


INDEPENDENT SCHOOL DISTRICT 271
Bloomington, Minnesota

REQUEST FOR SCHOOL BOARD ACTION

DATE OF BOARD MEETING: June 26, 2017

SUBJECT: Standard Income Contract Between Independent School District 271 and Northwestern Health Sciences University


ORIGINATING DEPARTMENT: Academic Services

APPROVAL OF ADMINISTRATIVE CABINET MEMBER: Eric Melby 
Assistant Superintendent

RESOLUTION FOR BOARD TO ADOPT:

RESOLVED, that the School Board of Independent School District 271 accepts the income contract with Northwestern Health Sciences University to provide instruction to Bloomington Career and College Academy students during the 2017-2018 academic year.

RECOMMENDATION OF SUPERINTENDENT:

Approve. 

DETAILED BACKGROUND:

Northwestern Health Sciences University (College) will provide instruction to Bloomington Career and College Academy (BCCA) students during the 2017-2018 academic year. College will provide courses and access to learning resources, award college credit to students upon successful completion of courses and provide grades/transcripts to the District at the end of each trimester. College will provide agreed upon courses at agreed upon times to align with District calendar. College will select faculty with appropriate academic credentials to teach the courses. College will notify the district of those students who fail to meet minimum eligibility for college, provide notification of students' attendance and any conduct issues.

The District will provide textbooks and other required course materials, assume all travel cost and arrangements, recommend and authorize enrollment/course selection for eligible high school students at the College. In addition, the District will attend to notifications from faculty on student attendance and conduct issues and communicate this to students and parents. The District will be billed at the rate of \$3,000 per credit for course instruction and clinical instruction and \$1,000 administrative fee per course. The term of the agreement is from July 1, 2017 through June 30, 2018.

The District's legal counsel and insurance agent have reviewed the attached agreement.

| F.Y. | Cost Center | Obj. Code | Amount | Vendor # | P.O.# |
|------|-------------|-----------|--------|----------|-------|
| | | | | | |
| | | | | | |
| | | | | | |

NORTHWESTERN HEALTH SCIENCES

UNIVERSITY INCOME CONTRACT

This contract is by and between Independent School District 271 (hereinafter "SCHOOL DISTRICT") and Northwestern Health Sciences University, Minnesota (hereinafter "COLLEGE").

WHEREAS, the SCHOOL DISTRICT has a need for a specific service; and

WHEREAS, the COLLEGE, is empowered to enter into income contracts

NOW, THEREFORE, it is agreed:

I. DUTIES OF COLLEGE. The COLLEGE agrees to provide the following:

Enter into this agreement for services to be provided under contract with the SCHOOL DISTRICT.

- Communicate eligibility requirements.
- Provide courses and access to learning resources, including the library
- Award college credit to students upon successful completion of courses.
- Provide course grades/transcripts to the SCHOOL DISTRICT at the conclusion of each trimester.

In addition:

- Participate jointly with SCHOOL DISTRICT personnel in the planning and implementation of an information session for students.
- Notify the high school of applicants who fail to meet minimum eligibility for COLLEGE.
- Register students for classes not to exceed established maximum enrollment per course.
- Offer agreed upon courses at agreed upon times in alignment with the SCHOOL DISTRICT calendar. (See Exhibit A, which is attached and incorporated into this agreement.)
- Select and assign faculty with appropriate academic credentials to teach agreed upon COLLEGE courses.
- Provide notification to the SCHOOL DISTRICT of students' attendance and any conduct issues.
- Participate jointly with SCHOOL DISTRICT personnel in periodic meetings to discuss the program.
- Create invoices for the SCHOOL DISTRICT for credits being taken by SCHOOL DISTRICT students.

DUTIES OF SCHOOL DISTRICT. The SCHOOL DISTRICT agrees to the following:

Enter into this agreement for services "known as BCCA" to be directly contracted with COLLEGE.

- Provide textbooks and other required course materials.
- Assume all travel cost and arrangements.
- Recommend and authorize enrollment/course selection for eligible high school students at the COLLEGE. Eligible students are the same students defined as eligible in the following two authorities: (a) Minnesota Statutes 124D.09, (b) Northwestern Health Sciences University policy.

In addition:

- Communicate application deadlines with students.
- Arrange educational accommodations.
- Participate jointly with COLLEGE for publicity, marketing, recruiting and selecting students to participate in the program.
- Participate jointly with COLLEGE personnel in the planning and implementation of an information session for students.
- Provide to the COLLEGE all completed student application materials, class rank and/or nationally normed test scores, no later than 30 calendar days prior to the beginning of the academic term.
- Provide waivers as appropriate for students who fail to meet minimum eligibility for the COLLEGE.
- Receive and attend to notifications from the faculty on student attendance and conduct issues.
- Designate a SCHOOL DISTRICT employee as the person that parents contact for any issues related to the program and communicate this information to students and parents.
- Participate jointly with COLLEGE personnel in periodic meetings to discuss the program.
- Maintain communication with and obtain any permissions necessary from the Minnesota Department of Education for operation of the program.

II. CONSIDERATION AND TERMS OF PAYMENT.

A. Consideration for all services performed and goods or materials supplied by the COLLEGE pursuant to this contract shall be paid by the SCHOOL DISTRICT as follows:

The SCHOOL DISTRICT will be billed by the COLLEGE at the rate of \$3,000 per credit course instruction, \$3,000 per credit of clinical instruction, and \$1000 administrative fee (per course).

These rates may change in the future contracts.

| | Credits | Cost per credit | Total |
|--|-----------|-----------------|-----------|
| Course instruction: Health & Wellness Explorations | 6 | \$3,000 | \$18,000 |
| Administrative Fee \$1000 per course | 1 courses | | \$1,000 |
| | | | \$19,000* |

* This price IS based on maximum of 40-student occupancy. If student enrollment IS greater than 40, a new section will be added.

B. Terms of Payment. Payment shall be made by the SCHOOL DISTRICT as follows

Invoices will be sent to the SCHOOL DISTRICT by October 1.

Payments to the COLLEGE for course instruction and administrative fees will be made by the SCHOOL DISTRICT by December 1.

TERM OF CONTRACT. This contract shall be effective on July 1, 2017, or upon the date that the final required signature is obtained by the COLLEGE, whichever occurs later, and shall remain in effect until June 30, 2018, or until all obligations set forth in this contract have been satisfactorily fulfilled, whichever occurs first.

This agreement is effective for the 2017-2018 Academic Year and may be reviewed on an annual basis and extended through written agreement of both parties.

III. CANCELLATION. This contract may be canceled by the SCHOOL DISTRICT or COLLEGE at any time, with or without cause, upon thirty (30) days written notice to the other party. In the event of such a cancellation, the COLLEGE shall be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed ..

- AUTHORIZED REPRESENTATIVES. The SCHOOL DISTRICT'S Authorized Representative for the purposes of administration of this contract is District's Career & College Academy Coordinator.

The COLLEGE'S Authorized Representative for the purposes of administration of this contract is **Erin Kahn, Director of Admissions.**

Each authorized representative shall have final authority for acceptance of services of the other party and shall have responsibility to ensure that all payments due to the other party are paid pursuant to the terms of this contract.

IV. ASSIGNMENT. Neither the SCHOOL DISTRICT nor the COLLEGE shall assign or transfer any rights or obligations under this contract without the prior written approval of the other party, unless authorized by law.

V. LIABILITY. Each party will be responsible for its own acts and behavior and the results thereof. The College's liability is governed by the Minnesota Tort Claims, Act, Minn. Stat. §3.736, and other applicable laws. Each party will provide to the other party proof of insurance.

VI. AMERICANS WITH DISABILITIES ACT COMPLIANCE (hereinafter "ADA"). Both the SCHOOL DISTRICT and COLLEGE are responsible for complying with the Americans with Disabilities Act, 42 U.S. C. 12101, et. seq. and regulations promulgated pursuant to it.

VII. AMENDMENTS. Any amendments to this contract shall be in writing and shall be executed by the same parties who executed the original contract or their successors in office.

VIII. GOVERNMENT DATA PRACTICES ACT. Both parties must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by either party in accordance with this contract, and as it applies to all data, created, collected, received, stored, used, maintained, or disseminated by either party in accordance with this

contract. The civil remedies of Minnesota Statutes Section 13.08, apply to the release of the data referred to in this Article by either the SCHOOL DISTRICT or the COLLEGE. In the event either party receives a request to release the data referred to in this Article, the receiving party must immediately notify the other and receive instructions from the other party concerning the release of the data to the requesting party before the data is released.

- IX. JURISDICTION AND VENUE. This contract shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this contract, or the breach thereof, shall be located only in the state or federal court with competent jurisdiction in Hennepin County, Minnesota.
- X. AUDITS. The books, records, documents, and accounting procedures and practices of either party relevant to this contract shall be subject to examination by the contracting department and the Legislative Auditor.
- XI. OTHER PROVISIONS. (Attach additional page(s) if necessary):

Attachment A: Schedule for courses taught by Northwestern Health Sciences University Faculty

| Course | College Credit | Hours | Days | Trimester |
|--|----------------|-------|------|------------|
| Health & Wellness Explorations (Available to Sophomores, Juniors or Seniors) | 6 | | | 1, 2, or 3 |

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby.

APPROVED:

1. NORTHWESTERN HEALTH SCIENCES UNIVERSITY

| |
|--|
| By (authorized signature) |
| Title: President and Chief Executive Officer |
| Date: |

2. SCHOOL DISTRICT:

SCHOOL DISTRICT certifies that the appropriate person(s) have executed the contract on behalf of SCHOOL DISTRICT as required by applicable articles, by-laws, resolutions, or ordinances.

| |
|---------------------------|
| By (authorized signature) |
| Title: School Board Chair |
| Date: |

| |
|---------------------------|
| By (authorized signature) |
| Title: School Board Clerk |
| Date: |