
b. Tuition, textbooks and other instructional materials as defined in F.S. 1009.30, Fla. Stat. (2024) will be funded by the FL Dual Enrollment Scholarship.
c. Redeemer Christian Academy shall be responsible for the inventory, recovery, reuse, and sale of textbooks and instructional materials provided under this agreement in conjunction with the College of Central Florida Bookstore (Barnes & Nobles).

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

a. The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held.

14. 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.

a. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a College of Central Florida facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.

15. MISCELLANEOUS

A. Excess Funds: Any party receiving funds erroneously paid by the School under this Agreement shall promptly notify and return to the school such erroneously paid funds.

B. Entire Understanding: This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.

C. Amendments: The provisions of this Agreement may only be amended, supplemented, waived, or changed by a writing making specific reference to this Agreement signed by both parties.

D. Governing Law & Venue: This Agreement and all transactions contemplated hereunder shall be governed by, and construed and enforced in accordance with, the laws of the state of Florida without regard to principles of conflicts of laws. Venue for any litigation related hereto shall be in Marion County, Florida.

E. Compliance with Laws and Policies: Each party shall comply with all applicable federal and state laws, codes, rules, and regulations and the school policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.

F. **Public Records:** Each party shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, Redeemer Christian Academy ("School") shall:

i. Keep and maintain public records required to perform the service.

ii. Upon request from the CF's custodian of public records, provide CF with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if School does not transfer the records to CF.

iv. Upon completion of this Agreement, transfer, at no cost, to CF all public records in possession of School or keep and maintain public records required by CF to perform the service. If School transfers all public records to the public agency upon completion of the contract, then it shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If School keeps and maintains public records upon completion of the contract, then it shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to CF, upon request from CF's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

If the school has questions regarding the application of Chapter 119, Florida Statues, it is the school duty to provide Public Records relating to this contract, contact the custodian of records at: Charles Prince, VP Administration and Finance at (352) 854-2322, ext. 1637, princech@cf.edu or in person at 3001 SW College Road, Ocala, FL 34474. §119.0701, Fla. Stat. (2024).

G. **Non-Discrimination:** The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, or religion in the performance of the parties' respective duties, responsibilities, and obligations under this Agreement.

H. **No Waiver of Sovereign Immunity:** Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2024). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

I. **Inspector General Audits:** The parties shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General or by any other Florida official with proper authority.

J. **No Third-Party Beneficiaries:** Nothing herein shall be construed as consent by any agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

K. **Waiver:** A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Agreement and/or the policies of school does not relieve CF of the indemnification provisions required by this Agreement.

L. **Assignment:** Neither CF nor the school may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

M. Notices: All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

Allan Danuff, The College of Central Florida
3001 SW College Road
Ocala, FL 34474
Email: danuffa@cf.edu

Luke Butler, Redeemer Christian Academy
155 SW 87th Place
Ocala, FL 34476
Email: Lukebutler@reedemerlions.com
Contact Number: 352-854-2999

or to such other address(es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,
(b) On the date emailed, if by email, and
(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

II. Accountability

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the school administrator and the Chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of the College President and the school administrator of Redeemer Christian Academy. This Agreement shall be valid for the 2025-2026 school year.

IN WITNESS WHEREOF, Redeemer Christian Academy and the District Board of Trustees of the College of Central Florida have adopted this agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with Section 1007.235, Fla. Stat. (2024), Dual Enrollment Articulation Agreements.

Date	Charlie Stone, Chair, District Board of Trustees, College of Central Florida
8/19/25	
Date	Luke Butler, Head Master of School, Redeemer Christian Academy

COLLEGE OF CENTRAL FLORIDA

16

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Riverside Christian School Articulation Agreement 2025-2026 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the Riverside Christian School. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these district inter-institutional agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement renewal with Riverside Christian School and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreement for College and Career Acceleration

Between the District Board of Trustees of the College of Central Florida
And Riverside Christian School
2025-2026

I. Dual Enrollment Articulation Agreement

The Articulation Committee that has negotiated/drafted the agreement include: Riverside Christian School member: Ginny Keith, Principal
College of Central Florida (CF) members –Dr. Raphel Robinson, Director of Admissions and Student Recruitment; Sarah Sandford, Dual Enrollment Coordinator.

The Committee will assess the need to meet annually in the spring to go over the current year's articulation agreements and discusses changes that are required due to changes in statute or rule and any changes desired by either the school or the college. If applicable, a draft document will be prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school to take to their Director of Education for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school personnel.

The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

1. A ratification or modification of all existing articulation agreements

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. Legislative changes that occur after the final draft of this document which impact the 2025-2026 academic year will take precedence.

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

a. References to students in this document, means any student enrolled in Riverside Christian School.
b. The College of Central Florida will provide information to Riverside Christian School regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.
c. Riverside Christian School, in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. Riverside Christian School will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.
d. The College of Central Florida will post application deadline and registration dates on its dual enrollment Web page at least one term in advance.

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

a. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and Riverside Christian School and will avoid unnecessary duplication of existing courses in grades 9-12. Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.
b. The College of Central Florida will furnish Riverside Christian School with access to the current course () with descriptions for each course in which a student may be dually enrolled.
c. A student education plan may be developed by the College of Central Florida for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in a college credit certificate, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.
d. Riverside Christian School will assure that appropriate high school credit will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the State Articulating Committee recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.
e. Only seniors in traditional dual enrollment and juniors and seniors enrolled in CF's Early College Program "Collegiate Academy" (beginning with the summer between their junior and senior year) will be allowed to enroll full-time (12 to a maximum of 15 credit hours in any given semester) through dual enrollment.
f. Registration for Dual Enrollment students taking classes on the CF campus will take place the as all other students. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of F.S.1003.43, Fla. Stat. (2024).
g. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of the school administrator and parents before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.
h. The College of Central Florida will make available advising services to dual enrollment students, monitor their progress and attendance in dual enrollment classes and provide a grade report to Riverside Christian School upon completion of the college term. Students with unsatisfactory progress will be reported to the counselor immediately upon receipt of an Early Alert via email.
i. The College of Central Florida has the option to limit dual enrollment participation based on capacity.
j. The school will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF.

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

   a. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

   b. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students must complete the online Dual Enrollment application. The student will print the parent approval form from the email received upon submission of the application. The parent/guardian must sign giving permission for the student to participate in the Dual Enrollment program. The student must turn the form in to their school counselor along with the self-registration agreement. The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, PSAT or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

   c. **Orientation**: Orientation must be completed prior to the start of the term and required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

   d. **Registration:** Dual Enrollment will be provided to counselors by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The students must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadline will end one week before the start of the term.

   e. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Forms must be submitted by the withdrawal deadline. The student will receive a "W" on their transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment. Co-requisite courses will count as one class for withdrawal purposes. Students are ineligible to register for B term for the Fall and Spring semesters.

   f. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and

spring terms. Dual enrollment students may take up to six (6) credit hours total in the summer semester prior to their junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the school and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to nine (9) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	**3**	**3**	**0**	**6**
Freshmen	**6**	**6**	**6**	**18**
Sophomores	**6**	**6**	**9**	**21**
Juniors	**9**	**9**	**12**	**30**
Seniors	**16**	**16**	**0**	**32**

Juniors and seniors participating in CF's Collegiate Academy Program should take 15 (fifteen) credits in the fall and spring semesters, but must take a minimum of 12 (twelve) credits. Students may register for a maximum of twelve (12) credits during the summer; however, they may not register for more than six (6) credit hours during any summer term. CF's Dual Enrollment Petitions Committee must approve any exception to these limits.

g. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by the school. Grades will be electronically transmitted securely by CF to the school's offices for posting.

h. **Failing Grade** –If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. An "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar. If the student is pre-registered for any courses, those courses will be dropped. if a student chooses to petition a grade, he/she will not continue in dual enrollment classes until a decision is rendered.

i. **Academic Advising:** All degree seeking students must be advised by a CF educational advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the degree and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

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

a. An overall GPA of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 unweighted high school GPA and the minimum GPA required by CF.

b. Riverside Christian School shall identify those students qualified to participate in dual enrollment classes. The school administrator or designee will approve student eligibility for participation in these classes.

c. The student must be enrolled in Riverside Christian School, and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college

preparatory testing requirements in § 1008.30(4)(a), Fla. Stat. (2024) and rule 6A-10.0315, F.A.C.

d. Any combination of test scores may be considered if taken within two (2) years of the time of enrollment for first time dual enrollment students.
Cut scores for the three placement tests are as follows:

	Reading	**English**	**Algebra**
ACT	19	17	19
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	**Math**
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114 - Placement for MAT1033, MGF1130, MGF1131 or STA2023
PERT 123 - Placement for MAC1105, College Algebra

e. Students initially enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; digital SAT/PSAT: 530 PERT 123. Students who wish to be initially placed in an upper-level mathematics course beyond MAC1105 must take the AAF (Advanced Algebra and Functions) test and score a two hundred and seventy (270) or higher.
f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the Dual Enrollment grade point and specific program entry requirements (this includes Welding, EMT and Paramedic pathways).
g. Students who are enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a **co-requisite** during the same semester. Students who have a score of three (3) or above on the Advance Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semester.
h. Permission for participation must be granted by the student's parent or legal guardian.
i. Students are no longer eligible for dual enrollment once they successfully complete four (4) full years of enrollment in high school, complete an associate's degree or (67) hours of college credit or graduate high school, whichever comes first.
j. Students who will graduate from school prior to completion of the post-secondary course may not register for the course through dual enrollment. This means that school seniors may NOT take a summer A course as a dual enrollment student.
k. Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. See Student Code of Conduct section 10(9).
l. CF has the option to limit dual enrollment participation based on capacity.

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

a. The high school will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic courses will correlate to the dual enrollment Course-High School Subject Area Equivalency List recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.

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

a. CF will supply school counselors with dual enrollment information, including application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the Dual Enrollment webpage at least one (1) semester in advance.
b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the school campus.
c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

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

a. There will be no exceptions made to the required grade point averages for academic dual enrollment.

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

a. Registration for Dual Enrollment students taking classes on the CF campus will take place the as all other students. Registration will stop ten days in advance of the start of the term to give high school counselors time to review registration. Changes must be confirmed within five days.
b. Dual enrollment students will follow CF's procedures for drop, withdrawal and petition policies. Dual enrollment students will not be permitted to take dual enrollment courses while petitioning a grade of D, F or FF.
c. If a grade is successfully petitioned, the student may enroll in dual enrollment courses that begin after the petition approval date as per the CF Grade Appeals Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. Fi the withdrawal appeal is successful; the student may enroll in dual enrollment courses that begin after the petition approval date.
d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.
e. Courses offered after the regular school day or on the college campus will be scheduled on the CF calendar. Courses taught by college faculty will follow the CF academic calendar.

10. The responsibilities of Riverside Christian School 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

    a. The student must be recommended by the school administrator. Student screening for eligibility and participation is the responsibility of the school administrator according to private school requirements. An overall G.P.A. of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses.
    b. Riverside Christian School shall identify those students qualified to participate in dual enrollment classes and will verify their continued eligibility throughout their participation. The school administrator will approve student eligibility for participation.
    c. Students and their parents will be informed of college-level course expectations.
    d. Students attending dual enrollment classes which are held in college facilities during or after school hours will be subject to college attendance policies.
    e. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript Riverside Christian School. Grades will be securely electronically transmitted by the College of Central Florida to Riverside Christian School.
    f. If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment (an "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar). If the student is pre-registered for any courses, those courses will be dropped. See section 9 (b) for the appeals process.
    g. Students may enroll in courses conducted during school hours, after school hours, and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for that course through dual enrollment.
    h. Dual Enrollment students will follow the College's procedures for drop, withdrawal and petition policies.
    i. CODE OF STUDENT CONDUCT: Students attending dual enrollment classes on the college campus will follow CF's Code of Students Conduct in term of appropriate classroom, behavior, protocol, and academic integrity (i.e., alleged academic misconduct). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment.
    j. STUDENT RECORDS: The parties may provide personally identifiable student records to each other in the performance of this Agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g. Each party further agrees to comply with §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to Riverside Christian School.

    a. Students with unsatisfactory progress reports should be counseled by the high school counselor immediately upon receipt of the college reports.
    b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript by Riverside Christian School. Grades will be electronically transmitted securely by CF to the student's high school.

c. If a dual enrollment student earns a D, For FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. They must have graduated and have been admitted as a regular college student to do this. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.

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

a. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation, and laboratory fees.
b. Tuition, textbooks and other instructional materials as defined in F.S. 1009.30, Fla. Stat. (2023) will be funded by the FL Dual Enrollment Scholarship.
c. Riverside Christian School shall be responsible for the inventory, recovery, reuse, and sale of textbooks and instructional materials provided under this agreement in conjunction with the College of Central Florida Bookstore (Barnes & Nobles).

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

a. The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held.

14. 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.

a. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a College of Central Florida facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.

15. <u>MISCELLANEOUS</u>

A. <u>Excess Funds</u>: Any party receiving funds erroneously paid by the School under this Agreement shall promptly notify and return to the school such erroneously paid funds.
B. <u>Entire Understanding</u>: This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.
C. <u>Amendments</u>: The provisions of this Agreement may only be amended, supplemented, waived, or changed by a writing making specific reference to this Agreement signed by both parties.
D. <u>Governing Law & Venue</u>: This Agreement and all transactions contemplated hereunder shall be governed by, and construed and enforced in accordance with, the laws of the state of Florida without regard to principles of conflicts of laws. Venue for any litigation related hereto shall be in Marion County, Florida.
E. <u>Compliance with Laws and Policies</u>: Each party shall comply with all applicable federal and state laws, codes, rules, and regulations and the school policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.

F. Public Records: Each party shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, Riverside Christian School ("School") shall:

i. Keep and maintain public records required to perform the service.

ii. Upon request from the CF's custodian of public records, provide CF with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if School does not transfer the records to CF.

iv. Upon completion of this Agreement, transfer, at no cost, to CF all public records in possession of School or keep and maintain public records required by CF to perform the service. If School transfers all public records to the public agency upon completion of the contract, then it shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If School keeps and maintains public records upon completion of the contract, then it shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to CF, upon request from CF's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

If the school has questions regarding the application of Chapter 119, Florida Statues, it is the school duty to provide Public Records relating to this contract, contact the custodian of records at: Charles Prince, VP Administration and Finance at (352) 854-2322, ext. 1637, princech@cf.edu or in person at 3001 SW College Road, Ocala, FL 34474. §119.0701, Fla. Stat. (2024).

G. **Non-Discrimination:** The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, or religion in the performance of the parties' respective duties, responsibilities, and obligations under this Agreement.

H. **No Waiver of Sovereign Immunity:** Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2024). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

I. **Inspector General Audits:** The parties shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General or by any other Florida official with proper authority.

J. **No Third Party Beneficiaries:** Nothing herein shall be construed as consent by any agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

K. **Waiver:** A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Agreement and/or the policies of school does not relieve CF of the indemnification provisions required by this Agreement.

L. **Assignment:** Neither CF nor the school may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

M. Notices: All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

Allan Danuff, The College of Central Florida
3001 SW College Road
Ocala, FL 34474
Email: danuffa@cf.edu

Ginny Keith, Riverside Christian School
8149 SW County Road 341,
Trenton, FL 32693
Email: ginnykeith@riversidewranglers.com
Contact Number: 352-463-1569

or to such other address(es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,
(b) On the date emailed, if by email, and
(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

II. Accountability

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the school administrator and the Chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of the College President and the school administrator of Riverside Christian School. This Agreement shall be valid for the 2025-2026 school year.

IN WITNESS WHEREOF, Riverside Christian School and the District Board of Trustees of the College of Central Florida have adopted this agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with Section 1007.235, Fla. Stat. (2024), Dual Enrollment Articulation Agreements.

Charlie Stone

Date **~~Robert Durrance~~, Chair, District Board of Trustees, College of Central Florida**

6/9/25 Ginny Keith

Date **Ginny Keith, Principal, Riverside Christian School**

COLLEGE OF CENTRAL FLORIDA

17

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Solid Rock Christian Academy Articulation Agreement 2025-2026 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the Solid Rock Christian Academy. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these District Inter-institutional Agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement with Solid Rock Christian Academy and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreement for College and Career Acceleration

Between the District Board of Trustees of the College of Central Florida
And Solid Rock Christian Academy
2025-2026

I. Dual Enrollment Articulation Agreement

The Articulation Committee that has negotiated/drafted the agreement include: Solid Rock Christian Academy member: Zack Vanderpool, Principal
College of Central Florida (CF) members –Dr. Raphel Robinson, Director of Admissions and Student Recruitment; Sarah Sandford, Dual Enrollment Coordinator.

The Committee will assess the need to meet annually in the spring to go over the current year's articulation agreements and discuss changes that are required due to changes in statute or rule and any changes desired by either the school or the college. If applicable, a draft document will be prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school to take to their Director of Education for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school personnel.

The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

1. A ratification or modification of all existing articulation agreements

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. Legislative changes that occur after the final draft of this document which impact the 2025-2026 academic year will take precedence.

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

a. References to *students* in this document, means any student enrolled in Solid Rock Christian Academy.
b. The College of Central Florida will provide information to Solid Rock Christian Academy regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.
c. Solid Rock Christian Academy, in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. Solid Rock Christian Academy will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.
d. The College of Central Florida will post application deadlines and registration dates on its dual enrollment Web page at least one term in advance.

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

   a. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and Solid Rock Christian Academy and will avoid unnecessary duplication of existing courses in grades 9-12. Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.
   b. The College of Central Florida will furnish Solid Rock Christian Academy with access to the current course (https://www.cf.edu/Courses) with descriptions for each course in which a student may be dually enrolled.
   c. A student education plan may be developed by the College of Central Florida for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in a college credit certificate, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.
   d. Solid Rock Christian Academy will assure that appropriate high school credit will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the State Articulating Committee recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three-to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.
   e. Only seniors in traditional dual enrollment and juniors and seniors enrolled in CF's Early College Program "Collegiate Academy" (beginning with the summer between their junior and senior year) will be allowed to enroll full-time (12 to a maximum of 15 credit hours in any given semester) through dual enrollment.
   f. Registration for Dual Enrollment students taking classes on the CF campus will take place the as all other students. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of F.S.1003.43, Fla. Stat. (2024).
   g. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of the school administrator and parents before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.
   h. The College of Central Florida will make available advising services to dual enrollment students, monitor their progress and attendance in dual enrollment classes and provide a grade report to Solid Rock Christian Academy upon completion of the college term. Students with unsatisfactory progress will be reported to the counselor immediately upon receipt of an Early Alert via email.
   i. The College of Central Florida has the option to limit dual enrollment participation based on capacity.

j. The school will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF.

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

   a. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.
   b. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students must complete the online Dual Enrollment application. The student will print the parent approval form from the email received upon submission of the application. The parent/guardian must sign giving permission for the student to participate in the Dual Enrollment program. The student must turn the form in to their school counselor along with the self-registration agreement. The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, PSAT or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.
   c. **Orientation**: Orientation must be completed prior to the start of the term and required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.
   d. **Registration:** Dual Enrollment will be provided to counselors by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The students must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadline will end one week before the start of the term.
   e. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Forms must be submitted by the withdrawal deadline. The student will receive a "W" on their transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment. Co-requisite courses will count as one class for withdrawal purposes. Students are ineligible to register for B term for the Fall and Spring semesters.

f. **Course Load: Students** in grades six (6) - eight (8) may register for no more than three (3) credit hours during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and spring terms. Dual enrollment students may take up to six (6) credit hours total in the summer semester prior to their junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the school and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to nine (9) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	**3**	**3**	**0**	**6**
Freshmen	**6**	**6**	**6**	**18**
Sophomores	**6**	**6**	**9**	**21**
Juniors	**9**	**9**	**12**	**30**
Seniors	**16**	**16**	**0**	**32**

Juniors and seniors participating in CF's Collegiate Academy Program should take 15 (fifteen) credits in the fall and spring semesters, but must take a minimum of 12 (twelve) credits. Students may register for a maximum of twelve (12) credits during the summer; however, they may not register for more than six (6) credit hours during any summer term. CF's Dual Enrollment Petitions Committee must approve any exception to these limits.

g. **Grade Distribution: All** students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by the school. Grades will be electronically transmitted securely by CF to the school's offices for posting.

h. **Failing Grade** –If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. An "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar. If the student is pre-registered for any courses, those courses will be dropped. if a student chooses to petition a grade, he/she will not continue in dual enrollment classes until a decision is rendered.

i. **Academic Advising:** All degree seeking students must be advised by a CF educational advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the degree and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

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

a. An overall GPA of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 unweighted high school GPA and the minimum GPA required by CF.

b. Solid Rock Christian Academy shall identify those students qualified to participate in dual enrollment classes. The school administrator or designee will approve student eligibility for participation in these classes.

c. The student must be enrolled in Solid Rock Christian Academy and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college preparatory testing requirements in § 1008.30(4)(a), Fla. Stat. (2024) and rule 6A-10.0315, F.A.C.

d. Any combination of test scores may be considered if taken within two (2) years of the time of enrollment for first time dual enrollment students.
Cut scores for the three placement tests are as follows:

	Reading	**English**	**Algebra**
ACT	19	17	19
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	**Math**
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114 - Placement for MAT1033, MGF1130, MGF1131 or STA2023
PERT 123 - Placement for MAC1105, College Algebra

e. Students initially enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; digital SAT/PSAT: 530 PERT 123. Students who wish to be initially placed in an upper-level mathematics course beyond MAC1105 must take the AAF (Advanced Algebra and Functions) test and score a two hundred and seventy (270) or higher.

f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the Dual Enrollment grade point and specific program entry requirements (this includes Welding, EMT and Paramedic pathways).

g. Students who are enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a **co-requisite** during the same semester. Students who have a score of three (3) or above on the Advance Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semester.

h. Permission for participation must be granted by the student's parent or legal guardian.

i. Students are no longer eligible for dual enrollment once they successfully complete four (4) full years of enrollment in high school, complete an associate's degree or (67) hours of college credit or graduate high school, whichever comes first.

j. Students who will graduate from school prior to completion of the post-secondary course may not register for the course through dual enrollment. This means that school seniors may NOT take a summer A course as a dual enrollment student.

k. Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. See Student Code of Conduct section 10(9).

l. CF has the option to limit dual enrollment participation based on capacity.

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

    a. The high school will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic courses will correlate to the dual enrollment Course-High School Subject Area Equivalency List recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.

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

    a. CF will supply school counselors with dual enrollment information, including application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the Dual Enrollment webpage at least one (1) semester in advance.
    b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the school campus.
    c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

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

    a. There will be no exceptions made to the required grade point averages for academic dual enrollment.

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

    a. Registration for Dual Enrollment students taking classes on the CF campus will take place the as all other students. Registration will stop ten days in advance of the start of the term to give high school counselors time to review registration. Changes must be confirmed within five days.
    b. Dual enrollment students will follow CF's procedures for drop, withdrawal and petition policies. Dual enrollment students will not be permitted to take dual enrollment courses while petitioning a grade of D, F or FF.
    c. If a grade is successfully petitioned, the student may enroll in dual enrollment courses that begin after the petition approval date as per the CF Grade Appeals Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. Fi the withdrawal appeal is successful; the student may enroll in dual enrollment courses that begin after the petition approval date.
    d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.
    e. Courses offered after the regular school day or on the college campus will be scheduled on the CF calendar. Courses taught by college faculty will follow the CF academic calendar.

f.

10. The responsibilities of Solid Rock Christian Academy 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

a. The student must be recommended by the school administrator. Student screening for eligibility and participation is the responsibility of the school administrator according to private school requirements. An overall G.P.A. of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses.
b. Solid Rock Christian Academy shall identify those students qualified to participate in dual enrollment classes and will verify their continued eligibility throughout their participation. The school administrator will approve student eligibility for participation.
c. Students and their parents will be informed of college-level course expectations.
d. Students attending dual enrollment classes which are held in college facilities during or after school hours will be subject to college attendance policies.
e. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript Solid Rock Christian Academy. Grades will be securely electronically transmitted by the College of Central Florida to Solid Rock Christian Academy.
f. If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment (an "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar). If the student is pre-registered for any courses, those courses will be dropped. See section 9 (b) for the appeals process.
g. Students may enroll in courses conducted during school hours, after school hours, and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for that course through dual enrollment.
h. Dual Enrollment students will follow the College's procedures for drop, withdrawal and petition policies.
i. CODE OF STUDENT CONDUCT: Students attending dual enrollment classes on the college campus will follow CF's Code of Students Conduct in term of appropriate classroom, behavior, protocol, and academic integrity (i.e., alleged academic misconduct). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment.
j. STUDENT RECORDS: The parties may provide personally identifiable student records to each other in the performance of this Agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g. Each party further agrees to comply with §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to Solid Rock Christian Academy.

a. Students with unsatisfactory progress reports should be counseled by the high school counselor immediately upon receipt of the college reports.
b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript by Solid Rock

Christian Academy. Grades will be electronically transmitted securely by CF to the student's high school.

c. If a dual enrollment student earns a D, For FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. They must have graduated and have been admitted as a regular college student to do this. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.

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

a. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation, and laboratory fees.
b. Tuition, textbooks and other instructional materials as defined in F.S. 1009.30, Fla. Stat. (2023) will be funded by the FL Dual Enrollment Scholarship.
c. Solid Rock Christian Academy shall be responsible for the inventory, recovery, reuse, and sale of textbooks and instructional materials provided under this agreement in conjunction with the College of Central Florida Bookstore (Barnes & Nobles).

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

a. The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held.

14. 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.

a. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a College of Central Florida facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.

15. MISCELLANEOUS

A. Excess Funds: Any party receiving funds erroneously paid by the School under this Agreement shall promptly notify and return to the school such erroneously paid funds.

B. Entire Understanding: This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof and supersedes all other understanding(s) and agreement(s) by the parties.

C. Amendments: The provisions of this Agreement may only be amended, supplemented, waived, or changed by a writing making specific reference to this Agreement signed by both parties.

D. Governing Law & Venue: This Agreement and all transactions contemplated hereunder shall be governed by, and construed and enforced in accordance with, the laws of the state of Florida without regard to principles of conflicts of laws. The venue for any litigation related hereto shall be in Marion County, Florida.

E. Compliance with Laws and Policies: Each party shall comply with all applicable federal and state laws, codes, rules, and regulations and the school policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.

F. **Public Records:** Each party shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, Solid Rock Christian Academy ("School") shall:

i. Keep and maintain public records required to perform the service.

ii. Upon request from the CF's custodian of public records, provide CF with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if School does not transfer the records to CF.

iv. Upon completion of this Agreement, transfer, at no cost, to CF all public records in possession of School or keep and maintain public records required by CF to perform the service. If School transfers all public records to the public agency upon completion of the contract, then it shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If School keeps and maintains public records upon completion of the contract, then it shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to CF, upon request from CF's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

If the school has questions regarding the application of Chapter 119, Florida Statues, it is the school duty to provide Public Records relating to this contract, contact the custodian of records at: Charles Prince, VP Administration and Finance at (352) 854-2322, ext. 1637, princech@cf.edu or in person at 3001 SW College Road, Ocala, FL 34474. §119.0701, Fla. Stat. (2024).

G. **Non-Discrimination:** The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, or religion in the performance of the parties' respective duties, responsibilities, and obligations under this Agreement.

H. **No Waiver of Sovereign Immunity:** Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2024). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

I. **Inspector General Audits:** The parties shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General or by any other Florida official with proper authority.

J. **No Third Party Beneficiaries:** Nothing herein shall be construed as consent by any agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

K. **Waiver:** A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Agreement and/or the policies of school does not relieve CF of the indemnification provisions required by this Agreement.

L. **Assignment:** Neither CF nor the school may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

M. **Notices:** All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

Allan Danuff, The College of Central Florida
3001 SW College Road
Ocala, FL 34474
Email: danuffa@cf.edu

Zack Vanderpool, Solid Rock Christian Academy
972 N Christy Way,
Inverness, FL 34453
Email: Solidrockchristian@hotmail.com
Contact Number: 352-726-9788

or to such other address(es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,
(b) On the date emailed, if by email, and
(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

II. Accountability

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the school administrator and the Chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of the College President and the school administrator of Solid Rock Christian Academy. This Agreement shall be valid for the 2025-2026 school year.

IN WITNESS WHEREOF, Solid Rock Christian Academy and the District Board of Trustees of the College of Central Florida have adopted this agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with Section 1007.235, Fla. Stat. (2024), Dual Enrollment Articulation Agreements.

_____ _____

Date — Robert Durrance, Chair, District Board of Trustees, College of Central Florida

7-11-25 — Zack Vanderpool

Date — Zack Vanderpool, Principal, Solid Rock Christian Academy

COLLEGE OF CENTRAL FLORIDA

18

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Souls Harbor Christian Academy Articulation Agreement 2025-2026 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the Souls Harbor Christian Academy. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these district inter-institutional agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement renewal with Souls Harbor Christian Academy and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreement for College and Career Acceleration

Between the District Board of Trustees of the College of Central Florida
And Souls Harbor Christian Academy
2025-2026

I. Dual Enrollment Articulation Agreement

The Articulation Committee that has negotiated/drafted the agreement include: Souls Harbor Christian Academy members – Donald Currie, Principal
College of Central Florida (CF) members – Allan Danuff, Associate Vice President Arts & Sciences; Dr. Raphel Robinson, Director of Admissions and Student Recruitment, Sarah Sandford, Dual Enrollment Coordinator.

The Committee will assess the need to meet annually in the spring to go over the current year's articulation agreements and discusses changes that are required due to changes in statute or rule and any changes desired by either the school or the college. If applicable, a draft document will be prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school to take to their Director of Education for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school personnel.

The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

1. A ratification or modification of all existing articulation agreements

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. Legislative changes that occur after the final draft of this document which impact the 2025-2026 academic year will take precedence.

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

a. References to *students* in this document, means any student enrolled in Souls Harbor Christian Academy.
b. The College of Central Florida will provide information to Souls Harbor Christian Academy regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.
c. Souls Harbor Christian Academy, in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. Souls Harbor Christian Academy will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.
d. The College of Central Florida will post application deadline and registration dates on its dual enrollment Web page at least one term in advance.

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

a. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and Souls Harbor Christian Academy and will avoid unnecessary duplication of existing courses in grades 9-12. Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.
b. The College of Central Florida will furnish Souls Harbor Christian Academy with access to the current course (https://www.cf.edu/Courses) with descriptions for each course in which a student may be dually enrolled.
c. A student education plan may be developed by the College of Central Florida for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in a college credit certificate, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.
d. Souls Harbor Christian Academy will assure that appropriate high school credit will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the State Articulating Committee recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.
e. Only seniors in traditional dual enrollment and juniors and seniors enrolled in CF's Early College Program "Collegiate Academy" (beginning with the summer between their junior and senior year) will be allowed to enroll full-time (12 to a maximum of 15 credit hours in any given semester) through dual enrollment.
f. Registration for Dual Enrollment students taking classes on the CF campus will take place the as all other students. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of F.S.1003.43, Fla. Stat. (2024).
g. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of the school administrator and parents before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.
h. The College of Central Florida will make available advising services to dual enrollment students, monitor their progress and attendance in dual enrollment classes and provide a grade report to Souls Harbor Christian Academy upon completion of the college term. Students with unsatisfactory progress will be reported to the counselor immediately upon receipt of an Early Alert via email.
i. The College of Central Florida has the option to limit dual enrollment participation based on capacity.

j. The school will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF.

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

a. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

b. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students must complete the online Dual Enrollment application. The student will print the parent approval form from the email received upon submission of the application. The parent/guardian must sign giving permission for the student to participate in the Dual Enrollment program. The student must turn the form in to their school counselor along with the self-registration agreement. The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, PSAT or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

c. **Orientation**: Orientation must be completed prior to the start of the term and required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

d. **Registration:** Dual Enrollment will be provided to counselors by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The students must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadline will end one week before the start of the term.

e. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Forms must be submitted by the withdrawal deadline. The student will receive a "W" on their transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment. Co-requisite courses will count as one class for withdrawal purposes. Students are ineligible to register for B term for the Fall and Spring semesters.

f. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and spring terms. Dual enrollment students may take up to six (6) credit hours total in the summer semester prior to their Junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the school district and CF's Academic Exceptions and Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to nine (9) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	**3**	**3**	**0**	**6**
Freshmen	**6**	**6**	**6**	**18**
Sophomores	**6**	**6**	**9**	**21**
Juniors	**9**	**9**	**12**	**30**
Seniors	**16**	**16**	**0**	**32**

Juniors and seniors participating in CF's Collegiate Academy Program should take 15 (fifteen) credits in the fall and spring semesters, but must take a minimum of 12 (twelve) credits. Students may register for a maximum of twelve (12) credits during the summer; however, they may not register for more than six (6) credit hours during any summer term. CF's Academic Exceptions and Petitions Committee must approve any exception to these limits.

g. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by the school. Grades will be electronically transmitted securely by CF to the district offices for posting.

h. **Failing Grade** –If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. An "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar. If the student is pre-registered for any courses, those courses will be dropped. if a student chooses to petition a grade, he/she will not continue in dual enrollment classes until a decision is rendered.

i. **Academic Advising:** All degree seeking students must be advised by a CF educational advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the degree and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

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

a. An overall GPA of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 unweighted high school GPA and the minimum GPA required by CF.

b. Souls Harbor Christian Academy shall identify those students qualified to participate in dual enrollment classes. The school administrator or designee will approve student eligibility for participation in these classes.
c. The student must be enrolled in Souls Harbor Christian Academy, and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college preparatory testing requirements in § 1008.30(4)(a), Fla. Stat. (2024) and rule 6A-10.0315, F.A.C.
d. Any combination of test scores may be considered if taken within two (2) years of the time of enrollment for first time dual enrollment students.
Cut scores for the three placement tests are as follows:

	Reading	**English**	**Algebra**
ACT	19	17	19
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	**Math**
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114 - Placement for MAT1033, MGF1130, MGF1131 or STA2023
PERT 123 - Placement for MAC1105, College Algebra

e. Students initially enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; digital SAT/PSAT: 530 PERT 123. Students who wish to be initially placed in an upper-level mathematics course beyond MAC1105 must take the AAF (Advanced Algebra and Functions) test and score a two hundred and seventy (270) or higher.
f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the Dual Enrollment grade point and specific program entry requirements (this includes Welding, EMT and Paramedic pathways).
g. Students who are enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a **co-requisite** during the same semester. Students who have a score of three (3) or above on the Advance Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semester.
h. Permission for participation must be granted by the student's parent or legal guardian.
i. Students are no longer eligible for dual enrollment once they successfully complete four (4) full years of enrollment in high school, complete an associate's degree or (67) hours of college credit or graduate high school, whichever comes first.
j. Any exceptions to the requirements must be approved by both the school and the college's Academic Exceptions and Petitions Committee. Students and their high school counselor are notified of the committee's decision in writing within one week following the meeting.

k. Students who will graduate from school prior to completion of the post-secondary course may not register for the course through dual enrollment. This means that school seniors may NOT take a summer A course as a dual enrollment student.
l. Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. See Student Code of Conduct section 10(9).
m. CF has the option to limit dual enrollment participation based on capacity.

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

a. The high school will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic courses will correlate to the dual enrollment Course-High School Subject Area Equivalency List recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.

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

a. CF will supply school counselors with dual enrollment information, including application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the Dual Enrollment webpage at least one (1) semester in advance.
b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the school campus.
c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

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

a. There will be no exceptions made to the required grade point averages for academic dual enrollment.

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

a. Registration for Dual Enrollment students taking classes on the CF campus will take place the as all other students. Registration will stop ten days in advance of the start of the term to give high school counselors time to review registration. Changes must be confirmed within five days.
b. Dual enrollment students will follow CF's procedures for drop, withdrawal and petition policies.
c. Courses offered after the regular school day or on the college campus will be scheduled on the CF calendar. Courses taught by college faculty will follow the CF academic calendar.

10. **The responsibilities of Souls Harbor Christian Academy 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**

    a. The student must be recommended by the school administrator. Student screening for eligibility and participation is the responsibility of the school administrator according to private school requirements. An overall G.P.A. of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses.
    b. Souls Harbor Christian Academy shall identify those students qualified to participate in dual enrollment classes and will verify their continued eligibility throughout their participation. The school administrator will approve student eligibility for participation.
    c. Students and their parents will be informed of college-level course expectations.
    d. Students attending dual enrollment classes which are held in college facilities during or after school hours will be subject to college attendance policies.
    e. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript by Souls Harbor Christian Academy. Grades will be securely electronically transmitted by the College of Central Florida to Souls Harbor Christian Academy.
    f. If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment (an "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar). If the student is pre-registered for any courses, those courses will be dropped. See section 9 (b) for the appeals process.
    g. Students may enroll in courses conducted during school hours, after school hours, and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for that course through dual enrollment.
    h. Dual Enrollment students will follow the College's procedures for drop, withdrawal and petition policies.
    i. CODE OF STUDENT CONDUCT: Students attending dual enrollment classes on the college campus will follow CF's Code of Students Conduct in term of appropriate classroom, behavior, protocol, and academic integrity (i.e., alleged academic misconduct). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment.
    j. STUDENT RECORDS: The parties may provide personally identifiable student records to each other in the performance of this Agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g. Each party further agrees to comply with §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. **The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to Souls Harbor Christian Academy.**

    a. Students with unsatisfactory progress reports should be counseled by the high school counselor immediately upon receipt of the college reports.
    b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript by Souls

Harbor Christian Academy. Grades will be electronically transmitted securely by CF to the student's high school.

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

a. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation, and laboratory fees.
b. Tuition, textbooks and other instructional materials as defined in F.S. 1009.30, Fla. Stat. (2023) will be funded by the FL Dual Enrollment Scholarship.
c. Souls Harbor Christian Academy shall be responsible for the inventory, recovery, reuse, and sale of textbooks and instructional materials provided under this agreement in conjunction with the College of Central Florida Bookstore (Barnes & Nobles).

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

a. The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held.

14. 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.

a. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a College of Central Florida facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.

15. MISCELLANEOUS

A. Excess Funds: Any party receiving funds erroneously paid by the School under this Agreement shall promptly notify and return to the School such erroneously paid funds.

B. Entire Understanding: This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.

C. Amendments: The provisions of this Agreement may only be amended, supplemented, waived, or changed by a writing making specific reference to this Agreement signed by both parties.

D. Governing Law & Venue: This Agreement and all transactions contemplated hereunder shall be governed by, and construed and enforced in accordance with, the laws of the state of Florida without regard to principles of conflicts of laws. Venue for any litigation related hereto shall be in Marion County, Florida.

E. Compliance with Laws and Policies: Each party shall comply with all applicable federal and state laws, codes, rules, and regulations and the School policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.

F. **Public Records:** Each party shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, Souls Harbor Christian Academy ("School") shall:

i. Keep and maintain public records required to perform the service.

ii. Upon request from the CF's custodian of public records, provide CF with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if School does not transfer the records to CF.

iv. Upon completion of this Agreement, transfer, at no cost, to CF all public records in possession of School or keep and maintain public records required by CF to perform the service. If School transfers all public records to the public agency upon completion of the contract, then it shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If School keeps and maintains public records upon completion of the contract, then it shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to CF, upon request from CF's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

If the school has questions regarding the application of Chapter 119, Florida Statues, it is the school duty to provide Public Records relating to this contract, contact the custodian of records at: Charles Prince, VP Administration and Finance at (352) 854-2322, ext. 1637, princech@cf.edu or in person at 3001 SW College Road, Ocala, FL 34474. §119.0701, Fla. Stat. (2024).

G. **Non-Discrimination:** The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, or religion in the performance of the parties' respective duties, responsibilities, and obligations under this Agreement.

H. **No Waiver of Sovereign Immunity:** Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2024). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

I. **Inspector General Audits:** The parties shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General or by any other Florida official with proper authority.

J. **No Third Party Beneficiaries:** Nothing herein shall be construed as consent by any agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

K. **Waiver:** A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Agreement and/or the policies of school does not relieve CF of the indemnification provisions required by this Agreement.

L. **Assignment:** Neither CF nor the school may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

M. **Notices:** All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

Allan Danuff, The College of Central Florida
3001 SW College Road
Ocala, FL 34474
Email: danuffa@cf.edu

Donald Currie, Souls Harbor Christian Academy
12650 SE HWY 484
Belleview, FL 34420
Email: office@shcaonline.com
Contact Number: 352-245-6252

or to such other address(es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,
(b) On the date emailed, if by email, and
(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

II. Accountability

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the school administrator and the Chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of the College President and the school administrator of Souls Harbor Christian Academy. This Agreement shall be valid for the 2025-2026 school year.

IN WITNESS WHEREOF, Souls Harbor Christian Academy and the District Board of Trustees of the College of Central Florida have adopted this agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with Section 1007.235, Fla. Stat. (2024), Dual Enrollment Articulation Agreements.

Date Robert Durrance, Chair, District Board of Trustees, College of Central Florida

Date Donald Currie, Principal, Souls Harbor Christian Academy

COLLEGE OF CENTRAL FLORIDA

19

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: St. John Lutheran School Articulation Agreement 2025-2026 - Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the St. John Lutheran School. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these District Inter-institutional Agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the Articulation Agreement renewal with St. John Lutheran School and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreement for College and Career Acceleration

Between the District Board of Trustees of the College of Central Florida
And St. John Lutheran
2025-2026

I. Dual Enrollment Articulation Agreement

The Articulation Committee that has negotiated/drafted the agreement include: St. John Lutheran members – Jim Knoepfel, Principal
College of Central Florida (CF) members –Dr. Raphel Robinson, Director of Admissions and Student Recruitment, Sarah Sandford, Dual Enrollment Coordinator.

The Committee will assess the need to meet annually in the spring to go over the current year's articulation agreements and discusses changes that are required due to changes in statute or rule and any changes desired by either the school or the college. If applicable, a draft document will be prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school to take to their Director of Education for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school personnel.

The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

1. A ratification or modification of all existing articulation agreements

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. Legislative changes that occur after the final draft of this document which impact the 2025-2026 academic year will take precedence.

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

a. References to *students* in this document, means any student enrolled in St. John Lutheran.
b. The College of Central Florida will provide information to St. John Lutheran regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.
c. St. John Lutheran, in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. St. John Lutheran School will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.
d. The College of Central Florida will post application deadline and registration dates on its dual enrollment Web page at least one term in advance.

3. **A delineation of courses and programs available to students eligible to participate in dual enrollment**
   a. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and St. John Lutheran School and will avoid unnecessary duplication of existing courses in grades 9-12. Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.
   b. The College of Central Florida will furnish St. John Lutheran with access to the current course (https://www.cf.edu/Courses) with descriptions for each course in which a student may be dually enrolled.
   c. A student education plan may be developed by the College of Central Florida for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in a college credit certificate, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.
   d. St. John Lutheran will assure that appropriate high school credit will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the State Articulating Committee recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.
   e. Only seniors in traditional dual enrollment and juniors and seniors enrolled in CF's Early College Program "Collegiate Academy" (beginning with the summer between their junior and senior year) will be allowed to enroll full-time (12 to a maximum of 15 credit hours in any given semester) through dual enrollment.
   f. Registration for Dual Enrollment students taking classes on the CF campus will take place the as all other students. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of F.S.1003.43, Fla. Stat. (2024).
   g. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of the school administrator and parents before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.
   h. The College of Central Florida will make available advising services to dual enrollment students, monitor their progress and attendance in dual enrollment classes and provide a grade report to St. John Lutheran upon completion of the college term. Students with unsatisfactory progress will be reported to the counselor immediately upon receipt of an Early Alert via email.
   i. The College of Central Florida has the option to limit dual enrollment participation based on capacity.
   j. The school will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF.

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

   a. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

   b. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students must complete the online Dual Enrollment application. The student will print the parent approval form from the email received upon submission of the application. The parent/guardian must sign giving permission for the student to participate in the Dual Enrollment program. The student must turn the form in to their school counselor along with the self-registration agreement. The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, PSAT or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

   c. **Orientation**: Orientation must be completed prior to the start of the term and required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

   d. **Registration:** Dual Enrollment will be provided to counselors by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The students must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadline will end one week before the start of the term.

   e. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Forms must be submitted by the withdrawal deadline. The student will receive a "W" on their transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment. Co-requisite courses will count as one class for withdrawal purposes. Students are ineligible to register for B term for the Fall and Spring semesters.

   f. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and

spring terms. Dual enrollment students may take up to six (6) credit hours total in the summer semester prior to their junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the school and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to nine (9) credit hours total in the summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	**3**	**3**	**0**	**6**
Freshmen	**6**	**6**	**6**	**18**
Sophomores	**6**	**6**	**9**	**21**
Juniors	**9**	**9**	**12**	**30**
Seniors	**16**	**16**	**0**	**32**

Juniors and seniors participating in CF's Collegiate Academy Program should take 15 (fifteen) credits in the fall and spring semesters, but must take a minimum of 12 (twelve) credits. Students may register for a maximum of twelve (12) credits during the summer; however, they may not register for more than six (6) credit hours during any summer term. CF's Dual Enrollment Petitions Committee must approve any exception to these limits.

g. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by the school. Grades will be electronically transmitted securely by CF to the school's offices for posting.

h. **Failing Grade –**If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. An "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar. If the student is pre-registered for any courses, those courses will be dropped. if a student chooses to petition a grade, he/she will not continue in dual enrollment classes until a decision is rendered.

i. **Academic Advising:** All degree seeking students must be advised by a CF educational advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the degree and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

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

a. An overall GPA of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 unweighted high school GPA and the minimum GPA required by CF.

b. St. John Lutheran shall identify those students qualified to participate in dual enrollment classes. The school administrator or designee will approve student eligibility for participation in these classes.

c. The student must be enrolled in St. John Lutheran, and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college preparatory testing requirements in § 1008.30(4)(a), Fla. Stat. (2024) and rule 6A-10.0315, F.A.C.

d. Any combination of test scores may be considered if taken within two (2) years of the time of enrollment for first time dual enrollment students.
Cut scores for the three placement tests are as follows:

	Reading	English	Algebra
ACT	19	17	19
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	Math
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114 - Placement for MAT1033, MGF1130, MGF1131 or STA2023
PERT 123 - Placement for MAC1105, College Algebra

e. Students initially enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; digital SAT/PSAT: 530 PERT 123. Students who wish to be initially placed in an upper-level mathematics course beyond MAC1105 must take the AAF (Advanced Algebra and Functions) test and score a two hundred and seventy (270) or higher.
f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the Dual Enrollment grade point and specific program entry requirements (this includes Welding, EMT and Paramedic pathways).
g. Students who are enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a **co-requisite** during the same semester. Students who have a score of three (3) or above on the Advance Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semester.
h. Permission for participation must be granted by the student's parent or legal guardian.
i. Students are no longer eligible for dual enrollment once they successfully complete four (4) full years of enrollment in high school, complete an associate's degree or (67) hours of college credit or graduate high school, whichever comes first.
j. Students who will graduate from school prior to completion of the post-secondary course may not register for the course through dual enrollment. This means that school seniors may NOT take a summer A course as a dual enrollment student.
k. Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. See Student Code of Conduct section 10(9).
l. CF has the option to limit dual enrollment participation based on capacity.

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

a. The high school will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic courses will correlate to the

dual enrollment Course-High School Subject Area Equivalency List recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.

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

   a. CF will supply school counselors with dual enrollment information, including application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the Dual Enrollment webpage at least one (1) semester in advance.
   b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the school campus.
   c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

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

   a. There will be no exceptions made to the required grade point averages for academic dual enrollment.

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

   a. Registration for Dual Enrollment students taking classes on the CF campus will take place the as all other students. Registration will stop ten days in advance of the start of the term to give high school counselors time to review registration. Changes must be confirmed within five days.
   b. Dual enrollment students will follow CF's procedures for drop, withdrawal and petition policies. Dual enrollment students will not be permitted to take dual enrollment courses while petitioning a grade of D, F or FF.
   c. If a grade is successfully petitioned, the student may enroll in dual enrollment courses that begin after the petition approval date as per the CF Grade Appeals Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. Fi the withdrawal appeal is successful; the student may enroll in dual enrollment courses that begin after the petition approval date.
   d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.
   e. Courses offered after the regular school day or on the college campus will be scheduled on the CF calendar. Courses taught by college faculty will follow the CF academic calendar.
   f.

10. **The responsibilities of St. John Lutheran 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**

a. The student must be recommended by the school administrator. Student screening for eligibility and participation is the responsibility of the school administrator according to private school requirements. An overall G.P.A. of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses.
b. St. John Lutheran shall identify those students qualified to participate in dual enrollment classes and will verify their continued eligibility throughout their participation. The school administrator will approve student eligibility for participation.
c. Students and their parents will be informed of college-level course expectations.
d. Students attending dual enrollment classes which are held in college facilities during or after school hours will be subject to college attendance policies.
e. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript St. John Lutheran. Grades will be securely electronically transmitted by the College of Central Florida to St. John Lutheran.
f. If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment (an "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar). If the student is pre-registered for any courses, those courses will be dropped. See section 9 (b) for the appeals process.
g. Students may enroll in courses conducted during school hours, after school hours, and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for that course through dual enrollment.
h. Dual Enrollment students will follow the College's procedures for drop, withdrawal and petition policies.
i. CODE OF STUDENT CONDUCT: Students attending dual enrollment classes on the college campus will follow CF's Code of Students Conduct in term of appropriate classroom, behavior, protocol, and academic integrity (i.e., alleged academic misconduct). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment.
j. STUDENT RECORDS: The parties may provide personally identifiable student records to each other in the performance of this Agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g. Each party further agrees to comply with §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to St. John Lutheran.

a. Students with unsatisfactory progress reports should be counseled by the high school counselor immediately upon receipt of the college reports.
b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript by St. John Lutheran School. Grades will be electronically transmitted securely by CF to the student's high school.
c. If a dual enrollment student earns a D, For FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. They must have graduated and have been admitted as a regular college student to do this.

Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.

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

a. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation, and laboratory fees.
b. Tuition, textbooks and other instructional materials as defined in F.S. 1009.30, Fla. Stat. (2023) will be funded by the FL Dual Enrollment Scholarship.
c. St. John Lutheran shall be responsible for the inventory, recovery, reuse, and sale of textbooks and instructional materials provided under this agreement in conjunction with the College of Central Florida Bookstore (Barnes & Nobles).

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

a. The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held.

14. 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.

a. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a College of Central Florida facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.

15. MISCELLANEOUS

A. Excess Funds: Any party receiving funds erroneously paid by the School under this Agreement shall promptly notify and return to the school such erroneously paid funds.
B. Entire Understanding: This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.
C. Amendments: The provisions of this Agreement may only be amended, supplemented, waived, or changed by a writing making specific reference to this Agreement signed by both parties.
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F. Public Records: Each party shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, St. John Lutheran ("School") shall:
   i. Keep and maintain public records required to perform the service.
   ii. Upon request from the CF's custodian of public records, provide CF with a copy of the requested records or allow the records to be inspected or copied within a reasonable time

at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if School does not transfer the records to CF.

iv. Upon completion of this Agreement, transfer, at no cost, to CF all public records in possession of School or keep and maintain public records required by CF to perform the service. If School transfers all public records to the public agency upon completion of the contract, then it shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If School keeps and maintains public records upon completion of the contract, then it shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to CF, upon request from CF's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

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H. No Waiver of Sovereign Immunity: Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2024). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

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K. Waiver: A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Agreement and/or the policies of school does not relieve CF of the indemnification provisions required by this Agreement.

L. Assignment: Neither CF nor the school may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

M. Notices: All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

Allan Danuff, The College of Central Florida
3001 SW College Road
Ocala, FL 34474
Email: danuffa@cf.edu

Jim Knoepfel, St. John Lutheran School
1714 SE 36th Ave
Ocala, FL 34471
Email: jim.knoepfel@stjohnocala.org
Contact Number: 352-622-7275

or to such other address(es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,
(b) On the date emailed, if by email, and
(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

II. Accountability

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the school administrator and the Chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of the College President and the school administrator of St. John Lutheran School. This Agreement shall be valid for the 2025-2026 school year.

IN WITNESS WHEREOF, St. John Lutheran School and the District Board of Trustees of the College of Central Florida have adopted this agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with Section 1007.235, Fla. Stat. (2024), Dual Enrollment Articulation Agreements.

Date ~~Robert Durrance~~, Chair, District Board of Trustees,
College of Central Florida

6-19-25
Date Jim Knoepfel, Principal, St. John Lutheran School

COLLEGE OF CENTRAL FLORIDA

20

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Sumter County School Board – Mid Florida Career Pathway Consortium – Renewal

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

This renewal agreement is between the District Board of Trustees of College of Central Florida and the Sumter County School Board to implement the activities associated with the Mid Florida Career Pathway Consortium for the fiscal year 2025-2026.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the agreement with the Sumter County School Board and authorize the Board Chair to sign.

Articulation Cooperative Agreement
Career Pathways

Between the District Board of Trustees of the College of Central Florida and the Sumter County School Board 2025-2026

Mechanisms and strategies for promoting "Career Pathways" programs of study

A. Courses and programs available to students eligible for Career Pathways

1. A Career Pathway is a coherent sequence of rigorous academic and technical courses that prepare students for successful completion of state academic standards and support transition to more advanced postsecondary coursework in a related career area of interest. According to the Florida Department of Education (DOE Information Data Base Requirements, Vol. 1), a Secondary Career Pathways Student is defined as a career and technical education student who has earned three or more high school credits in a single career and technical program concentrator, formerly known as program completer, and has participated in a locally developed Program of Study that has a written articulation agreement in place which establishes and validates the career pathway. Such is the purpose of this articulation agreement between the District Board of Trustees of the College of Central Florida and the School Board of Sumter County.
2. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and the Sumter County School Board, and will avoid unnecessary duplication of existing courses in grades 9-12. Alterations to this list of offerings may be made with mutual consent of the College of Central Florida and the Sumter County School Board. (See Appendices A-I for articulated programs).
3. The College of Central Florida will develop a student education plan for each student applying for Career Pathways credit. In order to develop said plan, the student will present a high school transcript, which will be evaluated for purposes of determining college credits to be applied toward an Associate in Science degree. Said Associate degree will be the student's stated education objective.

B. The process for notifying parents and students of the option to participate in Career Pathways programs

1. The School Board of Sumter County, Florida, shall identify those students who have completed Career Pathways courses of study in high school and shall so notify the College of Central Florida.
2. The College of Central Florida will make available advising services to Career Pathways students, as provided to all CF students.

C. Eligibility criteria for student participation

1. Eligibility for participation in a Career Pathways program of study at the high school level is determined by a student's enrollment in a Career & Technical Education Program of Study. A student who is defined as a "concentrator" and has met the minimum academic requirements of a "B" (3.0) in the CTE Program is considered a Career Pathway student.
2. Once admitted to the College of Central Florida, articulated credits will be determined after the student has presented the appropriate dean and the Career Pathways Coordinator with a copy of his/her transcript.

D. Institutional responsibilities for student screening prior to enrollment and monitoring enrolled students

1. The School Board of Sumter County, Florida, shall identify those students who have completed Career Pathways courses of study in high school and shall so notify the College of Central Florida.
2. The College of Central Florida will make available advising services to Career Pathways students, as provided to all CCF students.

E. Awarding college credit for articulated Career Pathways courses

1. To receive Career Pathways credit, students must demonstrate mastery of articulated career and technical courses by earning at least a grade of "B" as indicated on their official high school transcripts. Additionally, students are required to pass an exam and/or approved alternative assessment of work to demonstrate mastery of course material at a level acceptable to the College of Central Florida.
2. Upon satisfactory completion of the Career Pathways assessment, the dean (or designated reviewer) will forward the articulated credits to the College of Central Florida Admissions and Records office. Upon receipt, the Admissions and Records office will process the articulated credit as an "S" for satisfactory on the students transcript and will not factor into the student's College of Central Florida grade point average.
3. Statewide Career and Technical Education Articulation Agreements, which are based on nationally recognized industry certification, support the Department of Education's Next Generation Strategic Areas of Focus (number three) effort to "expand opportunities for postsecondary degrees and certifications." Gold Standard Career Pathways Industry Certification to AAS/AS Degree Statewide Articulation Agreements based on nationally recognized industry certification does not preclude CCF from granting additional credit based on this local agreement.

F. Criteria by which the instructional quality will be maintained

The College of Central Florida shall be responsible for ensuring that the quality of instruction provided to Career Pathways students is comparable to that afforded other College of Central Florida students.

G. Cost of Career Pathways

Students who receive Career Pathways credits shall be exempt from the payment of registration and laboratory fees for those high school classes for which they receive credit according to the articulation agreement.

H. Program review

1. The College of Central Florida and Sumter County School Board personnel will, on an annual basis, review and revise existing articulation agreements as needed to keep them aligned with the most current program and course requirements. These programs will also be reviewed and revised to accommodate and adapt to changing labor market trends and demands.
2. The College of Central Florida and Sumter County School Board personnel will actively seek to develop additional articulated Career Pathways programs of study as new programs are added at the secondary and/or postsecondary levels.

Accountability
These provisions shall not prevent a Board assigned responsibility for one or more of these programs from developing joint programs of contracting for specific instructional services with another Board or agency, subject to review by the two local education agencies.

For each of these programs, all related enrollment projections, FTE reports, cost analysis, and other elements required for the allocation of funds shall be the sole responsibility of the assigned board unless herein indicated.

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the Board President or Chair, but shall be executed before registration for the fall term of the following school year. This agreement shall be for the 2021-2022 term and shall automatically renew each year until either party identifies a need for revision or terminates this agreement with a thirty day written notice.

IN WITNESS WHEREOF, Sumter County School Board and the District Board of Trustees of the College of Central Florida have adopted this agreement and caused it to be executed by their respective chairmen in accordance with Section 1007.235, F.S., District Interinstitutional Articulation Agreements.

_____ _____

Date Charlie Stone, Chair,
District Board of Trustees, of the College of Central Florida

_____ _____

Date Logan W. Brown, Superintendent, Sumter County Schools

_____ _____

Date Brett Sherman, Board Chair, Sumter County School Board

Appendix A
Career Pathways Articulation Agreement Between The College of Central Florida and The School Board of Sumter County, Florida

In a continuing effort to provide opportunities for secondary school students in the Agritechnology program to transition into the College of Central Florida's (CF) postsecondary programs listed below, CF agrees to award college credit to eligible Sumter County students according to the criteria delineated below. These credit hours may or may not be accepted for transfer credit by other institutions.

Secondary Program
Agritechnology

Postsecondary Program
Agribusiness Management, A.S.

Sumter County
South Sumter High School

College
The College of Central Florida

I. Articulated Courses and College Credit

CF agrees to award college credit hours or admission points to the secondary programs listed above upon demonstration of mastery of competencies in the courses below either through Career Pathways College Credit Assessment or through Industry Certification.

A. *College Credit through Career Pathways College Credit Assessment:* The following high school course(s) must be maintained with a grade of "B" or better before assessment will be made to award the CF credit hours and/or admission points:

High School Courses	CF College Courses	College Credits
8207310 Digital Information Technology 8106810 Agriscience Foundations 8106820 Agritechnology 1 8106830 Agritechnology 2	OST 1100 Introduction to Word (Elective 3) ORH 1000C Introduction to Horticulture (3) ORH 1601C Nursery Management (3)	Up to 9

B. *College Credit through Industry Certification:* Students who obtain the following Industry Certification(s) will be awarded credit for the postsecondary course(s) listed below:

FLFBR 005 Animal Science Certification

Industry Certification	CF College Courses	College Credits
FNGLA 001 Certified Horticulture Professional FLFBR001 Agritechnology	FNGLA 001 Certified Horticulture Professional ORH 1000C Introduction to Horticulture (3) ORH 1601C Nursery Management (3) FLFBR001 Agritechnology AEB 2012 Principles of Agribusiness Management (3) AEB 2192 Farm Records and Accounts (3)	Up to 12

Representatives of CF's Career and Technical Education (CTE) programs will review, at least annually, the content of the high school curriculum, as specified in this Agreement, to ensure standardization and attainment of goals.

II. General Provisions

Comprehensive College Examination and Industry Certification: To receive college credit, students must meet the following criteria:

A. Have a minimum of a "B" average in the high school course(s) designated in this document and have the recommendation of the high school CTE program instructor and permission of the parent/guardian to take a college comprehensive examination for the articulated course(s).

B. Pass the college comprehensive examination(s) approved by the CTE programs coordinator or obtain the Industry Certificate(s) as listed. The high school instructor and the CF programs coordinator will make arrangements once a year through the Career Pathways coordinator to administer the examination(s) at the CF campus or to verify Industry Certification results. The high school and college faculty will identify course competencies.

Students who choose to be exempted from all or part of the examination requirements by Industry Certification will receive credit by experience for the class in question if all other requirements are met.

C. Students who score a minimum of seventy percent (70%) on the comprehensive institutional examination, or obtain the Industry Certification(s) as listed, will be awarded a grade of "S" which will not factor into the student's CF grade point average. A permanent college transcript will be generated. The exam results or proof of Industry Certification will be reported to the Career Pathways coordinators at CF and Sumter County Public Schools.

D. If the credit(s) for the articulated course(s) meet A.S. degree requirements, they will be applied toward the A.S. degree. Students will not be officially admitted to CF until all required admissions criteria have been met.

III. Sharing of Data

CF and The School Board of Sumter County, Florida agree to share student educational data under conditions consistent with the Family Educational Rights and Privacy Act (FERPA). Either party may initiate requests to share data if it has a legitimate educational interest in the data. The shared information shall be used solely to benefit the Career Pathways program and students by facilitating access to and increasing educational opportunities at both institutions. Each institution will be deemed a school official of the other for purposes of this Agreement. CF will provide information about the sharing of data in its annual notification to students.

Appendix B
Career Pathways Articulation Agreement Between The College of Central Florida and The School Board of Sumter County, Florida

In a continuing effort to provide opportunities for secondary school students in the Allied Health Assisting program to transition into The College of Central Florida's (CF) postsecondary programs listed below, CF agrees to award college credit to eligible Sumter County students according to the criteria delineated below. These credit hours may or may not be accepted for transfer credit by other institutions.

Secondary Program
Allied Health Assisting

Postsecondary Program
Dental Assisting, A.S./Certificate
Physical Therapy Assistant, A.S.

Sumter County
South Sumter High School
Wildwood Middle High School
The Villages Charter School

College
The College of Central Florida

I. Articulated Courses and College Credit

CF agrees to award college credit hours or admission points to the secondary programs listed above upon demonstration of mastery of competencies in the courses below either through Career Pathways College Credit Assessment or through Industry Certification.

A. *College Credit through Career Pathways College Credit Assessment:* The following high school course(s) must be maintained with a grade of "B" or better before assessment will be made to award the CF credit hours and/or admission points:

High School Courses	CF College Courses	College Credits
8417100 Health Science Anatomy and Physiology 8417110 Health Science Foundations 8417131 Allied Health Assisting 3	DEP 2004 Human Growth and Development (3) **Applies toward A.S. in PTA* PHT 2342 Medical Terminology for the Physical Therapy Assistant (3) **Applies toward A.S. in PTA* BSC 1080 Basic Anatomy and Physiology (3) **Please note: BSC 1080 only applies to the Dental Assisting Diploma*	Up to 6

B. *College Credit through Industry Certification:* Students who obtain the following Industry Certification(s) will be awarded credit for the postsecondary course(s) listed below:

Industry Certification	CF College Courses	College Credits
NONE	NONE	0

Representatives of CF's Career and Technical Education (CTE) programs will review, at least annually, the content of the high school curriculum, as specified in this Agreement, to ensure standardization and attainment of goals.

II. General Provisions

Comprehensive College Examination and Industry Certification: To receive college credit, students must meet the following criteria:

A. Have a minimum of a "B" average in the high school course(s) designated in this document and have the recommendation of the high school CTE program instructor and permission of the parent/guardian to take a college comprehensive examination for the articulated course(s).

B. Pass the college comprehensive examination(s) approved by the CTE programs coordinator or obtain the Industry Certificate(s) as listed. The high school instructor and the CF programs coordinator will make arrangements once a year through the Career Pathways coordinator to administer the examination(s) at the CF campus or to verify Industry Certification results. The high school and college faculty will identify course competencies.

Students who choose to be exempted from all or part of the examination requirements by Industry Certification will receive credit by experience for the class in question if all other requirements are met.

C. Students who score a minimum of eighty percent (80%) on the comprehensive institutional examination, or obtain the Industry Certification(s) as listed, will be awarded a grade of "S" which will not factor into the student's CF grade point average. A permanent college transcript will be generated. The exam results or proof of Industry Certification will be reported to the Career Pathways coordinators at CF and Sumter County Public Schools.

D. If the credit(s) for the articulated course(s) meet A.S. degree requirements, they will be applied toward the A.S. degree. Students will not be officially admitted to CF until all required admissions criteria have been met.

E. Students who have obtained their Certified Nursing Assistant (CNA) will be recognized for their accomplishment by receiving additional consideration when applying for the nursing program.

III. Sharing of Data

CF and The School Board of Sumter County, Florida agree to share student educational data under conditions consistent with the Family Educational Rights and Privacy Act (FERPA). Either party may initiate requests to share data if it has a legitimate educational interest in the data. The shared information shall be used solely to benefit the Career Pathways program and students by facilitating access to and increasing educational opportunities at both institutions. Each institution will be deemed a school official of the other for purposes of this Agreement. CF will provide information about the sharing of data in its annual notification to students.

Appendix C
Career Pathways Articulation Agreement Between The College of Central Florida and The School Board of Sumter County, Florida

In a continuing effort to provide opportunities for secondary school students in the Animal Science & Services program to transition into the College of Central Florida's (CF) postsecondary programs listed below, CF agrees to award college credit to eligible Sumter County students according to the criteria delineated below. These credit hours may or may not be accepted for transfer credit by other institutions.

Secondary Program
Animal Science & Services

Postsecondary Program
Agribusiness Management, A.S.
Equine Studies, A.S. – Business Management Specialization
Equine Studies, A.S. – Exercise Physiology Specialization

Sumter County
South Sumter High School
Wildwood Middle High School

College
The College of Central Florida

I. Articulated Courses and College Credit

CF agrees to award college credit hours or admission points to the secondary programs listed above upon demonstration of mastery of competencies in the courses below either through Career Pathways College Credit Assessment or through Industry Certification.

A. *College Credit through Career Pathways College Credit Assessment:* The following high school course(s) must be maintained with a grade of "B" or better before assessment will be made to award the CF credit hours and/or admission points:

High School Courses	CF College Courses	College Credits
8207310 Digital Information Technology 8106810 Agriscience Foundations 8106210 Animal Science and Services 2 8106220 Animal Science and Services 3	OST 1100 Introduction to Word (Elective 3) ANS 1236 Introduction to Equine Studies (3) **Please note the above ANS 1236 course only applies toward the Equine Studies A.S. Degrees* ANS 1003 Introduction to Animal Science (3) **Please note the above ANS 1003 course only applies toward the Agribusiness Management A.S. Degree*	3 or 6

B. *College Credit through Industry Certification:* Students who obtain the following Industry Certification(s) will be awarded credit for the postsecondary course(s) listed below:

FLFBR 005 Animal Science Certification

Industry Certification	CF College Courses	College Credits
FLFBR 005 Animal Science Certification	ANS 1003 Introduction to Animal Science	3

Representatives of CF's Career and Technical Education (CTE) programs will review, at least annually, the content of the high school curriculum, as specified in this Agreement, to ensure standardization and attainment of goals.

II. General Provisions

Comprehensive College Examination and Industry Certification: To receive college credit, students must meet the following criteria:

A. Have a minimum of a "B" average in the high school course(s) designated in this document and have the recommendation of the high school CTE program instructor and permission of the parent/guardian to take a college comprehensive examination for the articulated course(s).

B. Pass the college comprehensive examination(s) approved by the CTE programs coordinator or obtain the Industry Certificate(s) as listed. The high school instructor and the CF programs coordinator will make arrangements once a year through the Career Pathways coordinator to administer the examination(s) at the CF campus or to verify Industry Certification results. The high school and college faculty will identify course competencies.

   Students who choose to be exempted from all or part of the examination requirements by Industry Certification will receive credit by experience for the class in question if all other requirements are met.

C. Students who score a minimum of seventy percent (70%) on the comprehensive institutional examination, or obtain the Industry Certification(s) as listed, will be awarded a grade of "S" which will not factor into the student's CF grade point average. A permanent college transcript will be generated. The exam results or proof of Industry Certification will be reported to the Career Pathways coordinators at CF and Sumter County Public Schools.

D. If the credit(s) for the articulated course(s) meet A.S. degree requirements, they will be applied toward the A.S. degree. Students will not be officially admitted to CF until all required admissions criteria have been met.

III. Sharing of Data

CF and The School Board of Sumter County, Florida agree to share student educational data under conditions consistent with the Family Educational Rights and Privacy Act (FERPA). Either party may initiate requests to share data if it has a legitimate educational interest in the data. The shared information shall be used solely to benefit the Career Pathways program and students by facilitating access to and increasing educational opportunities at both institutions. Each institution will be deemed a school official of the other for purposes of this Agreement. CF will provide information about the sharing of data in its annual notification to students.

Appendix D
Career Pathways Articulation Agreement Between The College of Central Florida and The School Board of Sumter County, Florida

In a continuing effort to provide opportunities for secondary school students in the Early Childhood Education program to transition into The College of Central Florida's (CF) postsecondary programs listed below, CF agrees to award college credit to eligible Sumter County students according to the criteria delineated below. These credit hours may or may not be accepted for transfer credit by other institutions.

Secondary Program
Early Childhood Education

Postsecondary Program
Early Childhood Education, A.S.

Sumter County
South Sumter High School

College
The College of Central Florida

I. Articulated Courses and College Credit

CF agrees to award college credit hours or admission points to the secondary programs listed above upon demonstration of mastery of competencies in the courses below either through Career Pathways College Credit Assessment or through Industry Certification.

A. *College Credit through Career Pathways College Credit Assessment:* The following high school course(s) must be maintained with a grade of "B" or better before assessment will be made to award the CF credit hours and/or admission points:

High School Courses	CF College Courses	College Credits
8207310 Digital Information Technology 8405110 Early Childhood Education 1 8405120 Early Childhood Education 2 8405130 Early Childhood Education 3	OST 1100 Introduction to Word (Elective 3) CHD 1440D Child Care Practicum I (3) CHD 1339 Learning Through Play (3)	Up to 9

B. *College Credit through Industry Certification:* Students who obtain the following Industry Certification(s) will be awarded credit for the postsecondary course(s) listed below:

Industry Certification	CF College Courses	College Credits
CPREC 001 Child Development Associate FLDOE 001 Early Childhood Professional Certificate (ECPC) Director's Credential	CPREC 001: Child Development Associate EEC 1921 Preschool Workshop (3) EEC 2401 Home and Community (3) CHD 1440D Practicum I (3) FLDOE 001 Early Childhood Professional Certificate (ECPC) EEC 2001 Introduction to Administration in Early Childhood Education (3) Director's Credential	3 to 12

	EEC 2001 Introduction to Administration in Early Childhood Education (3)	

Representatives of CF's Career and Technical Education (CTE) programs will review, at least annually, the content of the high school curriculum, as specified in this Agreement, to ensure standardization and attainment of goals.

II. General Provisions

Comprehensive College Examination and Industry Certification: To receive college credit, students must meet the following criteria:

A. Have a minimum of a "B" average in the high school course(s) designated in this document and have the recommendation of the high school CTE program instructor and permission of the parent/guardian to take a college comprehensive examination for the articulated course(s).

B. Pass the college comprehensive examination(s) approved by the CTE programs coordinator or obtain the Industry Certificate(s) as listed. The high school instructor and the CF programs coordinator will make arrangements once a year through the Career Pathways coordinator to administer the examination(s) at the CF campus or to verify Industry Certification results. The high school and college faculty will identify course competencies.

Students who choose to be exempted from all or part of the examination requirements by Industry Certification will receive credit by experience for the class in question if all other requirements are met.

C. Students who score a minimum of seventy percent (70%) on the comprehensive institutional examination, or obtain the Industry Certification(s) as listed, will be awarded a grade of "S" which will not factor into the student's CF grade point average. A permanent college transcript will be generated. The exam results or proof of Industry Certification will be reported to the Career Pathways coordinators at CF and Sumter County Public Schools.

D. If the credit(s) for the articulated course(s) meet A.S. degree requirements, they will be applied toward the A.S. degree. Students will not be officially admitted to CF until all required admissions criteria have been met.

III. Sharing of Data

CF and The School Board of Sumter County, Florida agree to share student educational data under conditions consistent with the Family Educational Rights and Privacy Act (FERPA). Either party may initiate requests to share data if it has a legitimate educational interest in the data. The shared information shall be used solely to benefit the Career Pathways program and students by facilitating access to and increasing educational opportunities at both institutions. Each institution will be deemed a school official of the other for purposes of this Agreement. CF will provide information about the sharing of data in its annual notification to students.

Appendix E
Career Pathways Articulation Agreement Between The College of Central Florida and The School Board of Sumter County, Florida

In a continuing effort to provide opportunities for secondary school students in the Horticulture Science and Services program to transition into the College of Central Florida's (CF) postsecondary programs listed below, CF agrees to award college credit to eligible Sumter County students according to the criteria delineated below. These credit hours may or may not be accepted for transfer credit by other institutions.

Secondary Program
Horticulture Science and Services

Postsecondary Program
Agribusiness Management, A.S.

Sumter County
South Sumter High School

College
The College of Central Florida

I. Articulated Courses and College Credit

CF agrees to award college credit hours or admission points to the secondary programs listed above upon demonstration of mastery of competencies in the courses below either through Career Pathways College Credit Assessment or through Industry Certification.

A. *College Credit through Career Pathways College Credit Assessment:* The following high school course(s) must be maintained with a grade of "B" or better before assessment will be made to award the CF credit hours and/or admission points:

High School Courses	CF College Courses	College Credits
8207310 Digital Information Technology 8106810 Agriscience Foundations 8121510 Introductory Horticulture 2 8121520 Horticulture Science 3	OST 1100 Introduction to Word (Elective 3) ORH 1000C Introduction to Horticulture (3) ORH 1601C Nursery Management (3)	Up to 9

B. *College Credit through Industry Certification:* Students who obtain the following Industry Certification(s) will be awarded credit for the postsecondary course(s) listed below:

FLFBR 005 Animal Science Certification

Industry Certification	CF College Courses	College Credits
FNGLA 001 Certified Horticulture Professional FLFBR001 Agritechnology	FNGLA 001 Certified Horticulture Professional ORH 1000C Introduction to Horticulture (3) ORH 1601C Nursery Management FLFBR001: Agritechnology AEB 2012 Principles of Agribusiness Management (3)	Up to 9

Representatives of CF's Career and Technical Education (CTE) programs will review, at least annually, the content of the high school curriculum, as specified in this Agreement, to ensure standardization and attainment of goals.

II. General Provisions

Comprehensive College Examination and Industry Certification: To receive college credit, students must meet the following criteria:

A. Have a minimum of a "B" average in the high school course(s) designated in this document and have the recommendation of the high school CTE program instructor and permission of the parent/guardian to take a college comprehensive examination for the articulated course(s).

B. Pass the college comprehensive examination(s) approved by the CTE programs coordinator or obtain the Industry Certificate(s) as listed. The high school instructor and the CF programs coordinator will make arrangements once a year through the Career Pathways coordinator to administer the examination(s) at the CF campus or to verify Industry Certification results. The high school and college faculty will identify course competencies.

Students who choose to be exempted from all or part of the examination requirements by Industry Certification will receive credit by experience for the class in question if all other requirements are met.

C. Students who score a minimum of seventy percent (70%) on the comprehensive institutional examination, or obtain the Industry Certification(s) as listed, will be awarded a grade of "S" which will not factor into the student's CF grade point average. A permanent college transcript will be generated. The exam results or proof of Industry Certification will be reported to the Career Pathways coordinators at CF and Sumter County Public Schools.

D. If the credit(s) for the articulated course(s) meet A.S. degree requirements, they will be applied toward the A.S. degree. Students will not be officially admitted to CF until all required admissions criteria have been met.

III. Sharing of Data

CF and The School Board of Sumter County, Florida agree to share student educational data under conditions consistent with the Family Educational Rights and Privacy Act (FERPA). Either party may initiate requests to share data if it has a legitimate educational interest in the data. The shared information shall be used solely to benefit the Career Pathways program and students by facilitating access to and increasing educational opportunities at both institutions. Each institution will be deemed a school official of the other for purposes of this Agreement. CF will provide information about the sharing of data in its annual notification to students.

Appendix F
Career Pathways Articulation Agreement Between The College of Central Florida and The School Board of Sumter County, Florida

In a continuing effort to provide opportunities for secondary school students in the Landscape Operations program to transition into the College of Central Florida's (CF) postsecondary programs listed below, CF agrees to award college credit to eligible Sumter County students according to the criteria delineated below. These credit hours may or may not be accepted for transfer credit by other institutions.

Secondary Program
Landscape Operations

Postsecondary Program
Agribusiness Management, A.S.

Sumter County
Wildwood Middle High School

College
The College of Central Florida

I. Articulated Courses and College Credit

CF agrees to award college credit hours or admission points to the secondary programs listed above upon demonstration of mastery of competencies in the courses below either through Career Pathways College Credit Assessment or through Industry Certification.

A. *College Credit through Career Pathways College Credit Assessment:* The following high school course(s) must be maintained with a grade of "B" or better before assessment will be made to award the CF credit hours and/or admission points:

High School Courses	CF College Courses	College Credits
8207310 Digital Information Technology 8106810 Agriscience Foundations 8121510 Introductory Horticulture 2 8121520 Horticulture Science 3	OST 1100 Introduction to Word (Elective 3) ORH 1000C Introduction to Horticulture (3) ORH 1601C Nursery Management (3)	Up to 9

B. *College Credit through Industry Certification:* Students who obtain the following Industry Certification(s) will be awarded credit for the postsecondary course(s) listed below:

FLFBR 005 Animal Science Certification

Industry Certification	CF College Courses	College Credits
FNGLA 001 Certified Horticulture Professional FLFBR001 Agritechnology	FNGLA 001 Certified Horticulture Professional ORH 1000C Introduction to Horticulture (3) ORH 1601C Nursery Management (3) FLFBR001: Agritechnology AEB 2012 Principles of Agribusiness Management (3)	Up to 9

Representatives of CF's Career and Technical Education (CTE) programs will review, at least annually, the content of the high school curriculum, as specified in this Agreement, to ensure standardization and attainment of goals.

II. General Provisions

Comprehensive College Examination and Industry Certification: To receive college credit, students must meet the following criteria:

A. Have a minimum of a "B" average in the high school course(s) designated in this document and have the recommendation of the high school CTE program instructor and permission of the parent/guardian to take a college comprehensive examination for the articulated course(s).

B. Pass the college comprehensive examination(s) approved by the CTE programs coordinator or obtain the Industry Certificate(s) as listed. The high school instructor and the CF programs coordinator will make arrangements once a year through the Career Pathways coordinator to administer the examination(s) at the CF campus or to verify Industry Certification results. The high school and college faculty will identify course competencies.

Students who choose to be exempted from all or part of the examination requirements by Industry Certification will receive credit by experience for the class in question if all other requirements are met.

C. Students who score a minimum of seventy percent (70%) on the comprehensive institutional examination, or obtain the Industry Certification(s) as listed, will be awarded a grade of "S" which will not factor into the student's CF grade point average. A permanent college transcript will be generated. The exam results or proof of Industry Certification will be reported to the Career Pathways coordinators at CF and Sumter County Public Schools.

D. If the credit(s) for the articulated course(s) meet A.S. degree requirements, they will be applied toward the A.S. degree. Students will not be officially admitted to CF until all required admissions criteria have been met.

III. Sharing of Data

CF and The School Board of Sumter County, Florida agree to share student educational data under conditions consistent with the Family Educational Rights and Privacy Act (FERPA). Either party may initiate requests to share data if it has a legitimate educational interest in the data. The shared information shall be used solely to benefit the Career Pathways program and students by facilitating access to and increasing educational opportunities at both institutions. Each institution will be deemed a school official of the other for purposes of this Agreement. CF will provide information about the sharing of data in its annual notification to students.

Appendix G
Career Pathways Articulation Agreement Between The College of Central Florida and The School Board of Sumter County, Florida

In a continuing effort to provide opportunities for secondary school students in the Technical Agriculture Operation program to transition into the College of Central Florida's (CF) postsecondary programs listed below, CF agrees to award college credit to eligible Sumter County students according to the criteria delineated below. These credit hours may or may not be accepted for transfer credit by other institutions.

Secondary Program
Technical Agriculture Operations

Postsecondary Program
Agribusiness Management, A.S.

Sumter County
South Sumter High School

College
The College of Central Florida

I. Articulated Courses and College Credit

CF agrees to award college credit hours or admission points to the secondary programs listed above upon demonstration of mastery of competencies in the courses below either through Career Pathways College Credit Assessment or through Industry Certification.

A. *College Credit through Career Pathways College Credit Assessment:* The following high school course(s) must be maintained with a grade of "B" or better before assessment will be made to award the CF credit hours and/or admission points:

High School Courses	CF College Courses	College Credits
8207310 Digital Information Technology 8106810 Agriscience Foundations 8005110 Technical Agricultural Operations 2 8005120 Technical Agricultural Operations 3	OST 1100 Introduction to Word (Elective 3) ORH 1000C Introduction to Horticulture (3) ORH 1601C Nursery Management (3) ANS 1003 Introduction to Animal Science (3)	Up to 12

B. *College Credit through Industry Certification:* Students who obtain the following Industry Certification(s) will be awarded credit for the postsecondary course(s) listed below:

FLFBR 005 Animal Science Certification

Industry Certification	CF College Courses	College Credits
FNGLA 001 Certified Horticulture Professional FLFBR 005 Animal Science Certification FLFBR001 Agritechnology	FNGLA001Certified Horticulture Professional ORH 1000C Introduction to Horticulture (3) ORH 1601C Nursery Management (3) FLFBR005Animal Science Certification ANS 1003 Introduction to Animal Science (3) FLFBR001: Agritechnology AEB 2012 Principles of Agribusiness Management (3) AEB 2192 Farm Records and Accounts	Up to 15

Representatives of CF's Career and Technical Education (CTE) programs will review, at least annually, the content of the high school curriculum, as specified in this Agreement, to ensure standardization and attainment of goals.

II. General Provisions

Comprehensive College Examination and Industry Certification: To receive college credit, students must meet the following criteria:

A. Have a minimum of a "B" average in the high school course(s) designated in this document and have the recommendation of the high school CTE program instructor and permission of the parent/guardian to take a college comprehensive examination for the articulated course(s).

B. Pass the college comprehensive examination(s) approved by the CTE programs coordinator or obtain the Industry Certificate(s) as listed. The high school instructor and the CF programs coordinator will make arrangements once a year through the Career Pathways coordinator to administer the examination(s) at the CF campus or to verify Industry Certification results. The high school and college faculty will identify course competencies.

   Students who choose to be exempted from all or part of the examination requirements by Industry Certification will receive credit by experience for the class in question if all other requirements are met.

C. Students who score a minimum of seventy percent (70%) on the comprehensive institutional examination, or obtain the Industry Certification(s) as listed, will be awarded a grade of "S" which will not factor into the student's CF grade point average. A permanent college transcript will be generated. The exam results or proof of Industry Certification will be reported to the Career Pathways coordinators at CF and Sumter County Public Schools.

D. If the credit(s) for the articulated course(s) meet A.S. degree requirements, they will be applied toward the A.S. degree. Students will not be officially admitted to CF until all required admissions criteria have been met.

III. Sharing of Data

CF and The School Board of Sumter County, Florida agree to share student educational data under conditions consistent with the Family Educational Rights and Privacy Act (FERPA). Either party may initiate requests to share data if it has a legitimate educational interest in the data. The shared information shall be used solely to benefit the Career Pathways program and students by facilitating access to and increasing educational opportunities at both institutions. Each institution will be deemed a school official of the other for purposes of this Agreement. CF will provide information about the sharing of data in its annual notification to students.

Appendix H
Career Pathways Articulation Agreement Between The College of Central Florida And The School Board of Sumter County, Florida

In a continuing effort to provide opportunities for secondary and postsecondary students in the Welding Technology program to transition into the College of Central Florida's postsecondary program(s) listed below, the College of Central Florida agrees to award college certificate credit to eligible Sumter County students according to the criteria delineated below. These certificate credit hours may or may not be accepted for transfer credit by other institutions.

Career Certificate Program
Welding Technology

Postsecondary Program
Welding Technologies, Career and Technical Certificate

Sumter County
South Sumter High School

College
The College of Central Florida

I. Articulated Courses and Certificate Credit

The College of Central Florida agrees to award college certificate credit hours or admission points to the career certificate program(s) listed above upon demonstration of mastery of competencies in the courses below either through Career Pathways College Credit Assessment or through Industry Certification.

A. *College Certificate Credit through Career Pathways College Credit Assessment:* The following career certificate course(s) must be maintained with a "B" or better before assessment will be made to award The College of Central Florida certificate credit hours and/or admission points:

High School Courses	CF Courses	Certificate Hours
9204410 Welding Technology Fundamentals 1 9204420 Welding Technology Fundamentals 2 9204430 Welding Technology Fundamentals 3	PMT 0930L Welding Skill Development Lab (2+2) PMT 0102 Introduction to Welding (4)	6

B. *College Certificate Credit through Industry Certification:* Students who obtain the following industry certificate(s) will be awarded credit for the postsecondary course(s) listed below:

Industry Certification	CF Courses	Certificate Hours
AWS Certified Welder – FCAW Plate (AWELD003) AWS Certified Welder – GMAW Plate (AWELD004) AWS Certified Welder – GTAW Pipe (Carbon Steel) (AWELD005)	AWS Certified Welder – FCAW Plate (AWELD003) PMT0134—4hr	Up to 34 hours

AWS Certified Welder – GTAW Pipe (Stainless Steel to Carbon Steel) (AWELD006) AWS Certified Welder – GTAW Pipe (Stainless Steel) (AWELD007) AWS Certified Welder – GTAW Plate (AWELD008) AWS Certified Welder – GTAW/SMAW Pipe (Carbon Steel) (AWELD009) AWS Certified Welder – GTAW/SMAW Pipe (Chrome PWHT) (AWELD010) AWS Certified Welder – SMAW Pipe (AWELD011) AWS Certified Welder – SMAW Plate (AWELD012)	AWS Certified Welder – GMAW Plate (AWELD004) PMT0134---4hr AWS Certified Welder – GTAW Pipe (Carbon Steel) (AWELD005) PMT0168—4hr AWS Certified Welder – GTAW Pipe (Stainless Steel to Carbon Steel) (AWELD006) PMT0186—5hr AWS Certified Welder – GTAW Pipe (Stainless Steel) (AWELD007) PMT0186—5hr AWS Certified Welder – GTAW Plate (AWELD008) PMT0131—4hr AWS Certified Welder – GTAW/SMAW Pipe (Carbon Steel) (AWELD009) PMT0161 ---3hr. AWS Certified Welder – GTAW/SMAW Pipe (Chrome PWHT) (AWELD010) PMT0185---5hr AWS Certified Welder – SMAW Pipe (AWELD011) PMT0172---5hr AWS Certified Welder – SMAW Plate (AWELD012) PMT0121—4hr	

Representatives of the College of Central Florida's Career and Technology Education programs will review, at least annually, the content of the program's curriculum, as specified in this agreement, to ensure standardization and attainment of goals.

II. General Provisions

Comprehensive College Examination and Industry Certification: To receive college certificate credit, students must meet the following criteria:

A. Have a minimum of a "B" average in the career certificate course(s) designated in this document and have the recommendation of the career and technical program instructor and, if a secondary student, permission of the parent or guardian to take a college comprehensive examination for the articulated course(s).

B. Pass the college comprehensive examination(s) approved by the Career and Technology Education programs coordinator or obtain the industry certificate(s)

as listed. The CTE program instructor and the College of Central Florida programs coordinator will make arrangements once a year through the Career Pathways coordinator to administer the examination(s) at the College of Central Florida campus or to verify industry certification results. The CTE program instructor and college faculty will identify course competencies.

Students who choose to be exempted from all or part of the examination requirements by industry certification will receive credit by experience for the class in question if all other requirements are met.

C. Students who score a minimum of 70% on the comprehensive institutional examination or obtain the Industry Certification(s) as listed will be awarded a grade of "S" and will not factor into the student's CF grade point average. A permanent college transcript will be generated. The exam results or proof of Industry Certification will be reported to the Career Pathways coordinator at CF.

D. If the credit(s) for the articulated course(s) meet Career and Technical Certificate requirements, they will be applied toward the Career and Technical Certificate. Students will not be officially admitted to The College of Central Florida until all required admissions criteria have been met.

III. Sharing of Data

The College of Central Florida and The School Board of Sumter County, Florida agree to share student educational data under conditions consistent with the Family Educational Rights and Privacy Act (FERPA). Either party may initiate requests to share data if it has a legitimate educational interest in the data. The shared information shall be used solely to benefit the Career Pathways program and students by facilitating access to and increasing educational opportunities at both institutions. Each institution will be deemed a school official of the other for purposes of this agreement. The College of Central Florida will provide information about the sharing of data in its annual notification to students.

SUMTER COUNTY SCHOOL DISTRICT
2680 W C-476, Bushnell, Florida 33513 – http://www.sumter.k12.fl.us
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Scrutinized Company Certification

I hereby swear or affirm that as of the date below this company is not listed on a Scrutinized Companies list created pursuant to 215.4725, 215.473, or 287.135, Florida Statutes. Pursuant to 287.135, Florida Statutes I further affirm that:

1. This company is not participating in a boycott of Israel such that it is not refusing to deal, terminating business activities, or taking other actions to limit commercial relations with Israel, or persons or entities doing business in Israel or in Israeli-controlled territories, in a discriminatory manner.
2. This Company does not appear on the Scrutinized Companies with Activities in Sudan List where the State Board of Administration has established the following criteria:
    a. Have a material business relationship with the government of Sudan or a government-created project involving oil related, mineral extraction, or power generation activities, or
    b. Have a material business relationship involving the supply of military equipment, or
    c. Impart minimal benefit to disadvantaged citizens that are typically located in the geographic periphery of Sudan, or
    d. Have been complicit in the genocidal campaign in Darfur.
3. This Company does not appear on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List where the State Board of Administration has established the following criteria:
    a. Have a material business relationship with the government of Iran or a government-created project involving oil related or mineral extraction activities, or
    b. Have made material investments with the effect of significantly enhancing Iran's petroleum sector.
4. This Company is not engaged in business operations in Cuba or Syria.

VENDOR/COMPANY NAME: College of Central Florida

NAME: Charlie Stone

TITLE: Chair, District Board of Trustees

SIGNATURE: _____

DATE: _____

The scrutinized company list is maintained by the State Board of Administration and available at http://www.sbafla.com/

SUMTER COUNTY SCHOOL DISTRICT

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Vendor Affidavit Regarding the Use of Coercion for Labor and Services

Vendor Name: College of Central Florida

Address: 3001 SW College Road, Ocala, FL 34474

Phone Number: (352) 854-2322

Authorized Representative's Name: Charlie Stone

Authorized Representative's Title: Chair, District Board of Trustees

Email Address: cartere@cf.edu

Section 787.06(13), Florida Statutes requires all nongovernmental entities (such as Vendor) executing, renewing, or extending a contract with a governmental entity (such as the School Board of Sumter County, Florida) to provide an affidavit signed by an officer or representative of Vendor under penalty of perjury that Vendor does not use coercion for labor or services as defined in that statute.

As the person authorized to sign on behalf of Vendor, I certify that the company identified above does not:

- Use or threaten to use physical force against any person;
- Restrain, isolate, or confine or threaten to restrain, isolate, or confine any person without lawful authority and against her or his will;
- Use lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or services are not respectively limited and defined;
- Destroy, conceal, remove, confiscate, withhold, or possess any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
- Cause or threaten to cause financial harm to any person;
- Entice or lure any person by fraud or deceit; or
- Provide a controlled substance as outlined in Schedule I or Schedule II of s. 893.03 to any person for the purpose of exploitation of that person.

Under penalties of perjury, I declare that I have read the foregoing document and that the facts stated in it are true.

_____

Signature of Authorized Representative

07/01/24

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E-verify – Contract Addendum

Addendum to Contract: CCF Career Pathways 2025-2026

Dated: August 27, 2025

Under Executive Order 11-116, and Section 448.095, Fla. Stat., effective July 1, 2020,

Contractor agrees to comply with all laws, rules, and regulations that may be applicable to contractor in the employment of employees to confirm the eligibility of such employee's employment, including verification of eligibility through the U. S. Department of Homeland Security's E-Verify system.

Name : Charlie Stone, Chair - District Board of Trustees

Signature:_____ **Date:** _____

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Public Records – Contract Addendum

Addendum to Contract: CCF Career Pathways 2025-2026

Dated: August 27, 2025

Public Records. Contractor shall keep and maintain public records that ordinarily and necessarily would be required by the Sumter County School Board in order to perform the services being provided by Contractor herein. Contractor shall provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes.

Contractor shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.

Upon completion of the contract, Contractor will transfer, at no cost, to the Sumter County School Board all public records in possession of the Contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Sumter County School Board upon request from the Sumter County School Board's custodian of public records, by Contractor in a format that is compatible with the information technology systems of the Sumter County School Board.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

Dana Williams, Sr. Director Human Resources
(352) 793-2315 ext. 50251
Dana.Williams@sumter.k12.fl.us
2680 WCR 476
Bushnell, FL 33513

Name : Charlie Stone, Chair - District Board of Trustees

Signature:_____ **Date:** _____

COLLEGE OF CENTRAL FLORIDA

21

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Kids Central Student Internship Placement Agreement - New

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

This agreement is between the District Board of Trustees of the College of Central Florida and Kids Central for student internship placement. Kids Central works to create a brighter future for children and their families by building better lives through protecting children, supporting families and engaging communities.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the agreement with Kids Central and authorize the President to sign the agreement.

STUDENT INTERNSHIP PLACEMENT AGREEMENT

THIS AGREEMENT is made and entered into by and between the **DISTRICT BOARD OF TRUSTEES OF THE COLLEGE OF CENTRAL FLORIDA**, a Florida political subdivision, 3001 SW College Road, Ocala, Florida, 34474 (hereinafter "College") and (Kids Central Inc.) a Florida Corporation,(901 Industrial Drive, Wildwood FL. 34785) (hereinafter "Provider") effective as of this 13 th day of AUGUST, 2025.

WITNESSETH, the Parties above-named, in consideration of the mutual promises contained herein and other good and valuable consideration, receipt of which is hereby acknowledged, agree as follows:

1. **Definitions**. The following definitions apply.

   a. "Internship" means a program of study as part of College course or degree requirements, conducted in cooperation with the Provider, whereby Students receive supervised experience and instruction in a professional setting.

   b. "Site Supervisor" means that person employed or retained by the Provider as responsible for the development and administration of the Internship affiliation with the College.

   c. "Intern" means a person enrolled in the College who is to perform the Internship.

   d. "College Supervisor" means the person employed or retained by the College who is responsible for the development and administration of this Internship affiliation with the Provider.

2. **Purpose.**

   a. As part of the College's educational requirements or as required for the award of a degree in particular areas of study, students must complete supervised experience, such as this Internship.

   b. The Provider has facilities and professional staff appropriate for this Internship.

   c. By entering into this Agreement, the parties hereto do not intend that any of the College's staff or any Intern is to be an employee of the Provider's for any purpose, except that to the extent that the activities performed hereunder may be subject to the provisions of the Healthcare Information Portability and Accountability Act of 1996 ("HIPAA"), or in any such case in which Provider pays Intern monetary compensation for services provided in the same type of manner Provider pays its employees. The Parties hereto are not partners, agents nor principals of one another.

3. **Term**. The term of this Agreement shall be from the date written above to the Contract End Date set forth below, and may be extended in writing by mutual consent of the parties. Provided, however, that Interns shall be permitted to complete all Internships that began prior to the Contract End Date, and with respect to such Internships, all terms and conditions of this Agreement shall apply until the last such Internship is completed.

a. Contract End Date: AUGUST 12, 2026

4. **Provider's Obligations**.

a. The Provider shall have sole authority and control over all aspects of client services, including those activities wherein Interns may be exposed to or interrelate with clients.

b. The Provider shall, in consultation with appropriate College faculty and the College Supervisor, designate those clients to whom Interns may be exposed for their Internship. The Provider shall determine the dates of Intern assignments for specific duties related to the Internship.

c. The Provider hereby agrees to orient Interns to the Provider's applicable policies and procedures.

d. The Provider, in its discretion, may at any time exclude from participation hereunder any Intern whose performance is determined to be detrimental to the Provider's clients, who fails to comply with proper channels of communication or the Provider's established policies and procedures, or whose performance is otherwise unsatisfactory.

e. The Provider shall contribute in the evaluation of Interns as may be requested by the College Supervisor.

5. **College's Obligations**.

a. The College shall be responsible for academic administration, curriculum content and programming, Intern recruitment, admission, promotion and graduation, maintenance of all Intern records and reports, and final determination of all grades to be awarded to Interns for Internship participation.

b. The College shall ensure that all Interns have completed all applicable prerequisite courses and any other requirements necessary prior to Internship placement.

c. The College will inform Interns of the Interns' responsibility to provide any transportation, meals, and lodging related to the Internship.

6. **Termination**. This Agreement may be terminated as follows:

a. **For Convenience.** Either party may terminate this Agreement for any reason by providing thirty (30) days written notice to the other party of its intention to terminate,

provided that Interns shall be permitted to complete Internships that began prior to the termination notice.

b. **For Default.** A party will be considered in default of its obligations under this Agreement if such party should fail to observe, to comply with, or to perform any term, condition, or covenant contained in this Agreement and such failure continues for ten (10) days after the non-defaulting party gives the defaulting party written notice thereof. In the event of default, the non-defaulting party, upon written notice to the defaulting party, may terminate this Contract as of the date specified in the notice, and may seek such other and further relief as may be provided by law. To the extent reasonable, the Parties shall endeavor in good faith to prevent the early termination of any ongoing Internship as a result of the termination of this Agreement under this section.

7. **Jurisdiction and Venue.** This Agreement shall be governed by the laws of the State of Florida, and any legal action concerning the provisions hereof shall be brought in Marion County, Florida.

8. **Assignment.** No assignment of this Agreement or the rights and obligations hereunder shall be valid without the prior written approval of the parties.

9. **Waiver.** The waiver by either party of a breach or violation of any provision of this Agreement shall not operate as or be construed to be a waiver of any subsequent breach of the same or other provision hereof.

10. **Anti-Discrimination.** The parties agree that in the performance of this Agreement, there will be no discrimination against Interns, employees, or other persons on account of race, color, ethnicity, religion, gender, pregnancy, age, marital status, national origin, genetic information, or disability status.

11. **Entire Agreement; Merger.** This Agreement constitutes the entire agreement between the parties and supersedes any previous contracts, understandings, or agreements of the parties, whether oral or written, concerning the subject matter of this Agreement.

12. **Amendment.** Any amendment to this Agreement must be in writing and must be signed by the parties.

13. **Severability.** In the event that any provision of this Agreement is held unenforceable for any reason, the remaining provisions of this Agreement shall remain in full force and effect.

14. **Notices.** All notices required to be given under this Contract shall be deemed given when delivered by certified mail, return receipt, or on the next business day following delivery by facsimile transmission if a facsimile telephone number is shown below, to the designated representatives of the parties. A party may change its designated representative or address at any time by written notice in the same manner as for any other notice. The initial representatives of the parties are as follows:

If to College:
Attn: Bonnie Hays
College of Central Florida
3001 SW College Road
Ocala, Florida 34474

Tel: 352-873-5800

Fax: 352-873-5870

email: haysb@cf.edu

If to Provider:
KIDS CENTRAL INC - M. DeVore
ATTN: Human Resources Dept
901 Industrial Dr. Ste 200
Wildwood, FL 34785

Tel: 352-813-6332

Email: HR@KidsCentralInc.org

15. **Counterparts.** This agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed, by their respective representatives thereunto duly authorized on the dates indicated below.

DISTRICT BOARD OF TRUSTEES
OF THE COLLEGE OF
CENTRAL FLORIDA

By: _____

Dr. James Henningsen
Printed Name

Title: President

Date: 8/15/25

PROVIDER

By _____

JOHN COOPER
Printed Name

Title: CEO, KIDS CENTRAL INC

Date: 08/13/2025

COLLEGE OF CENTRAL FLORIDA

22

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Pace Center for Girls Articulation Agreement 2025-2026 - New

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

This is an Agreement between the District Board of Trustees of College of Central Florida and the Pace Center for Girls. Whereas Florida Statute 1007.271 and State Board of Education Rules 6A-10.024(1) and 6A-14.031 address the use of articulated accelerated mechanisms for students and programs of study, these District Inter-institutional Agreements address the use of Dual Enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the new Articulation Agreement with Pace Center for Girls and give authorization to the Board Chair to sign the agreement on behalf of the College.

Articulation Agreement for College and Career Acceleration

Between the District Board of Trustees of the College of Central Florida
And Pace Center for Girls
2025-2026

I. Dual Enrollment Articulation Agreement

The Articulation Committee that has negotiated/drafted the agreement include: Pace Center for Girls members – Laura Burgess, Executive Director
College of Central Florida (CF) members –Dr. Raphel Robinson, Director of Admissions and Student Recruitment, Sarah Sandford, Dual Enrollment Coordinator.

The Committee will assess the need to meet annually in the spring to go over the current year's articulation agreements and discusses changes that are required due to changes in statute or rule and any changes desired by either the school or the college. If applicable, a draft document will be prepared by college personnel and sent to all members of the Committee for additional changes or approval. Once the document is in its final draft, copies are sent to the school to take to their Director of Education for approval and signatures. Once approved and signed, copies are sent to CF to be reviewed, approved and signed by the Board of Trustees. Signed hard copies are mailed to the school personnel.

The Dual Enrollment Articulation Agreement is completed annually and submitted to the Department of Education by CF by August 1 of each year.

1. A ratification or modification of all existing articulation agreements

Once the articulation agreement is signed by both boards, the agreement will be active for the upcoming academic year and will nullify all previously signed agreements. Legislative changes that occur after the final draft of this document which impact the 2025-2026 academic year will take precedence.

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

a. References to *students* in this document, means any student enrolled in Pace Center for Girls.
b. The College of Central Florida will provide information to Pace Center for Girls regarding requirements for participation in, and the educational benefits to be derived from, dual enrollment or other accelerated programs.
c. Pace Center for Girls, in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these articulated acceleration programs. Pace Center for Girls will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.
d. The College of Central Florida will post application deadline and registration dates on its dual enrollment Web page at least one term in advance.

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

a. Courses to be provided by the College of Central Florida under this agreement will be mutually agreed upon by the College of Central Florida and Pace Center for Girls and will avoid unnecessary duplication of existing courses in grades 9-12. Current law allows for any course in the Statewide Course Numbering System, with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity.
b. The College of Central Florida will furnish Pace Center for Girls with access to the current course (https://www.cf.edu/Courses) with descriptions for each course in which a student may be dually enrolled.
c. A student education plan may be developed by the College of Central Florida for each student registering for a dual enrollment course. The plan will ask each student to identify an educational objective with which to guide course selection. At a minimum, each student's plan should include a list of courses that will result in a college credit certificate, an Associate in Science degree or an Associate in Arts degree. If a student identifies a baccalaureate degree as the objective, the plan must include courses that will meet the general education requirements and any prerequisite requirements for entrance into a selected baccalaureate degree program.
d. Pace Center for Girls will assure that appropriate high school credit will be awarded upon successful completion of dual enrollment classes. All academic and vocational courses will correlate to the State Articulating Committee recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.
e. Only seniors in traditional dual enrollment and juniors and seniors enrolled in CF's Early College Program "Collegiate Academy" (beginning with the summer between their junior and senior year) will be allowed to enroll full-time (12 to a maximum of 15 credit hours in any given semester) through dual enrollment.
f. Registration for Dual Enrollment students taking classes on the CF campus will take place the as all other students. Postsecondary courses in foreign languages, mathematics, English, sciences, social studies, computer science, performing and/or visual arts and any other classes that are in compliance with applicable state regulations shall be counted toward meeting the graduation requirement of F.S.1003.43, Fla. Stat. (2024).
g. Students (age 18) who wish to take college credit courses that contain a study abroad or travel component (during summer only) must receive the permission of the school administrator and parents before participating. If the permission is granted, the student shall be exempt from the payment of the registration, matriculation and laboratory fees with the exception of developmental education courses and physical education and other courses that focus on physical execution of a skill rather than the intellectual attributes of the activity. However, the student is responsible for the full cost of travel.
h. The College of Central Florida will make available advising services to dual enrollment students, monitor their progress and attendance in dual enrollment classes and provide a grade report to Pace Center for Girls upon completion of the college term. Students with unsatisfactory progress will be reported to the counselor immediately upon receipt of an Early Alert via email.
i. The College of Central Florida has the option to limit dual enrollment participation based on capacity.
j. The school will inform students needing accommodations that they must contact Accessibility and Counseling Services at CF.

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

a. Students and the parent/guardian of students wishing to pursue participation in an articulated acceleration program must contact their school counselors to discuss admissions criteria and to obtain the necessary application information. Attendance at a Dual Enrollment information session is required to apply to the program. Information sessions will be offered in a variety of formats and locations.

b. **Application Process:** Students interested in Dual Enrollment must meet with their school counselor or principal for permission to participate in the program. Students must complete the online Dual Enrollment application. The student will print the parent approval form from the email received upon submission of the application. The parent/guardian must sign giving permission for the student to participate in the Dual Enrollment program. The student must turn the form in to their school counselor along with the self-registration agreement. The student is issued a CF ID number to view their student portal for additional requirements. The student is responsible for requesting and providing the documents needed for eligibility. This includes school transcript and placement test scores (ACT, SAT, PSAT or PERT). The CF Dual Enrollment Office must receive all documentation by the posted application packet deadlines. Once all documents are received and processed by the CF Dual Enrollment Office, the student will receive an email stating they have been admitted to the program. If a student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, the CF Dual Enrollment Office will contact the school counselor. The school counselor is responsible for contacting the student.

c. **Orientation**: Orientation must be completed prior to the start of the term and required to register for courses. Once admitted, and after logging into both their MyCF portal and Patriots Mail account, students will be able to select a specific date and time to attend orientation. Students are required to confirm their attendance at either an in-person or virtual orientation session based on term offerings. During orientation students will be provided with essential campus resources and effective strategies for academic success. Students will also be provided with information on how to obtain their campus ID and parking decal.

d. **Registration:** Dual Enrollment will be provided to counselors by CF to better help students and parent/guardian understand the requirements, admission and enrollment procedures and benefits of program participation. Registration will be completed through the MyCF portal. The students must review the schedule posted on the MyCF Portal to select courses for registration each term. The student will coordinate with the high school counselor in their course selection to ensure the course requirements are met for high school graduation. Registration deadline will end one week before the start of the term.

e. **Withdrawal Process:** Dual Enrollment students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. Forms must be submitted by the withdrawal deadline. The student will receive a "W" on their transcript for the attempt in the course. If a Dual Enrollment student receives 2 or more "W" grades, he/she will no longer be eligible to participate in Dual Enrollment. Co-requisite courses will count as one class for withdrawal purposes. Students are ineligible to register for B term for the Fall and Spring semesters.

f. **Course Load:** Students in grades six (6) - eight (8) may register for no more than three (3) credit hours during the fall and spring terms only. High school freshmen and sophomores may register for no more than six (6) credit hours only during the fall and spring terms. Dual enrollment students may take up to six (6) credit hours total in the summer semester prior to their junior year. Juniors may take up to nine (9) college credit hours in the fall and spring semesters. Students/parents may petition the school and Dual Enrollment Petitions Committee to enroll for up to twelve credit hours. Before the beginning of their senior year the student may take up to nine (9) credit hours total in the

summer semester (no more than two (2) courses in each summer term). High school seniors may take up to sixteen credit hours in the fall and spring terms. Please refer to the student progression plan for grade level designation.

	Fall Credit Hours	Spring Credit Hours	Summer Credit Hours	Total
Grades 6-8	3	3	0	6
Freshmen	6	6	6	18
Sophomores	6	6	9	21
Juniors	9	9	12	30
Seniors	16	16	0	32

Juniors and seniors participating in CF's Collegiate Academy Program should take 15 (fifteen) credits in the fall and spring semesters, but must take a minimum of 12 (twelve) credits. Students may register for a maximum of twelve (12) credits during the summer; however, they may not register for more than six (6) credit hours during any summer term. CF's Dual Enrollment Petitions Committee must approve any exception to these limits.

g. **Grade Distribution:** All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's transcript by the school. Grades will be electronically transmitted securely by CF to the school's offices for posting.

h. **Failing Grade** –If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. An "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar. If the student is pre-registered for any courses, those courses will be dropped. if a student chooses to petition a grade, he/she will not continue in dual enrollment classes until a decision is rendered.

i. **Academic Advising:** All degree seeking students must be advised by a CF educational advisor in the semester that they reach thirty (30) earned credit hours to learn about the requirements to complete the degree and any additional requirements necessary for a smooth transition into the bachelor's degree program and institution of their choice.

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

a. An overall GPA of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 unweighted high school GPA and the minimum GPA required by CF.

b. Pace Center for Girls shall identify those students qualified to participate in dual enrollment classes. The school administrator or designee will approve student eligibility for participation in these classes.

c. The student must be enrolled in Pace Center for Girls, and must be working towards a high school diploma to participate in dual enrollment. Students must satisfy the college preparatory testing requirements in § 1008.30(4)(a), Fla. Stat. (2024) and rule 6A-10.0315, F.A.C.

d. Any combination of test scores may be considered if taken within two (2) years of the time of enrollment for first time dual enrollment students.
Cut scores for the three placement tests are as follows:

	Reading	English	Algebra

ACT	19	17	19
SAT (& PSAT)	24	25	24
PERT	106	103	114

	Reading and Writing (Verbal and Grammar)	**Math**
Digital SAT/PSAT	490	480
CLT	38	16

PERT 114 - Placement for MAT1033, MGF1130, MGF1131 or STA2023
PERT 123 - Placement for MAC1105, College Algebra

e. Students initially enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; digital SAT/PSAT: 530 PERT 123. Students who wish to be initially placed in an upper-level mathematics course beyond MAC1105 must take the AAF (Advanced Algebra and Functions) test and score a two hundred and seventy (270) or higher.
f. Students enrolling in vocational or other programs not requiring placement testing must satisfy the Dual Enrollment grade point and specific program entry requirements (this includes Welding, EMT and Paramedic pathways).
g. Students who are enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a **co-requisite** during the same semester. Students who have a score of three (3) or above on the Advance Placement (AP) English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a **pre-requisite** in subsequent semester.
h. Permission for participation must be granted by the student's parent or legal guardian.
i. Students are no longer eligible for dual enrollment once they successfully complete four (4) full years of enrollment in high school, complete an associate's degree or (67) hours of college credit or graduate high school, whichever comes first.
j. Students who will graduate from school prior to completion of the post-secondary course may not register for the course through dual enrollment. This means that school seniors may NOT take a summer A course as a dual enrollment student.
k. Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. See Student Code of Conduct section 10(9).
l. CF has the option to limit dual enrollment participation based on capacity.

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

a. The high school will ensure that appropriate high school credits will be awarded upon successful completion of dual enrollment classes. All academic courses will correlate to the dual enrollment Course-High School Subject Area Equivalency List recommendations for high school credit. All other non-identified courses will be based upon successful completion of a three to five-credit hour college course to result in the awarding of 0.5 high school credit in Carnegie units. Any other non-identified college course offered at fewer than three credit hours will be ineligible for high school credit and will not constitute dual enrollment.

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

a. CF will supply school counselors with dual enrollment information, including application instructions to inform students/parents of the requirements and benefits of participation in the program. Deadline dates will be posted on the Dual Enrollment webpage at least one (1) semester in advance.
b. Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including those offered on the school campus.
c. Students will be informed during dual enrollment orientation that they should plan to study at least two to three hours outside of class for every hour they are in the class to be successful in college level courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

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

a. There will be no exceptions made to the required grade point averages for academic dual enrollment.

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

a. Registration for Dual Enrollment students taking classes on the CF campus will take place the as all other students. Registration will stop ten days in advance of the start of the term to give high school counselors time to review registration. Changes must be confirmed within five days.
b. Dual enrollment students will follow CF's procedures for drop, withdrawal and petition policies. Dual enrollment students will not be permitted to take dual enrollment courses while petitioning a grade of D, F or FF.
c. If a grade is successfully petitioned, the student may enroll in dual enrollment courses that begin after the petition approval date as per the CF Grade Appeals Process. If filing a withdrawal appeal, it must be filed within 5 business days of grades posting to be eligible to enroll in the following semester. Fi the withdrawal appeal is successful; the student may enroll in dual enrollment courses that begin after the petition approval date.
d. Students who receive an Incomplete grade may be allowed to continue in the program provided they resolve the "I" grade before the first day of class of the following term.
e. Courses offered after the regular school day or on the college campus will be scheduled on the CF calendar. Courses taught by college faculty will follow the CF academic calendar.

10. The responsibilities of Pace Center for Girls 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

a. The student must be recommended by the school administrator. Student screening for eligibility and participation is the responsibility of the school administrator according to private school requirements. An overall G.P.A. of 3.0 on an unweighted 4.0 scale is required for college credit dual enrollment courses.
b. Pace Center for Girls shall identify those students qualified to participate in dual enrollment classes and will verify their continued eligibility throughout their participation. The school administrator will approve student eligibility for participation.
c. Students and their parents will be informed of college-level course expectations.

d. Students attending dual enrollment classes which are held in college facilities during or after school hours will be subject to college attendance policies.
e. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript Pace Center for Girls. Grades will be securely electronically transmitted by the College of Central Florida to Pace Center for Girls.
f. If a dual enrollment student earns a D, F or FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment (an "FF" grade indicates alleged academic misconduct was involved and the student must take the Academic Integrity Seminar). If the student is pre-registered for any courses, those courses will be dropped. See section 9 (b) for the appeals process.
g. Students may enroll in courses conducted during school hours, after school hours, and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for that course through dual enrollment.
h. Dual Enrollment students will follow the College's procedures for drop, withdrawal and petition policies.
i. CODE OF STUDENT CONDUCT: Students attending dual enrollment classes on the college campus will follow CF's Code of Students Conduct in term of appropriate classroom, behavior, protocol, and academic integrity (i.e., alleged academic misconduct). If a student is disruptive to the learning process, a student may lose the opportunity to participate in the dual enrollment course, regardless of eligibility requirements for continued enrollment.
j. STUDENT RECORDS: The parties may provide personally identifiable student records to each other in the performance of this Agreement. Such records are provided pursuant to §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g. Each party further agrees to comply with §1002.22, Fla. Stat. (2024) and 20 U.S.C. §1232g, including but not limited to provisions related to confidentiality, access, consent, length of retention, and security of student records.

11. The responsibilities of CF regarding the transmission of student grades in dual enrollment courses to Pace Center for Girls.

a. Students with unsatisfactory progress reports should be counseled by the high school counselor immediately upon receipt of the college reports.
b. All students enrolled in dual enrollment classes will be graded on the same basis as other college students in the same courses. CF will assign letter grades to each student/course and the letter grade assigned shall be posted to the student's high school transcript by Pace Center for Girls. Grades will be electronically transmitted securely by CF to the student's high school.
c. If a dual enrollment student earns a D, For FF grade in any course(s) during one semester, he/she is no longer eligible to participate in dual enrollment. Payment for courses cannot be made on behalf of the student or by the student while the student is still in the K-12 system. They must have graduated and have been admitted as a regular college student to do this. Please refer to 9(c) if the student successfully petitions and the grade is subsequently changed to an acceptable grade.

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

a. Students enrolled in a dual enrollment or early admissions program shall be exempt from the payment of registration, matriculation, and laboratory fees.
b. Tuition, textbooks and other instructional materials as defined in F.S. 1009.30, Fla. Stat. (2023) will be funded by the FL Dual Enrollment Scholarship.

c. Pace Center for Girls shall be responsible for the inventory, recovery, reuse, and sale of textbooks and instructional materials provided under this agreement in conjunction with the College of Central Florida Bookstore (Barnes & Nobles).

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

a. The student will be responsible for providing transportation to and from facilities where dual enrollment classes are held.

14. 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.

a. In order to be eligible for academic accommodations, students with disabilities who enroll in a course provided at a College of Central Florida facility must meet the requirements established by CF's Office of Accessibility and Counseling Services. Students who require accommodations are responsible for registering with Accessibility and Counseling Services. Failure to register with these services will preclude the student from appealing a failing grade on the grounds of not receiving accommodations.

15. MISCELLANEOUS

A. **Excess Funds:** Any party receiving funds erroneously paid by the School under this Agreement shall promptly notify and return to the school such erroneously paid funds.
B. **Entire Understanding:** This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other understanding(s) and agreement(s) by the parties.
C. **Amendments:** The provisions of this Agreement may only be amended, supplemented, waived, or changed by a writing making specific reference to this Agreement signed by both parties.
D. **Governing Law & Venue:** This Agreement and all transactions contemplated hereunder shall be governed by, and construed and enforced in accordance with, the laws of the state of Florida without regard to principles of conflicts of laws. Venue for any litigation related hereto shall be in Marion County, Florida.
E. **Compliance with Laws and Policies:** Each party shall comply with all applicable federal and state laws, codes, rules, and regulations and the school policies in performing its duties, responsibilities, and obligations pursuant to this Agreement.
F. **Public Records:** Each party shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, Pace Center for Girls ("School") shall:
   i. Keep and maintain public records required to perform the service.
   ii. Upon request from the CF's custodian of public records, provide CF with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
   iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if School does not transfer the records to CF.
   iv. Upon completion of this Agreement, transfer, at no cost, to CF all public records in possession of School or keep and maintain public records required by CF to perform the service. If School transfers all public records to the public agency upon completion of the contract, then it shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If School keeps and maintains

public records upon completion of the contract, then it shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to CF, upon request from CF's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

If the school has questions regarding the application of Chapter 119, Florida Statues, it is the school duty to provide Public Records relating to this contract, contact the custodian of records at: Charles Prince, VP Administration and Finance at (352) 854-2322, ext. 1637, princech@cf.edu or in person at 3001 SW College Road, Ocala, FL 34474. §119.0701, Fla. Stat. (2024).

G. **Non-Discrimination:** The parties agree that no person shall be subjected to discrimination because of age, race, color, handicap, disability, pregnancy, gender, marital status, national origin, or religion in the performance of the parties' respective duties, responsibilities, and obligations under this Agreement.

H. **No Waiver of Sovereign Immunity:** Nothing herein is intended to waive sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable, or of any rights or limits of liability existing under §768.28, Fla. Stat. (2024). This term shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought under this Agreement is barred by any applicable statute of limitations.

I. **Inspector General Audits:** The parties shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General or by any other Florida official with proper authority.

J. **No Third Party Beneficiaries:** Nothing herein shall be construed as consent by any agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of this Agreement, or to confer any rights in any third party.

K. **Waiver:** A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Agreement and/or the policies of school does not relieve CF of the indemnification provisions required by this Agreement.

L. **Assignment:** Neither CF nor the school may assign or transfer any interest arising in or from this Agreement without the prior written consent of both parties. Should an assignment occur upon mutual consent, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

M. **Notices:** All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and hand delivered by messenger or courier service; emailed; or mailed by Registered or Certified Mail (postage prepaid), Return Receipt Requested, addressed to:

N.

Dr. Allan Danuff, The College of Central Florida
3001 SW College Road
Ocala, FL 34474
Email: danuffa@cf.edu

Laura Burgess, Pace Center for Girls
328 NE 1st Ave STE 500
Ocala, FL 34470
Email: Laura.Burgess@pacecenter.org
Contact Number: 352-369-0571

or to such other address(es) as the parties may mutually designate by notice complying with the terms of this Agreement. Each such notice shall be deemed delivered:

(a) On the date delivered, if by personal delivery,
(b) On the date emailed, if by email, and
(c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, if mailed.

II. Accountability

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the school administrator and the Chair of the District Board of Trustees of the College of Central Florida, but shall be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of the College President and the school administrator of Pace Center for Girls. This Agreement shall be valid for the 2025-2026 school year.

IN WITNESS WHEREOF, Pace Center for Girls and the District Board of Trustees of the College of Central Florida have adopted this agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with Section 1007.235, Fla. Stat. (2024), Dual Enrollment Articulation Agreements.

Date — ~~Robert Durrance~~, Chair, District Board of Trustees, College of Central Florida

6/13/25 — Laura Burgess, Executive Director, Pace Center for Girls

COLLEGE OF CENTRAL FLORIDA

23

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Agreement for Horse Boarding

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

HORSE BOARDING AGREEMENT

The President or his designee has signed the following Horse Boarding Agreement, as authorized by the District Board of Trustees to lease space at the Vintage Farm campus for horse boarding. This agreement provides the facilities and opportunity necessary for students enrolled in equine-related programs at the College of Central Florida to obtain applied educational experience. The name of the boarder and fee is noted below:

AGREEMENT WITH:	ANNUAL BOARDING FEE:
Calil Martin Yunis	$2,400

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees ratify approval of the Agreement for Horse Boarding.

COLLEGE of CENTRAL FLORIDA

AGREEMENT FOR HORSE BOARDING

THIS AGREEMENT is entered in AUGUST 6, 2025 (date), by and between the DISTRICT BOARD OF TRUSTEES OF THE COLLEGE OF CENTRAL FLORIDA ("College"), a Florida political subdivision ("College") and ("Horse Owner") (collectively, the "parties").

WHEREAS:

Horse Owner owns certain horses more specifically described in Exhibit A - Horses ("Horses");

Horse Owner desires to board the Horses al the College's Vintage Farn Campus for the benefit of the parties hereto and students of the College; and

College desires to provide horse boarding services and learning opportunities for students as provided herein.

NOW THEREFORE, in consideration of the matters set forth above (which are incorporated herein by reference), the exchange of the mutual promises set fo1th herein, and other good and valuable consideration, receipt of which is hereby acknowledged, the patties hereto agree as follows:

1. BOARDING OF HORSES; TERM. Horse Owner shall deliver the Horses to the College of Central Florida - Vintage Farm, 4020 SE 3rd Avenue, Ocala, Florida 34474 on a date and time mutually agreed upon by the parties. Upon delivery by Horse Owner and acceptance of the Horses by the College, the College will care for the Horses by. providing pasture. grass, hay, grain (if necessary, at the sole and absolute discretion of College) during entire term of this Agreement.

2. TERM; AUTOMATIC RENEW AL 111e initial term of this Agreement shall be one month, commencing upon He date on which the Horses are scheduled to be delivered. The term shall automatically renew unless either patty provides written notice of cancellation at least fourteen (14) days prior to the end of an existing one-month term.

3. CONSIDERATION. Horse Owner shall pay College a boarding fee in the following amount:

   3.1 If paid annually, $2,400.00 per year;

   3.2 Ifpaid quarterly, $600.00 per quarter; or

   3.3 If paid monthly, $200.00 per month.

4. SERVICES PROVIDED BY COLLEGE. The College shall provide the following se1vices for Horse Owner:

   4.1 College shall provide forage (pasture during growing season or hay during pasture dormant season) to maintain horse body condition score (as reasonable for a senior or geriatric horse). Grain may be offered as needed, at the sole and absolute discretion of the College.

   4.2 College shall provide vaccination for EEE, WEE, WNV, Tetanus, and Influenza twice annually. Rabies vaccine will be provided once annually. Horse Owner acknowledges that students may be administering vaccinations, under supervision of a veterinarian.

4.3 College shall provide routine hoof trimming at 6 to 12-week intervals, as the College deems necessary. Horse Owner acknowledges that students may be trimming feet, under supervision of a farrier.

4.4 College shall provide fecal egg counts and deworming medications, as necessary, but at least twice per year.

5. RIGHTS OF HORSE OWNER. Horse Owner or its designee has the right at all reasonable times to attend and inspect the said property and the Horses. However, Horse Owner must schedule their visit with a College representative such as but not limited to an equine studies faculty member or the farm manager.

6. STIJDENT INVOLVEMENT. Horse Owner acknowledges and consents to Horses being handled by College's Equine Studies students for educational purposes. Such purposes include, but are not limited to, grooming, bandaging, first aid care, applying tack and equipment *(no* riding), physical examinations, leading and restraint, nutritional management, administration of medication, behavioral observations and stable management activities.

7. VETERINARY CARE, In the event that any Horses require care or treatment by a veterinarian, any fees associated with veterinary care are the responsibility of the Horse Owner, including transportation to the equine hospital. Horse Owner will be contacted as quickly as possible (ideally within a few hours) to discuss the situation and determine appropriate actions. If euthanasia is the outcome, Horse Owner is responsible for the costs of removal.

8. ASSIGNMENT. Neither party may assign this Agreement or the rights and obligations thereunder to any third party without the prior express written approval of the other party, which shall not be unreasonably withheld.

9. PUBLICTTY. The College reserves the right tn photograph the Horses and/or Horse Owner for documentation, education, and publicity purposes.

10. TERMINATION. Either party may terminate this Agreement immediately upon default or breach by the other party, if said party remains in default or breach after receiving written notice and fails to cure such default or breach within ten (10) days of said notice. Termination of this Agreement shall have no effect upon the rights of the parties that accrued prior to termination.

11. PUBLIC RECORDS. Horse Owner, as a "Contractor" with a public agency, shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. specifically, the Contractor shall:

11.1 Keep and maintain public records required by the public agency to perform the service.

11.2 Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

11.3 Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.

11.4 Upon completion of the contract, transfer, at m cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that *B* compatible with the information technology systems of the public agency.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, 10 THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT: VICE PRESIDENT OF ADMINISTRATION AND FINANCE, CHARLES PRINCE; 352-873-5823; E-mail: PRINCECH@cf.edu ; 3001 SWCOLLEGE ROAD, FOUNDERS HALL 107, OCALA, FLORIDA 34474.

12 SELF-INSURANCE AND INSURANCE. College shall maintain commercial liability insurance and equine care, custody and control insurance and shall list the Horses o n its schedule of insured property for which it is self-insured and, on any property, and casualty insurance purchased by the College for the benefit and protection of Horse Owner in the event the Horses are harmed by an act which would be an insurable risk under such purchased insurance protections, consistent with the College's legal ability to do so in accordance with the requirements and restrictions of Florida Statute§ 768.28,

13. SEVERABILITY OF ILLEGAL PROVISIONS. Wherever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under the applicable law. Should any portion of this Agreement be declared invalid for any reason, such declaration shall have no effect upon the remaining portions of this Agreement.

14. LIMITATION OF LIABILITY· HOLD HARMLESS. Horse Owner hereby agrees to hold harmless the College (and its agents, employees, or students) from any liability concerning any damage or injury, sickness, death or theft, whether suffered by the Horses or third parties, or any other third-party claim or cause of action arising from or connecting to the boarding of the Horses.

15. SOVEREIGN IMMUNTIY Nothing herein is intended to waive sovereign immunity by the College to which sovereign immunity may be applicable, or of any rights or limits of liability existing under Florida Statute § 768.28.

16. NOTICES. All notices, certifications or communications required by this Agreement shall be given in writing and shall be deemed delivered when personally served, or when received if by facsimile transmission with a confirming copy mailed by registered or certified mail, postage prepaid, return receipt requested. Notices can be concurrently delivered by email. All notices shall be addressed to the respective parties as follows:

If to Horse Owner:

CALL MARTIN YUNIS
157 MILL RUN DR
LAKE MARY, FL 32746
Phone: 407 349 9562
Email: emyunis4@gmail.com

If to College:

Charles Prince, VP of Administration & Finance College of Central Florida
3001 SW College Road
Ocala, Florida 34474
Phone: 352-954-2322
Email: PRINCECH@cf.edu

17. FORCE MAJEURE. Neither party shall be responsible for damages or delays caused by Force Majeure or other events beyond the reasonable control of the party and which could not reasonably have been anticipated or prevented. For purposes of this Agreement, Force Majeure includes, but is not limited to, war, terrorism, riots, epidemics, fire, acts of nature, strikes, lockouts, court orders and acts, orders, laws, or regulations of the government of the United States or the several states, prohibiting or impeding any party from performing its respective obligations under the contract. If Force Majeure occurs, the parties shall mutually agree on the terms and conditions upon which services may continue.

18 GOVERNING LAW. This Agreement is and shall be deemed to be a contract entered and made pursuant to the laws of the Slate of Florida and shall in all respects be governed, construed, applied and enforced in accordance with the laws of the State of Florida.

19. IURISDICTION AND VENUE. The parties acknowledge that a majority of the negotiations, anticipated performance and execution of this Agreement occurred or shall occur in Marion County, Florida. Any civil action or legal proceeding arising out of or relating to this Agreement shall be brought only in the courts of record of the State of Florida in Marion County or the United States District Court, Middle District of Florida, Ocala Division. Each party consents to the exclusive jurisdiction of such court in any such civil action or legal proceeding and waives any objection lo the laying of venue of any such civil action or legal proceeding in such court and/or the right to bring any action or proceeding in any other court. Service of any court paper may be effected on such party by mail, as provided in this Agreement, or in such other manner as may be provided under applicable laws, rules of procedures or local rules.IURY WAIVER. EACH PARTY HEREBY COVENANTS AND AGREES THAT IN ANY LITIGATION, SUIT, ACTION, COUNTERCLAIM, OR PROCEEDING, WHETHER AT LAW OR IN EQUITY, WHICH ARISES OUT OF CONCERNS, OR RELATES TO THIS AGREEMENT, ANY AND ALL TRANSACTIONS CONTEMPLATED HEREUNDER, THE PERFORMANCE HEREOF, OR THE RELATIONS HIP CREATED HEREBY, WHETHER SOUNDING IN CONTRACT, TORT, STIUCT LIABILITY, OR OTHERWISE, TRIAL SHALL BE TO A COURT OF COMPETENT JURISDICTION AND NOT TO A JURY. EACH PARTY HEREBY IRREVOCABLY WAIVES ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY. ANY PARTY MAY FILE AN ORIGINAL COUNTERPART OR A COPY OF THIS AGREEMENT WITH ANY COURT, AS WRITTEN EVIDENCE OF THE CONSENT OF THE PARTIES HERETO OF THE WAIVER OF THEIR RIGHT TO TRIAL BY JURY. NEITHER PARTY HAS MADE OR RELIED UPON ANY ORAL REPRESENTATIONS TO OR BY THE OTHER PARTY REGARDING THE ENFORCEABILITY OF THIS PROVISION. EACH PARTY HAS READ AND UNDERSTANDS THE EFFECT OF THIS JURY WAIVER PROVISION.

20. **ATTORNEY'S FEES**. If any legal action or other proceeding (including, without limitation, appeals or bankruptcy proceedings) whether at law or in equity, which: arises out of, concerns, or relates to this Agreement, any and all transactions contemplated hereunder, the performance hereof, or the relationship created hereby; or is brought for the enforcement of this Agreement, or because of an alleged dispute, breach, default or misrepresentation in connection with any provisions of this Agreement, the successful or prevailing party or parties shall be entitled to recover reasonable attorney's fees, court costs and all expenses even if not taxable as court costs, incurred in that action or proceeding, in addition to any other relief to which such party or parties may be entitled.

21. REFERENCE TO PARTIES. Each reference herein to the parties shall be deemed to include their successors, assigns, heirs, administrators, and legal representatives, all whom shall be bound by the provisions hereof

22. SECTION HEADINGS. The section headings herein are included for convenience only and shall not be deemed to be a part of this Agreement.

23. RIGHTS OF THIRD PARTIES. Nothing in this Agreement, whether express or implied, is intended to confer any rights or remedies under or because of this Agreement on any persons other than the parties hereto and their respective legal representatives, successors and permitted assigns. Nothing in this Agreement is intended to relieve or discharge the obligation or liability of any third persons to any party to this Agreement, nor shall any provision give any third persons any right of subrogation or action over or against any party to this Agreement.

24. AMENDMENT. No amendment to this Agreement shall be effective except those agreed to in writing and signed by both parties to this Agreement.

25. COUNTERPARTS. This Agreement may be executed in counterparts, each of which shall be an original and all of which shall constitute the same instrument.

26. ELECTRONIC SIGNATURE(S). Horse Owner, if and by offering an electronic signature in any form whatsoever, will accept and agree to be bound by said electronic signature to all terms and conditions of this Agreement. Further, a duplicate or copy of the Agreement that contains a duplicated or non-original signature will be treated the same as an original, signed copy of this original Agreement for all purposes.

27. ENTIRE AGREEMENT. This Agreement, including exhibits, (if any) constitutes the entire Agreement between the parties hereto with respect to the subject matter hereof. There are no other representations, warranties, promises, agreements or understandings, oral, written or implied, among the Parties, except to the extent reference is made thereto in this Agreement. No course of prior dealings between the parties and no usage of trade shall be relevant or admissible to supplement, explain, or vary any of the terns of this Agreement. No representations, understandings, or agreements have been made or relied upon in the making of this Agreement other than those specifically set forth herein.

28. LEGAL AUTHORITY. Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date set forth above.

HORSE OWNER

By: CALIL MARTIN YUNIS

Its: _____

Date: AUGUST 6, 2025

DISTRICT BOARD OF TRUSTEES OF
THE COLLEGE OF CENTRAL FLORIDA

By: James D. Henningsen

Its: President

Date: 8/11/25

Exhibit A

Horse Owner	CALIL MARTIN JUNIS
Horse's Name	ACCOLINO
Breed	HOLSTEINER
Year Born	1997
Sex, Color, Height, Markings	GELDING, BROWN, 16.3" WHITE STARE BETWEEN NOSTRILS, RF, LF, RH WHITE SOCKS

COLLEGE OF CENTRAL FLORIDA

24

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Marion County Health Department – Mobile Health Clinic MOU

INITIATOR: Dr. Saul Reyes
Vice President of Enrollment Management and Student Affairs

THROUGH: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

This Memorandum of Agreement (MOU) is entered into by and between the Marion County Health Department and the College of Central Florida for the provision and use of designated space for mobile health clinic operations..

The College of Central Florida has offered the use of this available parking space to the Health Department and the Health Department and the residents of Marion County acknowledge the contribution offered to it by CF.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the agreement with the Marion County Health Department and authorize the President to sign the agreement.

MEMORANDUM OF AGREEMENT
BETWEEN
STATE OF FLORIDA, DEPARTMENT OF HEALTH,
MARION COUNTY HEALTH DEPARTMENT
AND
COLLEGE OF CENTRAL FLORIDA

This Memorandum of Agreement ("Agreement") is entered into by and between the State of Florida, Department of Health, Marion County Health Department ("Health Department") and the College of Central Florida ("CF") (collectively "the Parties") for the provision and use of designated space for mobile health clinic operations.

WHEREAS, the Health Department is responsible for the public health system in Marion County, which is designed to promote, protect, and improve the health of its citizens; and

WHEREAS, the Health Department has instituted a Mobile Health Unit to visit clients at various locations in Marion County where community residents have been identified as in need of medical services with limited access to existing clinic facilities; and

WHEREAS, CF acknowledges its mission includes service to the community; and

WHEREAS, CF has parking space on its premises located at 3001 SW College Rd, All Units, Ocala, FL, 34474-4415, sufficient to accommodate the Mobile Health Unit and its expected mobile health clinic clients; and

WHEREAS, CF has offered the use of this available parking space to the Health Department; and

WHEREAS, the Health Department and the residents of Marion County, Florida, acknowledge the contribution offered to it by CF.

NOW, THEREFORE, the Parties agree together as follows:

I. Joint Responsibilities

A. The Parties agree to provide reasonable assistance to each other and work in good faith to implement this Agreement.

B. The Parties agree to adhere to all applicable laws and regulations protecting the rights of clients with respect to any information created, maintained, or used in or for the provision of services and activities.

C. The Parties agree to provide services and related supplies, materials, literature, and copies at no cost to each other.

D. The Parties agree to work with others to share information about Mobile Health Unit's clinic services and use, within applicable legal limits.

E. The Parties agree not to discriminate against any employee or any client because of race, color, religion, sex, (including pregnancy or gender identity), national origin, age, or disability.

II. Health Department Responsibilities

A. The Health Department agrees to offer clinical medical services in its Mobile Health Unit in the parking lot of CF on days and times agreed upon, except on days recognized as legal holidays in the state of Florida.

III. CF Responsibilities

A. CF will provide a designated space for the Health Department's Mobile Health Unit to operate a mobile health clinic on its premises.

B. CF acknowledges that this space and its surrounding areas shall be open to the clients of the Health Department and other members of the general public in order to obtain and receive medical care provided by the Health Department.

C. CF agrees to allow the Health Department to include its name and address on all communication materials informing the public of the services of the Mobile Health Unit and its availability to the residents of Marion County, Florida.

IV. Term

This Memorandum of Agreement will remain in effect for one (1) year and will automatically renew for additional one (1) year periods thereafter, unless or until the Agreement is terminated by either Party.

V. Special Considerations

A. Confidentiality. Where applicable the Parties will comply with the Health Insurance Portability and Accountability Act ("HIPAA") as well as regulations promulgated thereunder (45 CFR Parts 160, 162, and 164) and all other applicable federal, state, and local privacy laws and regulations.

B. Liability. Each party will be liable for any damages resulting from the negligence of its employees or agents acting within the scope of their employment or agency, in accordance with Section 768.28, Florida Statutes. Nothing herein is intended to waive sovereign immunity by any party to whom sovereign immunity is applicable. Nothing herein shall be

construed as consent by any party to be sued by a third party in any matter arising out of any contract or on any other basis.

C. Intent. The intent of this Agreement is for use of designated space only. There is no monetary exchange between the Parties.

VI. General Considerations

A. Amendments. No modifications or amendments to the terms and conditions contained herein shall be effective unless set forth in a written document identified as an amendment to this Agreement and executed by each Party hereto.

B. Waiver of Breach. The failure on the part of either Party to enforce any material provision of this Agreement on any single occasion shall not constitute a waiver of the right to enforce any and all material provisions of this Agreement.

C. Choice of Law; Venue. This Memorandum of Agreement is executed and entered into in the state of Florida, and shall be construed, performed, and enforced in all respects in accordance with the laws, rules, and regulations of the State of Florida. Venue shall be in Marion County, Florida.

D. Independent Contractor. By this Agreement the Parties intend to establish between them the relationship of mutually independent contractors. Each Party and the officers, employees, agents, subcontractors, or other contractors thereof shall not be deemed by virtue of this Memorandum of Agreement to be officers, agents, or employees of the other Party.

E. Termination. Either Party may terminate this Agreement, with or without cause, with a minimum of thirty (30) days' written notice to the other Party.

F. Cooperation with Inspector General. The Parties acknowledge and understand that they have a duty to and will cooperate with the Inspector General in any investigation, audit, inspection, review, or hearing pursuant to Section 20.055(5), Florida Statutes.

G. Notices. Except as otherwise provided herein, any notice, acceptance, request, or approval from either Party to the other Party shall be in writing and sent to the designated representative by certified mail, return receipt requested, and shall be deemed to have been received when either deposited in a United States Postal Service mailbox, or personally delivered with signed proof of delivery.

i. The Parties' respective representatives are:

Mark S. Lander
Administrator
Marion County Health Dept
1801 SE 32nd Ave
Ocala, FL 34471-5532

Dr. James Henningsen
President
College of Central Florida
3001 SW College Rd, All Units
Ocala, FL 34474-4415

VII. Effective Date

This Agreement shall become effective upon the date of its execution by both Parties.

****

IN WITNESS WHEREOF, the Parties hereto have caused this Memorandum of Agreement to be executed by their duly authorized representatives.

State of Florida, Department of Health
Marion County Health Department

_____
Mark S. Lander
Administrator
Marion County Health Department

Date _____

College of Central Florida

_____
Dr. James Henningsen
President
College of Central Florida

Date 8/13/25

COLLEGE OF CENTRAL FLORIDA

25

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Amended Annual Operating Budget - 2025-2026

INITIATOR: Charles A. Prince
Vice President of Administration and Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

Each year, the District Board of Trustees is required to approve the College's Operating Budget which is prepared with input from all departments, deans, directors, vice presidents, and other budget managers.

The District Board of Trustees approved a continuation budget at the June 25, 2025 meeting, prior to the Governor signing the General Appropriations Act. A copy of the proposed, amended budget reflecting the changes in the signed GAA is included for Board approval.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approves the 2025-2026 Amended General Fund Operating Budget as presented.

FY 25-26 Approved Budget and FY 25-26 Amended Budget

	2025-26 Budget	2025-26 Amended Budget	% Change 25-26 to Amended
Revenue			
I Student Fees			
Student Fees	15,001,348	15,001,348	0.0%
Dual Enrollment	480,000	480,000	0.0%
Total Student Fees	**$15,481,348**	**$15,481,348**	**0.0%**
II State Support			
State - CCPF	35,165,545	35,862,293	2.0%
State - Lottery	5,543,605	5,543,605	0.0%
State - PBIF	580,642	638,307	9.9%
Industry Certs	300,000	300,000	0.0%
Nursing PIPELINE	1,049,273	802,620	-23.5%
Total State Support	**$42,639,065**	**$43,146,825**	**1.2%**
III Other Income	**$3,159,000**	**$3,688,974**	**16.8%**
Carryforward Fund Balance	**$1,372,177**	**$2,000,000**	**45.8%**
Total Revenue	**$62,651,590**	**$64,317,147**	**2.7%**
Expenses			
IV Salaries			
Full-time	23,604,258	24,184,593	2.5%
Part-time	2,618,587	2,769,990	5.8%
Overloads	2,093,274	2,156,072	3.0%
Adjuncts	2,893,997	2,980,817	3.0%
Benefits	12,012,358	11,543,652	-3.9%
Total Salaries	**$43,222,474**	**$43,635,124**	**1.0%**
V Current Expense	**$17,479,116**	**$18,732,023**	**7.2%**
VI Capital Outlay	**$750,000**	**$750,000**	**0.0%**
J1 SAS & Implementation	**$1,200,000**	**$1,200,000**	**0.0%**
Total Expenses	**$62,651,590**	**$64,317,147**	**2.7%**
Incr/(Decr) Fund balance	$0	$0	

COLLEGE OF CENTRAL FLORIDA

26

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Amended 2025-2026 Salary Schedule and Related Personnel Policies

INITIATOR: Charles A. Prince
Vice President of Administration and Finance

DATE: August 20, 2025

BACKGROUND AND PERTINENT FACTS:

The 2025-2026 Salary Schedule and Related Personnel Policies was approved by the Board at the June 25, 2025 meeting. Adjunct pay is being revised based on the approved budget and a 3% college-wide pay increase.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approves the attached revision to the 2025-2026 Salary Schedule and Related Personnel Policies.

SALARY SCHEDULE AND RELATED PERSONNEL POLICIES

2025-2026

College of Central Florida

2025-2026
Salary Schedule and Related Personnel Policies

TABLE OF CONTENTS

(CF Board Policies are identified with *italics*)

INTRODUCTION 4

GENERAL PERSONNEL POLICIES 4
- Employment of Personnel 4
- Criminal Background Screenings 4
- Employee Arrest Notification and Reporting 5
- Job Descriptions and Classifications 5
- Grant-Funded Positions 7

GENERAL SALARY POLICIES 8
- Minimal Requirements and Educational Advancement 8
- Initial Salary Placement 8
- Observation Period 9
- Annual Salary Increases 10
- Limits on Eligibility for Annual Salary Increases 10
- Definition of a Work Year 11
- Definition of a Year's Service with the College 11
- Salary Adjustments 11
- Supplemental Services Assignments 12
- Salary and Position Changes 13
  - Promotions and Appointments 13
  - Reclassifications of Positions 13
  - Departmental Reorganizations 13
  - Demotions 14
  - Contract-Type Changes 14
  - Transfers 14
  - Lateral Job Changes 14
  - New Hires 14
- Trainee Category 14
- Special Assignment Category (SAC) 15
- Post-Maximum Increase 15
- Termination of Employment 15
- Employee Benefits 15
- "Whale Done" Award 16
- Incentives for Degree Attainment 16
- Florida Retirement System Information 17
- Social Security and Medicare 18
- Retiree Benefits 18
- Overtime Pay and Flexible Scheduling 18
- Payroll Dates and Pay Options 18

only on the condition of full justification and evidence that the faculty member's performance will in no way be jeopardized.

Teaching faculty receive a supplement for teaching an overload assignment in the fall and/or spring term if the minimum of 15 classroom contact hours or the equivalent each term is met and if student enrollment supports such action. Department Chairs are eligible to receive supplements for overloads after the conditions of their regular assignment are met. Compensation is determined by academic degree, according to the following schedule:

Less than Master's ..... **$726~~705~~ per Credit Hour**
Master's ..... **$753~~731~~ per Credit Hour**
Doctorate ..... **$785~~762~~ per Credit Hour**

- Distance Learning Compensation - Faculty members may be assigned to teach distance learning courses as part of the regularly assigned teaching load.

  When a faculty member teaches a distance learning course as an overload, the pay shall be based on the faculty overload rate. Exceptions to minimum class size requirements may be recommended by the supervisor and approved by the Chief Academic Officer. Distance learning courses include telecourses, interactive television classes, and on-line courses.

- Added Responsibility Supplements - With the approval of the President, teaching faculty who accept added responsibility may receive a supplement, generally equal to the faculty overload rate for one 3-credit hour course. In lieu of the supplement, the faculty member may be given reassigned time for these responsibilities. Reassigned time may be given for up to three 3-credit hour courses or a total of nine semester hours in each semester depending on the level of responsibility and the anticipated time the activity is projected to require.

  Examples of responsibilities that **may** warrant eligibility for a supplement or reassigned time include, but are not limited to, the following: Brain Bowl Coach/Sponsor, Faculty Senate President, Department Chair, Patriot Press Advisor, Forensics, Equity Officer, Band Director, Drama Director, Vocal Music Director, PTK and Honors Institute Advisor, Corporate Training instructor (as assigned by the Chief Academic Officer), or other special assignments such as coordination of program accreditation.

- Summer Salary Schedule for Full-time Faculty - Compensation for summer teaching shall be based on a plan approved annually by the President. The Chief Academic Officer and Chief Fiscal Officer shall submit a recommendation on summer pay in January of each year.

  Workforce Development, Public Service, Health Sciences, and Adult General EducationDivisions:

  Summer compensation will be based on the instructor's ***daily*** rate of pay as calculated below. As in a regular term, instructors are paid for 35 hours per week. However, during summer they are not responsible for ten (10) hours of professional development and service to the college, so the hours are to be dedicated to student contact (i.e. classroom, lab, clinical, office) hours.

  Summer Salary Calculation:

  1. At least a week prior to the start of summer classes, each instructor will submit a Faculty Workload Form for Summer Salary Calculation to his or her instructional supervisor documenting the student contact hours related to the courses being taught. These hours include classroom, lab, and clinical contact hours, clearly tied to the course(s)credit/clock hour requirements. The instructor may include two scheduled office hours per week for each course taught and must indicate the days, times, and location of those office hours on the form. The *Total Summer Hours* will be documented on the form and must be approved by the Chief Academic Officer (or designee), along with the Supplemental Duties form, before the start of the summer term.
  2. The Total Summer Hours divided by 7 hours/day will determine the *Full-time Equivalent (FTE) Summer Days* for which the instructor will be paid.

- Credit instructors are employed on a term-by-term basis as needed. Adjunct Instructors teach credit courses, which exceed the teaching capacity of regular full-time faculty. Compensationis at the rates shown below, according to academic degree and number of credit or equivalent contact hours taught:

  Less than Master's ..... **$726~~705~~ per Credit Hour**
  Master's ..... **$753~~731~~ per Credit Hour**
  Doctorate ..... **$785~~762~~ per Credit Hour**

  When teaching **vocational** courses, compensation is normally at the rate of **$16.00** per contact hour of instruction regardless of degree, certificate rank, or contractual status with other institutions.

Continuing Education and Criminal Justice Institute Teaching Faculty

Continuing Education faculty, Criminal Justice Institute faculty and other part-time faculty are compensated in accordance with the specific salary schedules included in this document.

Visiting Professors

Visiting Professors are paid in accordance with the TEACHING FACULTY SALARY SCHEDULE (FAC).

Supplements for Instructors of Comprehensive Vocational Education Programs/Courses

When suitable instructors are not available to teach a comprehensive vocational/occupational course or program at the regular compensation rate, the President is authorized to approve payment of a supplement to a qualified instructor. This supplemental pay is in addition to the regular hourly rate, but the combined hourly rate shall not exceed the rate of **$25.00** per contact hour of instruction.

Marion County Fire Rescue

Corporate Training instructional staff providing services under the Interlocal Agreement with the College and Marion County shall be compensated on a rate schedule established in the agreement.

COLLEGE OF CENTRAL FLORIDA

27

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: General Education Changes

INITIATOR: Dr. Mark Paugh, Vice President for Academic Affairs

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

During the 2024-2025 academic year, the college Curriculum Committee formed a subcommittee charged with review of all general education course offerings in accordance with the process established by the State Board of Education in SBOE Rule 6A-14.0303 General Education Course Options. The results of that review were recommended for approval by the Curriculum Committee at its April 2025 meeting. These changes maintain the college's compliance with SBOE Rule 6A-14.0303 General Education Course Options, effective for the 2026-2027 academic year. The President recommends these changes for Board approval.

Upon approval by the Board, the annual institutional general education review and signed certification form will be submitted to the Articulation Coordinating Committee by its September 1, 2025 deadline.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the attached annual institutional general education review.

Annual Institutional General Education Course Review
College of Central Florida 2026-2027

Prefix	Level	Course Number	Lab	Course Title	Credit	General Ed Core Discipline Area	General Ed Discipline Area	Course Review Status	General Education Updates	Total # Institutions Offering Course	Included in 2025-26 Gen Ed List
AMH	2	010		UNITED STATES HISTORY TO 1877	3	Social Sciences	Social Sciences	No Updates		40	Yes
AMH	2	010		UNITED STATES HISTORY TO 1877 HONORS	3	Social Sciences	Social Sciences	No Updates		10	Yes
AMH	2	020		UNITED STATES HISTORY SINCE 1877	3	Social Sciences	Social Sciences	No Updates		40	Yes
AMH	2	020		UNITED STATES HISTORY SINCE 1877 HONORS	3	Social Sciences	Social Sciences	No Updates		10	Yes
ANT	2	000		INTRODUCTION TO ANTHROPOLOGY	3	Social Sciences	Social Sciences	No Updates		34	Yes
ARH	1	000		ART APPRECIATION	3	Humanities	Humanities	No Updates		38	Yes
ARH	2	050		THE HISTORY OF ART I	3		Humanities	No Updates		29	Yes
ARH	2	051		THE HISTORY OF ART II	3		Humanities	No Updates		25	Yes
AST	1	002		DESCRIPTIVE ASTRONOMY	3	Natural Science	Natural Science	No Updates		40	Yes
BOT	1	000		PLANT SCIENCE	3		Natural Science	No Updates		3	Yes
BSC	1	005		INTRODUCTION TO BIOLOGY	3	Natural Science	Natural Science	No Updates		40	Yes
BSC	1	005		INTRODUCTION TO BIOLOGY HONORS	3	Natural Science	Natural Science	No Updates		8	Yes
BSC	1	080		BASIC ANATOMY AND PHYSIOLOGY	3		Natural Science	No Updates		3	Yes
BSC	2	010		INTEGRATED PRINCIPLES OF BIOLOGY I	3	Natural Science	Natural Science	No Updates		40	Yes
BSC	2	011		INTEGRATED PRINCIPLES OF BIOLOGY II	3		Natural Science	No Updates		40	Yes
BSC	2	085		HUMAN ANATOMY & PHYSIOLOGY I	3	Natural Science	Natural Science	No Updates		34	Yes
BSC	2	086		HUMAN ANATOMY & PHYSIOLOGY II	3		Natural Science	No Updates		26	Yes
CCJ	2	010		CRIMINOLOGY	3			Removed from General Education		1	Yes
CHM	1	020		CHEMISTRY IN SOCIETY	4	Natural Science	Natural Science	No Updates		32	Yes
CHM	1	025		INTRODUCTORY CHEMISTRY	3		Natural Science	No Updates		17	Yes
CHM	1	032		CHEMISTRY FOR HEALTH RELATED FIELDS	3			Removed from General Education		15	Yes
CHM	2	045		GENERAL CHEMISTRY I	3	Natural Science	Natural Science	No Updates		40	Yes
CHM	2	046		GENERAL CHEMISTRY II	3		Natural Science	No Updates		27	Yes
CHM	2	210		ORGANIC CHEMISTRY I	3		Natural Science	Updated	Learning Outcomes	11	Yes
CHM	2	210		ORGANIC CHEMISTRY I HONORS	3		Natural Science	No Updates		2	Yes
CHM	2	211		ORGANIC CHEMISTRY II	3		Natural Science	No Updates		11	Yes
CHM	2	211		ORGANIC CHEMISTRY II HONORS	3		Natural Science	No Updates		2	Yes
CPO	2	001		COMPARATIVE POLITICS	3		Social Sciences	No Updates		6	Yes
DEP	2	004		HUMAN GROWTH & DEVELOPMENT	3		Social Sciences	No Updates		20	Yes
ECO	2	013		PRINCIPLES OF ECONOMICS: MACRO	3	Social Sciences	Social Sciences	No Updates		39	Yes
ECO	2	013		PRINCIPLES OF ECONOMICS - MACRO, HONORS	3	Social Sciences	Social Science	No Updates		9	Yes
ECO	2	023		PRINCIPLES OF ECONOMICS: MICRO	3		Social Sciences	No Updates		26	Yes
EDF	2	005		INTRODUCTION TO THE TEACHING PROFESSION	3			Removed from General Education		3	Yes
ENC	1	101		FRESHMAN COMPOSITION SKILLS I	3	Communications	Communications	No Updates		40	Yes
ENC	1	102		FRESHMAN COMPOSITION SKILLS II	3		Communications	No Updates		36	Yes
ENC	2	210		TECHNICAL COMMUNICATIONS	3		Communications	Updated	Couse Description	9	Yes
ESC	1	000		EARTH SCIENCE	3	Natural Science	Natural Science	No Updates		30	Yes
ESC	1	200	C	EARTH SCIENCE FOR EDUCATORS	4			Removed from General Education		1	Yes
EVR	1	001		INTRODUCTION TO ENVIRONMENTAL SCIENCE	3	Natural Science	Natural Science	No Updates		38	Yes
EVR	1	001		INTRODUCTION TO ENVIRONMENTAL SCIENCES HONORS	3	Natural Science	Natural Science	No Updates		9	Yes
EVR	1	264		ENVIRONMENTAL HEALTH	3		Natural Science	Updated	Learning Outcomes	2	Yes
FIL	2	000		INTRODUCTION TO FILM	3			Removed from General Education		7	Yes
FIL	2	000		HONORS INTRODUCTION TO FILM	3			Removed from General Education		2	Yes
GLY	1	102		DARWIN AND DINOSAURS	3			Removed from General Education	Course Title	3	Yes
GLY	2	010	C	PHYSICAL GEOLOGY W/LAB	4	Natural Science	Natural Science	No Updates		30	Yes
HUM	1	020		INTRODUCTION TO THE HUMANITIES (HONORS)	3	Humanities	Humanities	No Updates		9	Yes
HUM	1	020		INTRODUCTION TO THE HUMANITIES	3	Humanities	Humanities	No Updates		36	Yes
HUM	2	310		HONORS MYTHOLOGY AND THE HUMANITIES	3		Humanities	No Updates		2	Yes
HUM	2	310		MYTHOLOGY AND THE HUMANITIES	3		Humanities	No Updates		5	Yes
IDH	2	106		HONORS ORATORY: SPEECH, ARGUMENTATION AND DEBATE	3			Removed from General Education		1	Yes
INR	2	002		INTERNATIONAL RELATIONS	3		Social Sciences	Updated	Learning Outcomes	18	Yes
ISC	1	004		INTEGRATED NATURAL SCIENCES I: HONORS	3		Natural Science	No Updates		1	Yes
LIT	1	000		INTRODUCTION TO LITERATURE	3	Humanities	Humanities	No Updates		32	Yes
LIT	2	110		WORLD LITERATURE I	3		Humanities	No Updates		17	Yes
LIT	2	110		WORLD LITERATURE I HONORS	3		Humanities	No Updates		3	Yes
LIT	2	120		WORLD LITERATURE II	3		Humanities	No Updates		20	Yes
LIT	2	120		WORLD LITERATURE II HONORS (17TH - 21ST CENTURY)	3		Humanities	No Updates		6	Yes

Prepared: August 6, 2025

Annual Institutional General Education Course Review
College of Central Florida 2026-2027

MAC	1	105		COLLEGE ALGEBRA	3	Math	Math	No Updates		40	Yes
MAC	1	105		HONORS COLLEGE ALGEBRA	3	Math	Math	No Updates		6	Yes
MAC	1	114		TRIGONOMETRY	3		Math	No Updates		33	Yes
MAC	1	140		PRECALCULUS ALGEBRA	3		Math	No Updates		33	Yes
MAC	1	147		PRECALCULUS ALGEBRA/TRIGONOMETRY	5		Math	No Updates		26	Yes
MAC	2	233		CALCULUS FOR BUSINESS AND SOCIAL SCIENCE	3			Removed from General Education		36	Yes
MAC	2	233		CALCULUS FOR BUSINESS AND SOCIAL SCIENCES HONORS	3			Removed from General Education		2	Yes
MAC	2	311		CALCULUS I WITH ANALYTIC GEOMETRY	5	Math	Math	No Updates		40	Yes
MAC	2	311		CALCULUS I WITH ANALYTIC GEOMETRY HONORS	5	Math	Math	No Updates		12	Yes
MAC	2	312		CALCULUS II WITH ANALYTIC GEOMETRY	5		Math	No Updates		35	Yes
MAC	2	312		CALCULUS II WITH ANALYTIC GEOMETRY HONORS	5		Math	No Updates		6	Yes
MAC	2	313		CALCULUS III WITH ANALYTIC GEOMETRY	4			Removed from General Education		28	Yes
MAC	2	313		CALCULUS III WITH ANALYTIC GEOMETRY HONORS	4			Removed from General Education		3	Yes
MAD	2	104		DISCRETE MATHEMATICS	3			Removed from General Education		9	Yes
MAP	2	302		ELEMENTARY DIFFERENTIAL EQUATIONS	3			Removed from General Education		23	Yes
MAP	2	302		ELEMENTARY DIFFERENTIAL EQUATIONS HONORS	3			Removed from General Education		1	Yes
MAS	2	103		MATRIX AND LINEAR ALGEBRA	4			Removed from General Education		6	Yes
MCB	2	010		MICROBIOLOGY	3		Natural Science	No Updates		16	Yes
MCB	2	010		MICROBIOLOGY HONORS	3		Natural Science	No Updates		5	Yes
MGF	1	130		THINKING MATHEMATICALLY	3	Math	Math	No Updates		39	Yes
MGF	1	131		MATHEMATICS IN CONTEXT	3	Math	Math	No Updates		30	Yes
MUL	1	010		MUSIC APPRECIATION	3	Humanities	Humanities	No Updates		39	Yes
OCB	1	630		INTRODUCTION TO MARINE ECOLOGY	3		Natural Science	No Updates		2	Yes
OCE	1	001		INTRODUCTORY OCEANOGRAPHY	3	Natural Science	Natural Science	No Updates		31	Yes
OST	2	335		BUSINESS COMMUNICATION	3			Removed from General Education		1	Yes
PHI	1	100		INTRODUCTION TO LOGIC	3		Humanities	No Updates		13	Yes
PHI	2	010		INTRODUCTION TO PHILOSOPHY	3	Humanities	Humanities	No Updates		40	Yes
PHI	2	600		INTRODUCTION TO ETHICS	3		Humanities	No Updates		19	Yes
PHY	1	020		ELEMENTARY PHYSICS FOR NON MAJORS	3	Natural Science	Natural Science	No Updates		35	Yes
PHY	1	053	C	GENERAL PHYSICS I WITH LAB	4	Natural Science	Natural Science	No Updates		40	Yes
PHY	1	054	C	GENERAL PHYSICS II WITH LAB	4		Natural Science	No Updates		29	Yes
PHY	2	048	C	GEN PHYSICS W/CALCULUS I WITH LAB	5	Natural Science	Natural Science	No Updates		40	Yes
PHY	2	048	C	GENERAL PHYSICS WITH CALCULUS I WITH LAB HONORS	5	Natural Science	Natural Science	No Updates		8	Yes
PHY	2	049	C	GEN PHYSICS W/CALC II WITH LAB	5		Natural Science	Updated	Couse Description	30	Yes
PHY	2	049	C	GENERAL PHYSICS WITH CALCULUS II WITH LAB HONORS	5		Natural Science	Updated	Couse Description	4	Yes
POS	2	041		AMERICAN NATIONAL GOVERNMENT	3	Social Sciences	Social Sciences	No Updates		40	Yes
POS	2	041		AMERICAN NATIONAL GOVERNMENT HONORS	3	Social Sciences	Social Sciences	No Updates		12	Yes
PSY	2	012		GENERAL PSYCHOLOGY	3	Social Sciences	Social Sciences	No Updates		39	Yes
PSY	2	012		HONORS GENERAL PSYCHOLOGY	3	Social Sciences	Social Sciences	No Updates		12	Yes
PSY	2	861		POSITIVE PSYCHOLOGY: STRATEGIES FOR PERSONAL EFFECTIVENESS	3		Social Sciences	No Updates		2	Yes
REL	2	300		HONORS COMPARATIVE RELIGIONS	3		Humanities	No Updates		5	Yes
REL	2	300		COMPARATIVE RELIGIONS	3		Humanities	No Updates		26	Yes
SOP	2	001		SOCIAL PSYCHOLOGY	3		Social Sciences	No Updates		1	Yes
SPC	2	594		INTERCOLLEGIATE FORENSICS	1			Removed from General Education		1	Yes
SPC	2	601		INTERMEDIATE EFFECTIVE SPEAKING	3			Removed from General Education		2	Yes
SPC	2	608		EFFECTIVE SPEAKING	3		Communications	Updated	Learning Outcomes	27	Yes
SPC	2	608		HONORS EFFECTIVE SPEAKING	3		Communications	No Updates		9	Yes
STA	2	023		ELEMENTARY STATISTICS	3	Math	Math	No Updates		40	Yes
STA	2	023		HONORS ELEMENTARY STATISTICS	3	Math	Math	No Updates		13	Yes
THE	1	000		INTRODUCTION TO THE THEATER	3	Humanities	Humanities	No Updates		36	Yes
TPP	2	100		ACTING I	3		Communications	No Updates		4	Yes
WOH	2	012		WORLD CIVILIZATIONS I	3		Social Sciences	No Updates		18	Yes
WOH	2	012		HONORS WORLD CIVILIZATIONS I	3		Social Sciences	No Updates		4	Yes
WOH	2	022		HONORS WORLD CIVILIZATIONS II	3		Social Sciences	No Updates		3	Yes
WOH	2	022		WORLD CIVILIZATIONS II	3		Social Sciences	No Updates		20	Yes
ENC	1	101		HONORS FRESHMAN COMPOSITION SKILLS I	3	Communications	Communications	Addition to GE for 26-27 Academic Year		11	No
ENC	1	102		HONORS FRESHMAN COMPOSITION SKILLS II	3		Communications	Addition to GE for 26-27 Academic Year		11	No
DEP	2	004		HONORS HUMAN GROWTH & DEVELOPMENT	3		Social Science	Addition to GE for 26-27 Academic Year		3	No

Certification Form
Fall 2026 General Education Courses

Please email signed form to Articulation@fldoe.org **no later than September 1, 2025.**

Dear Commissioner Diaz,

I certify that my institution has reviewed our general education course options for compliance with Sections 1007.24, 1007.25, and 1007.55, Florida Statutes.

- ☐ Reviewed Excel spreadsheet provided by the Office of K-20 Articulation.
- ☐ Submitted new courses or changes to the Statewide Course Numbering System (SCNS).

_____

Institution

_____ _____

FCS/SUS President Signature Board of Trustee Signature

_____ _____

Date Date

_____

Date Approved by the Board of Trustees

COLLEGE OF CENTRAL FLORIDA

28

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Board Calendar for 2025-2026 – Updated

INITIATOR: Dr. James D. Henningsen
President

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

Update to the previously approved Board Meeting dates for 2025-2026.

RECOMMENDATION/ACTION REQUESTED:

That the District Board of Trustees approve the updated meeting dates for 2025-2026.

District Board of Trustees

Meeting Dates for 2025-2026

	Date	Location	Time
	August 27, 2025	Ocala Campus	3:00 pm
	September 24, 2025	Hampton Center	3:00 pm
**	October 29, 2025	Ocala Campus	3:00 pm
	December 3, 2025	Appleton Museum of Art	3:00 pm
	January 28, 2026	Ocala Campus	3:00 pm
	February 25, 2026	Levy Campus	3:00 pm
	March 25, 2026	Ocala Campus	3:00 pm
	April 22, 2026	Citrus Campus	3:00 pm
	May 27, 2026	Ocala Campus	3:00 pm
	June 24, 2026	Ocala Campus	3:00 pm

**** October meeting date moved from October 22 to October 29 pending approval of the Board.**

COLLEGE OF CENTRAL FLORIDA

29

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Legislative Priorities

INITIATOR: Dr. James D. Henningsen
President

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

Dr. Henningsen will present the legislative priorities of the college to the Board for the 2026 Legislative Session.

RECOMMENDATION/ACTION REQUESTED:
That the District Board of Trustees approve the legislative priorities.

COLLEGE OF CENTRAL FLORIDA

30

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Monthly Financial Summary Reports – June/July

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

Each month the Board is provided with Monthly Financial Summary Reports for all funds and additional information of general college operations (Fund 1) indicating major fiscal matters, including trends, revenue, and expense analysis. The Monthly Financial Summary Reports are attached.

RECOMMENDATION/ACTION REQUESTED:

That the Board acknowledges the receipt of the Monthly Financial Summary Reports and requests the report be filed with the Board meeting records.

COLLEGE OF CENTRAL FLORIDA

July 2025 Financial Summary
Variance Notes
FY 2024-25 TO FY 2025-26

Revenues

Line 1: Increase in student fees compared to this period last year.

Line 2: State Appropriations increased compared to this period last year.

Line 3: Decrease in other revenue and interest received compared to this period last year.

Expenses

Line 6: Decrease in salary and wages compared to this period last year.

Line 7: Increase in employee benefits compared to this period last year.

Line 9: Increase of technology repair/maintenance annual contracts and insurance compared to this period last year.

Line 10: Increase in educational materials and data software compared to this period last year.

Line 11: Increase in Scholarships and Other Expenses compared to this period last year.

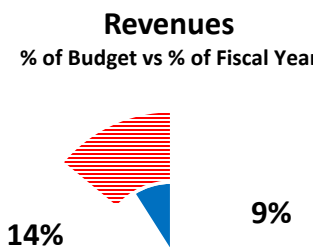
Line 13: Decrease in Capital Outlay expenses compared to this period last year.

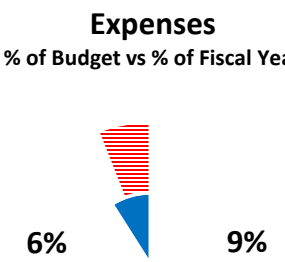
COLLEGE OF CENTRAL FLORIDA
GENERAL COLLEGE OPERATIONS FUND 1
MONTHLY FINANCIAL SUMMARY AS OF JULY 31, 2025
FOR FISCAL YEARS 2025 AND 2026
Reflecting Actual Results for 9% of the Fiscal Year

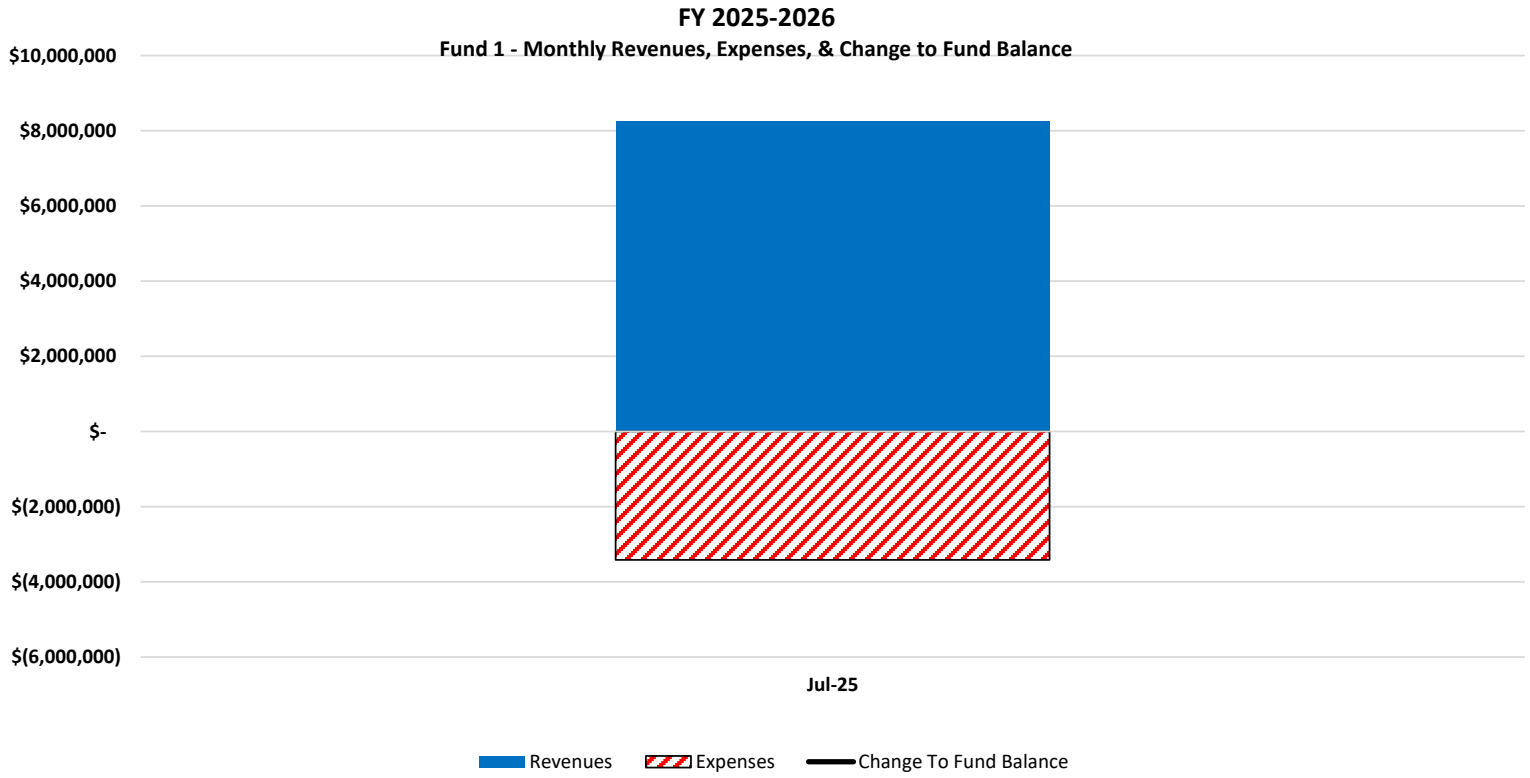
		FY 2024-25 7/31/2024	FY 2025-26 7/31/2025	25/26 % Inc (Dec)	24/25 % Inc (Dec)	FY 2025-26 Budget	25/26 % of Budget Recognized	24/25 % of Budget Recognized
	REVENUES							
1	Student Fees	4,399,235	4,956,402	13%	1%	13,599,795	36%	32%
2	State Support	2,978,850	3,049,159	2%	-4%	42,744,885	7%	7%
3	Other Revenue	277,427	262,697	-5%	9%	2,674,179	10%	19%
4	Transfer from Fund Balance	0	0	0%	0%	1,200,000	0%	0%
5	**TOTAL REVENUE**	7,655,512	8,268,258	8%	0%	60,218,859	14%	13%
	EXPENSES							
	Personnel Expense							
6	Salary and Wages	1,776,496	1,345,765	-24%	9%	30,963,736	4%	6%
7	Employee Benefits	547,721	553,169	1%	0%	9,920,801	6%	6%
8	Subtotal Personnel Expense	2,324,217	1,898,934	-18%	7%	40,884,537	5%	6%
	Current Expenses							
9	Operating	1,067,436	1,078,896	1%	-34%	12,597,612	9%	9%
10	Supply & Material	225,259	237,973	6%	-66%	1,834,176	13%	7%
11	Scholarships & Other Exp	27,754	115,906	318%	-8%	3,047,328	4%	8%
12	Subtotal Current Expense	1,320,449	1,432,775	9%	-36%	17,479,116	8%	9%
13	**Capital Outlay Expense**	133,689	86,079	-36%	-80%	1,855,206	5%	7%
14	**TOTAL EXPENSES**	3,778,355	3,417,788	-10%	-23%	60,218,859	6%	7%
15	**Incr/Decr to Fund Balance**	3,877,157	4,850,470	25%	45%	0		

COLLEGE OF CENTRAL FLORIDA
SCHEDULE OF ACCOUNTS
Income Statement
As of July 31, 2025

	CURRENT FUND UNRESTRICTED	CURRENT FUND RESTRICTED	AUXILIARY CURRENT	LOAN AND ENDOWMENTS	SCHOLARSHIP RESTRICTED	AGENCY FUND	UNEXPENDED PLANT	TOTAL
	Fund 1	Fund 2	Fund 3	Fund 4	Fund 5	Fund 6	Fund 7	
Revenue:								
Student Fees	4,956,402	368,037	-	-	214,959	-	724,050	6,263,448
State Support	3,049,159	-	-	-	-	-	14,914	3,064,073
Federal Support	-	-	-	-	1,663,776	202,258	-	1,866,034
Gifts, Grants	-	379,333	-	-	-	-	-	379,333
Sales and Service Department	60,042	19,652	25,072	-	-	-	-	104,766
Interest Earnings	197,267	-	-	-	-	-	(4,500)	192,767
Other Revenue	5,388	-	-	-	165	-		5,553
Non-Revenue Receipts (transfers)	-	104,167	-	-	-	-	-	104,167
Total Revenue	8,268,258	871,189	25,072	-	1,878,899	202,258	734,464	11,980,140
Expenses:								
Personnel Services	1,898,934	339,563	11,960	-	-	-	9,064	2,259,521
Current Expense	1,432,775	132,695	3,630	-	1,842,859	202,258	76,781	3,690,998
Capital Outlay	86,079	111,170	-	-	-	-	509,126	706,375
Total Expenses	3,417,788	583,428	15,591	-	1,842,859	202,258	594,971	6,656,895
Net Change in Fund Balance	4,850,470	287,761	9,482	-	36,040	-	139,493	5,323,245


Revenues
% of Budget vs % of Fiscal Year
14%
9%


Expenses
% of Budget vs % of Fiscal Year
6%
9%


FY 2025-2026
Fund 1 - Monthly Revenues, Expenses, & Change to Fund Balance
$10,000,000
$8,000,000
$6,000,000
$4,000,000
$2,000,000
$-
$(2,000,000)
$(4,000,000)
$(6,000,000)
Jul-25
Revenues
Expenses
Change To Fund Balance

COLLEGE OF CENTRAL FLORIDA

June 2025 Financial Summary
Variance Notes
FY 2023-24 TO FY 2024-25

Revenues

Line 1: Increase in student fees compared to this period last year.

Line 2: State Appropriations decreased compared to this period last year.

Line 3: Increase in other revenue and from interest received compared to prior year.

Expenses

Line 6: Increase in salary and wages compared to this period last year.

Line 7: Decrease in pension & health insurance subsidy expenses due to a State study that determines the total pension liability. This amount is not an expense that involves the actual payment of funds, but instead is considered a liability that will be paid in future years.

Line 9: Decrease of technology repair/maintenance annual contracts paid and insurance compared to this period last year.

Line 10: Increase in educational materials and data software compared to this period last year.

Line 11: Florida College Appropriations to Agribusiness decreased compared to prior year.

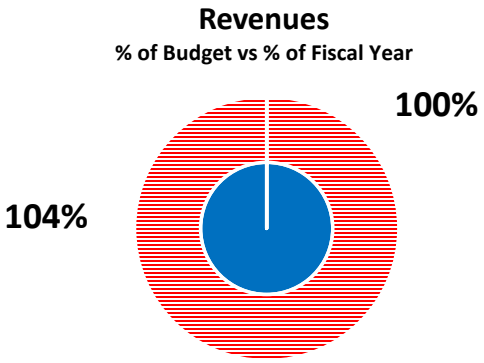
Line 13: Increase in Capital Outlay expenses compared to this period last year.

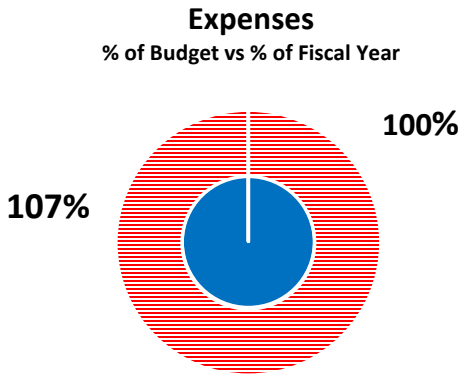
COLLEGE OF CENTRAL FLORIDA
GENERAL COLLEGE OPERATIONS FUND 1
MONTHLY FINANCIAL SUMMARY AS OF JUNE 30, 2025
FOR FISCAL YEARS 2024 AND 2025
Reflecting Actual Results for 100% of the Fiscal Year

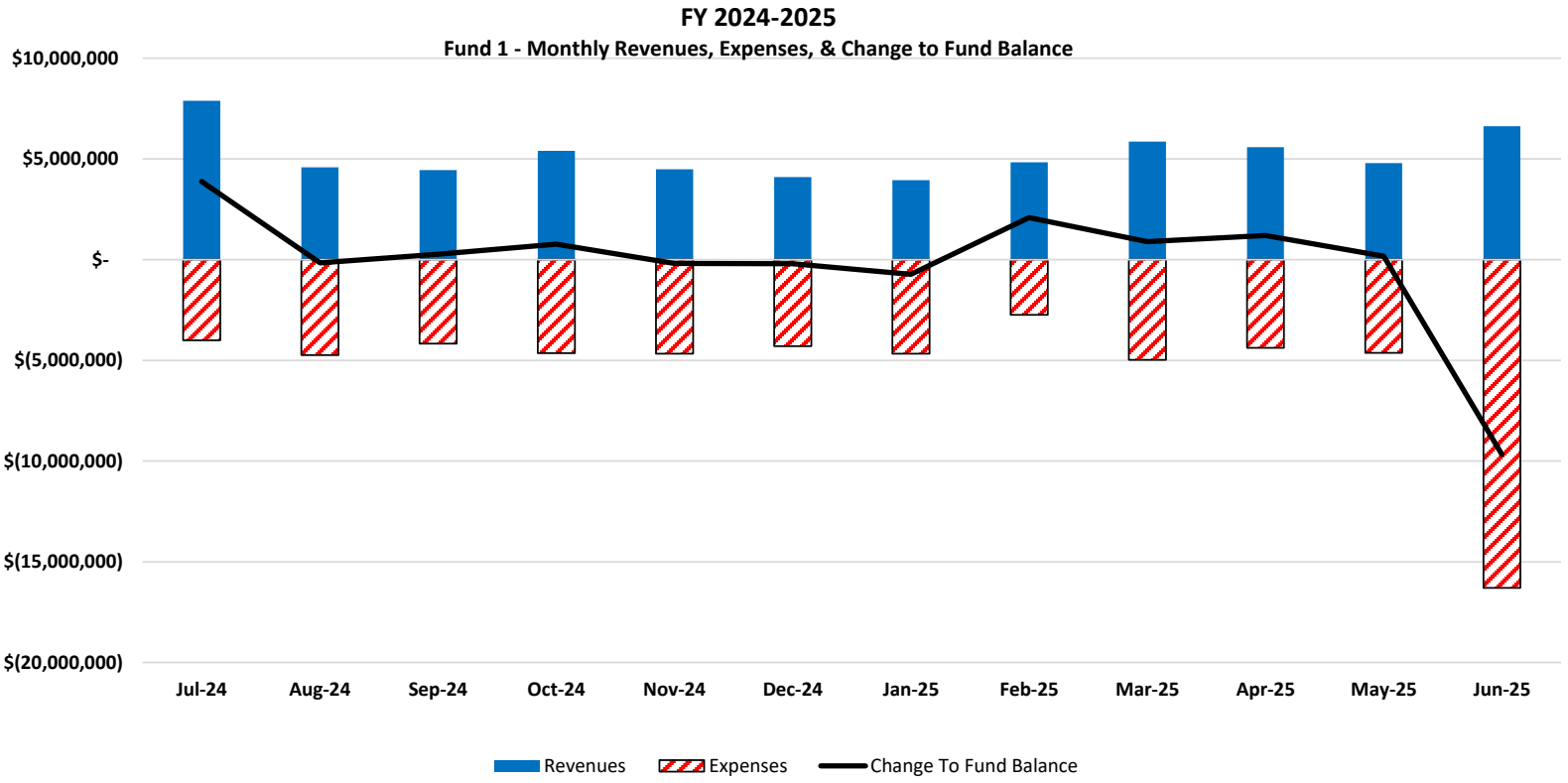
		FY 2023-24 6/30/2024	FY 2024-25 6/30/2025	24/25 % Inc (Dec)	23/24 % Inc (Dec)	FY 2024-25 Budget	24/25 % of Budget Recognized	23/24 % of Budget Recognized
	REVENUES							
1	Student Fees	13,469,461	15,313,196	14%	6%	13,599,795	113%	106%
2	State Support	43,719,891	43,307,869	-1%	11%	42,744,885	101%	99%
3	Other Revenue	3,633,251	3,919,304	8%	-77%	2,674,179	147%	158%
4	Transfer from Fund Balance	0	0	0%	0%	1,200,000	0%	0%
5	**TOTAL REVENUE**	60,822,603	62,540,369	3%	-11%	60,218,859	104%	103%
	EXPENSES							
	Personnel Expense							
6	Salary and Wages	28,035,029	30,749,955	10%	12%	30,963,736	99%	91%
7	Employee Benefits	12,386,861	10,900,979	-12%	71%	9,920,801	110%	122%
8	Subtotal Personnel Expense	40,421,890	41,650,934	3%	25%	40,884,537	102%	99%
	Current Expenses							
9	Operating	9,243,212	9,221,738	0%	3%	12,597,612	73%	92%
10	Supply & Material	2,325,970	2,415,701	4%	12%	1,834,176	132%	149%
11	Scholarships & Other Exp	6,676,014	5,995,529	-10%	-18%	3,047,328	197%	214%
12	Subtotal Current Expense	18,245,195	17,632,968	-3%	-5%	17,479,116	101%	121%
13	**Capital Outlay Expense**	2,770,038	4,938,896	78%	-55%	1,855,206	266%	272%
14	**TOTAL EXPENSES**	61,437,123	64,222,798	5%	8%	60,218,859	107%	107%
15	**Incr/Decr to Fund Balance**	(614,520)	(1,682,429)	174%	-105%	0		

COLLEGE OF CENTRAL FLORIDA
SCHEDULE OF ACCOUNTS
Income Statement
As of June 30, 2025

	CURRENT FUND UNRESTRICTED	CURRENT FUND RESTRICTED	AUXILIARY CURRENT	LOAN AND ENDOWMENTS	SCHOLARSHIP RESTRICTED	AGENCY FUND	UNEXPENDED PLANT	TOTAL
	Fund 1	Fund 2	Fund 3	Fund 4	Fund 5	Fund 6	Fund 7	
Revenue:								
Student Fees	15,313,196	997,934	-	-	591,616	-	1,743,056	18,645,802
State Support	43,307,869	-	-	-	-	-	1,056,061	44,363,930
Federal Support	168,136	-	-	-	24,145,871	-	-	24,314,007
Gifts, Grants	-	13,030,368	-	-	-	-	1,387,696	14,418,064
Sales and Service Department	858,991	376,207	815,638	-	-	-	-	2,050,836
Interest Earnings	2,161,010	-	-	-	-	-	280,112	2,441,122
Other Revenue	345,295	25,179	-	-	-	-		370,474
Non-Revenue Receipts (transfers)	385,872	3,037,239	1,851,170	-	127,011	-	3,166,765	8,568,057
Total Revenue	62,540,369	17,466,928	2,666,808	-	24,864,498	-	7,633,690	115,172,292
Expenses:								
Personnel Services	41,650,934	4,505,981	228,136	-	-	-	79,509	46,464,560
Current Expense	17,632,968	5,578,973	2,562,934	-	24,543,909	-	745,399	51,064,183
Capital Outlay	4,938,896	1,358,010	3,015	-	-	-	10,594,270	16,894,191
Total Expenses	64,222,798	11,442,965	2,794,084	-	24,543,909	-	11,419,178	114,422,935
Net Change in Fund Balance	(1,682,429)	6,023,963	(127,277)	-	320,588	-	(3,785,488)	749,357


Revenues
% of Budget vs % of Fiscal Year
100%
104%


Expenses
% of Budget vs % of Fiscal Year
100%
107%


FY 2024-2025
Fund 1 - Monthly Revenues, Expenses, & Change to Fund Balance
$10,000,000
$5,000,000
$-
$(5,000,000)
$(10,000,000)
$(15,000,000)
$(20,000,000)
Jul-24
Aug-24
Sep-24
Oct-24
Nov-24
Dec-24
Jan-25
Feb-25
Mar-25
Apr-25
May-25
Jun-25
Revenues
Expenses
Change To Fund Balance

COLLEGE OF CENTRAL FLORIDA

31

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: J1 Implementation Update

INITIATOR: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

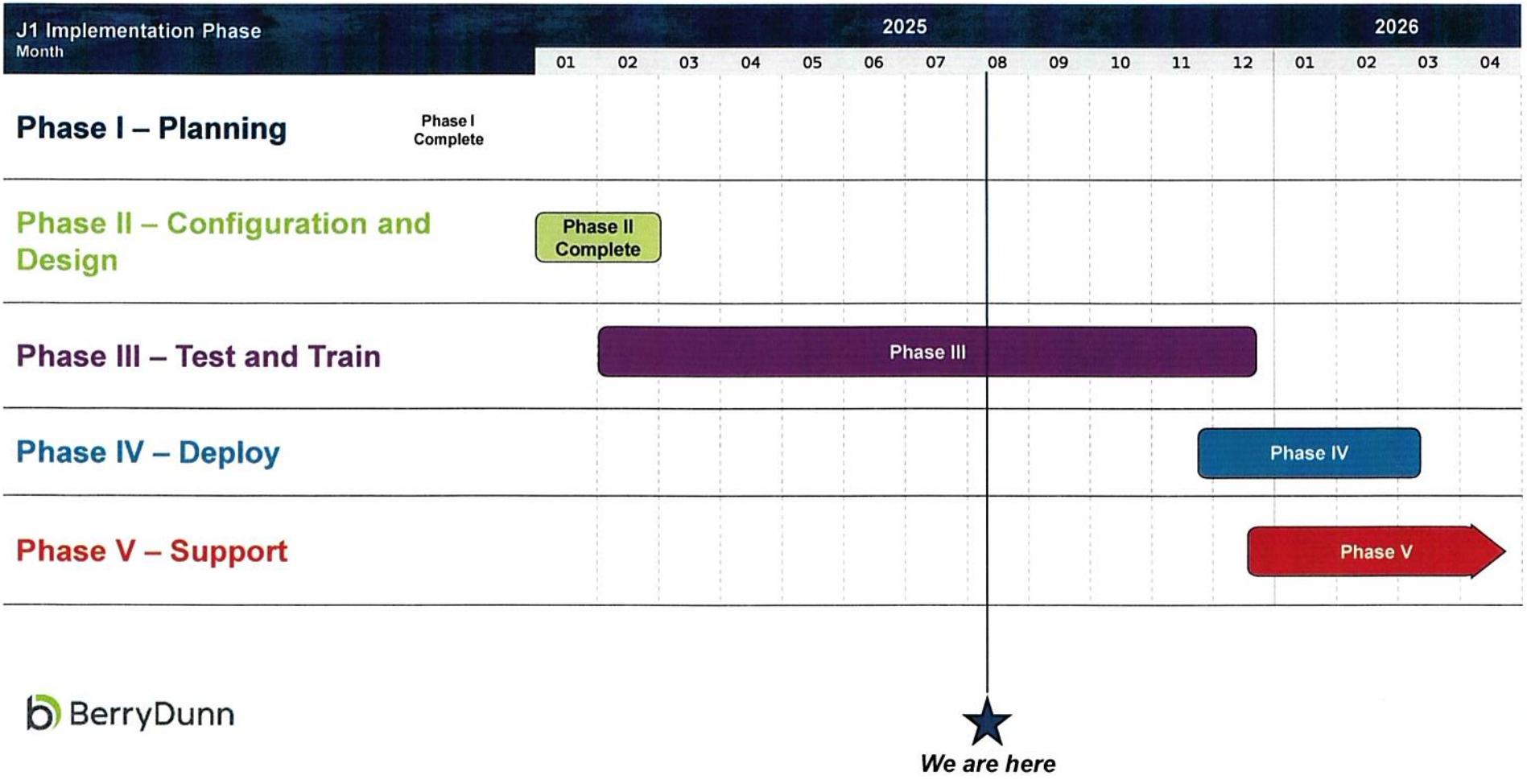
Charles Prince to give an update on J1 implementation.

RECOMMENDATION/ACTION REQUESTED:

For information only – no action required.

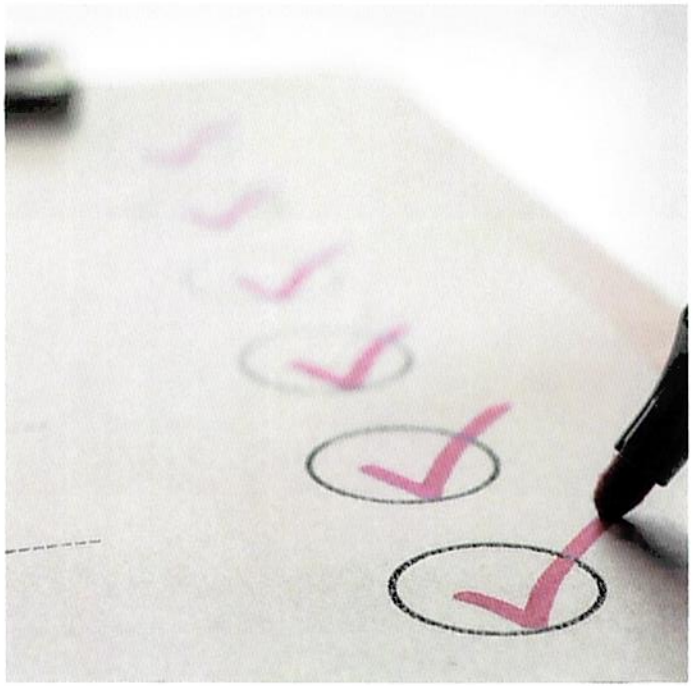
College of Central Florida – Jenzabar One Implementation

High-Level Project Timeline



Overall Project Status

Current Status: On Track



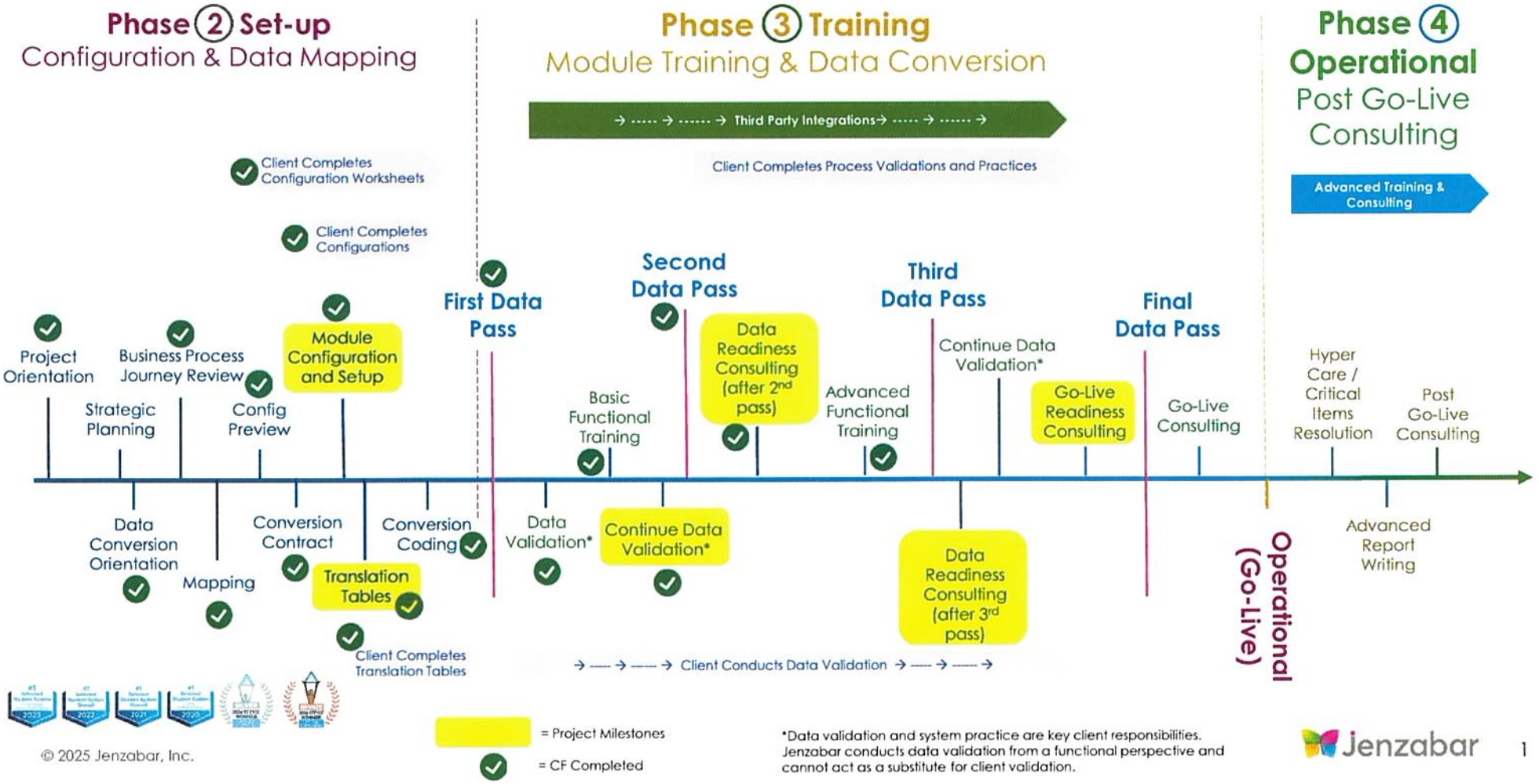
Go Live Dates:

- Jenzabar One (J1): 2/26/2026
- Jenzabar Recruitment Module (JRM): 3/26/2026

Key Activities:

- Initiating integration efforts with third-party vendors
- Collaborating with J1 to identify and validate available reports (standard and custom reports)
- Preparing for J1 copy of configuration on 8/22 and CX data extract on 8/28
- Establishing long-term data governance model

Jenzabar One Implementation - CF Progress



= Project Milestones

= CF Completed

*Data validation and system practice are key client responsibilities. Jenzabar conducts data validation from a functional perspective and cannot act as a substitute for client validation.

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Jenzabar

COLLEGE OF CENTRAL FLORIDA

32

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: Accreditation Reaffirmation and QEP Update

INITIATOR: Dr. Tammi Viviano-Broderick
Vice President, Institutional Effectiveness and College Relations

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

To provide the Board of Trustees with an update on the College's progress toward reaffirmation of accreditation by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), including preparations for the upcoming onsite interviews and review of our compliance and the Quality Enhancement Plan (QEP).

The onsite review is scheduled for Sept. 29-Oct. 2, 2025. During the visit, the SACSCOC committee will review our Compliance Certification Report, Focused Report, and the QEP, as well as meet with faculty, staff, students, and Board members.

The College's QEP is titled Take the Reins, which aims to enhance student baccalaureate transfer and career readiness through enriched academic and career planning and reflection, personal portfolio development, and microcredentials to showcase in-demand skills via digital badges.

RECOMMENDATION/ACTION REQUESTED:

For information only; no action required.

COLLEGE OF CENTRAL FLORIDA

33

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: August 27, 2025

SUBJECT: DOGE Request Updates

INITIATOR: Dr. Jennifer Fryns
Vice President of Workforce Development and Innovation

THROUGH: Charles A. Prince
Vice President of Administration & Finance

DATE: August 20, 2025

OBJECTIVE AND PERTINENT FACTS:

Charles Prince to give an update on DOGE requests to date.

RECOMMENDATION/ACTION REQUESTED:

For information only – no action required.

Executive Summary
DOGE Information Requests

Request #1 – Received April 4, 2025 – 8 Requests due in two parts

Part 1 – due by April 18, information over the last 6 years to include:

1. Every grant application, awarded and agreement
2. All research published by staff
3. All filled and vacant positions held by any employee with a non-instructional role
4. College policy regarding allocation of grants for purposes of indirect cost recovery and the procedure(s) for calculation.

Part 2 due by April 30, requested more detailed information on each request above to include:

5. Description for each grant to include its description and purpose and administration data
6. For all published research, length of research, any funding associated and source, abstract of the research and any associated articles and publications
7. For filled and vacant positions, funding source, on a tenure track, in person, remote or hybrid, and if multiple individuals fill the same position.
8. Persons occupying both an instructional and non-instruction role request each position the person holds and FTE allocation for each.

Request #2 – Received May 28, 2025 – 17 Requests - due June 6, 2025

1. Audits
2. Fraud processes
3. Investments made by the College, endowments and foundations (FY23-24 and FY24-25)
4. Budget process
5. Travel expenditures
6. List of all professional organizations and programmatic accreditors that are paid by the College
7. Breakdown of external counsel expenditures (no internal counsel)
8. Detailed breakdown of all expenditures on external governmental relations services
9. List of the Centers and Institutes housed at the College
10. Detailed breakdown of the amount expended each year on maintenance
11. Detailed breakdown of the amount expended each year on new construction
12. Detailed breakdown of the amount expended each year on information technology
13. Full property inventory
14. Copy of the most recent space utilization survey the College conducted
15. Revenue is generated from the rental of institution owned space to outside entities
16. List of all actionable items taken by the DBOT
17. Provide conflict of interest policy with relevant documents

*DOGE template provided for information

Request #3 – Received June 11, 2025 – Due Friday, June 20, 2025

Excel template - 10 years beginning 2015 – 2 tabs

1. Revenue, Expenses, Changes in Net Position
2. Statement of Net Position

RON DESANTIS
GOVERNOR

STATE OF FLORIDA
Office of the Governor
THE CAPITOL
TALLAHASSEE, FLORIDA 32399-0001
www.flgov.com
850-717-9418

April 4, 2025

Dear College President,

As referenced in the March 26, 2025 memorandum, Executive Order 25-44, the Executive Office of the Governor has established an EOG DOGE Team which will, in collaboration with the Board of Governors and the State Board of Education, identify, review, and report on unnecessary spending, programs, courses, staff, and any other inefficiencies within the State University System and the Florida College System, respectively.

To facilitate the data-driven approach of the Florida DOGE, last week's letter from the EOG DOGE team noted that information requests would be sent to your institution throughout the coming weeks and months.

This is the first such information request, to which your institution must respond by the dates below. You are encouraged to provide your responses to all the questions below by the first deadline.

By April 18, 2025

1. By year, for the last six years, for every grant awarded to the institution, the following:
    a. Grant application (including title and date of application).
    b. Notice of award.
    c. Grant agreement.
2. By year, for the last six years, all research published by staff at the institution, as follows:
    a. Papers and drafts made available to the public or in online academic repositories for drafts, preprints, or similar materials.
    b. If not contained therein, author's name, title, and position at the institution.
3. For the last six years, all filled and vacant positions held by any employee with a non-instructional role, including:
    a. The position title.
    b. The position number.
    c. The position classification.
    d. The position salary.
    e. The position description.
4. Your policy regarding allocation of grants for purposes of indirect cost recovery, including procedures for calculation.

By April 30, 2025

5. For each grant provided in response to #1, above:
    a. Description of grant and purpose (100 words or less, if not contained in the response to #1).
    b. Position numbers and names of staff assigned to administer the grant, excluding students.
6. For each item of research provided in response to #2, above:
    a. Length of research associated with the publication.
    b. Any funding associated with the research, including funding source
    c. Abstract of the research.
    d. Any associated articles and publications about the research made by the researcher or the institution.

7. For each position provided in response to #3:
    a. The position funding source. If the position is funded from multiple sources, provide the percentage of pay covered by each source.
    b. If the position is on a tenure-track.
    c. If the position is in-person, remote, or hybrid.
    d. If multiple individuals fill the same position, provide the associated details and justification.
8. For any person who occupies both an instructional role and a non-instructional role, provide:
    a. Each position the person holds.
    b. The FTE allocation assigned to each position.

We ask that your previously identified institutional contact upload the requested materials by the dates listed above via the Sharepoint link that will be provided to them in a subsequent email. Should you have any questions, please contact the EOG DOGE Team at **EOGDOGE@laspbs.state.fl.us**.

We appreciate your continued cooperation in maintaining the high quality of our State University System and Florida College System institutions.

Sincerely,

EOG DOGE Team

CC: College Trustee Chair

1. Provide a copy of each internal or external audit of the institution.

2. Detail the processes that are in place to prevent and detect financial fraud within the institution. Provide any associated relevant documents.

3. Provide the following details regarding the investments made by the university, each of its endowments, and its foundations for Fiscal Year 2023-2024 and Fiscal Year 2024-2025:

    a. The institution's investment policy statement, and any other policies, guidelines, instructions, objectives, or criteria governing these investments and the overall investment strategy, including diversity, equity, or inclusion (DEI) principles; environmental, social, and governance (ESG) principles; or ethical and socially responsible investment criteria;

    b. The names, roles, and affiliations of all individuals or entities responsible for making investment decisions or providing investment advice for the university, endowment, or foundation, including any external investment managers, advisors, or consultants;

    c. A comprehensive list of all investments, including asset types, their respective values, and the percentage allocation of the total portfolio;

        i. Specifically identify each investment with an interest valued at $100,000 or more in an entity created in, located in, or owned by or under significant control by a foreign country of concern as defined by section 286.101, Florida Statutes, along with where this investment is held and the entity or individual responsible for managing or overseeing that investment;

        ii. Specifically identify each investment with an interest valued at $100,000 for which the investment was guided by DEI or ESG principles and describe the specific criteria or frameworks used (e.g., carbon neutrality, diversity metrics, community impact, etc.);

        iii. Specifically identify each alternative investment fund invested in, regardless of how structured (e.g., limited partnership, joint venture, hedge fund, etc.), including the amount invested, the proportion of such investments made pursuant to DEI or ESG principles, and the fees paid during each of the last two fiscal years.

    d. The total value of each endowment and foundation, including the annual changes in value over the past five fiscal years, with a breakdown of the annual value of the portion allocated to private equity and venture capital.

    e. A copy of each fiscal year's annual report for the investment, endowment, or foundation.

4. Detail the processes for budgeting, allocating, and expending funds, both operating and fixed capital outlay, within departments, including any internal feedback, public feedback, and sign off processes. Provide any associated relevant documents.

5. Using the provided template, detail the process, and provide relevant documents, by which expenditures for travel are approved, including policies regarding maximum allowable expenses, internal review and sign-off procedures. Additionally, please provide the amount expended on travel annually by event:
    a. Name and description of event
    b. Location of event
    c. Number of employees traveling
    d. Reason for travel
    e. If domestic or international
    f. Total cost of the travel, including car rental and/or airfare, lodging, per diem meal expenses, registration fees, and any other associated costs as allowed by the institution

6. Using the provided template, provide a list of all professional organizations and programmatic accreditors, that are paid by the institution.
    a. The membership organization
    b. The funding source
    c. Whether membership is at the institution, faculty, or staff level
    d. The amount of any related dues
    e. How the membership supports the institution's mission
    f. Whether the membership is required for licensure

7. Using the provided template, provide a detailed breakdown of internal counsel FTE and salaries. Additionally, provide the firm retained and all associated expenditures for external legal counsel, including for each legal matter where external attorneys were retained, and an explanation for why internal counsel was not utilized to handle these legal matters.

8. Using the provided template, provide a detailed breakdown of all expenditures on external governmental relations services, and explain why the institution's internal governmental relations staff were not used. For such instances, provide a copy of each contract executed between the institution and external lobbying firms, including at a minimum:
    a. The entity
    b. Contract terms
    c. Annual contract amount
    d. The lobbying objectives sought by the institution
    e. The expenditures in support of each objective

9. Using the provided template, as applicable, provide a list of the Centers and Institutes housed at the institution, including their missions, annual budget revenues and expenditures, any associated staff by position number, title, and name, and any board members.

10. Using the provided template, provide a detailed breakdown of the amount expended each year on maintenance, by project and fund source.

11. Using the provided template, provide a detailed breakdown of the amount expended each year on new construction, by project and fund source.

12. Using the provided template, provide a breakdown of the amount expended each year on information technology, by project and fund source.

13. Provide a full property inventory as of the date of this request.

14. Provide a copy of the most recent space utilization survey the institution conducted to identify underutilized or unused space.

15. Provide how much revenue the institution generates from the rental of institution-owned space to outside entities by each such space and entity.

16. Provide a list of all actionable items taken by the board of trustees in the oversight of the institution's financial health and strategic planning.

17. Detail the institution's conflict of interest policy, including copies of associated relevant documents, and how conflicts of interest are monitored for compliance.