

# Memorandum of Understanding

between

Lee College and Crosby Independent School District

For the operation of the College Preparatory Course

(Effective August 1, 2025 through July 31, 2027)

## Goals of the College Preparatory Course (CPC):

- Increase the college and career readiness of high school students.
- Decrease the number of students required to enroll in developmental education courses upon entry into an Institution of Higher Education (IHE).
- Encourage college enrollment directly after high school.

### A. Term

This MOU shall be in effect for two years from August 1, 2025 to July 31, 2027. Lee College has the right to initiate a negotiated revision of this MOU prior to the start of each academic year within this term.

### B. Student Eligibility

The student is eligible for the College Preparatory Course if they meet both of the following criteria:

1. The 12th grade student has not demonstrated the ability to perform entry-level college coursework in English/Math based on TSIA2, ACT, or SAT scores.
2. The student has performed on the EOC and has earned the grades in math and/or English high school courses as specified in the tables below:

<b>Algebra I EOC*</b>	<b>Algebra I</b>	<b>Geometry</b>	<b>Algebra 2</b>	<b>Recommendation Letter by Algebra 2 Teacher</b>
3550 or Higher	C	C	D	No
Less than 3550	C	B	B	No
Less than 3550	C	C	C	Yes

<b>English 1 &amp; English 2 EOC*</b>	<b>English I</b>	<b>English 2</b>	<b>English 3</b>	<b>Recommendation Letter by English 3 Teacher</b>
3775 or Higher	C	C	D	No
Less than 3775	C	B	B	No
Less than 3775	C	C	C	Yes

### **C. Course Development & Implementation**

The course will comply with the relevant requirements of the Texas Education Association (TEA), and the Texas Higher Education Coordinating Board (THECB), and the Southern Association of Colleges and Schools Commission on Colleges (SACS-COC), and align in content with the College and Career Readiness Standards (CCRS) and the Texas Essential Knowledge and Skills (TEKS).

1. The CPC is:
  - a two-semester course representing one high school credit.
  - taught on the high school campus and in a classroom with technology and internet access.
  - not approved for dual credit
2. The designated courses shall be College Preparatory Course English Language Arts (PEIMS number: CP110100) or College Preparatory Course Mathematics (PEIMS number: CP111200).
3. Students enrolled in the CPC will not earn college credit for the course.
4. The ISD will:
  - assign highly-qualified faculty to teach the CPC.
  - provide students with all required course materials.
5. Lee College will:
  - provide the ISD with a CPC final exam and scoring rubric.
  - provide curriculum guidelines, rubrics, and course outlines.
  - provide curriculum training, led by Lee College Liaisons, prior to the beginning of the school year and once each semester with curriculum specialist(s) and district liaison(s) to discuss curriculum and alignment.
    - Tentative dates for meetings are as follows:
      1. Virtual Curriculum Training: August
      2. Face-to-Face Curriculum Training: October & March.
6. Lee College Liaisons
  - College Preparatory Course Math: Roshele Friudenberg (rfriudenberg@lee.edu)
  - College Preparatory Course English: Kathleen Anderson (kanderson@lee.edu)

### **D. TSI Exemption Criteria for Students enrolled in CPC**

1. Lee College and the ISD agree that students will be deemed TSI Exempt and "college ready" and be eligible to enroll in a college entry-level course if the student achieves a final course grade of 70% or higher and a Lee CPC final exam score of 70% or higher.
2. Upon entering Lee College, it is recommended that the student enroll in a college English/Math course within the first year of enrollment.
3. The TSI exemption will expire two years from date of high school graduation.

4. CPC students who do not meet the TSI Exemption Criteria may be eligible to enroll in co-requisite courses at Lee College within the first year of enrollment at Lee College.

#### **E. Information Sharing**

1. By December 1, the ISD will facilitate student applications through ApplyTexas, ensuring that each student selects Lee College and procures a Lee College ID.

2. By the December break, the ISD shall submit to the designated Lee College Liaison a completed CPC Report Form containing the following information enrolled in each high school's CPC by the December break:

- a. First and Last name
- b. Date of Birth
- c. Lee College ID

2. At the end of the school year, the ISD will provide Lee College with an electronic copy of the Excel College Preparatory Course Grade Report Form that indicates the following for each student enrolled in each high school's CPC:

- a. High School/District
- b. Student Name
- c. Lee College ID
- d. Date of Birth
- e. Overall Class Grade
- f. Final Exam Grade
- g. TSI Exempt status (from CPC)

Please email this Excel file to Lee College Registrar's Office and CC the appropriate LC Liaison.

Registrar Contact: Carl Husband

Email: [chusband@lee.edu](mailto:chusband@lee.edu)

Phone#: 281.425.6396

CC: Kathleen Anderson (English) [kanderson@lee.edu](mailto:kanderson@lee.edu)

CC: Roshele Friudenberg (Math) [rfriudenberg@lee.edu](mailto:rfriudenberg@lee.edu)

## **F. Signatures**

This agreement may only be amended by mutual written agreement of the parties.

---

Paula Patterson, Ed.D., Superintendent Crosby Independent School District	Date
--	------

---

Lynda Villanueva, Ph.D., President Lee College	Date
---	------