

**AGREEMENT BETWEEN HUDSON
COUNTY COMMUNITY COLLEGE
AND
JERSEY CITY BOARD OF
EDUCATION FOR THE
DELIVERY OF CULINARY
INSTRUCTION
FOR ACADEMIC YEAR 2023-24**



This Agreement between the Hudson County Community College (HCCC) and the Jersey City Board of Education (JCBOE) is for the purposes of HCCC providing instruction in selected courses for high school students enrolled in Abraham Lincoln High School (ALHS). ALHS students enrolled in HCCC classes will have the opportunity to earn HCCC credits for selected college courses taught by HCCC faculty on-campus at HCCC.

Student Enrollment

1. Selection for participation in the courses covered under this agreement will initially be determined by ALHS, provided that all selected students meet all course pre-and-co-requisites of ALHS and HCCC. ALHS will select students who demonstrate a proficiency for college-level work and a reasonable chance for successful completion.
2. HCCC will arrange with ALHS for the administration of the College Placement Test for selected students and students must meet the minimum scores required by each applicable HCCC academic department to qualify to take specific HCCC courses. Students who do not meet the minimum requirements in both items 1 and 2 shall not be permitted to participate in the courses covered under this agreement. However, such students will be permitted to take required developmental and/or pre-requisite courses for the below listed course at the same tuition rates listed below.
3. Participating students must complete the HCCC Early College online application and student agreement form within the time frames established by HCCC. ALHS will submit completed student agreement forms, signed by the participating student's school counselor and each student's parent or guardian, to the HCCC Office of Early College Programs. Participating students shall comply with and be subject to all HCCC policies applicable to HCCC students.
4. HCCC and JCBOE are authorized to exchange pertinent student information. Such information shall be considered confidential and shall not be disclosed except to the extent required by law or for a party to fulfill its obligations under this Agreement. HCCC will forward final grades for participating students to the high school administration upon completion of the semester and payment of all fees and tuition required by this agreement.

Courses for AY (2023-2024)

Selected students may enroll in the following courses to be offered during the 2023-24 academic year.

- Food Sanitation & Culinary Principles – CAI-115 (3 Credits)
- Pantry and Breakfast Cookery – CAI-118 (2 Credits)
- Bakeshop I – CAI-119 (2 Credits)

Fiscal Arrangement

1. HCCC shall directly invoice JCBOE at the end of the Fall 2023 and Spring 2024 semesters, based on a total of 32 students enrolled, in accordance with the following fee schedule:
 - \$9,600.00 for an additional instructor per semester
 - \$25.00 registration fee per student per semester
 - \$163.20 for lab fees per student per semester
 - \$167.00 for class-related materials and meals per student per semester
 - \$155 tuition per credit
 - \$250 for textbooks per student for CAI 115.
 - \$140 for textbooks per student for CAI 118
 - \$140 for textbooks per student for CAI 119

For the Fall 2023 semester, the total cost will be a maximum of \$58,246.40, with students enrolled in CAI 118 and CAI 115. For the Spring 2024 semester, the total cost will be \$35,366.40, with students enrolled in CAI 119 and continuing in CAI 115.

2. JCBOE shall make payment to HCCC no later than sixty (60) days of JCBOE's receipt of the bill from HCCC. Non-payment or late payment of all or part of an invoice may result in students being prohibited from registering for future classes, holds on grades and transcripts and the possible referral of the bill for collections. JCBOE agrees to be responsible for all collection fees and costs incurred by HCCC, including, without limitation, court fees and attorneys' fees, in the event that full payment is not received from JCBOE within sixty (60) days of JCBOE's receipt of an invoice from HCCC. Invoices shall reflect enrollment through the posted withdrawal dates based on the Student Refund and Academic Calendar. HCCC shall not be obligated to make any adjustments in the per credit price charged to JCBOE if the discontinuation of a student's participation in the program is not communicated to HCCC prior to the appropriate withdrawal dates.

Terms of Contract

This Agreement shall be effective as of July 1, 2023 and shall run through June 30, 2024 and may be renewed annually by the parties by executing a separate agreement. It is understood and agreed that the parties to this Agreement may modify or revise this Agreement only by written amendment executed by both parties.

Choice of Law/Venue

This Agreement shall be subject to and interpreted in accordance with the laws of the State of

New Jersey regardless of New Jersey's conflict of laws, provisions or principles. Any and all disputes between the parties arising out of or relating to this Agreement or the services provided thereunder shall be subject to the exclusive jurisdiction of the Superior Court of New Jersey located in Hudson County, New Jersey.

SIGNED:



CC
President or Designee
Hudson County Community College

7-11-2023
Date

Superintendent or Designee
Jersey City Board of Education

Date