

MEMORANDUM OF UNDERSTANDING

BETWEEN

THE DISTRICT BOARD OF TRUSTEES OF MIAMI DADE COLLEGE, FLORIDA

AND

THE CITY OF NORTH MIAMI, FLORIDA

I. Parties

This Memorandum of Understanding (“MOU”) is made by and between the District Board of Trustees of Miami Dade College, Florida (“MDC”), located at 300 N.E. 2nd Avenue, Miami, Florida 33132 and the City of North Miami. (“North Miami”), located at 776 N.E. 125 Street, North Miami, FL 33161. Collectively, both MDC and North Miami shall be referred to as the “Parties.”

II. Purpose

The purpose of this MOU is to use the Prior Learning Portfolio-Based Assessment (PBA) program to facilitate the award of credit towards eligible MDC degree programs (college credit certificate, associate in science, bachelor’s in applied science, etc.) for North Miami government employees who have obtained approved experiential professional learning experiences.

The Parties agree to the following:

III. Provisions

- A. Approved North Miami employees will be eligible to complete a PBA that is applicable toward courses in college credit certificate (i.e., Addiction Studies, Mental Health – Neuroscience and Aging), or other relevant degree seeking program (Education, Psychology, Building Construction Technologies, etc.). Collectively, these credentials shall be referred to as “College Programs”.
 - a. Under the terms of this agreement, eligible North Miami employees wishing to utilize Prior Learning Assessment (PLA) to pursue other academic degree programs will have that opportunity based on PBA availability.
- B. Such employees will enroll in MDC’s PBA course, which is administered virtually.
- C. Participating North Miami employees must meet MDC admission requirements and PBA program eligibility criteria to participate, which include, but are not limited to:
 - a. Being admitted to MDC as a degree-seeking student.
 - b. Maintaining minimum academic requirements, which include a minimum 2.00 term GPA, and 2.00 cumulative GPA as noted on the academic transcript.

- c. Having successfully completed ENC 1101 and either ENC 1102 or SPC1017 (or equivalents) with a grade of 'C' or higher.
 - d. Completing the PBA request form.
 - e. Enrolling in the PBA course that will be developed in accordance with the appropriate academic departments.
 - f. Adhering to all guidelines related to PBA administration.
- D. PBA's will be offered during the Fall, Spring, and Summer semesters of each academic year. A maximum of 5 students per semester will be granted approval to complete a PBA. An exception to this number of students will be made should North Miami present opportunities for a cohort instruction, which consists of a minimum of ten (10) students. MDC reserves the right to cancel a cohort if enrollment in a Portfolio Development course is less than ten (10) students on the date before the course is scheduled to begin.
- E. North Miami employees who terminate employment with North Miami while enrolled in the PBA course may submit a PBA and earn credit towards a College Program.
- F. MDC will not charge tuition for courses associated with PBAs. However, students will be required to pay a \$30 *per* credit administration fee.

IV. Collaboration and Coordination

- A. During the period of this MOU, MDC will:
- i. Offer PLA services, particularly the Portfolio-Based Assessment program for North Miami employees. PBA's are asynchronous and will be equipped with the appropriate academic support services to ensure student success.
 - ii. Provide admission, advisement, financial aid, if eligible, and student support services to North Miami employees participating in this partnership.
 - iii. Evaluate the PBA's and award appropriate college credit toward "College Programs", as applicable.
- B. During the period of this MOU, North Miami will:
- i. Promote and recruit qualified employees to participate in the PLA program.
 - ii. Assist MDC in coordinating information sessions for interested employees.
 - iii. Provide letters of verification detailing employee job functions and tasks for all employees participating in the PBA course.

V. Term, Termination, and Other Provisions

- A. This MOU is made effective on the date that both parties have fully executed the MOU. The term of this agreement shall be for three (3) years.
- B. Either party may send written notice of terminating the MOU a minimum of ninety (90) days prior to the effective date of the termination.
- C. If this MOU is terminated by either party, North Miami employees currently enrolled at MDC will be allowed to complete the PLA Portfolio-Based Assessment Program.
- D. Any modification to this MOU must be made in writing and signed by both parties.

- E. This MOU shall be governed and interpreted under the laws of the State of Florida. Proper venue shall lie solely in Miami-Dade County, Florida.
- F. The Parties expressly acknowledge that it is not their intent to create or confer any rights or obligations in or upon any third person or entity under this agreement. The Parties agree that there are no third-party beneficiaries to this agreement and that no third party shall be entitled to assert a claim against any of the Parties based upon this agreement.

This MOU between the District Board of Trustees of Miami Dade College and the City of North Miami was executed by the duly authorized representatives of the Parties on this 5th day of March, 2025.

**DISTRICT BOARD OF TRUSTEES, INC FLORIDA
MIAMI DADE COLLEGE**


Malou C. Harrison 03/05/25
Malou C. Harrison (Mar 5, 2025 18:48 EST)
Dr. Malou C. Harrison Date
Executive Vice President & Provost

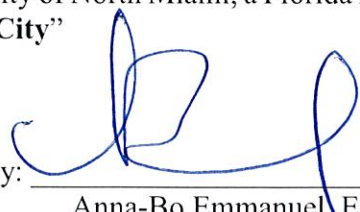
Approved as to form and legal sufficiency:

Franco D. Bacigalupo 03/03/25
Franco D. Bacigalupo (Mar 3, 2025 10:07 EST)
Franco Bacigalupo Date
Assistant General Counsel

CITY OF NORTH MIAMI

ATTEST:

By: 
Vanessa Joseph, Esq.
City Clerk

City of North Miami, a Florida municipal corporation:
"City"
By: 
Anna-Bo Emmanuel, Esq., FRA-RA
Interim City Manager

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

E-SIGNED by Jeff Cazeau
on 2025-03-21 19:27:22 GMT
By: Jeff P. H. Cazeau
City Attorney



Council Report

To: Honorable Mayor and City Council

Via: Anna-Bo Emmanuel, Esq., FRA-RA, Interim City Manager

From: Mayflor Remond, Chief of Strategic Initiatives

Date: February 25, 2025

RE: **A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH MIAMI, FLORIDA, AUTHORIZING THE INTERIM CITY MANAGER TO ENTER INTO AN EDUCATIONAL PARTNERSHIP AGREEMENT BETWEEN THE CITY OF NORTH MIAMI AND MIAMI-DADE COLLEGE TO PROMOTE COLLABORATION AND COOPERATION BETWEEN THE PARTIES TO ADVANCE SPECIALIZED INITIATIVES THAT ENHANCE EDUCATIONAL OPPORTUNITIES, WORKFORCE DEVELOPMENT, AND ACADEMIC ADVANCEMENT, PROVIDING FOR AN EFFECTIVE DATE AND FOR ALL OTHER PURPOSES.**

District(s): This agreement affects the Citywide population.

EXECUTIVE SUMMARY

This item seeks approval from the Mayor and Council for the **Educational Partnership Agreement (EPA)** between the **City of North Miami** and **Miami-Dade College (MDC)**. The purpose of the agreement is to establish a collaborative framework that enhances educational opportunities for North Miami residents, employees, and small business owners, while promoting workforce development, and fostering academic and professional growth.

RECOMMENDATION

Staff recommends that the City Council approve the attached resolution authorizing the City to enter into the **Educational Partnership Agreement (EPA)** with **Miami-Dade College**, which will focus on advancing educational opportunities, workforce development, and academic progress for the City's workforce and residents.

BACKGROUND

The City of North Miami and Miami-Dade College (MDC) have proposed a partnership through the Educational Partnership Agreement (EPA) to foster collaboration that aligns with the City's educational and workforce development goals. The partnership seeks to enhance educational opportunities, support workforce readiness, and create pathways for employment for North Miami residents, City employees, and small business owners. The collaboration will leverage the strengths and resources of both parties, ensuring mutual benefit through the development and expansion of educational programs and workforce initiatives.

SCOPE OF THE COLLABORATION

Within the context of their respective mandates, objectives, and procedures, the Parties anticipate that their collaboration will focus on the following key areas:

- **Enhance Educational Opportunities:** The City and MDC will work together to expand access to existing MDC academic degree and certificate programs, as well as develop new educational programs, including workshops and seminars, aimed at improving educational outcomes for City employees, small business owners, and residents of North Miami.
- **Accelerated Learning Opportunities:** The Parties will implement MDC's Prior Learning Assessment Program to provide accelerated learning opportunities, enabling North Miami residents and employees to gain academic credit for prior knowledge and experience.
- **Employment Pipeline Development:** The collaboration will focus on increasing employment opportunities for MDC students, including those earning associate's and bachelor's degrees and college credit certificates, by creating a structured employment pipeline program.
 - a) This initiative will explore the provision of scholarships, grants, and financial incentives to attract and retain talent in high-demand industries.
 - b) The City's Personnel Administration department will work with MDC to review curricula and identify degree programs that align with employment opportunities within the City of North Miami.
- **Apprenticeships and Paid Internships:** The collaboration will create internship and apprenticeship programs designed to address the City's workforce needs and provide hands-on experience and career readiness for residents.
- **Use of Facilities for Educational Events:** Utilization of North Miami or MDC facilities to host conferences, workshops, trainings, and seminars for residents, prospective students, and employees of the City of North Miami, further enhancing community engagement and educational access.

FISCAL IMPACT/FUNDING SOURCE

There are no financial obligations associated with the EPA.

ATTACHMENT(S)

- Proposed Resolution
- Educational Partnership Agreement between the City of North Miami and Miami-Dade College
- MDC Program Offerings (slide deck presentation)

City Manager Staff Meeting Date:

1	City Attorney's Office Jeff P.H. Cazeau (City Attorney) ext.12201	
2	City Clerk's Office Dr. Stephanie Thomas (Deputy City Clerk) ext.13002	
3	City Manager's Office Anna-Bo Emmanuel (Interim City Manager) ext. 12101 John Lorfils (Interim Deputy City Manager) ext. 12102 Katia Philippeaux (Assistant City Manager) ext.12103 Mayflor Remond (Chief of Strategic Initiatives / Emergency Management) ext.12106	
4	Communications Eunicia Baker (Communication Director) ext. 12151	
5	Community Redevelopment Agency Anna-Bo Emmanuel (ICM / Executive Director) ext. 18051 Casneve (Khas) Oupelle (Deputy Director) ext. 18052	
6	Development Services Department Debbie Love (Director) ext. 19001 Building Division Vicky Santos ext. 18002 Land Use Services Division	
7	Economic Development Department John Lorfils (IDCM / Director) ext. 19051 Grants Administrator Francisco Medranda (Grants Administrator) ext. 12110	
8	Finance Department Angela Reyes (CFO) ext.12105 Budget Division Serge Nicolas (Interim Deputy CFO (Budget)) ext. 12801 Finance Division Margaret Miller (Deputy CFO (Finance)) ext. 12402 UB / Liens Division Yeidi Fuster (UB / Liens Manager) ext. 12430	
9	Housing & Social Services Department Alberte Bazile (Director) ext. 20001	
10	Information Technology Department Claude Charles (Director) ext. 12701	
11	Library Paul Bazile (Director) ext.11001	
12	Museum of Contemporary Art (MOCA) Chana Sheldon (Director) ext. 13301	
13	Neighborhood Services Department Lazaro Remond (Director) ext.17001	
14	Parks & Recreation Department Christine Carney (Director) ext. 12601	
15	Personnel Administration Department Lura F. Woodley (Director) ext. 12301	
16	Police Department Cherise Gause (Police Chief) ext. 24101	
17	Public Works Department Kerrith Fiddler (Director) ext. 14004	
18	Purchasing Department Alberto Destrade (Director) ext. 12901	
19	Risk Management Department Kenneth McCoy (Director) ext. 13101	
20	* Mayor & Council's Office Fayola Delica (Deputy Chief of Staff) ext. 13211	