



San Bernardino County
Superintendent of Schools

Transforming lives through education

Ted Alejandre
County Superintendent

Memo

June 25, 2019

TO: David Olney, Superintendent
Hesperia Unified School District

FROM: Kit Alvarez, Administrator

SUBJECT: K-12 Strong Workforce Program (SWP) Grant MOU

Greetings!

Attached, please find the Memorandum of Understanding, which is a required document for receiving K-12 SWP funding per Education Code §§ 88827. These funds are administered through the California Community Colleges Chancellor's Office (CCCCO). The grant is designed to create, support, and/or expand high-quality K-12 Career Technical Education (CTE) programs that are aligned with workforce development efforts as identified in the regional community college consortium. Your grant allocation is **\$180,600** with a 1:1 CTE expenditure match requirement.

Please have the authorized signer sign the enclosed copies of the MOU. Retain one (1) for your files and return one (1) to:

San Bernardino County Superintendent of Schools/ROP

Attn: Pam Skinner

670 E. Carnegie Drive

San Bernardino, CA 92408

Your K-12 SWP award for the first term is valid from July 1, 2019 through December 31, 2021.

Please don't hesitate to contact Gina Lyons should you have any questions. SBCSS ROP looks forward to working with you in the implementation of the K-12 SWP.

Thank you!

Kit Alvarez

Gina Lyons, Project Manager

909-252-4556

Gina.lyons@sbcss.net

CC: Kim Walker

OFFICE OF THE
SAN BERNARDINO COUNTY SUPERINTENDENT OF SCHOOLS
601 North E Street
San Bernardino, CA 92415

**K12 STRONG WORKFORCE PROGRAM
MEMORANDUM OF UNDERSTANDING (MOU)
MOU # 19/20-0566**

This MOU sets forth the terms between San Bernardino County Superintendent of Schools Regional Occupational Program (SUPERINTENDENT) and Hesperia Unified School District (hereafter LEA), with regards to participation in the K12 Strong Workforce Program (K12 SWP).

I. Background

The California Community Colleges Chancellor's Office (CCCCO) in partnership with the California Department of Education (CDE) has appropriated \$150,000,000 in ongoing funding has been appropriated under Education Code Section 88827 for the K12 Strong Workforce Program to create, support, and/or expand high-quality career technical education programs at the K12 level. Funding is intended for efforts that are aligned with the workforce development efforts occurring through the Strong Workforce Program, that are responsive to regional economic priorities, and that increase the transition from secondary to post-secondary and career with an emphasis on a collaborative approach between the K12 and Community College systems.

II. Purpose of MOU

The purpose of this MOU is to establish a cooperative and mutually beneficial relationship between the parties and to set forth the responsibilities of the parties as related to the implementation of the K12 SWP.

III. Duration of MOU

The term of this MOU shall be from July 1, 2019 through December 31, 2021 unless modified or terminated in writing. If at any time either party is unable to complete their responsibilities under this agreement, the affected party shall immediately provide written notice to the other party to establish a date for mutual termination of the MOU. Termination can be exercised by either party thirty (30) days following written notice.

IV. Administrative/Fiscal Responsibilities

As the administrative agency for the K12 SWP consortium, SUPERINTENDENT will:

- a. Receive and administer the allocated funds, submit the necessary plans, applications and all fiscal claims to the CCCCCO per K12 SWP guidance.
- b. Report data as a program participation requirement to allow for evaluation of the program. Data collected on program outcomes that is necessary to support and evaluate K12 SWP, as described in Education Code §§ 88828, shall be submitted by the grant recipients (lead LEA and partner LEAs) to the State Department of Education each fall, immediately following the fiscal year for

which data are being reported. The lead LEA (SUPERINTENDENT) must notify the K-14 Technical Assistance Provider that data has been reported by the November 1 due date. The K-12 Selection Committee, in consultation with the Strong Workforce Program Career Technical Education Regional Consortium, may end contracts and grants from grantees that do not provide the required outcomes-based data.

- c. Facilitate meetings, communication, and support LEAs in compliance with the 11 High Quality Elements of CTE and K-12 SWP requirements.

V. LEA Responsibilities

Each LEA participating in the K12 SWP consortium will:


- a. Attend up to six (6) K12 SWP consortium meetings per year as determined by the SUPERINTENDENT.
- b. Submit timely data, reports, and information as requested by the SUPERINTENDENT and per Education Code §§ 88828, including but not limited to:
 1. Reports and data as needed for program evaluation and compliance.
 2. Reports and data that can be used by policymakers, LEAs, community college districts, and their regional partners to support and evaluate the program, including, to the extent possible, demographic data used to evaluate progress in closing equity gaps in program access and completion, and earnings of underserved demographic groups.
 3. Sign an MOU with Cal-PASS Plus to facilitate the sharing of data with the Cal-PASS Plus data system (if not already done so).
 4. Maintain a current MOU with Cal-PASS Plus throughout the life of the awarded grant.
 5. Beginning in 2020-21, upload end-of-year data files, as applicable and required by K12 SWP, into the Cal-PASS Plus system annually by November 1.
- c. Each LEA to this MOU agrees to report matching funds to comply with the K12 SWP program matching funds requirements in order to receive K12 SWP program funding. For the funding term July 1, 2019 through December 31, 2021, the match requirement is \$1.00 for every \$1.00 received from this program.
- d. Show that matching funds were used to support the specific program, or programs, for which the grant was awarded. Funds from sources that will not directly serve K12 students in the specific program(s) cannot be used as a match. The local match may include funding from the following sources:
 - o School district and charter school local control funding formula apportionments;
 - o Federal Carl D. Perkins Career and Technical Education Improvement Act of 2006, or its successor;
 - o Partnership academies program;
 - o Agricultural career technical education incentive program;
 - o Community College Strong Workforce Program that directly serves K12 pupils (i.e., via early college credit, etc.);
 - o California Adult Education Program (CAEP) area(s) that directly serves students under the age of 18, as approved the local board;
 - o Business, industry, philanthropic sources that directly support the specific program or programs for which the grant was awarded.
- e. K12 SWP funding, along with required LEA matching fund expenditures, must be coded using SACS goal codes 3800 or 6000 (pending further information from CCCCO) with the exception of charter schools. Charter schools must separate CTE expenditures in their accounting system in order to provide proof of CTE matching funds and grant expenditures.

VI. K-12 SWP General Provisions

- a. Be informed by, aligned with, and expand upon the Strong Workforce Program Career Technical Education Regional Consortium plans and planning efforts occurring through the Strong Workforce Program.
- b. Offer high-quality curriculum and instruction aligned with the California Career Technical Education Model Curriculum Standards, including, but not limited to, providing a coherent sequence of career technical education courses that enable pupils to transition to postsecondary education or training programs that lead to a career pathway or attain employment upon graduation from high school.
- c. Provide pupils with quality career exploration and guidance.
- d. Provide pupil support services, including, but not limited to counseling and leadership development.
- e. Provide opportunities for pupils to participate in after-school, extended-day, and out-of-school internships, competitions, and other work-based learning opportunities.
- f. Lead to an industry-recognized credential or certificate, appropriate postsecondary training or employment, or a postsecondary degree.
- g. Is staffed by CTE credentialed teachers or skilled CTE college faculty and provides professional development opportunities for those teachers or faculty members.
- h. Comply with the assurances, certifications, and terms and conditions associated with the grant as described in the K12 SWP Request for Applications and K12 SWP legislation (Education Code Title 3, Division 7, Part 54.5 [88820-88833] and as established by the Regional Consortia.
- i. This MOU is entered into by the duly authorized officials of each respective party.
- j. It is understood by both parties that each will fulfill its responsibility under the MOU in accordance with the provisions of law and regulations that govern their activities.
- k. Nothing in this MOU is intended to negate or otherwise render ineffective any previous MOUs.
- l. This MOU constitutes the entire MOU hereto with respect to the subject matter.
- m. No amendment, modification or alteration in the terms of the MOU shall be binding on either party unless submitted in writing.
- n. This MOU may be amended by the mutual written consent of the parties.

Approved By:

SAN BERNARDINO COUNTY
SUPERINTENDENT OF SCHOOLS



Terrie S. Johnson, Purchasing/Bids Supervisor
Purchasing/Contracts

Date: 6/24/19

HESPERIA UNIFIED SCHOOL
DISTRICT

David Olney, Superintendent

Date: _____



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