



**ARTE I RPTCS**  
**Regional Professional Technical Charter Schools**

310 10<sup>th</sup> Street  
Rupert, ID 83350  
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**Memorandum of Understanding (MOU)**

To: Kimberly School District #414 Board of Trustees

From: Andy Wiseman, ARTEC RPTCS & ARTE I RPTCS – Director

Date: July 24, 2019

For the school year 2019-2020, ARTE I RPTCS (Regional Professional Technical Charter School) and the Kimberly School District #414 agree to provide educational services in the Information Technology program to identified ARTE I RPTCS students according to the following terms:

- 1) The Superintendent of Schools or designee and the ARTE I RPTCS Director shall jointly approve the ARTE I RPTCS students to be served as evidence in the ISEE Attendance Report. Written parental notification will be provided by the Kimberly School District #414.
- 2) Kimberly School District #414 agrees to:
  - a. Provide adequate facilities, equipment, materials, and supplies for the Information Technology programs, as well as for the integrated academic classes.
  - b. Provide daily supervision for the Information Technology teacher and students by a certificated Administrator.
  - c. Provide the supervision and evaluation for the Information Technology employee required by Idaho Code for the certificated and non-certificated employees.
  - d. Submit Student average daily attendance (ADA) reports to the ARTE I RPTCS fiscal agent, Minidoka County School District.
  - e. Submit student grade and other needed student data in Excel format as requested to ARTE I RPTCS.
  - f. Assign a School District Administrator as the on-site Administrator for the ARTE I RPTCS program, teacher, and students attending school in Kimberly School District #414 facilities. The on-site Administrator will be responsible to communicate regularly with the ARTE I RPTCS Director and/or Principal and to attend ARTE I RPTCS site Principal Meetings as called by the ARTE I RPTCS Director and/or Principal.
  - g. Provide Special Education and 504 services as needed to ARTE I RPTCS students.
  - h. Provide property and liability insurance coverage for facilities, district personnel, visitors, and students in the ARTE I RPTCS programs.
  - i. Operate the Information Technology programs according to the Kimberly School District #414 and according to this MOU.
  - j. Meet the requirements of the Idaho Division of Career-Technical Education (CTE) for Regional Professional Technical Charter School programs, including the requirement for such programs to be approved as high end or meeting high end alternatives of the Career-Technical School programs as approved by the Idaho Division of Career-Technical Education which includes, but may not be limited to:

- i. The Career-Technical teacher must hold at least one industry certification and appropriate Career-Technical certification.
    - ii. Programs must include a relevant student organization as per the Idaho CTE High End Standards.
    - iii. Programs based on Industry Standards, must provide at least one paid or unpaid industry work experience opportunity prior to graduation as per the Idaho CTE High End Standards.
    - iv. Programs must include an end of program nationally recognized industry certification test and/or CTE state or national approved end of program assessment as per the Idaho CTE High End Standards.
    - v. Programs must involve at least one academic teacher who works with the technical teacher to develop and present integrated academic/technical projects to both classes during the year.
    - vi. Programs must have a functioning advisory committee with an industry chairperson and hold at least two official meetings per year.
    - vii. Programs must offer at least one dual credit class with texts and supplies to be provided by the district; the optional college credit tuition to be paid by either the district or the student at the district's discretion.
    - viii. Programs must provide evidence of an industry certification made available to the students.
    - ix. Programs will incorporate soft skills into the curriculum as approved by the Board of Directors of ARTE I RPTCS.
    - x. Programs will be reviewed annually by administrative staff based upon the criteria in this agreement.
  - k. Submit annual financial report to ARTE I RPTCS accounting for ARTE I RPTCS funds received.
  - l. Submit annual Site Principal assessment of ARTE I RPTCS services.
  - m. Assure that site principals notify parents of ARTE I RPTCS enrollment and provide opportunity to opt out.
  - n. Strive to keep ARTE I RPTCS students as ARTE I RPTCS students from beginning to end of program.
  - o. Assist ARTE I RPTCS in tracking ARTE I RPTCS graduate program completers according to the ARTE I RPTCS policy.
  - p. Maintain an inventory, care for and account for equipment allocated from ARTE I RPTCS just as the district does for equipment from federal fund grants.
- 3) ARTE I RPTCS agrees to:
- a. Compensate the Kimberly School District #414 for the salary and state compensated fringe benefits according to the Idaho Career Ladder Apportionment Salary Index for the Information Technology teacher for the school year 2019-2020. Approved full-time equivalent (FTE) teacher is .5 FTE teachers. (.5 for Information Technology). Teacher's salary and reimbursements will be prorated in the event that ADA requirements are not met for each approved ARTE I RPTCS programs.
  - b. Compensated Kimberly School District #414 in the amount of \$30,500 per classroom unit for utility expenses, equipment, supplies and materials and other related program costs with at least 12 FTE ARTE I RPTCS students constituting a classroom unit. This amount will be prorated in the event that at least 12 FTE ADA students are not in attendance for each approved full-time program for the school year. SDE (Idaho State Department of Education) data will be used to confirm ADA data. The Kimberly School District #414 Information Technology ARTE I RPTCS programs are approved for .5 classroom unit.
  - c. Provide staff development to technical and academic teachers providing instructions to ARTE I RPTCS students and teacher stipends for staff development. ARTE I RPTCS will strive to avoid school days for staff development activities and, to the extent possible will offer staff development during summer break or as online workshops.
  - d. Consult frequently with the supervising Kimberly School District #414 High School Principal who is assigned to supervise the ARTE I RPTCS Programs delivered at the Kimberly High School.

- 4) Failure to meet the above requirements may result in termination of ARTE I RPTCS status and termination of this MOU agreement at the discretion of the ARTE I RPTCS board.

**Kimberly School District #414**

By \_\_\_\_\_ Date \_\_\_\_\_  
**Superintendent** (signature verifies  
Board approval of this agreement)

**ARTE I RPTCS**

By \_\_\_\_\_ Date \_\_\_\_\_  
**Director** (signature verifies Board  
approval of this agreement)

**\*\*This agreement supersedes all previous agreements. (July 24, 2019)**