

## MEMORANDUM OF AGREEMENT

Between

UNIVERSITY OF ALASKA SOUTHEAST SITKA CAMPUS

1332 Seward Avenue

Sitka, AK 99835

And

Mt. Edgecumbe High School

ALASKA DEPARTMENT OF EDUCATION

1330 Seward Avenue

Sitka, AK 99835

Mt. Edgecumbe High School (MEHS) and the University of Alaska Southeast, Sitka Campus (UAS) agree to implement this Memorandum of Agreement for the Period July 1, 2018 through June 30, 2019 and agree to terms as follows:

### **Career and Technical Education (CTE) Courses and Other Undergraduate Courses Conducted by UAS for MEHS Students**

UAS will:

1. Provide the facilities/classrooms for CTE Courses i.e. Welding Technology, Construction Technology, and other scheduled Undergraduate courses.
2. Enroll MEHS students in appropriate university CTE course(s) and/or undergraduate course(s).
3. Provide MEHS with career path counseling and guidance as to obtaining an Occupational Endorsement from UAS and continued university study after high school completion.
4. Hire and appoint qualified faculty to instruct all classes provided for MEHS students.
5. Provide management, janitorial services, city utilities and maintenance of the facility as required to support normal instructional usage.
6. Assure compliance by faculty, students and staff with UAS and MEHS policies & regulations governing general conduct and health & safety while on UAS premises.  
[www.uas.alaska.edu/students/guide/index.html](http://www.uas.alaska.edu/students/guide/index.html)
7. Maintain student behavior that is appropriate in an academic environment; provide to MEHS students safety instruction and appropriate personal safety equipment while they are using the shop facilities.

**MEMORANDUM OF AGREEMENT**  
**UAS Sitka Campus and MEHS [1 July 2018 – 30 June 2019]**

MEHS will:

1. Purchase CTE courses from UAS for qualified MEHS students.
2. Agree to purchase undergraduate course instruction from UAS for students determined to be “qualified” by both MEHS counselors and UAS instructors.
3. Identify and assign substitute teachers, and pay for those substitutes, for instructors who are absent from class for any reason other than for reasons covered by the UNAC contract.
4. Assure compliance by all MEHS faculty, students and staff with UAS policies & regulations governing general conduct, health & safety while on UAS premises and maintain student behavior that is appropriate in a university academic environment.  
[www.uas.alaska.edu/students/guide/index.html](http://www.uas.alaska.edu/students/guide/index.html)
5. Reimburse UAS \$10 per credit hour earned by the total MEHS student headcount in each course as of the end of the 4<sup>th</sup> week of class plus per student course fees as specified for each class.
6. Reimburse UAS for special class expenses as approved by MEHS administration.
  - Welding Classes – \$200 lab fee per student per course.
  - Construction Classes – \$150 lab fee per student per course.
7. Reimburse UAS for class instruction based on the direct cost of the instructor’s UAS salary and benefits for each course provided as per the University of Alaska’s compensation schedule.
8. Provide personal injury insurance for MEHS students. MEHS and the Alaska Department of Education and Early Childhood Development provide said insurance on a “self-insured” basis.

**Schedule of Payment**

Payment is due upon reconciliation and invoice at the end of the fall and spring semesters.

**Termination**

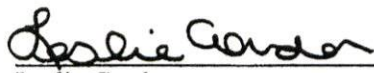
This agreement may be terminated early at the option of either UAS or MEHS upon written notice given to the other party no less than (30) days prior to the date of termination. Any costs committed to prior to termination by either party in the fulfillment of the agreement will be honored. Other costs associated with termination of this agreement will be assigned to the party requesting early termination.

**MEMORANDUM OF AGREEMENT**  
**UAS Sitka Campus and MEHS [1 July 2018 – 30 June 2019]**

**Effective Dates**

This agreement shall be effective on the date it is signed by duly authorized representatives of UAS and MEHS and shall remain in effect for the 2018-2019 academic school year. The agreement shall be reviewed by both parties at least thirty (30) days prior to its expiration date and may be renewed/revised by mutual consent, in writing, for an additional semester, unless sooner terminated as provided immediately above.

ACCEPTED (UAS)

 1/19/19  
Date

Leslie Gordon  
Director, UAS Sitka Campus

 1/18/19  
Date

Julie Vigil  
Director, UAS Budget and Grants Administration

ACCEPTED (MEHS)

 1/15/19  
Date

Janelle Vanasse  
Superintendent, Mt Edgecumbe High School