

Online Drivers Education Program Memorandum of Understanding 2019-2020 School Year

INTRODUCTION

This document is a binding memorandum of understanding between _____ USD _____, and the Southeast Kansas Education Service Center (Greenbush). The intention of this memorandum is to develop the framework for establishing and maintaining a structure for the delivery of Drivers Education to the USD. USD estimates _____ students will participate.

- Student enrollment will be determined by the home district and will be billed based on the number of students enrolled in the program.
- Student registration for these courses will be available through an online enrollment process. The Local Coordinator will receive a completion notice documenting student course completion and grade report verified by Greenbush.
- Greenbush will provide USD staff with unlimited online and telephone technical support.

LEVELS OF SERVICE OFFERED (initial options desired)

_____ **Option 1 (Virtual Coursework Only): \$70 per student**

GREENBUSH PROVIDES:

- Access to online coursework
- Assistance in submitting curriculum to the state for approval
- Assistance with final completion notice submitted to school district for state auditor
- Online and phone technical support

DISTRICT PROVIDES:

- Licensed Drivers Ed instructor to supervise and administer online curriculum
- Licensed Drivers Ed instructor for in-car driving
- Credit (.25) for successful completion of courses will be granted by the student home district. Grading for each course will be granted on a pass/fail basis. Collection of fees and student records (info needed for DE-99)
- Order DE-99 from the state
- Submit DE-99s to state along with \$2.00 per DE-99
- Obtain local board approval of online Drivers Ed curriculum
- Submit curriculum to state for approval
- Collect paperwork from online course, in-car instructor, and students for auditor
- Provide Drivers Education vehicle (includes student driver signs, passenger brakes, insurance on vehicle)

_____ Option 2 (Virtual Coursework and Virtual Instructor): \$160 per student

GREENBUSH PROVIDES:

- All items in Option 1 plus a virtual licensed instructor

DISTRICT PROVIDES:

- All items in Option 1 minus a classroom instructor

_____ Option 3 (Virtual Coursework, Virtual Instructor, In Car Instructor): \$280 per student

GREENBUSH PROVIDES:

- All items in Option 1 plus a virtual licensed instructor and a licensed in-car instructor

DISTRICT PROVIDES:

- All items in Option 1 minus a classroom instructor and a licensed in-car instructor

USD has 5 days to terminate this agreement.

The parties whose signatures appear below agree to this memorandum of understanding in principle. It is recognized by all parties that the terms of this agreement are binding, and may be reviewed annually at the time of budget approval.

Signature: School District Representative

Date

Signature: SEK-ESC Board President

Date

P.O. Box 189
Girard, Ks 66743