

Fusion Natural Hair and Braid Academy
&
Joliet Township High School

Contract for Hair Braiding

2024-2025

2025-2026

2027-2028

GENERAL CONDITIONS: This contract between Joliet Township High School, 300 Caterpillar Dr, Joliet, IL 60436, hereafter known as the “JTHS” and Fusion Natural Hair and Braid Academy LLC., 14,16,18 Ohio St. Joliet, IL. 60432 here after known as the natural hair and braiding school is the for the purpose of teaching course in the natural hair and braiding culture to high school junior and senior students or older. The program shall be designed to allow students at least 16 or older. The program shall be designed to allow students to earn high school credits and receive culture instruction in skills which shall aid the students in receiving certification as a licensed braider in the State of Illinois.

COURSE OF STUDY: It shall be the responsibility of FNBHA to provide the JTHS written course of study and specific course details which shall describe in detail 300 hours of Hair Braiding. The FNBHA shall have same course of study in writing, approved in keeping with the Barber, Cosmetology, and Esthetics Act 1985 (The Barber, Cosmetology, and Esthetics Act of 1985, Part1175, Section 1175.530).

The following is a description of the instructional I program with approximate instruction hours as shown below:

Section 1175.1535 Curriculum Requirements – Hair Braiding

Each licensed hair braiding school shall provide a program consisting of a minimum of 300 clock hours or a 10-credit hour equivalency (1 credit hour equals 30 clock hours) of instruction. Instruction shall be a combination of classroom instruction and hands on (practical and technical) experience. The licensed hair braiding school may provide online hours in theory, but online hours shall not exceed 10% of the hours required in each of subsections (a), (b), (c) and (d). The minimum subjects and number of hours shall be as follows for each category of training:

- a) Basic Training – 35 hours:
 - 1) history of hair braiding;
 - 2) disinfection and sanitation;
 - 3) bacteriology;
 - 4) disorders and diseases of the hair and scalp;
 - 5) personal hygiene, public health; and
 - 6) professional ethics.

- b) Related Concepts – 35 hours:
 - 1) tools and equipment;
 - 2) basic styling knowledge;
 - 3) client consultation and face shapes;
 - 4) growth patterns;
 - 5) braid removal and scalp care;
 - 6) styles and sectioning; and
 - 7) client education, pre-care, post-care, home care and follow-up services.

- c) Practices and Procedures – 200 hours:
 - 1) single braids with and without extensions;
 - 2) cornrows with and without extensions;
 - 3) twists and knots;

- 4) multiple strands;
 - 5) hair locking;
 - 6) weaving/sewn-in;
 - 7) other procedures as they relate to hair-braiding; and
 - 8) product knowledge as it relates to hair braiding.
- d) Business Practices – 30 hours:
- 1) the Act and this Part, including sanitary standards;
 - 2) salon management;
 - 3) human relations and salesmanship; and
 - 4) Workers' Compensation Act.
- e) A student may practice on the public only after completing 35 hours of general theory, practical application and technical application instruction as specified in Section 3E-2 of the Act.
- f) Internship program is an optional part of the curriculum. Each licensed hair braiding school may choose to set up an internship program and shall adhere to the following guidelines:
- 1) An internship program:
 - A) May be substituted for 30 hours of the 300 hours required by this Section.
 - B) May be part of the curriculum of a licensed hair braiding school and shall be an organized pre-planned training program designed to allow a student to learn hair braiding under the direct supervision of a licensed cosmetologist or licensed hair braider in a registered salon.

- 2) A student in the internship program:
 - A) May participate in an internship program only after completing 150 hours of training with a minimum average grade of 80 out of 100. A school may, however, set the average grade higher and set other standards that a student must meet to participate in the internship program.
 - B) May not spend more than 30 hours in an internship program.
 - C) May not be paid while participating in this internship program as it is a part of the hair braiding curriculum of the school.
 - D) May work a maximum of 8 hours a day and shall be required to spend 1 day a week at the school.
 - E) Shall be under the direct, on-site supervision of a licensed cosmetologist or licensed hair braider. Only 1 student shall be supervised by 1 licensed cosmetologist or 1 licensed hair braider at any given time.
- 3) A licensed hair braiding school shall state clearly in the enrollment agreement that the school offers an internship program.
- 4) The licensed hair braiding school shall enter into a written internship contract with the student, the registered salon, and the licensed cosmetologist or licensed hair braider. The contract shall contain all the provisions set forth in subsection (f)(2) and any other requirements of the internship established by the school. The contract shall be signed by the student, an authorized representative of the school, and the licensed cosmetologist or licensed hair braider who will supervise the student. Any party to the contract may terminate the contract at any time.

- g) A school may, as part of its educational program and on school premises, offer hair braiding services to the public, through a student clinic, as a means of providing students with practical experience. Services shall be provided by students working under the supervision of one or more teachers. Students shall receive no compensation, including tips, but shall receive credit for hours worked towards the 300-hour education requirement. The school may provide these services under the authority of its school license and is not required to obtain a salon registration. The school shall post a sign visible to the public advising that all services are provided by students. Except as provided in this subsection (g), a school and a salon shall not operate in the same premises.

(Source: Amended at 42 Ill. Reg. 15159, effective August 10, 2018)

SCHOOL CALENDAR AND HOURS: The total academy program shall be divided into two (2) semesters with each regular year semester consisting of a minimum of 300 instructional hours. At the end of each semester, the academy staff will provide JTHS with a transcript for each student.

The calendar will include 2 school semesters, FNHBA semester shall coincide with the JTHS semester as published in the official JTHS calendar. It shall be the responsibility of the JTHS Supervisor/or Coordinator to provide the Academy with a school calendar as it becomes available so that FNHBA may clearly establish instructional days and vacation periods to coincide with the JTHS calendar. FNHBA shall provide attendance and grades via-web based student information system that shall be provided by the JTHS. It shall be the responsibility of the JTHS to train FNHBA staff on the use of the web-based system. Attendance shall be reported daily and grades shall be reported weekly.

JTHS COORDINATOR RESPONSIBILITIES: It shall be the duty of JTHS to employ the appropriate personnel to supervise the hair braid program and Illinois Hair Braiding Act phase of career program.

Specific duties assigned to the JTHS Coordinator shall include.

1. Specialized counseling for the screening of those who have been recommended by their counselor for the Hair Braiding Program.

2. Serve as a liaison between JTHS personnel and Illinois Department of Financial and Professional Regulation and FNHBA personnel.
3. Periodic visits to the FNHBA to consult with FNHBA personnel and evaluate the students' progress.
4. Acquire written reports as necessary on student progress, attendance, etc.
5. Monitor grades and credits in cooperation with FNHBA personnel
6. Make certain FNHBA that the academy instruction is in keeping terms of the contract.
7. Help solve personnel or instructional problems which may rise between the JTHS, FNHBA, parents and/or students.
8. Prepare and keep on file a written student training agreement which clearly defines responsibilities of the JTHS, FNHBA, student and parents and is properly signed by all parties involved.
9. Periodic conferences with each student.

HIGH SCHOOL CREDIT: JTHS will grant up to one and one-half credits for each semester that successfully passes the requirements as outlined.

BACKGROUND CHECKS: All personnel assigned to work with JTHS students participating in this program will be required to successfully pass a fingerprinting criminal background check and a Faith's Law employment history check before working with JTHS Students.

REGISTRATION AND ATTENDANCE: Students shall be registered by following JTHS procedures applicable to all programs. Students are not officially enrolled in the Hair Braiding program until they have been approved by JTHS, and FNHBA.

All registration and attendance procedures shall be in compliance with the Illinois Hair Braiding Act. Students shall sign a registration form and present a properly completed certificate of health.

Fusion Natural Hair and Braid Academy LLC. shall be responsible for maintaining an attendance card for each student, keeping a record of instructional time, certifying the time, and having these on file, with progress reports available for inspection by authorized personal. The students must be in attendance a minimum of three-four hours at each session.

Students must attend FNHBA four days per week. Students must attend holidays when the FNHBA is in session. Wednesday-Saturday.

STUDENT TRAVEL: It shall be the student's responsibility to furnish his or her own transportation to the FNHBA.

STUDENT DISMISSAL: Students may be dropped from the Hair Braiding program covered by this contract for the following reasons:

1. Non-attendance where the excessive absences negatively affect the instructional program for the student.
2. Failure to obey rules, policies, or regulation of JTHS, or FNHBA.
3. Failure to cooperate with FNHBA Instructors.
4. Failure to cooperate with JTHS coordinators.
5. Misuse or destruction of FNHBA equipment or property.
6. Violation of one or more causes as listed in the Illinois Hair Braider Act.

FNHBA shall inform the JTHS Coordinator of any plans for dropping a student and shall give reasons for the proposed action.

Before the student is officially dropped from the FNHBA program, a reasonable effort to remediate the problem shall be made by both the FNHBA and JTHS to work with the student in making improvements and corrections. When efforts to improve have failed and a student is to be dropped, the FNHBA Coordinator shall put this document in writing with resource and have this paper signed by both FNHBA and JTHS personnel.

STUDENT DISCIPLINE: Both JTHS and FNHBA personnel shall cooperate in discipline cases when necessary. JTHS shall be responsible for enforcing any formal disciplinary action.

WAGES AND TIPS: Students shall not be paid a salary by the FNHBA or JTHS time during the 300-hour instruction program; however, during this time when the students are involved with clients in the clinic, students may not accept tips from such clients.

RESPONSIBILITIES OF THE STUDENTS: In addition to any and all other duties set forth herein, each student shall purchase at his/her own expense and perform the following:

- a. purchases from FNHBA prior to enrollment or not later than the first day of the school term, a student kit for the sum of Four Hundred Dollars (\$400.00) to be used and retained by the student.
- b. pays \$100.00 registration fee to FNHBA. Student Kit - \$400.00
- c. provides his/her own professional uniforms, shoes, and any other necessary supplies.
- d. follows the rules and regulations of FNHBA, which are attached, it being understood that the FNHBA shall not be responsible for acts of the student.
- e. students that do not complete 300 hours by the time of high school graduation will be financially responsible for the remaining hours at the rate determined by FNHBA.

PRIVILEGES OF FUSION NATURAL HAIR & BRAID ACADEMY: FNHBA shall have the right and discretion with the approval of JTHS, to drop or expel any student who is not meeting its academic standards or is not following the rules and regulations of FNHBA by forwarding to JTHS and the respective student a seven (7) day written notice in advance of any action containing, but not limited to, the reason for the disconnection. This disconnection becomes effective on the prescribed date. In the event FNHBA, with the approval of JTHS, exercises its discretion and expels or drops any student it shall bill JTHS the pro-rated used portion of the tuition at the rate according to the scale below plus the registration fee of One Hundred Dollars (\$100.00) which shall be deemed non-refundable. In the event that FNHBA closes or ceases doing business for any reason whatsoever, it shall bill the pro-rated used portion of the tuition at the rate of Eight Dollars (\$8.00) per hour for each student plus One Hundred Dollars (\$100.00) registration fee.

PRIVILEGES OF JOLIET TOWNSHIP HIGH SCHOOL: JTHS shall have the right to withdraw a student from the Hair Braiding Academy instruction and clinical by FNHBA by forwarding the FNHBA a seven (7) day written notice in advance containing, but not limited to, the reason for the disconnection. The disconnection becomes effective on the prescribed date. In the event of withdrawal or cancellation is initiated by the JTHS then FNHBA shall bill the student the pro-rated used portion tuition at the rate of Eight Dollars (\$8.00) plus the registration fee of One Hundred Dollars (\$100.00), which shall be deemed to be non-refundable.

NO REFUNDS FOR SUPPLIES: There shall be no refunds or any vouchers by FNHBA for “student kits” or any other equipment purchased by the student under any circumstances.

INSTALLMENT PAYMENTS: Aside from the student’s fees, the students shall make tuition payments to FNHBA on the tuition set forth, as follows: on the eleventh (11th) day of the first semester, and each semester the students shall pay \$2500.00 per semester for the duration of the contract per student enrolled.

INSURANCE AND HOLD HARMLESS PROVISIONS:

A. FNHBA shall maintain at its own expense, and by its acceptance of this agreement, that it will maintain throughout the term of this contract, comprehensive liability insurance insuring itself, and owner’s protective liability insurance insuring the JTHS with regards to claims, damages, and penalties on account of any bodily injury, or property damage in the amounts of:

1. One Million Dollars (\$1,000,000.00) for personal injury, bodily injury, or death resulting from any one accident.
2. One Million Dollars (\$1,000,000.00) for property damage resulting from any one accident.

b. The insurance policy by FNHBA in compliance with this section shall contain a provision requiring at least thirty (30) days written notice by the insurance company to both JTHS and FNHBA shall be effective until thirty (30) days after such notice. Each such policy shall be issued by an insurance company having a GPHR of A+ or A and a FR of AAAAA in the A.M. Best Key Guide and shall be in a form satisfactory to JTHS Attorney. Copies of such policy, along with written evidence of payment by FNHBA of required premiums, shall be filed and maintained with JTHS from and after the acceptance of the Agreement by FNHBA. Notices of renewal of any expiring policy shall be filed with JTHS at least thirty (30) days prior to the date of such expiration.

BENEFIT: This agreement shall be binding upon and shall ensure to the benefit of the parties, their successors, and assigns.

TIME: Time shall be of the essence of the Agreement.

NON-DISCRIMINATION: Incorporated by reference herein is the germane Equal Employment Clause promulgated by Illinois Fair Employment Practice Act mandated by the State Legislature (P.A. 77-1552) and the Americans with Disabilities Act (Public Law 101-336).

AMENDMENTS: This agreement may from time to time be altered, amended, or canceled in whole or in part, subject, however, to the previously expressed conditions that such alteration, amendment, or cancellation shall be in writing and signed by the parties; and the same shall not be invalid because of the lack of consideration, but shall have the same force and effect as though originally embodied herein.

ENTIRE AGREEMENT: This Agreement contains all the terms, covenants, and conditions between parties and no modifications, additions, waivers, or alterations shall be binding unless in writing and signed by the party against whom the same is sought to be enforced.

AGREEMENT: This contract has been agreed upon March 14, 2024 and covers the school term beginning 2024-2025 through 2027-2028 and agreed upon that the fees will remain constant until the students complete the program (up two semesters).

TERMINATION: Either party may unilaterally terminate this Contract on 90 days written notice. In such an event, the JTHS shall have no obligation to FNHBA for the pro-rated used portion of the tuitions and registration fees.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first above written.

Fusion Natural Hair and Braid Academy LLC.

Joliet Township High School

By: LeAnn Drake / 

President
Joliet Township High School

Date: 1/28/2025

Date: _____

Attest: _____