

**Memorandum of Agreement
Between
Department of Education
And
University of Hawai'i Community Colleges**

The purpose of this Memorandum of Agreement between the State Department of Education (DOE) and the University of Hawai'i Community Colleges (UHCC) is to develop a coordinated and collaborative education delivery system which provides effective learning opportunities and prepares a highly skilled and educated workforce.

BACKGROUND

- The 1994 School-To-Work Act, 1998 Perkins Act (including Tech-Prep Education), and 1998 Workforce Investment Act support the development of a vocational education system that delivers a highly skilled and educated workforce.
- HRS 304-67.5, Running Start Program, was established by the 2000 State of Hawai'i Legislature. This program allows public high school juniors and seniors to attend college classes and earn both high school and college credits.
- The Workforce Investment Act (WIA), Title II, of 1998, "Adult Education and Family Literacy Act" requires that partnerships be created to provide adult and family literacy services in order to:
 1. Assist adults to become literate and obtain knowledge and skills necessary for employment and self-sufficiency;
 2. Assist adults who are parents to obtain the educational skills necessary to become full partners in the educational development of their children; and
 3. Assist adults in the completion of a secondary school education.
- The DOE is the agency responsible for administering and carrying out the purpose of WIA, Title II. Furthermore, Hawai'i Revised Statute Section 302A-432 places the responsibility for adult basic education programs in Hawai'i with the DOE.
- The 2000 State of Hawai'i Legislature recognized, with the adoption of House Concurrent Resolution No. 158, that services to Hawai'i's adult community could be enhanced by initiating a collaborative partnership between the Department of Education and the University of Hawai'i Community Colleges.

- HRS 302A-1004, Educational accountability system; annual reports, amended by the 2000 State of Hawai'i Legislature, requires continuous professional growth and development of teachers and administrators. The Department of Education's Strategic Plan for Standards-based Reform, September 1999, also identifies teacher education and in-service training as necessary supports for the implementation of the Hawai'i Content and Performance Standards.
- HRS 302A-1132, Relating to Compulsory School Attendance Exceptions (Act 162), allows sixteen-year old students to be released from high schools under specified conditions. These students may now enroll in the Community Schools for Adults and earn a high school diploma.

POLICIES AND PROCEDURES

The Superintendent of Education and the Chancellor for the University of Hawai'i Community Colleges will appoint a Task Group. The Task Group will develop processes that support:

- curriculum articulation;
- dual credit programs;
- student tracking;
- career development program;
- adult education/remedial services
- teacher pre-service;
- a continuum of in-service opportunities for teachers; and
- a coordination of technology management systems and learning programs.

The Group will specifically address adult basic education program coordination within the two agencies and other adult basic education providers for a more effective adult and career development program.

The Task Group will formulate the following: the purpose and function of the Group; the development of operational procedures; the process for identifying and resolving issues facing both agencies; the process for implementation of recommended solutions as agreed to by both agencies; and the identification of appropriate membership for the Group and any adhoc committees.

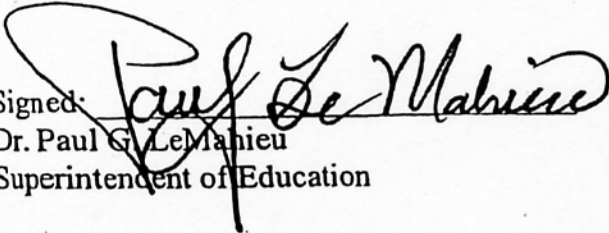
The Task Group will address the following in addition to other identified issues:

1. Development of a tracking system relating to student transfer and career development for assessment and accountability purposes.
2. The use of technology to facilitate student transfer and coordinate services and programs.

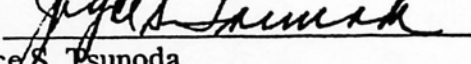
3. The formulation of a career development system that is articulated, implemented and monitored.
4. The establishment of a curriculum articulation process, between the DOE and UHCC, that facilitates: student transfer; career development; transition of alienated youth; dual credit for K-12 and Adult Basic Education programs (utilizing the Equipped For the Future Content Standards for Adult Literacy); the use of technology in the content and/or delivery of programs.
5. The coordination of adult basic education and remedial services between the DOE, UHCC and other agencies.
6. The development of a teacher pre-service/in-service program to increase the availability of endorsements for teachers in identified shortage and emerging program areas.
7. The coordination of staff development activities which meet the needs of both agencies.
8. The development of a set of measures to evaluate whether the collaborative processes and programs are effective and efficient.
9. The development of legislation identified as necessary to effectively carryout the plans and processes.

To sustain this collaborative effort, both agencies will commit to this project by assigning this function to respective permanent staff.

This Memorandum of Agreement can be modified or terminated with the mutual agreement of the Superintendent of Education and Chancellor for the University of Hawai'i Community Colleges.

Signed: 
Dr. Paul G. LeMahieu
Superintendent of Education

Date: 10/4/2001

Signed: 
Dr. Joyce S. Tsunoda
Senior Vice President, University of Hawai'i
and Chancellor for Community Colleges

Date: 9/26/01