

MEMORANDUM OF UNDERSTANDING
BETWEEN WASHOE COUNTY SCHOOL DISTRICT AND
BOARD OF REGENTS OF THE NEVADA SYSTEM OF HIGHER EDUCATION,
ON BEHALF OF TRUCKEE MEADOWS COMMUNITY COLLEGE,
FOR DELIVERY OF LOWER DIVISION COURSEWORK
TO WASHOE COUNTY SCHOOL DISTRICT STUDENTS
PURSUANT TO NRS 277

This Interlocal Agreement, herein referred to as "Agreement", made and entered into this 1st day of July, 2025, by and between the WASHOE COUNTY SCHOOL DISTRICT herein referred to as WASHOE COUNTY, and the Board of Regents of the Nevada System of Higher Education, on behalf of Truckee Meadows Community College, herein referred to as TMCC, provides for the administration and operation of the TMCC Jump Start program, located at 7000 Dandini Blvd., Reno, Nevada, owned and operated by TMCC as well as use of certain facilities owned and operated by WASHOE COUNTY.

This agreement is established for a two-year period, to expire in June 30, 2027.

This agreement will be reviewed and revisions made as necessary, any time before the expiration date, with mutual agreement of both entities. Any renewal on or before June 2027 will be subject to further negotiation and agreement.

WITNESSETH:

WHEREAS, WASHOE COUNTY and TMCC are mutually committed to promoting student success and improving the college readiness of students, and

WHEREAS, WASHOE COUNTY and TMCC are mutually committed to raising the graduation rate of WASHOE COUNTY through cooperative programs, and

WHEREAS, WASHOE COUNTY and TMCC are mutually interested in students completing college work while still in high school,

NOW, THEREFORE, in consideration of the aforementioned premises and the mutual promises, covenants and undertaking set forth herein, the parties agree as follows:

TMCC and WASHOE COUNTY desire to work in collaboration to offer lower division college courses to WASHOE COUNTY students. This agreement describes the mutual understanding of TMCC and WASHOE COUNTY.

SECTION I: Dual Credit

1. Legislative definition governing dual credit coursework for high school students, Nevada Revised Statute (NRS) 389.160:

Credit toward graduation from high school for courses taken at community college or university:

A pupil enrolled in high school, including, without limitation, a pupil enrolled in grade 9, 10, 11, or 12 in a charter school or a pupil enrolled in a program designed to meet the

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requirements of an adult standard diploma. who successfully completes a course of education offered by a community college or university in this State which has been approved pursuant to subsection 2, must be allowed to apply the credit received for the course so completed to the total number of credits required for graduation from the high school or the charter school in which the pupil is enrolled or the credits required for receipt of an adult standard diploma, as applicable.

With the approval of the State Board, the board of trustees of each county school district and the governing body of each charter school shall prescribe the courses for which credits may be received pursuant to subsection 1, including occupational courses for academic credit, and the amount of credit allowed for the completion of those courses. (Added to NRS by 1989, 1089; A 1991, 1700; 1993, 103; 1999 3313: 2007, 1997.)

2. Jump Start Concept

WASHOE COUNTY students may enroll in a course at Truckee Meadows Community College (TMCC) and receive both high school academic credit and college credit.

- a. Only Nevada Department of Education approved courses may be used for dual credit (either academic or elective). Academic credit refers to those courses which have been approved by the WASHOE COUNTY to meet graduation requirements. All other approved courses will count for elective credit. All courses must be approved by the WASHOE COUNTY Office of Academics, the WASHOE COUNTY, Board of Trustees, and the State Board of Education.
- b. Dual Credit course may be applied for either elective or academic high school credit. During the traditional school day and/or regular public hours, WASHOE COUNTY students may enroll in dual credit courses that qualify for college credit from a common menu of courses approved by the WASHOE COUNTY.

3. Approved Courses

- a. College/Community College courses may be taken for college credit only, for dual (high school/college) credit or for personal fulfillment/enjoyment.
- b. Any course offered through TMCC and approved by WASHOE COUNTY and the Nevada State Board of Education is available for dual credit. Community Service courses are not available for dual credit.
- c. Community Service courses are not available for dual credit.

SECTION II: TMCC Jump Start Program

I. TMCC Course Offerings and WASHOE COUNTY Records

- a. TMCC shall develop and offer appropriate college courses in which WASHOE COUNTY students, grades 9-12, who meet minimum enrollment requirements may enroll in college credit courses to meet high school elective or graduation requirements.

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- b. The Jump Start Program requires students to have a minimum cumulative GPA of 2.5 for admission. Exceptions to this requirement may be considered on a case-by-case basis with supporting documentation and approval from TMCC and WASHOE COUNTY.
- c. TMCC will provide one unofficial transcript for each student to participating WASHOE COUNTY high school within three weeks after grades are posted at the end of each TMCC academic term. This will only be done for students who have provided written permission to TMCC to release the transcript to the WASHOE COUNTY.
- d. TMCC will comply with FERPA regulations.
- e. Tuition will be refunded pursuant to the refund policies of TMCC if the student elects to drop a course or if the student is administratively dropped.

2. Jump Start Course Definitions

a. Participation

- i. Individual: Known as "J2," refers to individual students taking non-cohort dual credit college courses offered through the published TMCC catalog. No special arrangement or consideration is given for time or access in these courses. J2 students are considered dually enrolled.

11. Cohort: This refers to courses arranged for specific groups where high school students are given first priority for enrollment.

- a) Cohort Group Class: A class reserved for a specific group of high school students, usually at a single high school or targeted to a specific defined group (such as Gifted and Talented students, CTE students, etc.). These courses may be offered at a TMCC or WASHOE COUNTY and can be taught by TMCC faculty or approved WASHOE COUNTY teachers. When taught by a TMCC faculty member, students are considered dually enrolled, when taught by a WASHOE COUNTY approved teacher during regular school day, students are considered concurrently enrolled.

- b) Cohort Magnet Class: A class reserved for high school students from anywhere across the WASHOE COUNTY. These courses may be offered at a TMCC or WASHOE COUNTY.

b. Content

1. Definitions

- a) Academic: Refers to courses that align with academic graduation requirements, to include fine arts and those courses accepted as academic electives.
- b) Career: Refers to technical or skill-based courses that align to Nevada Department of Education high school career and technical education pathways.

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3. Jump Start Student Enrollment

- a. Jump Start classes are regular college classes. Curriculum and expectations follow the same rigorous standards set by TMCC Academic Departments. Jump Start students are fully responsible for their academic success.
- b. Jump Start participants will be responsible for completing the required Steps to Enroll for Jump Start students which include:
 - i. submitting a TMCC application for admission,
 - ii. a dual credit orientation and
 - iii. submitting appropriate permission to enroll paperwork.
- c. Principals or their designee will be responsible for approving all students enrolled in Jump Start courses to ensure the course is appropriate and the student is prepared to be successful.
- d. Jump Start students will have full access to TMCC support services including Tutoring and Writing Center.
- e. TMCC may provide student support for high school students enrolled in TMCC classes, which may include orientation, retention services and assistance with registration and enrollment in college classes.

4. Instruction

- a. Academic Jump Start classes are taught by TMCC college instructors, per course requirement.
 - i. A WASHOE COUNTY instructor who meets the TMCC professional requirements for a specific course may be considered by TMCC to receive part-time faculty status for the purposes of offering instruction to Jump Start students during the high school day as part of his/her WASHOE COUNTY full- or part-time teaching assignment. This portion of dual credit is called concurrent enrollment.
 - ii. A WASHOE COUNTY teacher, who is also part-time faculty for TMCC, may teach a Jump Start course during his/her full- or part-time teaching assignment, upon approval from WASHOE COUNTY administration and TMCC.
- b. Students will be the only point of contact with professors regarding any questions they have. By enrolling in at TMCC, students and WASHOE COUNTY understand:
 - i. Academic freedom is practiced at TMCC and allows faculty and students to pursue whatever inquiry they feel is important in the classroom without fear of censorship.
 - ii. Students may encounter adult language and images, different philosophical viewpoints and belief systems, as in any college environment.

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- iii. Parents are encouraged to help their students practice important communications skills to best support the student role as the main point of contact for all Jump Start inquiries.
 - iv. Students must adhere to the TMCC student conduct and academic dishonesty policies.
 - c. The grades earned through Jump Start will be a part of student's permanent college record. Students should review TMCC's dates and deadlines carefully and frequently.
 - i. Dropping a class:
 - a) To drop a class students must withdraw from the class by contacting the Jump Start Program in advance of the deadline.
 - b) If dropped after the deadline, the student will have a permanent transcript showing a grade of "W."
 - ii. Students who do not request to be dropped a course and fail to attend or submit work will receive the grade for the course they earn.
5. Course Fees and Payment
- a. Course Fees: TMCC shall charge the following fees in addition to course registration fees, as established by the NSHE Procedures and Guidelines Manual.
 - i. For all students:
 - a) A technology fee per credit hour
 - b) Any special fees associated with the course
- The following fees are waived for any student participating in the Jump Start Program.
- a) Application fee
 - b) Student Government Association per credit fee
 - c) Health and Sports per credit fee
 - d) Academic Success fee
 - ii. Textbook costs shall be the responsibility of the student except when an alternative agreement has been made between TMCC and WASHOE COUNTY.
 - iii. Registration Fees: TMCC and WASHOE COUNTY agree to the following fees structure as defined by the NSHE Procedures and Guidelines Manual.
 - a. For regular dual enrolled students, the follow fee structure will be followed from July 1, 2025 to June 30, 2027.
 - b. • Fiscal Year 26: \$87.50 per credit
 - c. • Fiscal Year 27: \$92 per credit

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- ii. For students that qualify for free and reduced lunch status upon documentation provided by WASHOE COUNTY administration, TMCC shall follow the fee structure from July 1, 2025 to June 30, 2027.
 - a. Fiscal Year 2026: \$59.50 per credit
 - b. Fiscal Year 2027: \$62.50 per credit
- iii. For courses taught as a part of concurrent enrollment by a qualified WASHOE COUNTY teacher, TMCC shall follow the fee structure from July 1, 2025 to June 30, 2027, with no additional fees.
 - a. • Fiscal Year 2026: \$100 per course
 - b. • Fiscal Year 2027: \$110 per course
- b. Payment for courses shall be an agreement between the Jump Start student and TMCC except in special cases when an alternate arrangement has been made with the WASHOE COUNTY.

SECTION III: Facility Use

- 1. TMCC and WASHOE COUNTY recognize that courses considered part of Jump Start may be offered on a TMCC or WASHOE COUNTY. Specifically:
 - a. Jump Start cohort classes (as defined in section II.2.a.ii) may be offered on either a TMCC or WASHOE COUNTY during or after the WASHOE COUNTY school day.
 - b. The hours, location and access of Jump Start cohort classes will be mutually agreed on by TMCC, and WASHOE COUNTY administration.
 - c. When Jump Start classes are held on a WASHOE COUNTY, class times and room designations will be the responsibility of WASHOE COUNTY administration in collaboration with TMCC Jump Start team.
- 2. For Jump Start courses offered at a WASHOE COUNTY, this Memorandum of Understanding serves as a Facility Use Permit Form with the following understandings:
 - a. Hours & Access: The hours and access for cohort classes will be mutually agreed upon by TMCC, and WASHOE COUNTY administration.
 - i. TMCC faculty/instructors will have access to the WASHOE COUNTY prior to the beginning of the Jump Start class for orientation and planning purposes.
 - ii. TMCC faculty/instructors will be provided with a primary contact at the WASHOE COUNTY, as well as with classroom keys (when needed), prior to the beginning of the Jump Start class.
 - iii. TMCC faculty/instructors will have access to the WASHOE COUNTY classroom for a minimum of 45 hours during the semester.
 - iv. Supervision

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- a) TMCC faculty/instructors will ensure proper supervision of the students and associated activities.
 - b) TMCC faculty/instructors will ensure that students do not loiter or access other parts of the WASH OE COUNTY except as they relate to class.
 - e) Instructors should ensure WASHOE COUNTY students comply with TMCC student conduct and academic dishonesty policies.
 - d) TMCC faculty/instructors will follow WASHOE COUNTY policies.
- b. Facility Cost: The cost of the facility use is covered under the registration fee structure (section II.5.c.) above, except as noted in section c, below.
- c. Resources Availability and Care
- i. Equipment & Maintenance
 - a) TMCC faculty/instructors will have access to the equipment located in the classroom and the WASHOE COUNTY will maintain such equipment.
 - b) TMCC faculty/instructors will maintain the classroom based on the expectations of the WASHOE COUNTY.
 - c) Any additional equipment needed by the TMCC faculty/instructor to meet class standards is the responsibility of the TMCC faculty/instructor. Permanent installation of equipment must be pre-approved by the WAS HOE COUNTY and may result in additional fees.
 - ii. Storage
 - a) The WASHOE COU TY and TMCC will collaborate to identify appropriate, secure storage for equipment and supplies needed for class, when necessary
 - b) Any additional furnishings or alterations to existing furnishings must be pre-approved by the WASHOE COUNTY and, if supplied or altered by the DISTIRCT, may result in additional fees.
111. Technology
- a) The WASHOE COUNTY will provide reasonable access to available technology needed for TMCC faculty/instructors to conduct class.
 - b) Any additional technology or computer programs needed by TMCC faculty/instructors must be pre-approved by the WASHOE COUNTY prior to installation and may result in an additional fee.

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SECTION IV: Marketing

The design content, and distribution of all marketing efforts (i.e., written materials, displays, broadcasts, media releases, announcements, etc.) associated with this partnership will be mutually developed and agreed upon by both parties prior to release/distribution. All promotional materials requiring the use of the TMCC logo shall be approved by the TMCC Marketing and Communications Office via email (marketing@tmcc.edu) prior to being posted or distributed. All promotional materials requiring the use of the WASHOE COUNTY shall be approved by the WASHOE COUNTY Marketing Office via email prior to being posted or distributed. TMCC will provide directory student information to WASHOE COUNTY qualified personnel for targeted marketing only for the purposes and intentions set forth in this Agreement.

SECTION V: Joint Agreements

- I. A joint operating committee of WASHOE COUNTY and TMCC personnel will meet at least quarterly to develop and/or review existing structures for Jump Start to ensure compliance with the terms of this agreement, address concerns and plan for the future.
2. TMCC Jump Start Team and WASHOE COUNTY Departments will work collaboratively to develop processes and procedures for the effective implementation and management of the Jump Start program.

SECTION VI: Insurance

WASHOE COUNTY shall procure and maintain general liability insurance or self- insurance appropriate for an institution of its kind.

The Nevada System of Higher Education Board of Regents shall, at its option, procure and maintain general liability insurance or self-insurance in compliance with NRS Chapter 41.

SECTION VII: Amendment

This interlocal agreement may be amended upon mutual consent of WASHOE COUNTY and the Board of Regents of the Nevada System of Higher Education, on behalf of the Truckee Meadows Community College, so long as it is consistent with the law of the State of Nevada.

SECTION VIII: Agreement Term

This agreement shall commence on July 1, 2025, and end on June 30, 2027. Notwithstanding the foregoing, either party may terminate this Agreement early with 60 days written notice to the other party. If this right is exercised, any WASHOE COUNTY student enrolled in a TMCC course may complete such course.

WASHOE COUNTY SCHOOL DISTRICT and TMCC agree and declare that it is their intention that all of the foregoing constitutes the complete and final expression of their agreement.

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THE BOARD OF REGENTS OF THE NEVADA SYSTEM OF HIGHER EDUCATION, on
behalf of Truckee Meadows Community College:

Melissa A. Deadmond Date 8/27/2025

Melissa Deadmond, Interim Vice President of Academic Affairs

WASHOE COUNTY SCHOOL DISTRICT:

Joe Ernst Date 8/18/25
Mr. Joe Ernst, Superintendent