

**Memorandum of Understanding
Between
Tarleton State University
and
ALEDO ISD**

FOR THE 2025-2026 TARLETON TODAY PROGRAM

This Memorandum of Understanding (MOU) with an Effective Date of May 1, 2025, is entered by ALEDO ISD (AISD) and TARLETON STATE UNIVERSITY, a member of The Texas A&M University System, an agency of the State of Texas, hereinafter referred to as "Tarleton".

Contracting Parties:

Receiving Party (AISD)
ALEDO ISD
1008 BAILEY RANCH RD
ALEDO, TX 76008-4407

Performing Party Tarleton State University
1333 W. Washington St.
Stephenville, TX 76402

WHEREAS, Tarleton and AISD are collaborating to offer eligible high school students the opportunity to enroll in college courses while attending high school and receive simultaneous academic credits from Tarleton and their AISD high school(s).

WHEREAS, eligible students will be able to participate in a dual enrollment, distance education program called Tarleton Today.

NOW THEREFORE, in consideration of the mutual promises herein contained, the Parties agree as follows:

1. Nature of Tarleton Today

Tarleton and AISD enter into this Agreement to implement Tarleton Today by offering distance college courses through a dual-enrollment model, as well as high school teacher training and professional learning. Tarleton Today offers high school students the opportunity to earn high school credits from AISD and college credits from Tarleton through a distance education course.

AISD and Tarleton will share the responsibility to implement the Tarleton Today program. By entering into this Agreement for the delivery of distance college courses, AISD becomes an active participant in ensuring the effectiveness and quality of the implementation of Tarleton Today at AISD.

2. Fees and Payments

Stephenville, TX 76402

3. Scope of Work and Responsibilities

Responsibilities to implement Tarleton Today distance college courses will be shared by AISD and Tarleton Today. AISD is an active participant in ensuring the effectiveness and quality of Tarleton Today implementation at its facilities. The Parties agree to provide the following, collectively referred to as the "Services."

Responsibilities of Tarleton Today

Enrollment and Records

- A. Register high school students for Tarleton Today courses (as listed in Exhibit A) through the Tarleton Today student information system.
- B. Maintain, as part of routine educational effectiveness evaluation at Tarleton, Tarleton Today student educational records, including registration, enrollment, orientation, and course evaluation data for purposes of administering, implementing, and improving the program and providing official reporting to Tarleton and AISD. Tarleton Today engages in additional data sharing with Tarleton departments as defined in the data sharing agreement between Parties, attached and incorporated herein.
- C. Record grades on Tarleton transcripts for students who are eligible for and accept college credit for the distance college course.
- D. Support documentation of distance college course credit, including enrollment and non-enrollment confirmation letters and assistance in securing official transcripts.

Curriculum and Instruction

- E. Provide Tarleton faculty and academic staff to develop and define college-level course materials and curriculum and assume primary responsibility for oversight of distance college courses.
- F. Deliver instructional materials via distance education. All college course-related materials will be available to the student through unique login in Canvas Learning Management System (Canvas LMS).
- G. Administer Tarleton Today distance college courses via a dual enrollment model. Tarleton faculty and academic course staff ensure comparability of distance college courses to campus-based courses and are approved by Tarleton department heads and supported by deans. College courses use the Texas Common Course Numbering System to maximize transferability within Texas institutions. All courses are applicable to one or more bachelor's degrees at Tarleton State University. All Tarleton Today students register for semester- or year-long courses. The college enrollment process differs between the two course types.
 - a. Semester-long and year-long course college enrollment information
 - i. Students must complete a series of required assignments and summative assessments as published in the college syllabus that are designed, designated, and evaluated by Tarleton faculty and college Instructors of Record to earn college credit.
 - ii. Students in year-long courses must earn a passing grade (D or above) on the designated portion of the course determined by the Tarleton Instructor of

- I. Deliver professional learning and development opportunities specific to administrative and counselor roles and functions to AISD and its administration.
- J. Deliver in-person or virtual presentations and/or workshops to AISD staff and community members regarding the Tarleton Today program overview, implementation, and strategies for success.
- K. Tarleton Today will hire and assign a qualified course coordinator for each course offered. The coordinator will serve as the content expert and point of contact and support for the high school teacher.
- L. Provide ongoing, one-on-one feedback and guidance to the high school teacher.
- M. Provide virtual coaching to each Tarleton Today high school teacher to support course implementation and enhance their professional practice.

Institutional Effectiveness

- N. Provide feedback regarding course implementation to Tarleton faculty and academic staff, as well as AISD high school teachers and administrators. To ensure Tarleton Today is implemented and facilitated with quality and fidelity, Tarleton Today staff will provide updates at the end of the fall and spring semesters and, as needed, throughout the year regarding the status of Tarleton Today implementation, based on communication with the Tarleton Today AISD high school teacher(s) and classroom observations.
 - a. Tarleton Today staff will alert AISD administration of any serious concerns regarding AISD or campus implementation of the Tarleton Today course pertaining to quality and fidelity. If AISD implementation of the Tarleton Today course is deemed unsatisfactory, Tarleton Today reserves the right to deny the opportunity to offer the Tarleton Today course in the future or to require a replacement high school teacher.
 - b. A AISD high school teacher deemed by Tarleton Today to be unsatisfactorily implementing the course will be given the opportunity to bring course implementation into alignment with Tarleton Today expectations and be provided coaching and support as available through the course staff, Tarleton Today Professional Learning, virtual coaching, and ongoing communication. Should the high school teacher's implementation of Tarleton Today continue to be unsatisfactory or without improvement in Tarleton Today's sole discretion, Tarleton Today will notify AISD, who will use its best efforts to identify an alternate high school teacher, and AISD will work with Tarleton Today to continue implementation of the course with the alternate high school teacher. Tarleton Today reserves the right to deny any unsatisfactorily performing teacher the opportunity to offer the course in the future.
 - c. Should Tarleton Today deem a Tarleton Today AISD high school teacher as not compatible with or not in the best interest of the program in Tarleton Today's sole discretion, Tarleton Today will notify AISD who will work with Tarleton Today to continue the course through an alternate teacher.
 - d. Any person performing Services under this Agreement on behalf of Tarleton Today must be actively employed or eligible for employment by Tarleton and may not be on administrative or medical leave. Tarleton must comply with applicable criminal background check requirements for their respective faculty, staff, and employees performing Services under this Agreement. If Tarleton

content may be used for submission to satisfy the requirements for third-party evaluation.

- B. Recruit high school teacher(s) with appropriate qualifications to teach the Tarleton Today course(s), all consistent with AISD policies.
 - a. Minimum requirements for all Tarleton Today AISD high school teachers include:
 - i. Bachelor's degree in the discipline or a related field.
 - ii. One (1) or more years of teaching experience in the relevant course or a higher-level course (e.g. calculus for pre-calculus).
 - iii. Completed annual Tarleton Today teacher application.
 - iv. Obtain a Tarleton UID in order to access Canvas LMS and other systems required for implementation of the Tarleton Today program. Tarleton Today will provision the UID as high assurance and may suspend, terminate, or revoke access to its systems through the UID affiliation at Tarleton Today sole discretion. The UID affiliation with Tarleton Today will be revoked if this agreement is terminated or if a Tarleton Today AISD high school teacher can no longer complete the course.
 - v. Successful completion of required tasks before the start of summer professional development, including, but not limited to, completion of FERPA training module provided by Tarleton Today. Tasks will be determined and shared by the Tarleton Today professional learning and development staff in advance of summer professional development. AISD high school teachers approved on a conditional basis may be required to complete additional tasks. Any high school teacher who does not complete the required pre-professional development tasks may not be eligible to attend the summer professional development. The decision to admit or deny such teacher and any accompanying conditions will be determined by the Tarleton Faculty Lead and Program Coordinator at their discretion.
 - vi. Successful completion of summer professional development. New Tarleton Today AISD high school teachers must participate in the entire Summer professional development and complete all assigned work, both before and during the training.
 - vii. Attendance at and completion of all required virtual conferences or virtual learning modules, academic year trainings, and professional development assignments.
 - viii. Attendance at the Fall and Spring Professional Development
 1. AISD teachers are required to participate in and fully complete both academic year professional developments in which the teacher delivers a Tarleton Today course, regardless of whether the course will be offered in the subsequent year. Each Fall and Spring professional development will provide up to eight hours of continuing professional education hours.
 - ix. Review communication from Tarleton Today course staff in weekly newsletters and respond accordingly to routine requests.
 - x. Adhere to guidelines regarding Tarleton Today course content intellectual property. AISD is responsible for informing teachers that they do not have a

Skeleton, Ward's Bone Structure Model, 3B Scientific MICROanatomy Bone Structure Model, ElSCO Skull Model, 3B Scientific Half-Head with Musculature, ElSCO Brain with Arteries, Somso Kidney Structures Model, Somso Ovary Model, 3B Scientific Pelvic Relief Models- Male, 3B Scientific Pelvic Relief Models- Female, 3B Scientific Introductory Eye in Orbit Model, 3B Scientific Ear Model

- ii. Dissection Specimen (recommend one specimen for every 3-5 students): 9"-11" Single Fetal Pig, Sheep eye, Sheep Brains with Dura, Sheep Heart-Uncut, Student Dissecting set, Dissecting Tray with Wax
 - iii. Microscope Slides: Ward's Science: Giant Multipolar Motor Neurons, Artery & Vein, Ovary (mammalian), Mammalian Follicles, Muscle (mammalian) 3 Types, Meissner's Corpuscle, Adult Scalp, Unpigmented, Lung, Pseudostratified, Ciliated, Columnar, Epithelium, Kidney (Mammal), Elastic Cartilage (Rabbit) Reticular tissue, Areolar, Stomach (fundic region), Pituitary Gland, Lymph node (mammal), Thyroid and Parathyroid, Triarch Incorporated: Human Blood, Bone Human Ground CS, Bone Decalcified CS LS, Testis Spermatogenesis, Mitosis Slide Whitefish Blastodisc, Jejunum, Squamous Epithelium, Adrenal Gland, Pancreas (Islands of Langerhans)
- k. For College Chemistry I (for class of 32 working in pairs):
- i. Lab Equipment: Safety Splash Goggles (32), 50 mL graduated cylinder (16), 50 mL beaker (32), 100 mL beaker (16) Analytical balance (at least 4 or more), Glass stirring rod (32), 25 mL volumetric flask (16), Vernier Caliper (16), Alcohol-based thermometer (32), ruler (16), funnel 70 mm (16), large ice bucket (8), scissors (16), hot hands (32), 150 mL beakers (32), Ring stand (32), funnel support or ring support (32), Spatulas (32), burette (32), burette clamp (32), 125 mL Erlenmeyer Flasks (48), 250 mL Erlenmeyer flasks (32), Wash/water bottle (32), Molecular model kit (instructor), contains trigonal planar central atom, 600 mL beakers (32), 100 mL Graduated cylinder (32), 500 mL graduated cylinder (32), size 5 one-holed rubber stopper (16), size 6 - one-holed rubber stopper (16), hot plate (16), Droppers (32), Pennies (32), 10 mL graduated cylinder (32), 400 mL beakers (32), Borosilicate glass test tubes 25 x 150 mm heat resistant (32),
 - ii. Chemicals (amount needed for entire course): DI water readily available (distilled water as sub), Sand (200 g+), sodium chloride (400 g+), Benzoic acid (200 g+), iron filings (100g +), Specific gravity metal cylinders 4 different if possible Cu, Zn, Al, Steel (8 of each), aluminum pellets (500 g+), Magnet bars 32, zinc sulfate heptahydrate (200 g+), potassium carbonate (200g+), Sodium carbonate (200 g+), magnesium sulfate heptahydrate (200 g+), calcium chloride dihydrate (200 g+), Phenolphthalein indicator, dry potassium hydrogen phthalate (KHP) (200 g+), Sodium hydroxide (200 g+), store bought vinegar (1 gallon), citric acid (100 g+), boiling chips (1 container), isopropanol (100 mL), ethanol (100 mL), ethanol (100 mL), acetone (100 mL), hexane (1600 mL), 1.00 M Hydrochloric acid (1000 mL), 1.00 M sodium hydroxide (1000 mL),

which of these
are we
offering?

Services under this Agreement. If AISD becomes aware that one of its faculty, staff, or employees performing Services does not meet these requirements, the district contact, who oversees the Tarleton Today program, must inform Tarleton Today within 24 business hours.

5. Summer Professional Development, Teacher Registration, and Attendance

1. AISD high school teachers are required to register for Summer Professional Development **two weeks prior** to the start of Summer Professional Development.
2. New Tarleton Today AISD high school teachers must participate in the entire Summer Professional Development and complete all assigned work, both pre- and during Professional Development. New Tarleton Today high school teachers are defined as those who are implementing a Tarleton Today course for the first time or for the first time after more than one year of absence.
 - a. The AISD teacher assigned to the course **must** successfully complete the New Teacher Summer Professional Development experience at least once, in its entirety, before implementing a Tarleton Today course for the first time. If the teacher continues to offer the course in subsequent years, they are required to attend the Returning Instructor Summer Professional Development for each subsequent year they implement that course. If a teacher is assigned to implement a new Tarleton Today course in addition to their current Tarleton Today course, the instructor must complete the New Teacher Summer Professional Development for the new course.
3. Cancellation policy:
 - a. All high school teachers must cancel their registration in writing at least one week prior to any in-person Professional Development. AISD will be invoiced for all registered high school teachers two weeks prior to the event starting and will pay such invoices within thirty (30) days.
 - b. If a high school teacher registers for Summer Professional Development and is unable to attend, the teacher must communicate this change to the Tarleton Today Professional Learning and Development team in writing at least one week prior to the start of Summer Professional Development. The district contact may coordinate with Tarleton Today to identify an appropriate replacement. Fees will be assessed based on teachers who complete Summer Professional Development.
 - c. In the event of an emergency about which Tarleton Today staff and the teacher's principal are notified, a teacher may arrange to make up as much as 20% of Summer Professional Development and still be eligible to teach the Tarleton Today course. Tarleton Today AISD high school teachers who miss more than 20% of Summer Professional Development, regardless of the reason, will be on probationary status and their approval to serve as a Tarleton Today high school teacher will be evaluated by Tarleton Today on a case-by-case basis.
4. If a high school teacher attends Summer Professional Development, and the course for which the teacher is trained is not offered for the school year, AISD will be:
 - a. Charged the full fee based on whether they are new or returning, for Summer Professional Development.
 - b. All materials provided to AISD for the course must be returned to Tarleton Today within 30 days.

6. Educational Records and Data Sharing

any such education records and is prohibited from redisclosure of the education records except as provided for in this Agreement or otherwise authorized by FERPA or Tarleton in writing. AISD is only permitted to use the education records for the purpose of fulfilling its obligations under this Agreement and shall restrict disclosure of the education records solely to those employees, subcontractors or agents who have a need to access the education records for such purpose. AISD shall require any such subcontractors or agents to comply with the same restrictions and obligations imposed on AISD in this Section, including without limitation, the prohibition on redisclosure. AISD shall implement and maintain reasonable administrative, technical, and physical safeguards to secure the education records from unauthorized access, disclosure or use.

9. Indemnification

To the extent allowed by law and without waiving any immunities, AISD shall indemnify and hold harmless The Texas A&M University System, Tarleton, and their regents, employees and agents (collectively, the “A&M System Indemnitees”) from and against any third-party claims, damages, liabilities, expense or loss asserted against A&M System Indemnities arising out of any acts or omissions of AISD or its employees or agents pertaining to the activities and obligations under this Agreement, except to the extent such liability, loss or damage arises from an A&M System Indemnitee’s gross negligence or willful misconduct.

10. Term and Termination

A. This Agreement shall commence on April 1, 2025 (the “Effective Date”) and continue through August 31, 2026 (the “Term”) unless earlier terminated as provided herein.

B. This Agreement may be terminated without cause by either Party upon 30 days’ written notice to the other Party.

11. Loss of Funding.

Performance by Tarleton under this Agreement may be dependent upon the appropriation and allotment of funds by the Texas State Legislature (the “Legislature”). If the Legislature fails to appropriate or allot the necessary funds, Tarleton will issue written notice to AISD and Tarleton may terminate this Agreement without further duty or obligation hereunder. AISD acknowledges that appropriation of funds is beyond the control of TARLETON. In the event of a termination or cancellation under this Section, Tarleton will not be liable to AISD for any damages that are caused or associated with such termination or cancellation.

12. PAYMENT TERMS/PROMPT PAYMENT

Tarleton’s payment shall be made in accordance with Chapter 2251, *Texas Government Code* (the “Texas Prompt Payment Act”), which shall govern remittance of payment and remedies for late payment and non-payment.

13. Ownership of Created Works.

1333 W. Washington St.
Stephenville, TX 76402
jwaddell@tarleton.edu

With a copy to:

Tarleton State University
Attn: Contract Specialist
Box T-0120
Stephenville, TX 76402
contracts@tarleton.edu

17. Venue; Governing Law

Pursuant to Section 85.18(b), *Texas Education Code*, mandatory venue for all legal proceedings against Tarleton is to be in the county in which the principal office of Tarleton's governing officer is located. The validity of this Agreement and all matters pertaining to this Agreement, including but not limited to, matters of performance, non-performance, breach, remedies, procedures, rights, duties, and interpretation or construction, shall be governed and determined by the Constitution and the laws of the State of Texas.

18. Entire Agreement

This Agreement constitutes the entire and only agreement between the Parties hereto and supersedes any prior understanding, written or oral agreements between the Parties, or "side deals" which are not described in this Agreement. This Agreement may be amended only by a subsequent written agreement signed by authorized representatives of both parties.

19. Non-Assignment

AISD shall neither assign its rights nor delegate its duties under this Agreement without the prior written consent of Tarleton.

20. Survival

Any provision of this Agreement that may reasonably be interpreted as being intended by the Parties to survive the termination or expiration of this Agreement will survive the termination or expiration of this Agreement.

21. Cybersecurity Training Program

Pursuant to Section 2054.5192, *Texas Government Code*, AISD's employees, officers, and subcontractors who have access to TARLETON's computer system and/or database must complete a cybersecurity training program certified under Section 2054.519, *Texas Government Code*, and selected by Tarleton. The cybersecurity training program must be completed by AISD's employees, officers, and subcontractors during the Term and any renewal period of this Agreement. AISD shall verify completion of the program in writing to Tarleton within the first thirty (30) calendar days of the Term and any renewal period of this Agreement. AISD acknowledges and agrees that its failure to comply with the requirements of this paragraph are grounds for Tarleton to terminate this Agreement for cause.

Tarleton that is accessible by the public. AISD acknowledges that Tarleton may be required to post a copy of the fully executed Agreement on its Internet website in compliance with Section 2261.253(a)(1), *Texas Government Code*. The requirements of Subchapter J, Chapter 552, *Texas Government Code*, may apply to this Agreement and AISD agrees that this Agreement can be terminated if AISD knowingly or intentionally fails to comply with a requirement of that subchapter.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their duly authorized representatives as shown below.

College Algebra	MATH 1314	MATH 1314	020	Algebra II or Independent Study in Math	Credit in Algebra I
Elementary Statistical Methods	MATH 1342	MATH 1342	020	Statistics, Statistics and Business Decision Making, or Independent Study of Mathematics	Credit in Algebra I
Precalculus	MATH 2412	MATH 2412	020		Credit in Algebra II & Geometry
Music Appreciation	MUSI 1306	MUSI 1306	050	Music Studies-Music Appreciation I or II	
General Psychology	PSYC 2301	PSYC 2301	080	Psychology	
Accounting I – Financial	ACCT 2301	ACCT 2301		Accounting I	Credit in Algebra II or Coenrollment in Algebra II
Intro to the Teaching Profession	EDUC 1301	EDUC 1301		Instructional Practices in Education and Training or Principles of Education and Training	
Introduction to Special Populations	EDUC 2301	EDUC 2301		Instructional Practices or Practicum in Education and Training	
Multicultural Responsive Pedagogy	EDUC 2330	EDUC 2330		Instructional Practices or Practicum in Education and Training	
Horticulture	HORT 1301	HORT 1301		Horticultural Science	
Foundations of Leadership	LDRS 2301			Dual credit through Junior ROTC only	

		• Student qualifying status for accommodations under IDEA or Section 504
AISD	July 2025 (one month prior to student start date) October 2025 (for Spring only enrollments)	Student registration information will be provided by the district to Tarleton Today to enroll students in courses and create their Tarleton State University accounts. This data transfer will include the following information. • Student First Name • Student Middle Name • Student Last Name • Student Date of Birth • Student School Email Address • Student Projected High School Graduation Year • Student Gender • Student Ethnicity • Student Physical Address • Student Mailing Address (if different) • Student TSDS • Student School ID • Student Free/Reduced Lunch Status • Student Citizenship (Country) • Parent/Guardian Name • Parent/Guardian Email Address • Parent/Guardian Phone Number In order for Tarleton Today to identify students who qualify for the reduced course enrollment fee, Tarleton Today must obtain Student State IDs. Based on the Student State IDs, the Texas Education Agency (TEA) provides Tarleton Today with students' Economic Disadvantage Status. • TEA-assigned TX-UNIQUE-STUDENT-ID (Student Unique ID)
AISD	May 2026 – July 2026	In order for Tarleton Today to engage in ongoing learning about student experiences, high school grades are exchanged. • High school grade in Tarleton Today course, semester 1 • High school grade in Tarleton Today course, semester 2 • High school grade in Tarleton Today course, cumulative

Receiving Party
ALEDO ISD

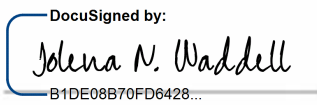
Signature: 

Name: Susan Bohn

Title: Superintendent

Date: 2/11/2025

Performing Party
TARLETON STATE UNIVERSITY

Signature: 

Name: Jolena N. Waddell

Title: Associate Provost, AVP Student Success

Date: 2/12/2025