

Agreement 07-30

**Between
Suncoast Workforce Board, Inc.
and the
School Board of Sarasota County, FL**

Construction Technology Careers (CTC) Initiative Preapprenticeship Partnership

This agreement is entered into this ____ day of _____, 2007 by and between the Suncoast Workforce Board, Inc. (SWB), 1750 17th Street, Building J-2, Sarasota, Florida 34234, and the School Board of Sarasota County, Florida (SBSC), whose principal mailing address is 1900 Landings Blvd., Sarasota, FL 34231.

Purpose

The purpose of this agreement is to delineate the relationship and responsibilities shared by SWB and SBSC regarding workforce development services provided to youth under the Construction Technology Careers (CTC) Initiative Preapprenticeship Partnership. Under this partnership, the Construction Technology Careers (CTC) Coordinator provides specific services to youth at schools in Sarasota County, working in partnership with instructors and appropriate SBMC representatives.

SWB/CTC Responsibilities:

SWB, in cooperation with SBSC, will hire and employ a Construction Technology Careers (CTC) Coordinator, who will provide services to Sarasota County High Schools and Sarasota County Technical Institute, in conjunction with SBSC. SWB will provide administrative and fiscal oversight of the CTC Initiative, and will contribute in-kind two offices, furniture, related utilities, use of telephone, fax and the SWB computer network.

Services to be provided by the CTC Coordinator include but are not limited to:

1. The CTC Coordinator will aid in the recruitment of students into the SBSC CTC preapprenticeship partnership;
2. The CTC Coordinator will coordinate CTC partnership activity calendars between education/industry staff and volunteers;
3. The CTC Coordinator will work with SBSC high school principals/asst. principals, guidance/career counselors, students and parents to market and promote CTC, preapprenticeship, apprenticeship and construction career programs;
4. The CTC Coordinator will coordinate governance and continuity of the CTC partnership through meetings, fundraising and consensus-building among all involved CTC partners;
5. The CTC Coordinator will communicate with SBSC staff/high school students via participation/facilitation/observation in/of classroom/staff activities for no less than 20 hours each month, as needs exist and arise;
6. The CTC Coordinator will register/enroll students into preapprenticeship and manage FDOE/state-required records for the CTC preapprenticeship partnership;
7. The CTC Coordinator will develop/maintain CTC preapprenticeship student records with student information provided by SBSC;

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8. The CTC Coordinator will work with Sarasota County schools to insure that the CTC National Center for Construction Education and Research (NCCER) curriculum is being taught consistent with the FDOE approved CTC Preapprenticeship Standards;
9. The CTC Coordinator will network, market and generate CTC involvement via a mentor program/speaker's bureau which provides up-to-date construction industry career exploration resources;
10. The CTC Coordinator will provide opportunities for SBSC high school guidance/career counselors/students/parents to gain knowledge and workforce trend information from construction industry representatives;
11. The CTC Coordinator will coordinate summer on-the-job (OJT) training opportunities for SBSC high school CTC indentured preapprentices and facilitate placements through a structured process;
12. The CTC Coordinator will monitor CTC OJT training placements to assure appropriate supervision and facilitate timely evaluation of CTC OJT students;
13. The CTC Council will conduct an annual review of the CTC partnership involving strategic planning for consecutive years;
14. The CTC Coordinator will maintain confidentiality in regards to appropriate student/school records/information provided by the schools and participating youths.

SBSC Responsibilities:

1. SBSC will pay SWB **\$15,000** in consideration for the services outlined above, **in two \$7,500 payments**, one no later than January 30, 2007 and the other no later than May 15, 2008;
2. SBSC will participate in the CTC Council and CTC Executive Committee to provide guidance and assistance in policy, program development and implementation, sharing concerns and suggestions as appropriate;
3. SBSC will support their instructor and administrators' promotion of the CTC mission and activities of CTC;
4. SBSC will facilitate recruitment of CTC preapprenticeship students and assist in the coordination of planned activities;
5. SBSC instructors will deliver the FDOE approved NCCER Content published preapprenticeship curriculum;
6. SBSC will provide the CTC Coordinator with student information as to performance/attendance/grades/etc. to ensure student's eligibility in the CTC program and eventual eligibility in the OJT segment of the CTC partnership;
7. SBSC will assure that appropriate background checks are completed as needed on CTC staff and volunteers;
8. SBSC will assist in coordinating and facilitating construction industry interaction with students and faculty;
9. SBSC will provide appropriate workspace as needed for the CTC Coordinator in SBSC schools;
10. SBSC will support CTC Preapprenticeship instructional staff in maintaining their required NCCER craft instructor certifications and supplemental certifications for first aid/OSHA etc.;
11. SBSC will assist in identifying future funding vehicles for the CTC partnership;
12. SBSC will participate in the annual review of the CTC partnership involving strategic planning for consecutive years.

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TERM OF AGREEMENT

This Agreement shall be effective the date signed by all parties and will remain in effect through September 30, 2008, subject to renewal if agreeable to both parties. This agreement may be modified only with the consent of both parties. Any party hereto may terminate this agreement upon written notice ninety (90) days in advance of the desired date of cancellation.

Signed:

Mary Helen Kress
Executive Director
Suncoast Workforce Board, Inc.

Date: _____

Dr. Gary Norris
Superintendent
School Board of Sarasota County

Date: _____