

California Career Technical Education Incentive Grant (CTEIG)
A Memorandum of Understanding

The following is a Memorandum of Understanding (MOU) Between Azusa Unified School District (hereinafter referred to as AUSD), and Charter Oak Unified School District (hereinafter referred to as "District") concerning the award, allocation and required use of funds confirmed in the California Career Technical Education Incentive Grant (CTEIG).

I. **Background**

The California Career Technical Education Incentive Grant Program is established as a state education, economic, and workforce development initiative with the goal of providing pupils in kindergarten through grade twelve, inclusive, with the knowledge and skills necessary to transition to employment and postsecondary education. The purpose of this program is to encourage and maintain the delivery of career technical education (CTE) programs.
Education Code (EC) sections 53070-53076.4

AUSD has been elected to be the fiscal lead by the Foothill Consortium, a designated group of districts that includes AUSD and District, and has been assigned the sole responsibility to acquire, manage and report all uses of Grant funds in compliance with the California Career Technical Education Incentive Grant Program. All districts participating in the Program have agreed to deliver to all terms and conditions set forth in this Memorandum in order for AUSD to fully comply with all Program eligibility requirements.

II. **Duration of Memorandum of Understanding**

The duration of the MOU will be for the duration of the grant funding term of July 1, 2020 -December 31, 2022, unless otherwise modified or terminated by either party 30 days following the effective date of such written notice.

III. **Amount Awarded**

For the Grant Term ending December 31, 2022, the Foothill Consortium has been awarded \$661,857, a portion of which shall be made available to District, per allocation attachment. The grant payment will be dispersed to the Foothill Consortium pursuant to receipt of fully executed Memoranda of Understanding from all members of the Consortium and a signed Grant Award Notification (GAN). All funds must be expended within the dates designated and for not more than the maximum amount indicated on the GAN. Funding for subsequent Grant Term(s) will be subject to performance data and CDE review.

IV. **Responsibilities of the Parties**

District:

- A. Identify one district office individual and one site contact from each participating high school to work with AUSD staff in the implementation of career pathways at participating high schools.
- B. Report a proportional dollar-for-dollar match for any funding received as follows: two dollars (\$2) for every one dollar (\$1) received.
- C. Provide assurance that all funds received shall be used only for the development and maintenance of CTE programs.
- D. Report and be prepared to show that all local educational agency (LEA) CTE expended funds under accounting goal codes 3800 (Vocational Education) or 6000 Regional Occupational Center and Programs (ROCPs).

AUSD:

AUSD shall assure that all districts participating under this MOU will meet all of the grant requirements as delineated in the RFA as follows:

- A. Offer high quality curriculum and instruction aligned with California Career Technical Education Model Curriculum Standards.
- B. Offer CTE pathway(s) that provide a coherent sequence of courses, are reported in CALPADS as CTE, and enable pupils to transition to postsecondary education programs that lead to a career pathway or attain employment upon graduation from high school.
- C. Provide career exploration and guidance opportunities for all pathway learners.
- D. Provide support services for students, including counseling.
- E. Embed student leadership development into career pathway teaching and learning.
- F. Provide for system alignment, coherence, and articulation, including ongoing and structural regional or local partnership with postsecondary educational institutions.
- G. Form ongoing and meaningful industry and labor partnerships through participation on advisory committees and collaboration with business and labor organizations to provide opportunities for pupils.
- H. Provide opportunities for pupils to gain access to pre-apprenticeships, internships, industry certifications, and work-based learning opportunities for industry to provide input to the career technical education programs and curriculum.
- I. Provide opportunities for pupils to participate in after school, extended day, and out-of-school internships, competitions, leadership development, career technical student organizations, and other work-based learning opportunities.
- J. Reflect regional or local labor market demands and focus on current and emerging high-skill, high-wage, high-demand occupations.
- K. Provide programs that lead to an industry-recognized credential or certificate, or appropriate postsecondary training or employment.
- L. Provide skilled teachers with appropriate credentials, as well as skilled administrators and support staff members.
- M. Dedicate resources for professional development for CTE pathway teachers, including educator externships with industry.
- N. Provide opportunities for pupils who are individuals with exceptional needs to participate in all programs
- O. Report data as a program participation requirement to allow for evaluation of the program.

V. Additional Provisions

- A. The duly authorized officials of each respective party enter into this MOU.
- B. 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.
- C. Nothing in this MOU is intended to negate or otherwise render ineffective any previous agreements.
- D. This MOU may be amended by the mutual written consent of the parties.
- E. No amendment, modification or alteration in the terms of the MOU shall be binding on either party unless submitted in writing.

Approved By

Charter Oak Unified School District

Danay Kim
Print Name

Assistant Superintendent
Title

[Signature]
Signature

6/25/21
Date

Approved By

Azusa Unified School District

Dayna Mitchell Ed.D.
Print Name

Assistant Superintendent, Educational Services
Title

Signature

Date

California Career Technical Education Incentive Grant (CTEIG)
A Memorandum of Understanding

The following is a Memorandum of Understanding (MOU) Between Azusa Unified School District (hereinafter referred to as AUSD), and Duarte Unified School District (hereinafter referred to as "District") concerning the award, allocation and required use of funds confirmed in the California Career Technical Education Incentive Grant (CTEIG).

I. Background

The California Career Technical Education Incentive Grant Program is established as a state education, economic, and workforce development initiative with the goal of providing pupils in kindergarten through grade twelve, inclusive, with the knowledge and skills necessary to transition to employment and postsecondary education. The purpose of this program is to encourage and maintain the delivery of career technical education (CTE) programs. Education Code (EC) sections 53070-53076.4

AUSD has been elected to be the fiscal lead by the Foothill Consortium, a designated group of districts that includes AUSD and District, and has been assigned the sole responsibility to acquire, manage and report all uses of Grant funds in compliance with the California Career Technical Education Incentive Grant Program. All districts participating in the Program have agreed to deliver to all terms and conditions set forth in this Memorandum in order for AUSD to fully comply with all Program eligibility requirements.

II. Duration of Memorandum of Understanding

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IV. Responsibilities of the Parties

District:

- A. Identify one district office individual and one site contact from each participating high school to work with AUSD staff in the implementation of career pathways at participating high schools.
- B. Report a proportional dollar-for-dollar match for any funding received as follows: two dollars (\$2) for every one dollar (\$1) received.
- C. Provide assurance that all funds received shall be used only for the development and maintenance of CTE programs.
- D. Report and be prepared to show that all local educational agency (LEA) CTE expended funds under accounting goal codes 3800 (Vocational Education) or 6000 Regional Occupational Center and Programs (ROCPs).

AUSD:

AUSD shall assure that all districts participating under this MOU will meet all of the grant requirements as delineated in the RFA as follows:

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- C. Provide career exploration and guidance opportunities for all pathway learners.
- D. Provide support services for students, including counseling.
- E. Embed student leadership development into career pathway teaching and learning.
- F. Provide for system alignment, coherence, and articulation, including ongoing and structural regional or local partnership with postsecondary educational institutions.
- G. Form ongoing and meaningful industry and labor partnerships through participation on advisory committees and collaboration with business and labor organizations to provide opportunities for pupils.
- H. Provide opportunities for pupils to gain access to pre-apprenticeships, internships, industry certifications, and work-based learning opportunities for industry to provide input to the career technical education programs and curriculum.
- I. Provide opportunities for pupils to participate in after school, extended day, and out-of-school internships, competitions, leadership development, career technical student organizations, and other work-based learning opportunities.
- J. Reflect regional or local labor market demands and focus on current and emerging high-skill, high-wage, high-demand occupations.
- K. Provide programs that lead to an industry-recognized credential or certificate, or appropriate postsecondary training or employment.
- L. Provide skilled teachers with appropriate credentials, as well as skilled administrators and support staff members.
- M. Dedicate resources for professional development for CTE pathway teachers, including educator externships with industry.
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- O. Report data as a program participation requirement to allow for evaluation of the program.

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Approved By

Duarte Unified School District

Jim Bauler

Print Name

Asst Superintendent - Business Services

Title

Signature

Date


6/29/21

Approved By

Azusa Unified School District

Dayna Mitchell Ed.D.

Print Name

Assistant Superintendent, Educational Services

Title

Signature

Date

California Career Technical Education Incentive Grant (CTEIG)
A Memorandum of Understanding

The following is a Memorandum of Understanding (MOU) Between Azusa Unified School District (hereinafter referred to as AUSD), and Monrovia Unified School District (hereinafter referred to as "District") concerning the award, allocation and required use of funds confirmed in the California Career Technical Education Incentive Grant (CTEIG).

I. Background

The California Career Technical Education Incentive Grant Program is established as a state education, economic, and workforce development initiative with the goal of providing pupils in kindergarten through grade twelve, inclusive, with the knowledge and skills necessary to transition to employment and postsecondary education. The purpose of this program is to encourage and maintain the delivery of career technical education (CTE) programs.

Education Code (EC) sections 53070-53076.4

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- C. Provide career exploration and guidance opportunities for all pathway learners.
- D. Provide support services for students, including counseling.
- E. Embed student leadership development into career pathway teaching and learning.
- F. Provide for system alignment, coherence, and articulation, including ongoing and structural regional or local partnership with postsecondary educational institutions.
- G. Form ongoing and meaningful industry and labor partnerships through participation on advisory committees and collaboration with business and labor organizations to provide opportunities for pupils.
- H. Provide opportunities for pupils to gain access to pre-apprenticeships, internships, industry certifications, and work-based learning opportunities for industry to provide input to the career technical education programs and curriculum.
- I. Provide opportunities for pupils to participate in after school, extended day, and out-of-school internships, competitions, leadership development, career technical student organizations, and other work-based learning opportunities.
- J. Reflect regional or local labor market demands and focus on current and emerging high-skill, high-wage, high-demand occupations.
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Approved By

Monrovia Unified School District

Dr. Katherine Thorossian

Print Name

Superintendent

Title



Signature

6/10/2021

Date

Approved By

Azusa Unified School District

Dayna Mitchell Ed.D.

Print Name

Assistant Superintendent, Educational Services

Title

Signature

Date

Career Technical Education Incentive Grant (CTEIG)	
Foothill Consortium	
The CTEIG Round 6 grant term begins July 1, 2020. The grant term is tied to the associated legislation and state budget term that provided the funding for the grant. This round of CTEIG funding occurred during the 2020-2021 fiscal year. Actual distribution of funds does not occur until approximately June, 2021. LEAs have until December 31, 2022 to expend all funds for this grant term.	
Based on the Budget confirmed herein, all expenditures made by District, and all participating districts, are not to exceed agreed upon budgeted amounts without prior approval of AUSD. All services rendered, materials and products acquired, and all activities falling within budgeted parameters, shall be reported to AUSD in an itemized invoice, and reimbursement shall be made to District within fifteen (15) days of receipt by AUSD.	
	Allocation of funds for term of grant:
	\$661,857
Azusa USD Expenses	
San Gabriel Economic Partnership Contract, includes: contract work with co-consultants; use of meeting location and supplies for Foothill Advisory meetings; administrative cost (paid at ADA rate of 35%)	\$39,375
Foothill Consortium Grant Manager (paid at ADA rate of 35%)	\$17,500
NAF Extended Services: Professional Development, Educational Design – Academy Development, Curriculum, Advisory Board and Work-Based Learning and NAFTrack Certification and Administrative Cost	\$4,025
Participation in NAF Next Annual Conference 2022 - Pre Paid Conference fees & Lodging expenses (4 persons at \$1,500 each)	\$6,000
NAF Membership Fees for 4 Academies (\$1,900 per Academy)	\$7,600
	\$74,500
Charter Oak USD Expenses	
San Gabriel Economic Partnership Contract, includes: contract work with co-consultants; use of meeting location and supplies for Foothill Advisory meetings; administrative cost (paid at ADA rate of 25%)	\$28,125
Foothill Consortium Grant Manager (paid at ADA rate of 25%)	\$12,500
NAF Extended Services: Professional Development, Educational Design – Academy Development, Curriculum, Advisory Board and Work-Based Learning and NAFTrack Certification and Administrative Cost	\$4,025
Participation in NAF Next Annual Conference 2022 - Pre Paid Conference fees & Lodging expenses (3 persons at \$1,500 each)	\$4,500
NAF Membership Fees for 3 Academies (\$1,900 per Academy)	\$5,700
	\$54,850
Duarte USD Expenses	
San Gabriel Economic Partnership Contract, includes: contract work with co-consultants; use of meeting location and supplies for Foothill Consortium Advisory meetings; administrative cost (paid at ADA rate of 15%)	\$16,875
Foothill Consortium Grant Manager (paid at ADA rate of 15%)	\$7,500
NAF Extended Services: Professional Development, Educational Design – Academy Development, Curriculum, Advisory Board and Work-Based Learning and NAFTrack Certification and Administrative Cost	\$4,025
Participation in NAF Next Annual Conference 2022 - Pre Paid Conference fees & Lodging expenses (2 persons at \$1,500 each)	\$3,000
NAF Membership Fees for 2 Academies (\$1,900 per Academy)	\$3,800
	\$35,200
Monrovia USD Expenses	
San Gabriel Economic Partnership Contract, includes: contract work with co-consultants; use of meeting location and supplies for Foothill Consortium Advisory meetings; administrative cost (paid at ADA rate of 25%)	\$28,125
Foothill Consortium Grant Manager (paid at ADA rate of 25%)	\$12,500
NAF Extended Services: Professional Development, Educational Design – Academy Development, Curriculum, Advisory Board and Work-Based Learning and NAFTrack Certification and Administrative Cost	\$4,025
Participation in NAF Next Annual Conference 2022 - Pre Paid Conference fees & Lodging expenses (2 persons at \$1,500 each)	\$3,000
NAF Membership Fees for 2 Academies (\$1,900 per Academy)	\$3,800
	\$51,450
Azusa USD Indirect Cost Rate of 5.54%	\$36,667
Total Expenses Before Allocation	\$252,667
Total Amount Available for Allocation After Expenses & Azusa USD Indirect Rate of 5.54% (Allocation based on ADA rate)	\$409,190
Azusa USD	\$143,217
Charter Oak USD	\$102,298
Duarte USD	\$61,379
Monrovia USD	\$102,298
Total	\$661,857