

**ADDENDUM TO MEMORANDUM OF UNDERSTANDING  
BETWEEN HUMAN DEVELOPMENT CENTER AND DULUTH SCHOOL DISTRICT, ISD #709**

**I. BACKGROUND AND INTENT**

This Memorandum of Understanding is between the Human Development Center, a community mental health center and Rule 29 clinic, and the Duluth Public Schools, Independent School District (ISD) #709.

WHEREAS, the sole purpose of addendum is to pilot CTSS Day Treatment Groups at Congdon Elementary School. This MOU augments and does not replace anything in the existing ISD 709 MOU.

WHEREAS, the Duluth School District desire to provide a quality, comprehensive education to each student by further enhancing the mental health services available on site at its schools.

**II. ROLES AND RESPONSIBILITIES**

**Roles of the Human Development Center and Duluth School District:**

**Roles of the Human Development Center:**

Students served by the Human Development Center are clients of this organization and subject to the same rights and responsibilities as clients served in the organization's clinic settings.

The Human Development Center will:

1. Meet with Congdon Elementary administrative staff to plan a system of day treatment service delivery consisting of a minimum of 2 hours per day, three (3) days per week (During a five (5) day school week).
2. Staff the day treatment group with a therapist(s) and mental health practitioners as necessary to provide the service to students referred or agreed upon by Congdon school staff.
3. Not interfere with students receiving federally mandated IEP services from Special Education staff.
4. Utilize third party billing and other grant funding for the cost of day treatment services. There will be no cost to the district for this service.

**Roles of the Duluth School District:**

1. Meet with Human Development Center administration staff to plan a pilot of day treatment groups.
2. Pursue appropriate district permission to allow such a pilot program.
3. Meet periodically with Human Development Center administration or other designated staff to review the working relationship in order to address any concerns and promote an active partnership.

**III. GENERAL TERMS**

**Terms.** This Memorandum of Understanding will begin effective the date of 01/14/2019 and will remain in effect thereafter unless either party provides one-month prior written notice. Otherwise,

this Agreement may be terminated in accordance with the section below on Termination.

**Termination.** Either party may terminate this Agreement by giving the other party 1-month prior written notice.

**Confidentiality.** The Human Development Center and the Duluth School District agree that by virtue of entering into this Agreement they will have access to certain confidential information regarding the other party's operations related to this project. The Human Development Center and the Duluth School District agree that they will not at any time disclose confidential information and/or material without the consent of that party, unless such disclosure is authorized by this Agreement or required by law. Unauthorized disclosure of confidential information shall be considered a material breach of this Agreement. Where appropriate, client releases will be secured before confidential client information is exchanged. Confidential client information will be handled with the utmost discretion and judgment.

This Agreement is agreed to upon signature below.

Signed: Catherine Erickson  
Name: Catherine Erickson  
Title/Business: CFD, ISD # 709  
Date: 01/11/19

Signed: Jim Getchell  
Name: Jim Getchell  
Title/Business: Executive Director, Human Development Center  
Date: 1/4/19



## MINNESOTA STATE

ARTICULATION of Program of Study/Career  
Pathway Courses from Partner High School(s)

Lake Superior College  
AND  
ISD #709 DULUTH PUBLIC SCHOOLS

\*The Board of Trustees of the Minnesota State Colleges and Universities is authorized by Minnesota Statutes, Chapter 136F to enter into Agreements and has delegated this authority to colleges and universities.

This Agreement is entered into between ISD #709 Duluth Public Schools and Lake Superior College. This Agreement and any amendments and supplements, shall be interpreted pursuant to the laws of the State of Minnesota.

ISD #709 Duluth Public Schools offers Program of Study Career Pathway courses, and Lake Superior College has established course equivalencies, and will facilitate credit transfer for these courses as specified in the table below for the Integrated Manufacturing Programs. It is mutually agreed:

### Admission and Graduation Requirements

- A. Lake Superior College admission and program admission requirements apply to both direct entry students and to students who transfer under this agreement.
- B. Students must fulfill the graduation requirements at both institutions.
- C. Students must meet Lake Superior College admission requirements for the agreement to apply.

### Transfer of Credits

- A. Courses will transfer as described in the attached Program Articulation Table. For system institutions, once the courses are encoded, they will transfer as described in the uAchieve Degree Audit Report (DARS).

### Implementation and Review

- A. The Chief Academic Officers or designees of the parties to this agreement will implement the terms of this agreement, including identifying and incorporating any changes into subsequent agreements, assuring compliance with system policy, procedure and guidelines, and conducting a periodic review of this agreement.
- B. This Course Agreement is effective on 08/15/2018 and shall remain in effect until the end date of 06/15/2019, unless terminated or amended by either party with 90 days prior written notice. This articulation agreement will be reviewed by both parties beginning 08/1/2019.
- C. The student will notify the receiving institution of their intent to follow this agreement, and present proof of course completion requirements.
- D. Guidelines for developing a Career Pathway and Program of Study have been followed. Course syllabi for the high school curriculum have been reviewed by high school, Lake Superior College faculty and align with college curriculum content.
- E. The goal of this agreement is to provide for transfer or articulation of credits and to provide learners with a quality education that prepares them for successful integration into the workforce, create contributing members of society, and instill the need to be lifelong learners. In accomplishing this goal school districts, colleges and universities will comply with federal and state legislation and guidelines.

## Terms and Conditions of Credit Transfer:

Applicants accepted must fulfill the graduation requirements of Lake Superior College.

### Criteria for Earning Lake Superior College Credit

Students may earn up to a maximum of three college credits by successfully completing the certified high school program curriculum and passing appropriate industry skill standard exams when applicable.

Students who meet the following criteria are eligible to receive college or university credit for courses, as identified in the course equivalency table.

- Earn a course grade of "B" or 85 percent or better in each course being articulated for credit
- Enroll in Lake Superior College which is a party to this agreement.
- Enroll in the program specified in this agreement
- Provide an official high school transcript and other documentation required by the college or university

### Documentation of Lake Superior College Credit

1. If the student's grade on each course grade was a "B" [or 85 percent] or better, a "P" grade will be recorded on a MnSCU Lake Superior College transcript indicating that credit is given.
2. Lake Superior College will clearly indicate whether the credit will count toward diploma/degree requirements or a general elective
3. Once credit is granted for prior learning by Lake Superior College, each system college and university shall evaluate credit for transfer according to policy 3.21 Undergraduate Course Credit Transfer.

### Life of the Credit

A student must provide documentation of successful completion of high school courses and requirements within three (3) years after successful completion of high school graduation for the student's request for credit to be considered.

Other Requirements (*Please identify special requirements, as needed*)

### Lake Superior College-Level Assessment

### Lake Superior College-Level Grading

### Instructor Qualifications

#### High School Instructors

- High School instructors must be licensed as a K-12 teacher and qualified to teach in programs that contain the Program of Study/Career Pathway courses. If the Perkins funds are used, the high school instructor must be career and technical education certified.

#### Lake Superior College faculty

- Lake Superior College faculty must meet college teacher credentialing field qualifications <http://www.minnstate.edu/board/policy/332.html>

## COURSE ARTICULATION TABLE

	High School (sending)	College (receiving)
Institution	ISD #709 Duluth East	Lake Superior College
Program Name		Integrated Manufacturing Programs
Program Award		A.A.S. and diploma
Describe program admission requirements (if any)	High School Instructor's Syllabus approved by LSC Faculty	







### Instructions

- List all courses that have equivalencies.
- Credits applied: the receiving institution course credit amount may be more or less than the sending institution credit amount. Enter the number of credits that the receiving institution will apply toward degree completion.
- Show equivalent university-college courses on the same row to ensure accurate DARS encoding.
- Equiv/Sub/Wav column: If a course is to be encoded as equivalent, enter Equiv. If a course is to be accepted by the college or university as a "substitution" only for the purposes of this agreement, enter Sub. If a course requirement is waived by the receiving institution, enter Wav. (To add rows, place cursor outside of the end of a row and press enter.)

### Program of Study Courses and Equivalencies (if any)

Course	LSC Equivalent Course	Credits	E/S
Principles of Engineering	CADE 1468 Solidworks I	3	
<b>Total Credits Applied</b>		3	

\*If course is equivalent to part of the college/university course, fees for the equivalent credits will be waived

High School	Name	Signature	Date
High School Teacher	<del>Kevin Chederquist</del>		1-3-19
High School Administrator	Danette Seboe		12/19/18
LSC Faculty	Richard Kresky		12/13/18
<del>LSC Faculty</del>	<del>Max Udovich</del>		
LSC Faculty			
Dean of Business and Industry	Hanna Erpestad		12/13/18
Vocational Program Coordinator ISD#709 Duluth Public Schools	Brad Vieths		12/22/18
Superintendent or District CEO	Catherine Erickson		1/3/19



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ISD #709 Duluth Public Schools offers Program of Study Career Pathway courses, and Lake Superior College has established course equivalencies, and will facilitate credit transfer for these courses as specified in the table below for the Automotive Program. It is mutually agreed:

### Admission and Graduation Requirements

- A. Lake Superior College admission and program admission requirements apply to both direct entry students and to students who transfer under this agreement.
- B. Students must fulfill the graduation requirements at both institutions.
- C. Students must meet Lake Superior College admission requirements for the agreement to apply.

### Transfer of Credits

- A. Courses will transfer as described in the attached Program Articulation Table. For system institutions, once the courses are encoded, they will transfer as described in the uAchieve Degree Audit Report (DARS).

### Implementation and Review

- A. The Chief Academic Officers or designees of the parties to this agreement will implement the terms of this agreement, including identifying and incorporating any changes into subsequent agreements, assuring compliance with system policy, procedure and guidelines, and conducting a periodic review of this agreement.
- B. This Course Agreement is effective on 08/15/2018 and shall remain in effect until the end date of 06/15/2019, unless terminated or amended by either party with 90 days prior written notice. This articulation agreement will be reviewed by both parties beginning 08/1/2019.
- C. The student will notify the receiving institution of their intent to follow this agreement, and present proof of course completion requirements.
- D. Guidelines for developing a Career Pathway and Program of Study have been followed. Course syllabi for the high school curriculum have been reviewed by high school, Lake Superior College faculty and align with college curriculum content.
- E. The goal of this agreement is to provide for transfer or articulation of credits and to provide learners with a quality education that prepares them for successful integration into the workforce, create contributing members of society, and instill the need to be lifelong learners. In accomplishing this goal school districts, colleges and universities will comply with federal and state legislation and guidelines.

## Terms and Conditions of Credit Transfer:

Applicants accepted must fulfill the graduation requirements of Lake Superior College.

### Criteria for Earning Lake Superior College Credit

Students may earn up to a maximum of three college credits by successfully completing the certified high school program curriculum and passing appropriate industry skill standard exams when applicable.

Students who meet the following criteria are eligible to receive college or university credit for courses, as identified in the course equivalency table.

- Earn a course grade of "B" or 85 percent or better in each course being articulated for credit
- Enroll in Lake Superior College which is a party to this agreement.
- Enroll in the program specified in this agreement
- Provide an official high school transcript and other documentation required by the college or university

### Documentation of Lake Superior College Credit

1. If the student's grade on each course grade was a "B" [or 85 percent] or better, a "P" grade will be recorded on a MnSCU Lake Superior College transcript indicating that credit is given.
2. Lake Superior College will clearly indicate whether the credit will count toward diploma/degree requirements or a general elective
3. Once credit is granted for prior learning by Lake Superior College, each system college and university shall evaluate credit for transfer according to policy 3.21 Undergraduate Course Credit Transfer.

### Life of the Credit

A student must provide documentation of successful completion of high school courses and requirements within three (3) years after successful completion of high school graduation for the student's request for credit to be considered.

Other Requirements *(Please identify special requirements, as needed)*

### Lake Superior College-Level Assessment

### Lake Superior College-Level Grading

### Instructor Qualifications

#### High School Instructors

- High School instructors must be licensed as a K-12 teacher and qualified to teach in programs that contain the Program of Study/Career Pathway courses. If the Perkins funds are used, the high school instructor must be career and technical education certified.

#### Lake Superior College faculty

- Lake Superior College faculty must meet college teacher credentialing field qualifications <http://www.minnstate.edu/board/policy/332.html>

## COURSE ARTICULATION TABLE

2018-2019	High School (sending)	College (receiving)
Institution	ISD #709 Duluth Denfeld	Lake Superior College
Program Name		Automotive Service Technician
Program Award		Diploma
Describe program admission requirements (if any)	High School Instructor's Syllabus approved by LSC Faculty	



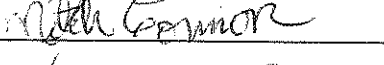
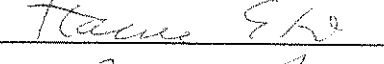
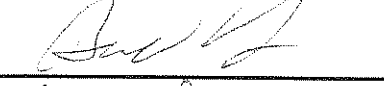

### Instructions

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- Credits applied: the receiving institution course credit amount may be more or less than the sending institution credit amount. Enter the number of credits that the receiving institution will apply toward degree completion.
- Show equivalent university-college courses on the same row to ensure accurate DARS encoding.
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- Students must receiving a passing score on equivalent AYES tests to be awarded credit.

### Program of Study Courses and Equivalencies (if any)

Course	LSC Equivalent Course	Credits	E/S
Automotive Basics: Brakes and Engines and	ASTE 1410 Air Conditioning	1	
Automotive: Engine Performance	ASTE 1500 Charging and Starting Systems	1	
	ASTE 2440 Suspension and Steering Repair	1	
	ASTE 1450 Engine Service	1	
Automotive Basics: Transmissions and Suspensions and	ASTE 1470 Basic Engine Drivability	1	
Automotive: Diagnostics & Electrical	ASTE 2400 Suspension and Steering Repair	1	
	ASTE 2460 Transmission Lab	1	
	ASTE 2430 Clutch and Differential	1	
<b>Passing score of SP2 safety program</b>	<b>ASTE 1490 Automotive Shop Management I</b>	<b>1</b>	
	<b>Total Credits Applied</b>	<b>9</b>	

\*If course is equivalent to part of the college/university course, fees for the equivalent credits will be waived

High School	Name	Signature	Date
High School Teacher	Stuart Soland		12/20/18
High School Administrator	Tonya Sconiers		12/20/18
LSC Faculty	Mitch Connor		12/10/18
Dean of Business and Industry	Hanna Erpestad		12/14/18
Vocational Program Coordinator ISD#709 Duluth Public Schools	Brad Vieths		12/21/18
Superintendent or District CFO	Catherine Erickson		1/3/19





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ISD #709 Duluth Public Schools offers Program of Study Career Pathway courses, and Lake Superior College has established course equivalencies, and will facilitate credit transfer for these courses as specified in the table below for the Automotive Service Technician Program. It is mutually agreed:

### Admission and Graduation Requirements

- A. Lake Superior College admission and program admission requirements apply to both direct entry students and to students who transfer under this agreement.
- B. Students must fulfill the graduation requirements at both institutions.
- C. Students must meet Lake Superior College admission requirements for the agreement to apply.

### Transfer of Credits

- A. Courses will transfer as described in the attached Program Articulation Table. For system institutions, once the courses are encoded, they will transfer as described in the uAchieve Degree Audit Report (DARS).

### Implementation and Review

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- E. The goal of this agreement is to provide for transfer or articulation of credits and to provide learners with a quality education that prepares them for successful integration into the workforce, create contributing members of society, and instill the need to be lifelong learners. In accomplishing this goal school districts, colleges and universities will comply with federal and state legislation and guidelines.

## **Terms and Conditions of Credit Transfer:**

Applicants accepted must fulfill the graduation requirements of Lake Superior College.

### Criteria for Earning Lake Superior College Credit

Students may earn up to a maximum of three college credits by successfully completing the certified high school program curriculum and passing appropriate industry skill standard exams when applicable.

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- Enroll in Lake Superior College which is a party to this agreement.
- Enroll in the program specified in this agreement
- Provide an official high school transcript and other documentation required by the college or university

### Documentation of Lake Superior College Credit

1. If the student's grade on each course grade was a "B" [or 85 percent] or better, a "P" grade will be recorded on a MnSCU Lake Superior College transcript indicating that credit is given.
2. Lake Superior College will clearly indicate whether the credit will count toward diploma/degree requirements or a general elective
3. Once credit is granted for prior learning by Lake Superior College, each system college and university shall evaluate credit for transfer according to policy 3.21 Undergraduate Course Credit Transfer.

### Life of the Credit

A student must provide documentation of successful completion of high school courses and requirements within three (3) years after successful completion of high school graduation for the student's request for credit to be considered.

Other Requirements (*Please identify special requirements, as needed*)

### Lake Superior College-Level Assessment

### Lake Superior College-Level Grading

### Instructor Qualifications

#### High School Instructors

- High School instructors must be licensed as a K-12 teacher and qualified to teach in programs that contain the Program of Study/Career Pathway courses. If the Perkins funds are used, the high school instructor must be career and technical education certified.

#### Lake Superior College faculty

- Lake Superior College faculty must meet college teacher credentialing field qualifications <http://www.minnstate.edu/board/policy/332.html>

## COURSE ARTICULATION TABLE

	High School (sending)	College (receiving)
Institution	ISD #709 Duluth East	Lake Superior College
Program Name		Automotive Service Technician
Program Award		Diploma
Describe program admission requirements (if any)	High School Instructor's Syllabus approved by LSC Faculty	




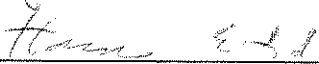

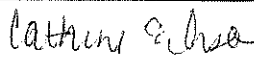
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- Students must receiving a passing score on equivalent AYES tests to be awarded credit.

### Program of Study Courses and Equivalencies (if any)

Course	LSC Equivalent Course	Credits	E/S
Automotive Basics: Engine Repair and Brakes <b>and</b>	ASTE 1410 Air Conditioning	1	
Automotive: Engine Performance	ASTE 1500 Charging and Starting Systems	1	
	ASTE 2440 Suspension and Steering Repair	1	
	ASTE 1450 Engine Service	1	
<i>Automotive Basics: Transmission and Suspension <b>and</b></i>	<i>ASTE 1470 Basic Engine Drivability</i>	<i>1</i>	
<i>Automotive: Diagnostics &amp; Electrical</i>	<i>ASTE 2400 Suspension and Steering Repair</i>	<i>1</i>	
	<i>ASTE 2460 Transmission Lab</i>	<i>1</i>	
	<i>ASTE 2430 Clutch and Differential</i>	<i>1</i>	
<b>Passing score of SP2 safety program</b>	<b>ASTE 1490 Automotive Shop Management I</b>	<b>1</b>	
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ISD #709 Duluth Public Schools offers Program of Study Career Pathway courses, and Lake Superior College has established course equivalencies, and will facilitate credit transfer for these courses as specified in the table below for the Construction Technology Program. It is mutually agreed:

### Admission and Graduation Requirements

- A. Lake Superior College admission and program admission requirements apply to both direct entry students and to students who transfer under this agreement.
- B. Students must fulfill the graduation requirements at both institutions.
- C. Students must meet Lake Superior College admission requirements for the agreement to apply.

### Transfer of Credits

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- Provide an official high school transcript and other documentation required by the college or university

### Documentation of Lake Superior College Credit

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Other Requirements *(Please identify special requirements, as needed)*

### Lake Superior College-Level Assessment

### Lake Superior College-Level Grading

### Instructor Qualifications

#### High School Instructors

- High School instructors must be licensed as a K-12 teacher and qualified to teach in programs that contain the Program of Study/Career Pathway courses. If the Perkins funds are used, the high school instructor must be career and technical education certified.

#### Lake Superior College faculty

- Lake Superior College faculty must meet college teacher credentialing field qualifications <http://www.minnstate.edu/board/policy/332.html>

## COURSE ARTICULATION TABLE

	High School (sending)	College (receiving)
Institution	ISD #709 Duluth Denfeld	Lake Superior College
Program Name		Carpentry
Program Award		Diploma
Describe program admission requirements (if any)	High School Instructor's Syllabus approved by LSC Faculty	

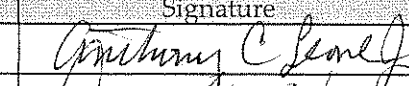

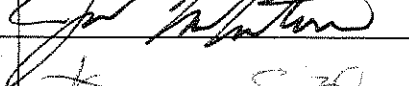
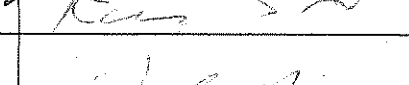
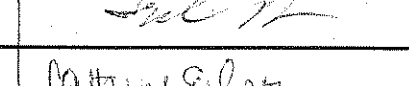
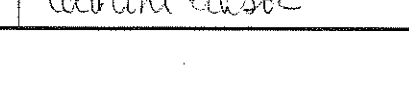
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- Credits applied: the receiving institution course credit amount may be more or less than the sending institution credit amount. Enter the number of credits that the receiving institution will apply toward degree completion.
- Show equivalent university-college courses on the same row to ensure accurate DARS encoding.
- Equiv/Sub/Wav column: If a course is to be encoded as equivalent, enter Equiv. If a course is to be accepted by the college or university as a "substitution" only for the purposes of this agreement, enter Sub. If a course requirement is waived by the receiving institution, enter Wav. (To add rows, place cursor outside of the end of a row and press enter.)

### Program of Study Courses and Equivalencies (if any)

Course	LSC Equivalent Course	Credits	E/S
Construction Technology I OR II OR III	CARP 1412 Carpentry Framing Lab I	1	
	CARP1416 Roof Covering	1	
	CARP 1510 Carpentry Exterior Lab I	1	
	<b>Total Credits Applied</b>	<b>3</b>	

\*If course is equivalent to part of the college/university course, fees for the equivalent credits will be waived

High School	Name	Signature	Date
High School Teacher	Anthony Leone Jr.		12/21/18
High School Administrator	<del>Tonya Sconiers</del> Dorothy Sebore		12/19/18
LSC Faculty	John Calcaterra		12/18/18
Dean of Business and Industry	Hanna Erpestad		12/14/18
Vocational Program Coordinator ISD#709 Duluth Public Schools	Brad Vieths		12/20/18
Superintendent or District CFO	Catherine Erickson		1/8/19



MINNESOTA STATE

ARTICULATION of Program of Study/Career  
Pathway Courses from Partner High School(s)

Lake Superior College  
AND  
ISD #709 DULUTH PUBLIC SCHOOLS

\*The Board of Trustees of the Minnesota State Colleges and Universities is authorized by Minnesota Statutes, Chapter 136F to enter into Agreements and has delegated this authority to colleges and universities.

This Agreement is entered into between ISD #709 Duluth Public Schools and Lake Superior College. This Agreement and any amendments and supplements, shall be interpreted pursuant to the laws of the State of Minnesota.

ISD #709 Duluth Public Schools offers Program of Study Career Pathway courses, and Lake Superior College has established course equivalencies, and will facilitate credit transfer for these courses as specified in the table below for the Allied Health Programs. It is mutually agreed:

### Admission and Graduation Requirements

- A. Lake Superior College admission and program admission requirements apply to both direct entry students and to students who transfer under this agreement.
- B. Students must fulfill the graduation requirements at both institutions.
- C. Students must meet Lake Superior College admission requirements for the agreement to apply.

### Transfer of Credits

- A. Courses will transfer as described in the attached Program Articulation Table. For system institutions, once the courses are encoded, they will transfer as described in the uAchieve Degree Audit Report (DARS).

### Implementation and Review

- A. The Chief Academic Officers or designees of the parties to this agreement will implement the terms of this agreement, including identifying and incorporating any changes into subsequent agreements, assuring compliance with system policy, procedure and guidelines, and conducting a periodic review of this agreement.
- B. This Course Agreement is effective on 08/15/2018 and shall remain in effect until the end date of 06/15/2019, unless terminated or amended by either party with 90 days prior written notice. This articulation agreement will be reviewed by both parties beginning 08/1/2019.
- C. The student will notify the receiving institution of their intent to follow this agreement, and present proof of course completion requirements.
- D. Guidelines for developing a Career Pathway and Program of Study have been followed. Course syllabi for the high school curriculum have been reviewed by high school, Lake Superior College faculty and align with college curriculum content.
- E. The goal of this agreement is to provide for transfer or articulation of credits and to provide learners with a quality education that prepares them for successful integration into the workforce, create contributing members of society, and instill the need to be lifelong learners. In accomplishing this goal school districts, colleges and universities will comply with federal and state legislation and guidelines.

## **Terms and Conditions of Credit Transfer:**

Applicants accepted must fulfill the graduation requirements of Lake Superior College.

### Criteria for Earning Lake Superior College Credit

Students may earn up to a maximum of three college credits by successfully completing the certified high school program curriculum and passing appropriate industry skill standard exams when applicable.

Students who meet the following criteria are eligible to receive college or university credit for courses, as identified in the course equivalency table.

- Earn a course grade of "B" or 85 percent or better in each course being articulated for credit
- Enroll in Lake Superior College which is a party to this agreement.
- Enroll in the program specified in this agreement
- Provide an official high school transcript and other documentation required by the college or university

### Documentation of Lake Superior College Credit

1. If the student's grade on each course grade was a "B" [or 85 percent] or better, a "P" grade will be recorded on a MnSCU Lake Superior College transcript indicating that credit is given.
2. Lake Superior College will clearly indicate whether the credit will count toward diploma/degree requirements or a general elective
3. Once credit is granted for prior learning by Lake Superior College, each system college and university shall evaluate credit for transfer according to policy 3.21 Undergraduate Course Credit Transfer.

### Life of the Credit

A student must provide documentation of successful completion of high school courses and requirements within three (3) years after successful completion of high school graduation for the student's request for credit to be considered.

Other Requirements (*Please identify special requirements, as needed*)

### Lake Superior College-Level Assessment

### Lake Superior College-Level Grading

### Instructor Qualifications

#### High School Instructors

- High School instructors must be licensed as a K-12 teacher and qualified to teach in programs that contain the Program of Study/Career Pathway courses. If the Perkins funds are used, the high school instructor must be career and technical education certified.

#### Lake Superior College faculty

- Lake Superior College faculty must meet college teacher credentialing field qualifications <http://www.minnstate.edu/board/policy/332.html>



## COURSE ARTICULATION TABLE

	High School (sending)	College (receiving)
Institution	ISD #709 Duluth Denfeld	Lake Superior College
Program Name		Any Allied Health program that requires ALTH 1430
Program Award		
Describe program admission requirements (if any)	High School Instructor's Syllabus approved by LSC Faculty	

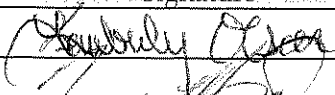

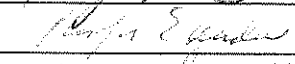


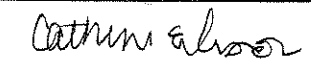
### Instructions

- List all courses that have equivalencies.
- Credits applied: the receiving institution course credit amount may be more or less than the sending institution credit amount. Enter the number of credits that the receiving institution will apply toward degree completion.
- Show equivalent university-college courses on the same row to ensure accurate DARS encoding.
- Equiv/Sub/Wav column: If a course is to be encoded as equivalent, enter Equiv. If a course is to be accepted by the college or university as a "substitution" only for the purposes of this agreement, enter Sub. If a course requirement is waived by the receiving institution, enter Wav. (To add rows, place cursor outside of the end of a row and press enter.)
- Students will receive only the highest level of credit by passing appropriate First Aid/ AED and BLS certification test.

### Program of Study Courses and Equivalencies (if any)

Course	LSC Equivalent Course	Credits	E/S
First Aid /BLS & EMR	ALTH 1430 First Aid & CPR/AED for Health Care Professionals	1	
<b>Total Credits Applied</b>		1	

\*If course is equivalent to part of the college/university course, fees for the equivalent credits will be waived

High School	Name	Signature	Date
High School Teacher	Kimberly Olson		1/17/19
High School Administrator	Tonya Sconiers		1/22/19
LSC Faculty	Roslyn Andrew		1/14/19
Dean of Allied Health and Nursing	Anna Sackett-Urness		1-14-19
Vocational Program Coordinator ISD#709 Duluth Public Schools	Brad Vieths		1/22/19
Superintendent or District CFO	Catherine Erickson		1-24-19

**MEMORANDUM OF UNDERSTANDING  
BETWEEN PROGRAM FOR AID TO VICTIMS OF SEXUAL ASSAULT (PAVSA),  
NORTH HOMES CHILDREN AND FAMILY SERVICES, DULUTH COMMUNITY SCHOOL COLLABORATIVE,  
AND DULUTH SCHOOL DISTRICT, ISD #709**

**I. BACKGROUND AND INTENT**

This Memorandum of Understanding is between PAVSA, a non-profit organization, North Homes Children and Family Services, a non-profit agency, the Duluth Community School Collaborative, a non-profit agency, and the Duluth Public Schools, Independent School District (ISD) #709.

WHEREAS, the sole purpose of this Memorandum of Understanding is to define the relationships, benefits, and responsibilities of PAVSA, North Homes Children and Family Services, Duluth Community School Collaborative, and the Duluth School District, and to further detail the separate and distinct roles and responsibilities of each party;

WHEREAS, the Duluth School District desires to provide a quality, comprehensive education to each student by further supporting students' social-emotional and behavioral needs through community partners available on site at Lincoln Park Middle School;

WHEREAS the Duluth Community School Collaborative is a nonprofit agency composed of educators, parents/family members, and community members which applies the principles of a "Community Schools" model to program design: intentional partnerships with and mobilization of key organizations and individuals, clear outcomes and high expectations, embracing diversity, building upon the strengths of our community, and working in close partnership within schools to optimize learning and well-being among students, families, and the community;

WHEREAS Lincoln Park Middle School seeks to provide social-emotional curriculum focused on healthy relationships within its alternative to suspension program;

WHEREAS, PAVSA, desires to have staff available at Lincoln Park Middle School to provide information to students about healthy relationships;

WHEREAS, North Homes Children and Family Services desires to have advocates/practitioners available at Lincoln Park Middle School to provide information to students about healthy relationships;

**Therefore, PAVSA, North Homes Children and Family Services, Duluth Community School Collaborative, and the Duluth School District agree that it is in the best interests of all concerned to enter into this Memorandum of Understanding.**

**II. ROLES AND RESPONSIBILITIES**

**Roles of PAVSA, North Homes Children and Family Services, Duluth Community School Collaborative, and Duluth School District**

It is understood that PAVSA, North Homes Children and Family Services, the Duluth Community School Collaborative, and Duluth school district staff must work together as a team to effectively meet the needs of Duluth School District students, and all parties to communicate any pertinent information or concerns that affect the overall success of the Memorandum of Understanding in a timely manner. However, the parties to this Memorandum of Understanding understand their separate and distinct responsibilities.

**Role of PAVSA and North Homes Children and Family Services**

PAVSA/North Homes Children and Family Services will:

1. Meet with designated Lincoln Park Middle School staff to plan a system of service delivery within the alternative to suspension program.
2. Provide services on site at Lincoln Park Middle School within the alternative to suspension program
3. Employ and be responsible for its staff placed at Lincoln Park Middle School
4. Maintain appropriate professional liability insurance
5. Share student information with school staff as needed and with the consent of the student/responsible parent.
6. Conduct appropriate background checks to ensure that PAVSA/North Homes Children and Family Services are not legally restricted from performing the duties of their job in a school setting.
7. Meet periodically with School administration or designated staff to review the working relationship in order to address any concerns and promote an active partnership.

#### **Role of Duluth Community School Collaborative**

Duluth Community School Collaborative will:

1. Connect Lincoln Park Middle School Staff with PAVSA and North Home Children and Services staff to establish partnership.
2. Meet as needed with Lincoln Park Middle School, PAVSA, and North Homes Children and Family Services designated staff to review the working relationship in order to address any concerns and promote an active partnership.

#### **Role of Duluth School District/Lincoln Park Middle School**

Duluth School District/Lincoln Park Middle School will:

1. Meet with PAVSA and North Homes Children and Family Services staff to plan a system of service delivery.
2. Provide PAVSA and North Homes Children and Family Services staff with appropriate space.
3. Inform school staff of the services available through PAVSA and North Homes Children and Family Services.
4. Work in partnership with the alternative to suspension room staff at Lincoln Park Middle School.
5. Meet periodically with PAVSA and North Homes Children and Family Services designated staff to review the working relationship in order to address any concerns and promote an active partnership.

### **III. GENERAL TERMS**

**Terms.** This Memorandum of Understanding will begin effective the date of 12-19-18 and will remain in effect unless either party provides written notice of non-renewal three months before the annual termination date. Otherwise, this agreement may be terminated in accordance with the section on Termination below.

**Termination.** Either party may terminate this Agreement by giving the other party three (3) months prior written notice.

**Confidentiality.** PAVSA, North Homes Children and Family Services, the Duluth Community School Collaborative, and the Duluth School District agree that by virtue of entering into this Agreement they will have access to certain confidential information regarding the other party's operations related to this project. PAVSA, North Homes Children and Family Services, the Duluth Community School Collaborative, and the Duluth School District agree that they will not at any time disclose confidential information and/or material without the consent of that party unless such disclosure is authorized by this Agreement or required by law.

Unauthorized disclosure of confidential information shall be considered a material breach of this agreement. Where appropriate, student releases will be secured before confidential student information is exchanged. Confidential student information will be handled with the utmost discretion and judgment.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Superintendent, ISD709

Signed: Caroline Gibson

Date: 1-3-19

Director of Business Services, ISD709

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

LPMS Representative

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Duluth Community School Collaborative Representative

Signed: Jana Niemi

Date: 12-12-18

PAVSA Representative

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

North Homes Children and Family Services Representative

# APPLICATION FOR PERMIT TO USE COMMON AREA

Form 138 ((Rev. 3-09))

Shopping Center  
Miller Hill Mall - 0732

Instructions: Please TYPE or PRINT all information.

Name of Individual / Organization <b>Duluth Public Schools</b>	Describe the nature of the activity <b>Duluth Public Schools Art Show - For use of the space in</b>
Street Address <b>215 N 1<sup>st</sup> Ave E</b>	<b>Barnes and Noble Court and for no other reason.</b>
City, State, Zip <b>Duluth MN 55802</b>	
Telephone No. <b>218-349-1140</b>	

DATE REQUESTED	TIME REQUESTED		NAME OF PERSON WHO WOULD BE IN CHARGE
4/22/19	From: <input checked="" type="checkbox"/> A.M. 12:00 <input type="checkbox"/> P.M.	To: <input type="checkbox"/> A.M. 11:59 <input checked="" type="checkbox"/> P.M.	Deb Hannu
4/28/19	From: <input checked="" type="checkbox"/> A.M. 12:00 <input type="checkbox"/> P.M.	To: <input type="checkbox"/> A.M. 6:00 <input checked="" type="checkbox"/> P.M.	
	From: <input type="checkbox"/> A.M. <input type="checkbox"/> P.M.	To: <input type="checkbox"/> A.M. <input type="checkbox"/> P.M.	

If use of special decorations, signs, displays, or devices is requested, explain

Will be bringing own display towers. Will allow for silent auction in conjunction with art show.

*(Please read carefully)*

Applicant agrees to defend, indemnify and hold the shopping center owners, managers and tenants harmless from and against any and all claims for personal injuries, death, damages, costs, and/or other expenses, including reasonable attorney's fees, arising from or in any way connected with the use of the Common Area or any other part of the Shopping Center by the Applicant, its members, partners, associates, agents, contractors and employees, and the Applicant releases and discharges the shopping center owners, managers and tenants from any and all liabilities, claims, and actions for any damages or injuries either to the person or property sustained by reason of any condition of the Common Area or the shopping center, or due to any act of any employee or agent of the shopping center owners, managers and tenants.

### ACKNOWLEDGEMENT

*(Please read carefully)*

The undersigned represents that he/she is the Applicant or an officer or other authorized agent of the Applicant and that he/she is 21 years of age or over. The undersigned further acknowledges he/she has read and is familiar with the Rules and Regulations Governing Use of the Common Area of the Shopping Center (see reverse side) and agrees that permission to use the Common Area is expressly conditioned upon Applicant's acceptance and continuing observation of the Rules and Regulations.

Name of person completing application <b>Deb Hannu</b>	Street Address (if different than above)	
Title (if any)	City, State, Zip	
Signature	Date	Phone No.

<p>The Individual/Organization named above has permission to use the designated portion of the Common Area during the hours and date(s), stated above subject to the Shopping Center's policies and to the Rules and Regulations stated on the reverse side.</p> <p><input type="checkbox"/> Please locate the exhibit, display, or equipment in the Mall Common Area as indicated on the attached map of the Mall.</p>	Authorized Signature <i>Catherine Erickson</i> <b>Catherine ERICKSON</b> <b>CFD</b>	Date <b>01/07/19</b>
	For:	

## RULES AND REGULATIONS GOVERNING THE USE OF SHOPPING CENTER COMMON AREA

- A. Users cannot conduct any activity within the Shopping Center without having first obtained a permit. A permit will be granted only for use of that area designated as Common Area.
- B. A User may apply for a permit to use the Common Area within the Shopping Center at the management office during the hours of 9:00 a.m. to 4:00 p.m., Monday through Friday. Application shall be in the form required by the shopping center management and subject to these rules and regulations and should be made no later than 30 days prior to the day requested by the User for use of the Common Area.
- C. In making a determination as to whether a permit to use the Common Area within the Shopping Center shall be issued, the following points will be considered: The nature of the activity; the dates, times and duration of the activity; the risk of injury to any person or property the risk of unreasonable interference with the primary commercial activities of Shopping Center. Applications will be considered on a first-come, first-served basis.
- D. Each User shall agree to comply with the following conditions and rules:
1. The activity shall be confined to a specific use of the Common Area as described on the Application and will be limited to dates and times specified on the Application and confined to the Common Area.
  2. Users shall at all times during its use of the Common Area provide sufficient supervision and maintain adequate control of its members, guests or invitees. Shopping center management, in its sole discretion, shall determine if any User is not appropriately dressed. Any User violating this paragraph may be asked to immediately leave the Shopping Center.
  3. In the event that there are any licenses or permits required by any governmental agency or authority with respect to the type of activity carried on, Users shall be responsible for obtaining any necessary licenses, authorizations or permits. No unlawful activities shall be permitted in the use of the Common Area including but not limited to the use of alcoholic beverages or gambling.
  4. All Users using the Common Area assume liability for and shall indemnify and hold harmless the shopping center owners, managers and tenants (and all their partners, shareholders, directors, managers, employees, customers and invitees), against and from any and all liabilities, obligations, losses, penalties, claims, suits, damages, expenses, disbursements (including legal fees and expenses), or costs of any kind and nature whatsoever in any way relating to or arising out of any activity of the Users (including without limitation the activities of the User's members, officers, directors, employees, agents, contractors, servants within the Shopping Center). The shopping center owners, managers and tenants (and all their partners, shareholders, directors, managers, employees, customers and invitees) shall not be liable to any User using the Common Area or any other person on or about the shopping center, the adjoining grounds and parking lot, by the User's consent, invitation or license, express or implied, for any loss, expense or damage, either to the person or property sustained by reason of any condition of the Common Area or the shopping center, or due to any act of the shopping center owners, managers and tenants (and all their partners, shareholders, directors, managers, employees, customers and invitees).
  5. If the application is for any activity which may reasonably be expected to cause public disorder or injury to any person or property or to require substantial cleaning, repairs, or restoration in order to return any area of the Shopping Center to the condition existing immediately prior to the commencement of the activity, the shopping center management may, as a condition to granting a permit, require security for the performance of the Applicant's obligation as licensee under such permit and these rules and regulations. Such security shall be in a form satisfactory to the shopping center management and may be a cash deposit, a bond, insurance policy, or other adequate assurance of the applicant's performance. Where such determination is made and insurance is required, such insurance shall be in the minimum of a commercial general liability policy having limit of \$2,000,000.00 per occurrence with a \$2,000,000.00 aggregate, naming the shopping center owner, manager and Simon Property Group, Inc. as additional insured.
  6. Unless otherwise permitted by shopping center management the User shall not vend or peddle, or solicit orders for sale or distribution of merchandise, devices, services, periodicals, books, pamphlets, tickets or other material whatsoever. User shall not exhibit any sign, plaque or banner, notice or any other written material in or around the Shopping Center without prior written approval of shopping center management.
  7. The User shall not use any vehicle, motor, camera, lighting device or projector on the Common Area without prior approval of shopping center management. User shall not engage in any fighting or direct the use of any physical force, abusive or obscene language or threats toward any other person or engage in any other form of improper behavior such as the making of unreasonable noise or coarse or offensive utterances, gestures or displays which causes or is likely to cause significant public inconvenience, annoyance or alarm. In addition, the User shall not permit the emission of noise or odors or use any device or paraphernalia, which may constitute a nuisance such as loudspeakers, sound amplifiers, radios, televisions or phonographs without prior written approval by shopping center management. If use of vehicles is approved, evidence of auto liability in the amount of \$1,000,000.00 combined single limit must be provided.
  8. Any person or organization using the Common Area shall not engage in any conduct which might interfere with or impede the use of any other facilities of the Shopping Center by any customer, business invitee or employee, employer, or tenant or create a disturbance, attract attention or harass, annoy, disparage or be detrimental to any of the retail establishments of the Shopping Center. Management, in its sole discretion, shall determine whether such objectionable conduct has occurred.
  9. The Common Area shall be surrendered in the same condition as it was upon commencement of its use. All expenses incurred to maintain order and to keep the Common Area free from rubbish will be borne by the User.
  10. If the Management shall deem the use of the Common Area objectionable, at its sole discretion, it may, without any notice whatsoever, terminate the rights of the User to use the Common Area.
  11. At least 30 minutes before commencing their use, all users of the Common Area shall check in and notify the shopping center management that they are ready to proceed with the scheduled activity.
  12. The User shall not obstruct the free flow of pedestrian or vehicular traffic.
  13. Shopping center management may in its sole discretion permit or not permit any person or organization to use the common area or require a User to leave the common area and the shopping center without any liability whatsoever for any damages, claims, losses, actions, suits arising from such removal.