EDEN AREA REGIONAL OCCUPATIONAL PROGRAM

26316 Hesperian Boulevard
Hayward, CA 94545

2020-2021
CTE PROGRAM AGREEMENT

CTE Program Agreement between San Leandro Unified School District and Eden Area Regional Occupational Program (ROP) from July 1, 2020 to June 30, 2021.

I. General

1. This agreement is entered into by Eden Area Regional Occupational Program (ROP) and San Leandro Unified School District (District) to cover Career/Occupational Training programs prepared and offered by the ROP and delivered by the instructional staff of the District.
2. The title of this program is historically known as the District Contracted Program.
3. Modification to the course offerings will be agreed upon by both the ROP and the District annually.

II. Course Offerings

1. ROP programs offered at the high schools by the District must meet all the requirements that apply to any ROP class. Program offerings will consist of State approved ROP programs.

III. Instruction – District Responsibilities

1. The District shall designate instructors from its staffing assignment prior to the beginning of the school year.
2. The District is responsible for instructor compensation.
3. Instructors must possess a valid CTE or Designated Subjects Credential. The ROP will assist district instructors with this process.
4. All CTE instructors must attend the fall and spring advisory committee meetings.

IV. Instruction – ROP Responsibilities

1. The ROP will provide support for all CTE teachers in the district that includes:
    a) Coordination of the fall and spring advisory committee

meetings as required of all CTE teachers.

b) Providing professional development opportunities in alignment with the 12 elements of a high quality CTE program.

c) Providing certificates of completion/mastery for qualifying students in the programs.

2. The ROP shall provide leadership and coordination services to ensure quality career technical standards are met.
3. The ROP will monitor programs in cooperation with the district to ensure mandated compliance.
4. The ROP will act as the liaison with the career technical unit of the State Department of Education.
5. The ROP will provide data control services for registration, attendance, grades, transcripts, and other student records.
6. The ROP will assist in course development services to include labor market analysis, professional development, and curriculum development, with approvals from appropriate agencies as required.
7. The ROP will provide compliance reporting with assistance from assigned ROP instructors for students who successfully complete any of the courses.

V. Career Technicians/Career Counselor

1. The ROP shall provide $7,000 funding to assist in offsetting the cost of District Career Technicians/Counselor.
2. The District Career Technicians/Counselor shall provide advice and guidance to students on ROP courses and assist in placement to meet student needs.
3. Career Techs shall assist with all sophomore tours to the Hayward Center, as well as other activities that support the ROP program. The ROP staff will meet with site administration to establish guidelines.

VI. Materials, Equipment and Facilities

1. The District is responsible for providing equipment and instructional materials for each program.
2. The District shall dedicate appropriate resources to ensure that the program offering is in compliance with the state CTE requirements.

VII. Data Sharing

1. In accordance with the Board approved Data Sharing Agreement, the district contact person will provide the

necessary student information to the ROP.

2. Both the District and the ROP shall reflect student attendance and grades.
3. The District shall provide attendance and grade reporting to the ROP for **all** CTE programs so that the ROP can file appropriate reports with the state.

VIII. Revenue

1. District Contract Programs
    a) In addition to providing support to all CTE teachers, Eden Area ROP will also allocate monies to the district in support of District Contracted Programs in alignment with the Joint Powers Authority Agreement.
    b) Funds will be transferred monthly from Eden Area ROP to the District, with a final distribution in June. (ROP Fiscal Administrator is contact.)
2. For the 2020-2021 school year, the funding for Eden Area ROP District Contracted Programs is $17,455 per section.

IX. Grants:

1. CTE Incentive Grant
    a) Eden Area ROP will serve as the fiscal lead for the CTE Incentive Grant Program, funding allocation for SLUSD CTE programs is $266,332.
    b) Funds are required to be spent on CTE programs taught by teachers with a CTE credential.
    c) Funds must be coded to the state assigned resource code of 6387 and the goal code 3800 or 6000.
    d) Payments made to the district from the ROP will occur twice yearly, with the 50% of the allocation provided to the district once the funds are received by the state (after the budget has been set up) and the remaining 50% by the last working day in January.
2. Strong Workforce Grant Program (SWP)
    a) Eden Area ROP will serve as the fiscal lead for two Strong Workforce Program grants: Strategic Support for Special Populations and Design It, Build It grants.
    b) Funds are expended over two years, check with the SWP program lead to determine amount budgeted for 20-21 fiscal year
    c) Spending for each grant needs to be tracked separately, creating distinct option codes for each grant

is recommended

d) Funds must be spent according to the work plan approved by the Cabrillo College and will be reimbursed according to the requirements set forth by the SWP.

e) Funds must be coded to resource 6388 and goal code 3800 or 6000.

f) District will be reimbursed quarterly for expenses related to the strong workforce program.

X. Projections

1. Eden Area ROP anticipates 15 sections. Revenue to be generated by the District is calculated at $17,455 per section plus $7,000 for career technician salaries for a total of $268,825.

Item	Amount	Payment Cycle
Career technician/career counselor	$7,000	ROP (monthly)
CTE sections	$261,825	ROP (monthly)
CTEIG	$266,332	CTEIG (2x per year)
SWP: Strategic Support for Special Populations (2 year expenditure timeline)	$200,239	SWP (quarterly)
SWP: Design It, Build It (2 year expenditure timeline)	$289,231	SWP (quarterly)
Total	**$1,024,627**	

Linda Granger **date**
Superintendent
Eden Area ROP

Kevin Collins **date**
Asst. Superintendent - Business Services
San Leandro Unified School District