



TRANSMITTAL LETTER

The University of North Carolina
General Administration

Transmittal Number 47
August 7, 2006

Subject:

400.6.1[R]. Regulations for the Establishment of an Early College High School on UNC Campuses

This letter transmits new regulation:

400.6.1[R]. Regulations for the Establishment of an Early College High School on UNC Campuses. This regulation was adopted by President Bowles on August 7, 2006. Please contact Alan Mabe, Vice President for Academic Planning, at 919-962-4589 with any questions.

Regulations for the Establishment of an Early College High School on UNC Campuses

This Regulation confirms the required conditions and agreements that must be made prior to the establishment of an Early College High School program between constituent institutions of The University of North Carolina and local education agencies. The purpose of these regulations is to protect the interest of the students and ensure they have available to them all the services required of the appropriate education entity.

An agreement may be made between a local school district's Board of Education and a constituent institution of the university (hereafter the University) only when each of the following elements is included in the agreement:

1. The Early College High School (hereafter Early College) will be a public high school under the authority of the local school district's Board of Education (hereafter Board of Education). All federal, state, and local laws applicable to public high schools will be applicable to the Early College.
2. The principal of the Early College will be appointed by the Board of Education who will have executive authority over the high school programs and activities. The principal will select and supervise qualified and certified teachers to provide the courses for the high school programs. The Board of Education will compensate the principal, teachers and high school staff of the Early College.
3. All federal, state, local and Board requirements for public high schools will be followed and met and paid for by the Board of Education including but not limited to curriculum, instructional calendar, transportation, provision of textbooks and related materials, provision of physical education, provision of meals, provision of health services, including counseling, compliance with laws and regulations governing the education of students with disabilities, compliance with federal laws governing privacy of student records, and compliance with state laws governing the health and safety of minors and discipline. In addition, the Board of Education will pay any applicable instructional, incidental and miscellaneous fees charged by the University to its regularly enrolled students.
4. The Board of Education will ensure that all students enrolled in the Early College are provided with courses that meet the minimum course requirements for admission to the University of North Carolina, provided that upon recommendation of the Board, these requirements may be waived by the Board of Governors of the University of North Carolina.
5. The Early College will enroll at least 100 students such that it is a recognized high school by the Department of Public Instruction; provided that the head count may be modified by the Department upon recommendation of the Board of Education.

6. The Early College will be located on the campus of the University which will provide sufficient classroom and related space for the high school academic programs. Limited and controlled access to the University library will also be provided. There will be no access to residence halls, unmonitored internet access sites, any space where alcohol is available or any other space deemed by the University to be unsuitable for high school students or their programs. Monitoring of the students compliance with access to facilities and internet access will be the responsibility of the school principal. The University shall be responsible for the provision of utilities, and the maintenance thereof.
7. The Board of Education will be responsible for ensuring compliance with restrictions to Internet access as required for public schools in North Carolina.
8. All facilities will remain under the control of the University. All students, faculty and staff of the Early College must abide by University policies and regulations concerning its facilities as well as any restrictions as contemplated by paragraph (6).
9. The University may provide selected university-level courses for the students enrolled in the Early College. These courses will be taught by University faculty. Prior to enrolling in a university-level course, the students must demonstrate readiness to succeed in these courses. Representatives of the University and the Early College will confer and agree on a standard measure of readiness and performance which must be met by the students prior to enrollment in a university-level course.
10. The University host will establish the performance criteria for admission and for transfer of credits for Early College students to the host institution. Students meeting those criteria will be assured admission to the host institution and transfer of credits to complete the baccalaureate degree.
11. Students participating in an Early College will be identified and tracked in the University data system and will be placed in a unique category for Early College High School (ECHS) student. The students at the Early College will not be classified or counted as regularly enrolled students.
12. Selection of Early College students for the Early College High School must be made by an admissions committee that includes but is not limited to local public school officials, university academic affairs officials, university student affairs officials and college officials. Selection must be based on academic credentials, disciplinary records, potential of successful completion of high school requirements, potential for successful completion of university course requirements and potential for contribution to the intellectual and social strength of the college environment.
13. Applicants to the Early College must complete an application developed by representatives of the university and the college. This application must contain security questions utilized by the University for all enrolled students.

14. The Board of Education and the University will agree on start-up and annual operational costs to be reimbursed to the University by the Board of Education.
15. The Board of Education, through funding from the Department of Public Instruction, must pay to the University the tuition, education and technology fee, book costs and cost of delivering university-level courses for ECHS students. (Note: "Cost of delivery" is the amount derived by running the college level student credit hours (SCHs) through our enrollment change model.)
16. While in University facilities, on University property or in University classes, the students, faculty and staff of the Early College will comply with all state and local laws, applicable University regulations and applicable University policies. Failure to follow these proscriptions will subject the individual to the disciplinary procedures of the University and may result in dismissal from the College. The Board of Education will adopt any rules necessary to its governance of the school, provided that those rules will not be inconsistent to those in force at the University.
17. Students may be dismissed by the principal for violation of high school rules or regulations. The University may not veto these disciplinary decisions but the principal may seek advice from University officials prior to making these decisions. Students may also be disciplined or dismissed by the University for violation of federal or state laws or University rules or policies. Neither the principal nor the Board may veto such disciplinary decisions but the University may seek their advice prior to making these decisions.
18. The Board of Education and the University are each responsible for the negligence or intentional harm caused by its employees; however nothing in this section shall be construed to waive any defense of sovereign immunity which might otherwise be available to the Board or the University; provided further that nothing in this section shall be construed to limit the rights of the Attorney General of North Carolina to bring claims for or to defend claims against the University.
19. The agreement between the University and the Board of Education must have a defined period of duration and a provision for termination with appropriate written notice. This agreement may be amended or supplemented by mutual written consent of both the Board of Education and the University.
20. If the agreement is terminated, the University will be reimbursed for uncompensated expenses incurred in the establishment or operation of the Early College.
21. The University and the Board of Education may agree on additional provisions to their agreement as long as those provisions are not in conflict with the above elements.
22. The agreement must be approved by the appropriate entities and signed by the Chair of the Board of Education; Superintendent of the collaborating school district; Chair of the campus Board of Trustees; and the Chancellor of the institution.