

**Mountain Desert Career Pathways**

**Date: December 4, 2018**

**To: MDCP Executive Board**

**From: Matt Wells, Director**

**Subject: Budget Update**

**Discussion/Information Item 4.6 Budget Update**

Based upon feedback received at previous meetings, please see the attached documents as resources for our quarterly budget update. Please note that the overall budget on the first spreadsheet does not match the previously approved Master Agreement. This is being rectified but the expenses shown are accurate.

SAN BERNARDINO COUNTY SUPERINTENDENT OF SCHOOLS  
EDUCATION SUPPORT SERVICES

MDCP JPA  
MANAGEMENT 0815, RESOURCE 0815

FISCAL YEAR 2018-19  
JULY-NOV 2018

Object	Description	Budget	Actual Activity	Pended or Encumbered	New Items, Not on FAR Yet	Total Expenditures	Balance
8677	Contribution from Districts	427,895.00					427,895.00
8981	One time contribution Beginning Balance County B	-	75,918.08			75,918.08	(75,918.08)
	<b>Total Revenues</b>	<b>427,895.00</b>	<b>75,918.08</b>	<b>-</b>	<b>-</b>	<b>75,918.08</b>	<b>351,976.92</b>
1313	Cert Contract Salaries	152,077.12	49,548.44			49,548.44	102,528.68
	<b>Total Cert Sal</b>	<b>\$ 152,077.12</b>	<b>\$ 49,548.44</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 49,548.44</b>	<b>\$ 102,528.68</b>
2414	Class Cler & Office Contract	71,318.23	24,432.14			24,432.14	46,886.09
2445	Class Cler & Office Sub	15,661.00	4,404.00				15,661.00
	<b>Total Class Sal</b>	<b>\$ 86,979.23</b>	<b>\$ 28,836.14</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 24,432.14</b>	<b>\$ 62,547.09</b>
3101	STRS	-	8,066.48			8,066.48	(8,066.48)
3202	PERS Classified	12,908.59	5,208.39			5,208.39	7,700.20
3331	Medicare - Certificated	-	715.30			715.30	(715.30)
3332	Medicare-Classified	-	417.12			417.12	(417.12)
3411	Health/Welfare Certificated	17,106.44	5,224.40			5,224.40	11,882.04
3412	Health/Welfare Classified	17,106.14	6,530.50			6,530.50	10,575.64
3501	Unemployment Certificated	-	24.67			24.67	(24.67)
3502	Unemployment Classified	-	14.38			14.38	(14.38)
3601	Workers Comp Certificated	-	1,367.52			1,367.52	(1,367.52)
3602	Workers Comp Classified	-	795.87			795.87	(795.87)
3802	PERS Reduction	-	-			-	-
	<b>Total Benefits</b>	<b>\$ 47,121.17</b>	<b>\$ 28,364.63</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 28,364.63</b>	<b>\$ 18,756.54</b>
4310	Instructional Materials & Supplies	-	-			-	-
4330	Refreshments	600.00	292.37	307.63		600.00	-
4350	Supplies	2,000.00	856.44	710.05		1,566.49	433.51
4340	Comp Software & Related Expense	1,600.00	652.92			652.92	947.08
4440	Computer/Tech Inventory	1,000.00	1,462.26			1,462.26	(462.26)
	<b>Total Mat. &amp; Supplies</b>	<b>\$ 5,200.00</b>	<b>\$ 3,263.99</b>	<b>\$ 1,017.68</b>	<b>\$ -</b>	<b>\$ 4,281.67</b>	<b>\$ 918.33</b>
5212	Cell Phone Allowance, Cert	720.00					720.00
5213	Cell Phone Allowance, Class	-					-
5220	Business/Travel Reimb	-					-
5221	Travel - Mileage	6,000.00	1,491.09			1,491.09	4,508.91
5225	Travel - Cal Card/Conferences	4,000.00	1,364.10			1,364.10	5,000.00
5230	Airfares	-					-
5450	Other Insurance	7,000.00					7,000.00
5620	Lease with AVUSD	12.00					12.00
5733	Network User Fees (none for unrest)	160.00	160.00			160.00	-
5734	Tech Fees	-					-
5740	Inter-program other	-	(4,466.00)			(4,466.00)	4,466.00
5737	SBCSS Room Fees	200.00					200.00
5810	Contracted Services	400.00					400.00
5813	Catering	2,000.00		1,080.00			2,000.00
5820	Legal Audit Fees	23,000.00	510.00			510.00	22,490.00
5840	Tech Related Svcs. (Precision Exams)	51,727.50	51,978.29			51,978.29	(250.79)
5850	Consulting	-					-
5881	Discretionary	3,500.00					3,500.00
5895	Outside Duplication	1,500.00					1,500.00
5950	Postage	-					-
	<b>Total Services</b>	<b>\$ 100,219.50</b>	<b>\$ 51,037.48</b>	<b>\$ 1,080.00</b>	<b>\$ -</b>	<b>\$ 51,037.48</b>	<b>\$ 51,546.12</b>
7312	Operating Expenses	391,597.00	161,051.00	2,097.68		157,664.00	236,296.76
	Indirect @ 0.1068%	36,298.00	11,649.00	224.00		11,287.23	25,010.77
	<b>Total Expenses</b>	<b>\$ 427,895.00</b>	<b>\$ 172,700.00</b>	<b>\$ 2,321.68</b>	<b>\$ -</b>	<b>\$ 168,951.23</b>	<b>\$ 261,307.53</b>
	Prior Year Carryover 17/18	75,918.08					
	Current Yr Contributions from Districts	427,895.00					

**Indirect Rate: 10.68%**



Governing Board Meeting

Friday, September 07, 2018

Location: CSUSB, Commons Building, Obershaw Dining Hall

5500 University Parkway, San Bernardino, CA 92407

1:45 p.m. – 2:45 p.m.

**DRAFT**

**In Attendance:**

Ted Alejandre, Superintendent, SBCSS

Tom Hoegerman, Chair/Superintendent, Apple Valley USD

Ronda Tremblay, Superintendent, Baker Valley USD

David Olney, Superintendent, Hesperia USD

Peter Livingston, Superintendent, Lucerne Valley USD

Ryan Holman, Superintendent, Snowline JUSD

Ron Williams, Superintendent, Victor Valley UHSD

Laura Campbell, Sub OSII, Mountain Desert Career Pathways JPA

Matt Wells, Director, Mountain Desert Career Pathways JPA

**1.0 Call to Order**

*Tom Hoegerman, Chair*

The meeting was called to order at 1:48 p.m. Roll call was conducted.

**2.0 Adoption of the Agenda**

*Tom Hoegerman, Chair*

On a motion by Ron Williams, with a second by Peter Livingston, the Agenda was unanimously approved.

**3.0 Matters Brought by Citizens**

*Tom Hoegerman, Chair*

No matters were brought forward.

**4.0 Discussion/Information**

*Tom Hoegerman, Chair*

**4.1 Risk Management**

*Matt Wells, Director*

**4.1.1 Point of Contact**

- Matt shared that he has been working building work base learning opportunities. As part of that, he stated that he's been working with Robert Chacon, Risk Management Director from SJUSD and CRSM board member and Colette Rozhon, Risk Management Director from AVUSD in order to finalize paperwork needs from the perspectives of the two risk management solutions. He sought input regarding if more points of contact are needed when drafting policies and practices or if the board is comfortable continuing that practice.

- Tom Hoegerman stated that it seems both JPA's should be able to agree. Paperwork is mostly down to minor tweaks so sees no point in involving more than that.
- The board agreed to the Director continuing using AVUSD and SJUSD's RM contacts.

#### 4.1.2 Affiliations Agreements

- Matt shared that some several RM concerns arose regarding the currently-approved Affiliation Agreement template. A revision was proposed to add District Member & at the beginning and to remove at all at the end of the template.
- Tom Hoegerman stated that, from a practical standpoint, RM could be working to limit the liability, but that a teacher should be available to partners and, should the teacher be unavailable, an alternate should be in place.
- Matt stated that he's asked the Coordinators to provide their districts' current affiliation practices including paperwork and resources they are providing to teachers and partners in order to explore standardizing practices.
- Tom Hoegerman recommended bringing back standard practices such as alternate contacts as a board policy.

#### 4.1.3 Affiliation Practices

- Matt brought up that there are work experience programs and internship/job shadowing efforts going on at districts outside of MDCP and wanted to discuss what MDCP's involvement should be in that. He shared that his concern is just not wanting to confuse industry partners as we're expanding our opportunities and partners are receiving proposals or needs requests from multiple points of contact at a district.
- Tom Hoegerman stated he knows there are two different Youth WIOA programs in the region and would feel more comfortable if there was more coordination between the district and MDCP. He stated that the whole point of this is not to over abuse our industry partners.
- David Olney shared that that's his thought too. I know that everyone is out there trying to support their programs and do what they think is best for their students but adding that single point of contact would be beneficial. They have got to be able see that bigger picture and that we are all trying to coordinate this so the industry partners don't get over taxed.
- Tom Hoegerman asked that the board agree that each board member is going to work on it internally and make sure that MDCP is our contact so that if the Youth WIOA guys need a contact they just go through MDCP. The intention is not to get in the way of people and their programs but be aware of one another so that mixed messages aren't being sent.
- All agreed.





- Tom asked that Matt remind the board and put together something to inform those who aren't at the meeting.

#### 4.2 Updated Advisory Schedule

- Matt shared an updated advisory schedule and shared that he is working on expanding advisory partnerships with Victor Valley College and Barstow Community College. He shared that articulation agreements with VVC are in place for the next two years so don't need to be renewed at this year's advisory meeting. Barstow CC will be discussing articulation at their multi-industry advisory and MDCP will collect and distribute information.

#### 4.3 Advisory minutes Template Redraft

- Matt shared a redrafting of the Advisory minutes template and shared that this redraft is an attempt to better capture advisory requirements and increase ease of converting captured notes to the formal document.
- Matt shared clarification received from CDE regarding approval of minutes. There isn't a formal approval process requirement. It's more important that there is proof the meetings actually happened (e.g. physical sign-in sheets, rough notes, etc.). Matt's plan is to bring finalized advisory minutes to the board for approval quarterly with the understanding that sometimes college partners may periodically need Matt's finalized signature sooner than quarterly.

#### 4.4 Articulation Update

- Matt shared articulation data by district and by High School and reminded the board that VVC articulated grades go through the My Mentor/K16 Bridge system and post to college transcripts before the start of the following fall semester.
- Matt highlighted the annual growth in articulation numbers with VVC. He shared that, while there is a lot of success to celebrate, some industry sectors or schools need some growth. The Coordinating Council meeting next Friday will include a discussion around best practices (e.g. not leaving articulation processes up to individual classroom teachers)
- CDE recently verified that articulation will count towards the college and career readiness indicator. This is a significant reason why articulation results are important.
- Articulation with Barstow CC is a work in progress. Silver Valley had an agreement but Matt has been unable to find formal paperwork on that agreement. In May, MDCP and BUSD were able to get a formal MOU for articulation with Barstow Unified. The process for students getting credit is still being worked out.
- Matt shared that Snowline has an agreement with Chaffey College and that Trona has a couple agreements with Cerro Coso College due to geographical proximity.
- Ted Alejandre questioned the missing data from 2013-14 year at VVC. Matt confirmed that no data was indicated for that school year on the VVC website.

#### 4.5 JPA Audit Requirement

- Matt shared that Kendle Crowell took this on and shared his appreciation for her work on what has been a quite confusing project. MDCP received a letter from Feldhake legal council that indicated the JPA is required to have an annual audit outside of SBCSS's

annual audit but that it doesn't need to be a school audit. The recommendation was to have an auditor familiar with JPAs. Estimates on cost are between \$10K and \$17K based upon whether or not we need 2 years of audits or 3.

- Matt shared that, because MDCP falls under San Bernardino County, the audit would be sent to the San Bernardino County Board of Supervisors for them to have on record. However, that Governing Board is the review body, per Rachel Ayala at the County.
- Matt shared that Kendle was advised that, because MDCP's budget is such a small portion of SBCSS's overall budget, it is highly unlikely it would actually be looked at and that MDCP couldn't be flagged to be audited annually as part of SBCSS's audits.
- Ted Alejandra shared that he would ask Rich De Nava's input on MDCP getting a separate audit.
- 

## 5.0 *Action Items*

*Tom Hoegerman, Chair*

### 5.1 Approval, May 16, 2018 Meeting Minutes

- On a motion by David Olney, with a second by Ron Williams, the May 16, 2018 Meeting Minutes were unanimously approved.

### 5.2 Approval, 2018-19 Budget

- Tom shared that Matt would review various budget considerations and options that asked the board to remember that budgets are an ever moving target.
- Matt shared the anticipated 2018-19 school year JPA costs. This includes changes for Mountain Desert Economic Partnership (MDEP) costs, materials, and increases that were largely beyond our control (COLA, benefits, mileage increases, insurance increases, SBCSS cost, etc.).
- Matt shared that there was a rollover amount \$64,581.73. He shared that this was mostly due to Precision Exams being built into the budget twice into the first two fiscal years despite the initial 18-month contract with PE.
- Matt shared that the \$64,000 could proportionally discount the cost to the districts for this year based upon what they paid during that 2016-17 school yr.
- After a discussion about reserve needs and unexpected costs that are likely to come up as the JPA is built, it would be wise to carry a reserve. The board agreed unanimously that, because the roll over funds were already there, it would be a good time to secure those funds as a reserve
- Matt shared district contribution options based upon either ADA or maintaining cost proportions from the prior year. Due to a clerical error, during the 2016-17 and 2017-18 school years, VVUHSD's ADA calculations didn't include the 9-12 enrollment from University Prep, Lakeview, and Cobalt Institute. Matt personally double checked the enrollment data from CalPass. This ADA increase would mean an approximate \$40,000 increase to Victor if the cost calculations were kept consistent.
- Tom shared that enrollment will continue to fluctuate so wanted to have the conversation about the two options because of concerns of major cost fluctuations from year to year.

Maintaining the original proportions could best distribute the cost increases but wanted the board's opinion and especially Ron's.

- Ron shared that he felt it was fine to keep the contribution calculations consistent despite the large cost increase for VVUHS. He shared that VVUHS doesn't mind paying whatever the extra may be due to the corrected calculations.
- Tom asked Ted Alejandre about rollover expenses and costs. Ted confirmed that the SBCSS fee costs only occur once and are not taken multiple times from rollover funds.
- On a motion by Peter Livingston, with a second by Ron Williams, the 2018-2019 proposed budget was unanimously approved.

### 5.3 Approval, 2018-2019 Master Agreement

- Matt shared two master agreement changes: (1) The overall JPA cost of \$467,769.72 and (2) Option A district contribution table.
- On a motion by Dave Olney, with a second by Ryan Holman, the 2018-2019 Master Agreement was unanimously approved.

### 5.4 Approval, MDCP-District Membership Billing Calendar

- On a motion by Ron Williams, with a second by Ronda Tremblay, the MDCP-District Membership Billing Calendar was unanimously approved.

### 5.5 Approval, Policy for Director Purchase Authority Limit

- On a motion by Ron Williams, with a second by Dave Olney, the Director Purchase Authority Limit policy was unanimously approved.

### 5.6 Approval, Policy for Proxy Vote

- On a motion by Peter Livingston, with a second by Ron Williams, the Proxy Vote policy was unanimously approved.

### 5.6 Approval, Board Policy Regarding Form 700 Conflict of Interest

- Matt shared that a revision was required removing the FPPC language, basically saying the Governing Board is the governing body that holds those forms and if anyone wants to access them than the JPA will house them. The County Board of Supervisors will also review our policy for approval once approved by the MDCP JPA Governing Board.
- On a motion by Ron Williams, with a second by Dave Olney, the Board Policy Regarding Form 700 Conflict of Interest was unanimously approved.

### 5.8 Approval, Affiliation Agreement Revision

- On a motion by Ryan Holman, with a second by Ronda Tremblay, the Affiliation Agreement Revision was unanimously approved





Matt Wells gave an overview of happenings at the MDCP, as well as items discussed at the last Coordinating Council Meeting:

- There are new coordinators and Coordinating Council members from 3 districts. Each are receiving support from the Director.
  - Carrie O’Neal, Coordinator, Barstow
  - Kellie Williams, Coordinator, Snowline
  - Ruth Soto, Counselor, Trona
- Matt shared the new CHAMP acronym and program focus from San Bernardino Workforce Development.
- Matt shared that the previously discussed \$5K Advisory Grant for people to attend the regional advisories facilitated by the deputy sector navigators was still moving forward but in a joint application with SBCSS ROP and the Alliance for Education. Each entity would be receiving \$5K. The coordinators would like to send teachers when possible but, due to geographical considerations, still hold regional advisories in our area for each industry sector.
- Matt reviewed Precision Exams testing data from the 2017-18 school year and reviewed the differences between the Single Assessment and the Pre/Post Test methods. He shared the info regarding the CalPads Flash update that listed PE as a contributing calculation for the college and Career readiness indicator. Data reporting methods through SIS remains to be determined. The first report is likely to be submitted in Fall 2019.
- Tom stated that being early adopters in this really is an advantage for all of our districts, so it is something we can sell to teachers and principals. Also, the exams are not just limited to CTE teachers’ use. Furthermore, a real benefit is having the teachers go through and look at what the standards are to align the courses with industry needs.
- Summer Recap
  - Matt shared about the VVC Construction Summer program that saw student from multiple districts complete 6 weeks of coursework and build a two car garage/shed. Almost all students completed the entire program and positive relationships built with VVC instructors by the students were of particular note.
  - Five teachers completed an externship with General Atomics (3 from VVUHSD, 1 from AVUSD, 1 from HUSD). Matt shared that there is a lot of interest by teachers who could not attend this year due to prior commitments. The purpose of that externship was to build a sustainable student internship program. GA was asking that they meet with those teachers again throughout this year to plan the student curriculum. They are starting small but they want to offer 12 student internship positions for juniors for 6 weeks over the 2019 summer. By all accounts, both MDCP participants and GA staff, the externship was a resoundingly positive experience.
- Matt shared that he is working on building a menu of WBL opportunities for the region.
- Matt shared that CTE curriculum is being reviewed to see if industry-sector teacher reconvenings are in order for collaborative curriculum updating or completion.

- Due to almost universal feedback from industry regarding difficulty finding local talent to fill key positions, Matt is looking at additional data that can be captured as baseline data as part of the annual Perkins surveys that are already conducted.
- Matt shared the Competitions Calendar and shared about building a new competition with VVC's auto program and exploring options with Medical/Fire/EMS and BCC's Manufacturing. Tom stated that there was a conversation last year about trying to have these in neutral places because there were some real issues especially around the culinary. He wondered how that conversation went with the coordinators. Matt shared that it was discussed again at the last CC meeting. Tyler Busch, the VVC culinary instructor is planning and leading the competition as a neutral party. However, the coordinators agreed that Victor high school or Silverado are still ok facilities to use because VVC doesn't currently have the facilities to pull off the event. The group felt comfortable with Tyler Busch being the neutral facilitator/planner. Tom shared that he's good with this information and just wanted to make sure there weren't any issues.
- Matt shared that he booked May 14, 2019 at D/M SELPA facilities for an end-of-year celebration/banquet/awards ceremony for CTE region-wide. This could include digital media competitions, thank you for partners, and help to break the notion by public/industry that technical skill classes are a thing of the past.
- Matt shared that site tours with Dr. Higbee continue with Apple Valley Unified being the site of the next visit followed by VVUHSD. He stated and celebrated that she is incredibly supportive and celebratory of our programs.
- Matt provided a CTEIG Update based upon recently received information. Next year's funding will include \$150 million annually to the CDE which we anticipate being somewhat comparable to what it was done in the previous three years. The other \$150 million will go through the Strong Workforce consortium. Details were still in development and Matt continues to attend the Inland Empire Desert Regional Consortium (IEDRC) meetings to stay apprised of information.
- Pathways to Success will occur on Thursday, February 21, 2019 at the county fair grounds and will continue to be in conjunction with Made in the HD. Matt is working closely with Victorville Motors staff on the events. Matt confirmed with Coordinators that they are the best contacts at the districts to ensure consistent information is distributed to and secured from districts.
- Matt shared that he had a couple meetings over the summer with the at the Carpenters Union in Ontario. Their curriculum is currently adopted by AVUSD with VVUHSD and HUSD in the works to adopt it. Matt shared the certificate opportunities that are a part of the curriculum. He also shared the possibility of a district MOU with the union to secure apprenticeship spots. The union is also willing to host skills seminars for teachers to expand or update their knowledge in certain areas as needed.
- Matt shared that VVC is working with General Atomics on an Apprenticeship program and is working on a Pre-Apprenticeship construction-based class. Additionally, Contract Ed is working with ComAv to increase the number of A&P spots allowed by the FAA.
- Matt is looking into expanding industry partner tours of our programs to expand their understanding of what we're doing.





- MDEP is going well and continues to receive very positive response from participants. Tom thanked Ted for the support from the Alliance and Coachella resources. Matt shared that Melissa Jager from Alignment USA Nashville came to help and stated that the work that she saw was very encouraging and anticipates MDEP to be a leader in getting this work done in the county.

**7.0 Board Comments**

*Group Discussion*

No comments were shared.

**8.0 Adjournment**

*Tom Hoegerman, Chair*

- On a motion by Peter Livingston, with a second by Ryan Holman, the meeting was adjourned at 2:39 p.m.

Next Meeting:

December 7, 2018, 12:00pm at Roy C. Hill Education Center

**Mountain Desert Career Pathways**

**Date: December 4, 2018**

**To: MDCP Executive Board**

**From: Matt Wells, Director**

**Subject: JPA Audit Proposal**

**Action Item 5.2: Approval, JPA Audit Proposal**

It is recommended that the Board approve the provided audit services proposal provided by Rick Ardito and Dajia Marie to fulfill financial audit requirements.



**RICK ARDITO, CPA**  
**DAIJA MARIE**

November 20, 2018

To the Board of Directors and Management  
 Mountain Desert Regional Career and Occupations Pathways JPA

Thank you for inviting our firm to provide this proposal audit and related services for the fiscal year ended June 30, 2016, 2017 and 2018. We are pleased to provide the following overview of our firm and its services.

**Firm Profile**

Richard (Rick) Ardito, CPA and Daija Marie collaborate as a full-service public accounting firm staffed by one CPA , one CPA candidate, an office manager and a bookkeeper. Daija Marie has been a previous employee of Starbuck Walsh, LLP for 9 years performing audits until the business closed December 31, 2016. Together, both Rick and Daija have performed the following services for the year ended December 31, 2017:

Service Type	% of Revenue
Accounting and Payroll	10%
Tax Preparation	50%
Attestation ( <i>Audits, Reviews and Compilations</i> )	40%

The overwhelming majority of audits and reviews we have performed are of nonprofit organizations. In 2016, between us, we have performed over 25 audits and review engagements for organizations with an average annual revenue and support of between \$200,000 and \$1,000,000. Because we specialize in nonprofit organizations, we bring extensive and valuable experience to our work, which allows us to offer value to our clients.

Staff Member	Years of Audit Experience	Licensing or Certification
Rick Ardito	10	C.P.A. license 112237
Daija Marie	10	C.P.A. license pending
Shaday Shores	3	Bookkeeper

If our firm is selected to perform the audit(s) of Mountain Desert Regional Career and Occupations Pathways JPA, Rick Ardito, CPA would be the engagement partner for the audit. Daija Marie would be the senior professional staff. We anticipate that the scope of this audit would not require additional staff. All work would be performed by our firm located in Apple Valley.

**References**

The following references are from directors of nonprofit organizations.

Client	Primary Contact	Telephone Number
Assistance League of Victor Valley High Desert Child, Adolescent and Family Services Center	Rosalie Jeffers	760.961.2468
Victorville First Assembly of God	Cindi Burklow Josh Gerbracht	760.243.7151 760.243.4343



**RICK ARDITO, CPA**  
**DM DAIJA MARIE.**

**Additional References**

Paul Messner, CPA	760.241.6376
Jennifer Starbuck, CPA	503.823.6731
Joseph P Walsh, CPA	760.686.4952

**Past Engagement Experience**

This will be a first year audit for our firm with Mountain Desert Regional Career and Occupations Pathways JPA should you choose our firm to perform the engagement. Every auditor should take a “fresh look” as his or her client each engagement year. We have several ways to ensure that we are always bringing objectivity to our work. If we are selected as Mountain Desert Regional Career and Occupations Pathways JPA auditors, we would start the engagement with inquiries regarding the past year’s activities, personnel, funding and expenses. We would also take a “cold look” at the JPA’s unaudited financial statements to look for unusual or unexpected amounts or categorizations, and to form a preliminary evaluation as to whether the financial amounts make sense in relationship to what we have learned about the past year’s operations. Throughout the audit, we would employ specific audit procedures with as much unpredictability as possible. We would bring to the JPA the same professional skepticism we bring to every audit.

**Assertions**

In response to the proposal requirements, we make the following assertions:

1. We are independent as defined by generally accepted auditing standards.
2. Rick Ardito, CPA and all assigned key professional staff are properly qualified to practice in California.
3. We have current insurance policy for errors and omissions in the amount of \$1,000,000 per incident.
4. Rick Ardito, CPA and Daija Marie are authorized to represent the firm, empowered to submit the bid, and authorized to sign a letter of engagement with Mountain Desert Regional Career and Occupations Pathways JPA, if selected.

<u>Proposed Fee</u>	<u>Range</u>
2016 Audit with Management letter	\$4,500-\$5,500
2017 Audit with Management letter	\$4,500-\$5,500
2018 Audit with Management letter	\$4,500-\$5,500
 Total Proposed Fee	 \$13,500 – 16,500

Sincerely,

**Daija Marie**

Daija Marie, Senior Auditor

**Mountain Desert Career Pathways**

**Date: December 4, 2018**

**To: MDCP Executive Board**

**From: Matt Wells, Director**

**Subject: General Liability Insurance Renewal**

**Action Item 5.3: Approval, General Liability Insurance Renewal**

It is recommended that the Board ratify the renewal proposal for General Liability Insurance as presented.



# Insurance Proposal Prepared For

## Mountain Desert Regional Career & Occupational Pathways JPA

12555 Navajo Road  
Apple Valley, CA 92308

Presented: November 30, 2018



Arthur J. Gallagher & Co.

Arthur J. Gallagher & Co. Insurance Brokers of CA., Inc.  
License Number - 0726293  
18201 Von Karman Ave Suite 200  
Irvine, CA 92612

[www.ajg.com](http://www.ajg.com)

# Mountain Desert Regional Career & Occupational Pathways JPA

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## Table of Contents

<b>Our Team and Commitment</b> .....	<b>3</b>
Service Team & Commitment.....	4
<b>Your Program</b> .....	<b>5</b>
Named Insured.....	6
Marketplace Review.....	7
Program Details.....	8
General Liability - New Hampshire Insurance Company.....	8
Spectator Excess Accident - United States Fire Insurance Company.....	11
Directors & Officers including Employment Practice Liability - Western World Insurance Company.....	13
Premium Summary.....	13
Payment Plans.....	14
<b>Proposal Disclosures</b> .....	<b>15</b>
Proposal Disclosures.....	16
Insurance Company Ratings and Admitted Status.....	18
<b>Client Signature Requirements</b> .....	<b>20</b>
Surplus Lines Notice - California.....	21
Client Authorization to Bind Coverage.....	23
Additional Insured Certificates Agreement.....	24
<b>Appendix</b> .....	<b>25</b>
Cyber Liability eRiskHub Features.....	26
Claims Reporting By Policy.....	27
Bindable Quotations & Compensation Disclosure Schedule.....	28

# Mountain Desert Regional Career & Occupational Pathways JPA

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## Our Team and Commitment

# Mountain Desert Regional Career & Occupational Pathways JPA

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## Service Team

**John Chino** has primary service responsibility for your company. We operate using a team approach. Your Service Team consists of:

NAME / TITLE	PHONE / ALT. PHONE	EMAIL	ROLE
<b>John Chino, ARM-PE, CSRM</b> Area Senior Vice President	949-349-9827 (o) 949-349-9927 (f) 909-239-4733 (m)	John_Chino@ajg.com	Producer
<b>Nasreen Kopecky</b> Account Executive	949-349-9857 (o) 949-349-9957 (f) 949-235-0169 (m)	nasreen_kopecky@ajg.com	Client Service Manager

**Arthur J. Gallagher & Co. Insurance Brokers of CA, Inc.**  
Main Office Phone Number: (949) 349-9800

# Mountain Desert Regional Career & Occupational Pathways JPA

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**Your Program**



# Mountain Desert Regional Career & Occupational Pathways JPA

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## Named Insured

Named Insured Schedule:

Add / Change / Delete	Named Insured	General Liability	Excess Accident Medical	
	Mountain Desert Regional Career & Occupational Pathways JPA	X	X	

**Note:** Any entity not named in this proposal may not be an insured entity. This may include partnerships and joint ventures.

# Mountain Desert Regional Career & Occupational Pathways JPA

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## Marketplace Review

We approached the following carriers in an effort to provide the most comprehensive and cost effective insurance program.

INSURANCE COMPANY	LINE OF COVERAGE	RESPONSE	PREMIUM
New Hampshire Insurance Company	General Liability	Recommended Quote	\$2,269.00
United States Fire Insurance Company	Excess Accident Medical	Recommended Quote	\$140.00

# Mountain Desert Regional Career & Occupational Pathways JPA

## Program Details

**Coverage:** General Liability  
**Carrier:** New Hampshire Insurance Company  
**Policy Period:** November 1, 2018 to November 1, 2019

### Form Type:

COVERAGE	FORM TYPE	RETROACTIVE DATE	PENDING & PRIOR DATE
General Liability	Occurrence	Not Applicable	Not Applicable

### Coverage:

DESCRIPTION	LIMIT TYPE	AMOUNT
General Liability Aggregate	Limit	\$2,000,000
General Liability Products/Completed Operations	Limit	\$1,000,000
General Liability Personal/Advertising Injury	Limit	\$1,000,000
Each Occurrence	Limit	\$1,000,000
Damages to Premises Rented to You	Limit	\$300,000

### Endorsements include, but are not limited to:

DESCRIPTION
Policy holder Notice- Taxes, Assessments and/or Surcharges - 118477 (3/15)
Declaration Page - 94858
Addendum To Declarations - 78711 (01 77)
Commercial General Liability Coverage Part Declarations - JDL 1 90 (2)-X-A (1-95)
Claims Reporting Instructions
AIG Policyholder Notice - 91222 (9/16)
Forms And Endorsements List
Economic Sanctions Endorsement - 89644 6-13
Commercial General Liability Coverage Form - CG 00 01 04 13
Common Policy Conditions - IL 00 17 11 98
Commercial General Liability Enhancement Endorsement - 86563 12 04
Limited Event Coverage - Annual - 100472 3_09
Limited Event Addendum- Annual
Securities and Financial Interest - 73003 4 99
Additional Insured Endorsement - 100455 3 09
TRIA Disclosure - 96556 (1/15)

# Mountain Desert Regional Career & Occupational Pathways JPA

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## Program Details (Cont.)

Endorsements include, but are not limited to:

DESCRIPTION
AI- Managers Lessors - CG 2011 0413
AI- Designated Persons - CG 20 26 0413
AI Subdivision - CG 20 12 07 98
AIG Combined Privacy Notice (Non WC) - 123112 (09/16)
Calculation of Premium - IL 0003 (09/08)

Exclusions include, but are not limited to:

COVERAGE TYPE	DESCRIPTION
General Liability	Bodily Injury and Property Damage from pollutants - Absolute Exclusion
General Liability	Losses arising from the ownership maintenance or use of aircraft, autos, or watercraft, with some minor exceptions including certain contractual obligations
General Liability	Employment Related Practices Exclusion
General Liability	Liquor Liability Exclusion
General Liability	Aircraft Products Exclusion
General Liability	Professional Liability Exclusion - 97020 2 08
General Liability	Real Property in Your Care, Custody, and Control Exclusion
General Liability	Absolute Asbestos Exclusion
General Liability	Absolute Lead Exclusion
General Liability	War and Nuclear Hazard
General Liability	Mold / Fungus
General Liability	Abuse or Molestation Exclusion - CG 21 46 07 98
General Liability	Assault & Battery Exclusion - 101145 4 09
General Liability	Asbestos and Silica Exclusion - 82540 (8/07)
General Liability	Collapse of Temporary Structure Exclusion - 100462 3 09
General Liability	Attendance Limitation Exclusion - 100461 3_09
General Liability	Field of Entertainment Exclusion - 60368 5
General Liability	Fireworks Exclusion - 96725 1207
General Liability	Medical Payments Exclusion - CG 21 35 10 01
General Liability	Nuclear Energy Exclusion - IL 00 21 05 04
General Liability	Silicosis Exclusion - 64003 901
General Liability	Stunt Exclusion - 72981 499
General Liability	Total Lead Exclusion - 58332 (07/93)
General Liability	Sports Leisure Entertainment Exclusions - 100456 3 09
General Liability	War Exclusion - CG 00 6312

# Mountain Desert Regional Career & Occupational Pathways JPA

## Program Details (Cont.)

Exclusions include, but are not limited to:

COVERAGE TYPE	DESCRIPTION
General Liability	Violation Statutes Exclusion - 87295 105
General Liability	Exclusion Access or Disclosure - CG 2106 (05/14 )
General Liability	Radioactive Matter Exclusion - 62898 (7 /12).

## Binding Requirements:

DESCRIPTION
Subject to If insured is located outside your resident state, we must receive a copy of your non-resident license prior to binding.

## Other Significant Terms and Conditions/Restrictions:

DESCRIPTION
No Flat Cancellations
Quote based on <b>56</b> events.
This <b>does not</b> include any of the 4 competitions.
The competitions can be considered, they require additional approval. We will need to report the events 3 weeks prior to their occurrence with specific details

<b>DEPOSIT</b> Premium	<b>\$1,869.00</b>
<b>Fees</b>	
Broker Fee	\$400.00
<b>Total Fees</b>	<b>\$400.00</b>
<b>ESTIMATED PROGRAM COST</b>	<b>\$2,269.00</b>
Minimum Earned Premium -	<b>25.00 %</b>
TRIA/TRIPRA PREMIUM (+ Additional Surcharges, Taxes and Fees as applicable)	<b>Included</b>

Subject to Audit: **Subject to quarterly audits** and premium MAY be adjusted



# Mountain Desert Regional Career & Occupational Pathways JPA

## Program Details

**Coverage:** Excess Accident Medical  
**Carrier:** United States Fire Insurance Company  
**Policy Period:** November 1, 2018 to November 1, 2019

**Form Number:**

**Form Type:**

COVERAGE	CLASS 1 COVERAGE	RETROACTIVE DATE	PENDING & PRIOR DATE
Excess Accident Medical	All active spectators and/or ticketholders who are attending an Insured Group's sponsored, scheduled and supervised short-term event	Not Applicable	Not Applicable

## Coverage:

DESCRIPTION	LIMIT TYPE	AMOUNT	BASIS
Accidental Death & Dismemberment (AD&D)	Limit	\$5,000	
Accident Medical Expense Benefit	Limit	\$5,000	
Aggregate Limit of Indemnity (Applicable to AD&D only)	Limit	\$50,000	Per Accident
Dental Maximum	Limit	\$250	Per Tooth Per Accident

## Deductibles/SIRs:

TYPE	COVERAGE	AMOUNT
Deductible	Corridor Deductible - Per Incident Per Person	\$100

## Other Significant Terms and Conditions/Restrictions:

DESCRIPTION
No Flat Cancellations

# Mountain Desert Regional Career & Occupational Pathways JPA

## Program Details (Cont.)

Exclusions include, but are not limited to:

COVERAGE TYPE	DESCRIPTION
ADD	<p>(1) Is proximately caused by the Covered Person's own:</p> <ul style="list-style-type: none"> <li>(a) Intentionally self-inflicted Injury, suicide or any attempt thereat;</li> <li>(b) Voluntary self-administration of any drug or chemical substance not prescribed by, and taken according to the directions of, a doctor (Accidental ingestion of a poisonous substance is not excluded.);</li> <li>(c) Commission or attempt to commit a felony;</li> <li>(d) Participation in a riot or insurrection;</li> <li>(e) [Injury caused by, contributed to or resulting from the Covered Person's use of alcohol, illegal drugs or medicines that are not taken in the dosage or for the purpose as prescribed by the Covered Person's Physician.</li> </ul> <p>(2) Is proximately caused by:</p> <ul style="list-style-type: none"> <li>(a) Declared or undeclared war or act of war;</li> <li>(b) Aviation, except as specifically provided in this Certificate;</li> <li>(c) Sickness, disease, bodily or mental infirmity or medical or surgical treatment thereof, bacterial or viral infection, regardless of how contracted.</li> </ul> <p>This does not include bacterial infection that is the natural and foreseeable result of an accidental external bodily injury or accidental food poisoning.</p>

<b>Premium</b>	<b>\$140.00</b>
<b>ESTIMATED PROGRAM COST</b>	<b>\$140.00</b>
Minimum Earned Premium -	<b>25.00 %</b>

**Subject to Audit:**

# Mountain Desert Regional Career & Occupational Pathways JPA

## Premium Summary

The estimated program cost for the options are outlined in the following table:

LINE OF COVERAGE		EXPIRING PROGRAM		PROPOSED PROGRAM	
		CARRIER	EXPIRING COST	CARRIER	ESTIMATED COST
General Liability	Premium Total Fees	New Hampshire Insurance Company	\$1,600.00	New Hampshire Insurance Company	\$1,869.00
	Estimated Cost TRIA Premium		\$400.00		\$400.00
			<b>\$2,000.00</b>		<b>\$2,269.00</b>
Excess Accident Medical	Premium	United States Fire Insurance Company	Included	United States Fire Insurance Company	\$140.00
	Estimated Cost TRIA Premium		\$120.00		\$140.00
			Included		Included
<b>Total Estimated Program Cost</b>			<b>\$2,120.00</b>		<b>\$2,409.00</b>

Quote from New Hampshire Insurance Company (American International Group, Inc) is valid until 11/2/2018

Quote from United States Fire Insurance Company (Fairfax Financial (USA) Group) is valid until 11/2/2018

Gallagher is responsible for the placement of the following lines of coverage:

**General Liability**  
**Excess Accident Medical**

It is understood that any other type of exposure/coverage is either self-insured or placed by another brokerage firm other than Gallagher. If you need help in placing other lines of coverage or covering other types of exposures, please contact your Gallagher representative.

This proposal of insurance features insurance policies which contain cancellation provisions to refund premium other than on a pro-rata basis for such occurrences including but not limited to non-payment of premium (short rate penalty provisions). At your request, we can detail the terms of such cancellation provisions.

# Mountain Desert Regional Career & Occupational Pathways JPA

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## Payment Plans

CARRIER	LINE OF COVERAGE	PAYMENT SCHEDULE	PAYMENT METHOD
New Hampshire Insurance Company	General Liability	Payment Due Upon Receipt	Agency Bill
United States Fire Insurance Company	Excess Accident Medical	Payment Due Upon Receipt	Agency Bill



# Mountain Desert Regional Career & Occupational Pathways JPA

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## Proposal Disclosures

# Mountain Desert Regional Career & Occupational Pathways JPA

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## Proposal Disclosures

The following disclosures are hereby made a part of this proposal. Please review these disclosures prior to signing the Client Authorization to Bind or e-mail confirmation.

### Proposal Disclaimer

IMPORTANT: The proposal, and any executive summaries included with or supplementing the proposal outlines certain terms and conditions of the insurance proposed by the insurers, based on the information provided by your company. It does not include all the terms, coverages, exclusions, limitations and/or conditions of the actual policy contract language. The insurance policies themselves must be read for those details. Policy forms for your reference will be made available upon request.

We will not be operating in a fiduciary capacity, but only as your broker, obtaining a variety of coverage terms and conditions to protect the risks of your enterprise. We will seek to bind those coverages based upon your authorization; however, we can make no warranties in respect to policy limits or coverage considerations of the carrier. Actual coverage is determined by policy language, so read all policies carefully. Contact us with questions on these or any other issues of concern.

### Compensation Disclosure

One of the core values highlighted in The Gallagher Way states, "We are an Open Society," and our open society extends to the compensation Gallagher receives. In general, Gallagher may be compensated as follows:

1. Gallagher Companies are primarily compensated from the usual and customary commissions or fees received from the brokerage and servicing of insurance policies, annuity contracts, guarantee contracts and surety bonds (collectively "insurance coverages") handled for a client's account, which may vary from company to company and insurance coverage to insurance coverage. As permitted by law, Gallagher companies occasionally receive both commissions and fees.
2. In placing, renewing, consulting on or servicing your insurance coverages, Gallagher Companies may participate in contingent and supplemental commission arrangements with intermediaries and insurance companies. Contingent commissions provide for additional compensation if stipulated underwriting, profitability, volume or retention goals are achieved. Such goals are typically based on the total amount of certain insurance coverages placed by Gallagher with the particular insurance company and/or through the particular intermediary, not on an individual policy basis. Some insurance markets, including Gallagher-owned intermediaries, have modified their commission schedule with Gallagher, resulting in an increase in certain commission rates. These additional commissions, commonly referred to as "supplemental commissions" are frequently known as of the effective date of the applicable insurance placement, but some insurance companies pay this commission later and apart from when commission is normally paid at policy issuance. As a result, Gallagher may be considered to have an incentive to place your insurance coverages with a particular insurance company. Note: Upon request, your Gallagher representative can provide more specific market information regarding contingent and supplemental commission related to your insurance coverage placed through Gallagher.
3. Gallagher Companies may also receive investment income on fiduciary funds temporarily held by them, such as premiums or return premiums.
4. Gallagher Companies may access other facilities, including wholesalers, reinsurance intermediaries, captive managers, underwriting managers and others that act as intermediaries for both Gallagher and other brokers in the insurance marketplace. Gallagher Companies may own some of these facilities, in whole or in part. If such a facility is utilized in the placement of a client's account, the facility may earn and retain customary brokerage commission or fees for its work.
5. Gallagher assists its clients in procuring premium finance quotes and unless prohibited by law may earn compensation for this optional value-added service.
6. From time to time, Gallagher may participate in insurance company promotional events or training and development that insurers provide for Gallagher employees.

# Mountain Desert Regional Career & Occupational Pathways JPA

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## Proposal Disclosures (Cont.)

7. Gallagher strives to find appropriate coverage at a competitive price for our clients. In order to achieve these goals, we gather and analyze data about our clients and their insurance coverage. This data and the resulting analytical tools help us better understand the current marketplace, more accurately predict future trends and offer tailored solutions to our clients. This data may also be provided to insurers pursuant to consulting service agreements from which we earn fees.

If you have specific questions about the compensation received by Gallagher and its affiliates in relation to your insurance placements, please contact your Gallagher representative for more details.

In the event you wish to register a formal complaint regarding compensation Gallagher receives from insurers or third parties, please contact Gallagher via e-mail at [Compensation\\_Complaints@ajg.com](mailto:Compensation_Complaints@ajg.com) or by regular mail at:

AJG Chief Compliance Officer  
Arthur J. Gallagher & Co.  
2850 Golf Rd., 8th Floor  
Rolling Meadows, IL 60008

### **TRIA/TRIPRA Disclaimer**

If this proposal contains options to purchase TRIA/TRIPRA coverage, the proposed TRIA/TRIPRA program may not cover all terrorism losses. While the amendments to TRIA eliminated the distinction between foreign and domestic acts of terrorism, a number of lines of coverage excluded under the amendments passed in 2005 remain excluded including commercial automobile, burglary and theft insurance; surety insurance, farm owners multiple perils and professional liability (although directors and officers liability is specifically included). If such excluded coverages are required, we recommend that you consider purchasing a separate terrorism policy. Please note that a separate terrorism policy for these excluded coverages may be necessary to satisfy loan covenants or other contractual obligations. TRIPRA includes a \$100 billion cap on insurers' aggregate liability.

The TRIPRA program increases the amount needed in total losses by \$20 million each calendar year before the TRIPRA program responds from the 2015 trigger of \$100 million to \$200 million by the year 2020.

TRIPRA is set to expire on December 31, 2020. There is no certainty of extension, thus the coverage provided by your insurers may or may not extend beyond December 31, 2020. In the event you have loan covenants or other contractual obligations requiring that TRIA/TRIPRA be maintained throughout the duration of your policy period, we recommend that a separate "Stand Alone" terrorism policy be purchased to satisfy those obligations.

### **Actuarial Disclaimer**

The information contained in this proposal is based on the historical loss experience and exposures provided to Arthur J. Gallagher & Co. Insurance Brokers of CA., Inc.. This proposal is not an actuarial study. Should you wish to have this proposal reviewed by an independent actuary, we will be pleased to provide you with a listing of actuaries for your use.



# Mountain Desert Regional Career & Occupational Pathways JPA

## Insurance Company Ratings and Admitted Status

PROPOSED INSURANCE COMPANIES	A.M. BEST'S RATING	ADMITTED / NON-ADMITTED
New Hampshire Insurance Company	A XV	Admitted
United States Fire Insurance Company	A XII	Admitted

If the above indicated coverage is placed with a Non-Admitted Carrier, the carrier is doing business in the state as a surplus lines or non-admitted carrier. As such, this carrier is not subject to the same regulations which apply to an admitted carrier nor do they participate in any insurance guarantee fund applicable in that state.

\*The above A.M. Best Rating was verified on the date the proposal document was created.

### Guide to Best Ratings Rating Levels and Categories

LEVEL	CATEGORY	Financial Size Categories (In \$000 of Reported Policyholders' Surplus Plus Conditional Reserve Funds)			
A++, A+	Superior				
A, A-	Excellent	FSC I	Up to 1,000	FSC IX	250,000 to 500,000
B++, B+	Good	FSC II	1,000 to 2,000	FSC X	500,000 to 750,000
B, B-	Fair	FSC III	2,000 to 5,000	FSC XI	750,000 to 1,000,000
C++, C+	Marginal	FSC IV	5,000 to 10,000	FSC XII	1,000,000 to 1,250,000
C, C-	Weak	FSC V	10,000 to 25,000	FSC XIII	1,250,000 to 1,500,000
D	Poor	FSC VI	25,000 to 50,000	FSC XIV	1,500,000 to 2,000,000
E	Under Regulatory Supervision	FSC VII	50,000 to 100,000	FSC XV	2,000,000 or more
F	In Liquidation	FSC VIII	100,000 to 250,000		
S	Suspended				

Best's Insurance Reports, published annually by A.M. Best Company, Inc., presents comprehensive reports on the financial position, history, and transactions of insurance companies operating in the United States and Canada. Companies licensed to do business in the United States are assigned a Best's Rating which attempts to measure the comparative position of the company or association against industry averages.

A Best's Financial Strength Rating opinion addresses the relative ability of an insurer to meet its ongoing insurance obligations. It is not a warranty of a company's financial strength and ability to meet its obligations to policyholders. View the A.M. Best Important Notice: Best's Credit Ratings for a disclaimer notice and complete details at <http://www.ambest.com/ratings/notice>.

Best's Credit Ratings are under continuous review and subject to change and/or affirmation. For the latest Best's Credit Ratings and Best Credit Reports (which include Best Ratings), visit the A.M. Best website at <http://www.ambest.com>. See Guide to Best's Credit Ratings for explanation of use and charges. Copies of the Best's Insurance Reports for carriers listed above are also available upon request of your Gallagher representative.

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Gallagher companies use A.M. Best Company's rating services to evaluate the financial condition of insurers whose policies we propose to deliver. Gallagher companies make no representations and warranties concerning the solvency of any carrier, nor does it make any representation or warranty concerning the rating of the carrier which may change.



# Mountain Desert Regional Career & Occupational Pathways

## JPA

### Insurance Company Ratings and Admitted Status (Cont.)

<b>BEST'S FINANCIAL STRENGTH RATING GUIDE – (FSR)</b>			
<p>A Best's Financial Strength Rating (FSR) is an independent opinion of an insurer's financial strength and ability to meet its ongoing insurance policy and contract obligations. An FSR is not assigned to specific insurance policies or contracts and does not address any other risk, including, but not limited to, an insurer's claims-payment policies or procedures; the ability of the insurer to dispute or deny claims payment on grounds of misrepresentation or fraud; or any specific liability contractually borne by the policy or contract holder. An FSR is not a recommendation to purchase, hold or terminate any insurance policy, contract or any other financial obligation issued by an insurer, nor does it address the suitability of any particular policy or contract for a specific purpose or purchaser. In addition, an FSR may be displayed with a rating identifier, modifier or affiliation code that denotes a unique aspect of the opinion.</p>			
<b>Best's Financial Strength Rating (FSR) Scale</b>			
Rating Categories	Rating Symbols	Rating Notches*	Category Definitions
Superior	A+	A++	Assigned to insurance companies that have, in our opinion, a superior ability to meet their ongoing insurance obligations.
Excellent	A	A-	Assigned to insurance companies that have, in our opinion, an excellent ability to meet their ongoing insurance obligations.
Good	B+	B++	Assigned to insurance companies that have, in our opinion, a good ability to meet their ongoing insurance obligations.
Fair	B	B-	Assigned to insurance companies that have, in our opinion, a fair ability to meet their ongoing insurance obligations. Financial strength is vulnerable to adverse changes in underwriting and economic conditions.
Marginal	C+	C++	Assigned to insurance companies that have, in our opinion, a marginal ability to meet their ongoing insurance obligations. Financial strength is vulnerable to adverse changes in underwriting and economic conditions.
Weak	C	C-	Assigned to insurance companies that have, in our opinion, a weak ability to meet their ongoing insurance obligations. Financial strength is very vulnerable to adverse changes in underwriting and economic conditions.
Poor	D	-	Assigned to insurance companies that have, in our opinion, a poor ability to meet their ongoing insurance obligations. Financial strength is extremely vulnerable to adverse changes in underwriting and economic conditions.
<p>* Each Best's Financial Strength Rating Category from "A+" to "C" includes a Rating Notch to reflect a gradation of financial strength within the category. A Rating Notch is expressed with either a second plus "+" or a minus "-".</p>			
<b>FSR Non-Rating Designations</b>			
Designation Symbols	Designation Definitions		
E	Status assigned to insurance companies that are publicly placed under a significant form of regulatory supervision, control or restraint - including cease and desist orders, conservatorship or rehabilitation, but not liquidation - that prevents conduct of normal ongoing insurance operations; an impaired insurer.		
F	Status assigned to insurance companies that are publicly placed in liquidation by a court of law or by a forced liquidation; an impaired insurer.		
S	Status assigned to rated insurance companies to suspend the outstanding FSR when sudden and significant events impact operations and rating implications cannot be evaluated due to a lack of timely or adequate information; or in cases where continued maintenance of the previously published rating opinion is in violation of evolving regulatory requirements.		
NR	Status assigned to insurance companies that are not rated; may include previously rated insurance companies or insurance companies that have never been rated by AMBRS.		
<b>Rating Disclosure – Use and Limitations</b>			
<p>A Best's Credit Rating (BCR) is a forward-looking independent and objective opinion regarding an insurer's, issuer's or financial obligation's relative creditworthiness. The opinion represents a comprehensive analysis consisting of a quantitative and qualitative evaluation of balance sheet strength, operating performance and business profile or, where appropriate, the specific nature and details of a security. Because a BCR is a forward-looking opinion as of the date it is released, it cannot be considered as a fact or guarantee of future credit quality and therefore cannot be described as accurate or inaccurate. A BCR is a relative measure of risk that implies credit quality and is assigned using a scale with a defined population of categories and notches. Entities or obligations assigned the same BCR symbol developed using the same scale, should not be viewed as completely identical in terms of credit quality. Alternatively, they are alike in category (or notches within a category), but given there is a prescribed progression of categories (and notches) used in assigning the ratings of a much larger population of entities or obligations, the categories (notches) cannot mirror the precise subtleties of risk that are inherent within similarly rated entities or obligations. While a BCR reflects the opinion of A.M. Best Rating Services, Inc. (AMBRS) of relative creditworthiness, it is not an indicator or predictor of defined impairment or default probability with respect to any specific insurer, issuer or financial obligation. A BCR is not investment advice, nor should it be construed as a consulting or advisory service, as such; it is not intended to be utilized as a recommendation to purchase, hold or terminate any insurance policy, contract, security or any other financial obligation, nor does it address the suitability of any particular policy or contract for a specific purpose or purchaser. Users of a BCR should not rely on it in making any investment decision; however, if used, the BCR must be considered as only one factor. Users must make their own evaluation of each investment decision. A BCR opinion is provided on an "as is" basis without any expressed or implied warranty. In addition, a BCR may be changed, suspended or withdrawn at any time for any reason at the sole discretion of AMBRS.</p>			
<p>BCRs are distributed via the AMBRS website at <a href="http://www.ambest.com">www.ambest.com</a>. For additional information regarding the development of a BCR and other rating-related information and definitions, including outlooks, modifiers, identifiers and affiliation codes, please refer to the report titled "Understanding Best's Credit Ratings" available at no charge on the AMBRS website. BCRs are proprietary and may not be reproduced without permission.</p>			
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# Mountain Desert Regional Career & Occupational Pathways JPA

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## Client Signature Requirements



## NOTICE:

1. THE INSURANCE POLICY THAT YOU ARE APPLYING TO PURCHASE IS BEING ISSUED BY AN INSURER THAT IS NOT LICENSED BY THE STATE OF CALIFORNIA. THESE COMPANIES ARE CALLED "NONADMITTED" OR "SURPLUS LINE" INSURERS.
2. THE INSURER IS NOT SUBJECT TO THE FINANCIAL SOLVENCY REGULATION AND ENFORCEMENT THAT APPLY TO CALIFORNIA LICENSED INSURERS.
3. THE INSURER DOES NOT PARTICIPATE IN ANY OF THE INSURANCE GUARANTEE FUNDS CREATED BY CALIFORNIA LAW. THEREFORE, THESE FUNDS WILL NOT PAY YOUR CLAIMS OR PROTECT YOUR ASSETS IF THE INSURER BECOMES INSOLVENT AND IS UNABLE TO MAKE PAYMENTS AS PROMISED.
4. THE INSURER SHOULD BE LICENSED EITHER AS A FOREIGN INSURER IN ANOTHER STATE IN THE UNITED STATES OR AS A NON-UNITED STATES (ALIEN) INSURER. YOU SHOULD ASK QUESTIONS OF YOUR INSURANCE AGENT, BROKER, OR "SURPLUS LINE" BROKER OR CONTACT THE CALIFORNIA DEPARTMENT OF INSURANCE AT THE FOLLOWING TOLL-FREE TELEPHONE NUMBER: 1-800-927-4357 OR INTERNET WEB SITE [WWW.INSURANCE.CA.GOV](http://WWW.INSURANCE.CA.GOV). ASK WHETHER OR NOT THE INSURER IS LICENSED AS A FOREIGN OR NON-UNITED STATES (ALIEN) INSURER AND FOR ADDITIONAL INFORMATION ABOUT THE INSURER. YOU MAY ALSO CONTACT THE NAIC'S INTERNET WEB SITE AT [WWW.NAIC.ORG](http://WWW.NAIC.ORG).
5. FOREIGN INSURERS SHOULD BE LICENSED BY A STATE IN THE UNITED STATES AND YOU MAY CONTACT THAT STATE'S DEPARTMENT OF INSURANCE TO OBTAIN MORE INFORMATION ABOUT THAT INSURER.
6. FOR NON-UNITED STATES (ALIEN) INSURERS, THE INSURER SHOULD BE LICENSED BY A COUNTRY OUTSIDE OF THE UNITED STATES AND SHOULD BE ON THE NAIC'S INTERNATIONAL INSURERS DEPARTMENT (IID) LISTING OF APPROVED NONADMITTED NON-UNITED STATES INSURERS. ASK YOUR AGENT, BROKER, OR "SURPLUS LINE" BROKER TO OBTAIN MORE INFORMATION ABOUT THAT INSURER.

7. CALIFORNIA MAINTAINS A LIST OF APPROVED SURPLUS LINE INSURERS. ASK YOUR AGENT OR BROKER IF THE INSURER IS ON THAT LIST, OR VIEW THAT LIST AT THE INTERNET WEB SITE OF THE CALIFORNIA DEPARTMENT OF INSURANCE: [WWW.INSURANCE.CA.GOV](http://WWW.INSURANCE.CA.GOV).

8. IF YOU, AS THE APPLICANT, REQUIRED THAT THE INSURANCE POLICY YOU HAVE PURCHASED BE BOUND IMMEDIATELY, EITHER BECAUSE EXISTING COVERAGE WAS GOING TO LAPSE WITHIN TWO BUSINESS DAYS OR BECAUSE YOU WERE REQUIRED TO HAVE COVERAGE WITHIN TWO BUSINESS DAYS, AND YOU DID NOT RECEIVE THIS DISCLOSURE FORM AND A REQUEST FOR YOUR SIGNATURE UNTIL AFTER COVERAGE BECAME EFFECTIVE, YOU HAVE THE RIGHT TO CANCEL THIS POLICY WITHIN FIVE DAYS OF RECEIVING THIS DISCLOSURE. IF YOU CANCEL COVERAGE, THE PREMIUM WILL BE PRORATED AND ANY BROKER'S FEE CHARGED FOR THIS INSURANCE WILL BE RETURNED TO YOU.

Date: \_\_\_\_\_

Insured: \_\_\_\_\_



# Mountain Desert Regional Career & Occupational Pathways JPA

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## Client Authorization to Bind Coverage

After careful consideration of Gallagher's proposal dated November 30, 2018, we accept the following coverage(s). Please check the desired coverage(s) and note any coverage amendments below:

	LINE OF COVERAGE	CARRIER
<input type="checkbox"/> Accept <input type="checkbox"/> Reject	General Liability - \$2,269	New Hampshire Insurance Company
<input type="checkbox"/> Accept <input type="checkbox"/> Reject	Excess Accident Medical - \$140	United States Fire Insurance Company

The above coverage may not necessarily represent the entirety of available insurance products. If you are interested in pursuing additional coverages other than those addressed in the coverage considerations included in this proposal, please list below:

\_\_\_\_\_

It is understood this proposal provides only a summary of the details; the policies will contain the actual coverages.

We confirm the values, schedules, and other data contained in the proposal are from our records and acknowledge it is our responsibility to see that they are maintained accurately.

We agree that your liability to us arising from your negligent acts or omissions, whether related to the insurance or surety placed pursuant to these binding instructions or not, shall not exceed \$20 million, in the aggregate. Further, without limiting the foregoing, we agree that in the event you breach your obligations, you shall only be liable for actual damages we incur and that you shall not be liable for any indirect, consequential or punitive damages.

By:

\_\_\_\_\_

Print Name (Specify Title)

\_\_\_\_\_

Signature

Date:

\_\_\_\_\_

# Mountain Desert Regional Career & Occupational Pathways JPA

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## Additional Insured Certificates Agreement

Mountain Desert Regional Career & Occupational Pathways JPA agrees and understands that in order for an Additional Insured endorsement and/or Waiver of Subrogation endorsement to apply, a written contract is required in accordance with the terms and conditions of its insurance policy.

**Coverage:** General Liability

**Policy Period:** November 1, 2018 to November 1, 2019

Mountain Desert Regional Career &  
Occupational Pathways JPA

Insured Signature

Date

# Mountain Desert Regional Career & Occupational Pathways JPA

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## Appendix

# Next-Generation eRiskHub<sup>®</sup>

The dangers of data breaches are far reaching, and the severity of these is being felt at all levels. You hear about the large ones like Anthem, Target and Sony, but in reality any organization that houses valuable information is a potential target from a range of vulnerabilities such as hackers to rogue employees. As an Arthur J. Gallagher & Co. client, you will receive complimentary access to the Gallagher eRiskHub; a dynamic cyber risk management tool that can help your organization be more proactive in assessing your cyber risk posture.

All Gallagher clients have access to the Gallagher eRiskHub, and if you have not registered for access we recommend you do so today.

## To access the Gallagher eRiskHub now:

1. Navigate to <https://eriskhub.com/gallagher>
2. Complete the new user registration at the bottom of the page. You pick your own user ID and password. The access code is **08167**
3. After registering, you can access the hub immediately using your newly created credentials in the member login box located in the top right of the page.

## Key Features of the Gallagher eRiskHub:

- **Gallagher Cyber Risk Due Diligence** — A six-step process designed to walk our clients through a simple thought-provoking framework to encourage organizational communication, establish clear direction, and highlight priorities to better understand your cyber risk profile.
- **Security & Privacy Training**— An overview of best practices for creating an effective security training program for your employees.
- **News Center**— Keep up to date on what is going on in the world of cyber risk through handpicked articles, feeds and blogs.
- **Learning Center**— An extensive collection of white papers, articles, webinars, videos and blog posts on a variety of topics. Looking for something specific? Try the search box in the top right of the page to search the entire Gallagher eRiskHub.
- **Risk Manager Tools**— A collection of tools with many different purposes such as researching known breach events, calculating your potential cost of a breach event and downloading free sample policies your organization can use as templates.
- **eRisk Resources**— Information on third-party vendors that can assist your organization with improving your overall cyber risk.

If you have any questions about the Gallagher eRiskHub, please reach out to Adam Cottini at [adam\\_cottini@ajg.com](mailto:adam_cottini@ajg.com) or the eRiskHub support staff at [support@eriskhub.com](mailto:support@eriskhub.com).

## Gallagher Cyber Liability Practice

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# Mountain Desert Regional Career & Occupational Pathways JPA

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## Claims Reporting By Policy

### IMPORTANT NOTICE REGARDING CLAIMS SERVICE

#### All Claims, Other Than Workers' Compensation

Please immediately report all claims, other than Workers' Compensation claims, to our Western Regional Claims Center:

Email: [WR-Claims@ajg.com](mailto:WR-Claims@ajg.com)

Address for mailing: Arthur J. Gallagher & Co. Insurance Brokers of California, Inc.  
45 River Park Place West, Suite 605  
Fresno, CA 93720

Toll free numbers for assistance: Phone: 866-971-9462  
Fax: 866-971-9464

Please note that nothing in this notice amends any notice provisions contained in any of your insurance policies. In the event you need assistance with reporting a claim, please feel free to contact the service team at the telephone number above.

# Mountain Desert Regional Career & Occupational Pathways JPA

## Bindable Quotations & Compensation Disclosure Schedule

Client Name: Mountain Desert Regional Career & Occupational Pathways JPA

COVERAGE(S)	CARRIER NAME(S)	EST. ANNUAL PREMIUM <sup>1</sup>	COMM. % OR FEE <sup>2</sup>	NAME <sup>3</sup>	WHOLESALE, MGA OR INTERMEDIARY	
					COMM. % OR FEE <sup>4</sup>	AJG OWNED? YES/NO
General Liability	New Hampshire Insurance Company	\$2,269.00	10 %	Sweet & Crawford	* + \$400.00	No
Excess Accident Medical	United States Fire Insurance Company	\$140.00	10 %	Sweet & Crawford	*	No

Some carriers pay Gallagher supplemental or contingent commissions in addition to the policy commission. Contingent commissions are typically contingent upon performance factors such as growth, profit, volume or retention, while supplemental commissions are not. These supplemental or contingent commissions may range from less than 1% up to 10% of the policy premium. Please refer to the Compensation Disclosure or contact your Gallagher representative for additional information.

1 If the premium is shown as an indication: The premium indicated is an estimate provided by the market. The actual premium and acceptance of the coverage requested will be determined by the market after a thorough review of the completed application.

\* A verbal quotation was received from this carrier. We are awaiting a quotation in writing.

2 The commission rate is a percentage of annual premium excluding taxes & fees.

\* Gallagher is receiving 10% commission on this policy. The fee due Gallagher will be reduced by the amount of the commissions received.

3 We were able to obtain more advantageous terms and conditions for you through an intermediary/ wholesaler.

4 \* The non-Gallagher intermediary/wholesaler did not provide their compensation information for this proposal. The usual and customary compensation to a wholesaler/ intermediary ranges from 5% to 12%, but we cannot verify that range is applicable in connection with this proposal.

**Mountain Desert Career Pathways**

**Date: December 4, 2018**

**To: MDCP Executive Board**

**From: Matt Wells, Director**

**Subject: Formal Partnership Agreement Template**

**Action Item 5.4: Approval, Formal Partnership Agreement Template**

It is recommended that the Board approve the presented template to be used to create formal partnerships for the purpose of support for upcoming grant opportunities in the event that a state template is not provided. The Board may approve as is or with revisions.

On letterhead of partnering organization

Date

Director of Your Organization

Your Organization's Name

Your Organization's Address

I am writing to express our support for the Mountain Desert Career Pathways (MDCP) Joint Powers Authority (JPA) and their efforts to secure grant funding to further their work in our region. The focus of the MDCP is on aligning student talent, business needs, and career options to maximize opportunities for students and businesses throughout the region. We strongly support the MDCP and their commitment to mutual success through strong partnerships and look forward to our ongoing collaboration with MDCP towards a highly educated and capable workforce engaged in a thriving industry.

As you know there is a need for students to be well-equipped with the skills and knowledge that will make them successful both in the employment and in post-secondary education. We at \_[name of organization]\_ know how important it is to invest in students as the future of our business and community. Furthermore, we express our continued support for the work that the MDCP is doing to facilitate and align the efforts throughout or region to encourage the growth of student opportunities such as competitions are Career Technical Student Organizations (CTSOs), industry-focused curriculum alignment, quality industry councils/advisories and postsecondary college pathways.

Please contact me to discuss this partnership and our collaborative work towards shared outcomes and success with MDCP.

Sincerely,

**Mountain Desert Career Pathways**

**Date: December 4, 2018**

**To: MDCP Executive Board**

**From: Matt Wells, Director**

**Subject: Advisory Minutes Drafts**

**Action Item 5.5: Approval, Advisory Minutes Drafts**

It is recommended that the Board approve the drafted advisory minutes as presented for Agriculture and Child Development.



**Regional Advisory Committee Agenda**

Industry Sector: Agriculture

School Year: 2018-19

Meeting Date/Time: 5:30pm-7:30pm

Meeting Location: Lucerne Valley HS

Meeting Facilitator(s): Matt Wells



MDCP Director Approval Signature: \_\_\_\_\_ **DRAFT** \_\_\_\_\_ Date: \_\_\_\_\_

Community College Approval Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Attendees**

**Name, Position, Organization**

**Category**

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## Agenda

### A. *Greetings and introductions*

Matt Wells, Director of MDCP, called the meeting to order at 5:35pm and introduced Lucerne Valley HS Principal Mr. Lambdin. Mr. Lambdin thanked the group for their continued support of programs and that he knows there are quality programs throughout region. LVHS is here to support programs as needed. Afterwards, round robin introductions were made.

### B. *Progress report regarding work conducted since last committee meeting*

Matt shared that MDCP is making an intentional effort this year to include an update from advisory participants regarding work completed since the last advisory meeting. This was in response to a needs comment at the 2017-18 Perkins advisory.

Troy from Lucerne Valley HS shared that there are new site admin this year including a good principal who is a strong supporter. Additionally, unlike previous years, there is now an Assistant Principal and counselor in place. There is a new facility barn being built for LVHS. Ag has taken over all of the site's science dept and offers the following courses – Ag Earth, Ag Bio, Ag Chem, Animal Sci, Horticulture, Leadership, Mechanics, and Industrial Design. There are 142 students in the program out of 180 students in high school. They are working on a successful transition from Ag Bio to Ag Chem by trying to make sure students get all components of Ag Bio. They are also trying to incorporate soft skills into the everyday classroom. Additionally, they are participating in FFA competitions and doing a lot of developing over the past 3 years expanding and trying to figure out how to get to all opportunities. Troy shared excitement about having the advisory at LVHS.

Duane Penfold from Apple Valley HS shared that animal science is packed – the smallest class being 35, the largest 46. Ag Engineering classes are doing well. Casey, another AVHS Ag teacher, picked up precision machining. This year, Casey is teaching 6 periods/day straight w/ no after school program and training for next year with another teacher to support precision machining. They are spending time from 5-6pm every night learning machinery and building curriculum. The Ag program is working on building a barn with CTEIG. Plans were approved this summer and a program manager hired for the build. Bid is expected to close in December with construction complete in June. They are looking at a 40x80 barn and using it extensively for Vet science. It will include floor drains, water proof walls, fans for circulation, poultry processing, stainless equipment to do food work, a fundraising setup (tritic, etc.). They continue to do community ultrasounds every Friday. They've brought horses into the classroom and did a castration of a 600 LB bull for Serrano's program. FFA enrollment is around 280 students this year. They continue to have a good connection with VVC with animal science taught at high school. Almost all classes are articulated with VVC.

Jack Rice from Snowline shared that the theme for this years seems to be "Ch-ch-ch-changes." There's a new Ag teacher, Jackie Higa, a new principal at Serrano, and a new CTE Coordinator, Dr. Kellie Williams. Administration is really behind the program, backing up Ag strongly. Serrano has doubled the size of the welding classroom. More welders and equipment are being purchased - \$50K in equip on top of the previous \$65K already purchased. Additionally, the Ag program is going to take the greenhouse down to studs and rebuild for better functionality. It was built circa 1986 so is ready for an update. Plant sales, school farm, etc. are all being added to the plan. They are trying to build capacity to house animals on campus for students who aren't able to do so at home. They've also purchased a new Truck through CTEIG, a Dodge Duelee, as a CTE/Ag truck. Classes just finished rostering and 295 are in FFA this year.

Neville Slade from Victor Valley College shared that the biggest changes and accomplishments have been student-centered and often coming down from the state. Articulations tended to be strongest way to align programs between K12 and VVC. They still have articulation, but students can also do concurrent enrollment and dual enrollment. Environmental Sciences and Vet Tech are dual enrollment opportunities at Apple Valley. Students take the college class during the normal school hours. State initiatives are facilitating K12/CC alignment. Duane and Neville use the same book in Vet Tech classes – so why not tie those in to one another closely. Associate Transfer degrees – Ag/Nat Resources has 3 transfer degrees. Neville shared that Ag has by far the best cooperation from 4-yr Universities regarding transfer degrees, particularly the Cal States. Transfer model curriculum could allow students in HS to take classes that are fully transferable to next level. All students who complete coursework at a 2.0 GPA and above can transfer their whole package over to next level. It's almost a seamless transfer – AB 280. The CSU system has to take transfer credit. Students are guaranteed 2 years at 4-year and should be able to be guaranteed completion within 2 years. Planning committees have worked on aligning standards, curriculum, activities, etc. so that the K12/CC/4-yr programs align closely. 4-year programs can be prohibitively expensive so students need to be aware of smart ways to get to completion without taking on huge debt. They've been working on this for years and can see light at the end of tunnel now. Proposals are now in the Chancellor's Office for approval. The backbone of pathways could really lend to further building programs.

### *C. Labor Market Update*

Matt shared labor market statistics from the Chmura report (see attached) and the Workforce Development CHAMP acronym (see attached). Neville Slade shared that oftentimes the WDB acronym often cause those involved in dispersing grant funds to believe there aren't Ag opportunities when, in fact Ag opportunities abound in numerous industry sectors and often are the only programs dealing with in-demand topics such as water management and soil science.

### *D. Industry Trends Update (provided by industry partners)*

Joe Affleck from the County Dept of Public Works said that there are lots of openings for Maintenance Construction Worker 1 which requires a Class B drivers license, a High School Diploma or equivalent and no bad felonies. He shared that of particular concern with applicants is their inability to pass basic written test questions and provided the example of a question regarding what type of tool to choose to drive a stake. Applicants don't know basics such as which hammers to use for a specific job. They just hired 78 snow removal experts at \$23/\$24/hr. While these positions don't include benefits they are a great entrance wage and foot in the door to the county. County jobs tend to start at \$18 per month. County workers are in the Teamsters unions. That said, a lot of the newer guys don't want to deal with union dues and want more money now, not seeing the longer game and career trajectory. Common sense seems to be lacking. Applicants use bad language in interviews – something he sees in the Fire Dept also. Opportunities like CTE and Fire Explorers give students a hands on-education and an opportunity to learn whether or not things are for you. Plasma cutter/laser/etc. – tech foundation is good but basic, rudimentary questions and skills are beneficial. For instance, SBC fence posts need to be 10 ft apart – folks aren't sure how to do that. When he sees Ag on resume, he knows that students have had experience with tools, an attention to detail, and common sense.



Christian Valenzuela shared that kids lack drive and hard work ethic but want to have wealth and independence. He shared that he still lives at home with his mom, trying to build income to buy a house. He feels that he's behind the curve but at least has a plan. Kids without that would certainly be behind. He shared that lots of people are moving out of state and that this has resulted in losing customers due to people leaving. They also deal with fads in animal work (e.g. people want to be butchers but he doesn't think they actually do). He's been doing this for 7 years now and they typically lose a shop every year. Cutting/processing shops are not jobs that people want to do - they require 14-15 hrs per day and the work is difficult and dirty. It's tough to get people to want to do this. That said, he knows electrical contractors and others he sees in industry are losing employees every week because people can't show up on time, are constantly on cell phones, etc.

Joe Affleck shared that students need to understand that background investigations are a huge component. Drug tests and random DMV pulls happen. 3 guys in high level positions were recently fired because they tested dirty on things. Heavy equipment falls under federal regulations, too, so marijuana an issue. Managers are required to take early-detection classes so they can monitor their students. Soft skills great but drug test kill opportunities. Additionally, the Fire Dept does a huge Social Media investigation on new prospective employees.

Don Fish from NewsPlus shared that he sees an increase in orchards. Juju fruit operations are springing up in Phelan & Lucerne. Greenhouses are also more common – we're seeing change in the how the land is being used. Family private ag businesses are common.

Neville shared that the Resource Conservation District hired 3 students to go do farm plans for people to get FDA approval. Korean American Jujube fruits are common. NRCS have a partner project for Conservation Specialist/Technician. There are many business professionals who are retired and doing this as a second career. Per acre, profits could be in the \$20K-\$30K range and we are in a great environment for this type of produce. There are many hoop house grants for small vegetable production.

Kellie shared that from the Phelan water management perspective, there's a coop for jujubes. Additionally, all of the employed water management folks are former ag students. A new well needed 2 miles of pipeline so local Ag kids took care of the work that professionals weren't able to fit into their schedule. In Ontario, Safeway is now growing all of tomatoes using hydroponics.

Neville shared that Agriculture, Environment and Water Management used to be its own category. Water management is huge in CA – Ag is still using the majority of water in the state. Local farmers don't understand water rights and that they can't pump more than certain levels of water per acre. They are trying to educate people on this. New legislation in CA states that every water basin must be fully sustainable by 2020. Management down to technicians (GIS & well technicians) employees are needed and industry doesn't know where employees for this need are going to come from. 25% growth is expected.

Joe Affleck, SBC, shared that the Storm Water Protection Act alone leads to 180 jobs that go every week for announcements. Maintenance water/wastewater jobs start at \$42K per year with full benefits and they can't find enough people to fill those positions. AQMD/MPDS – Ag and wastewater control show signs of huge growth and opportunity related to water.

Kellie shared that Urban forestry is also in demand. Businesses can't find enough people who know stuff about how to support trees in malls, etc.



Danielle from LVUSD asked, if this is so big, what are the curricular connections to the industry opportunities? Joe Affleck answered that water irrigation, natural storm protection water act, and environmental sciences and protection all would lead to filling these positions.

Neville stated that Ag Chem students tend to have seen basic water analysis in classes. Students know what a nitrate is and what it can do, how to test for it. When someone says that stormwater and dairies in Hinkley are the problem, where authorities are about ready to do general order, and that they're trying to stop dairies, they don't understand that the dairies aren't causing the problem. Students need to know what nitrates and nitrites are. Working with construction tech folks to build water technologists certificate may help. Hydrology, water analysis, and soil analysis are needed. Nobody new is training for this – only Agriculture. Industry content is often learned on the job but Ag can cover a lot. Need years of experience in the field for some certs, but often classes are lacking. They are working with programs to see if classes can count as certificate weight. Also, a new license – QWEL – Qualified Water Efficient Landscaper- he thinks is going to become required for all future landscapers. Some HS programs are adding QWEL into Ag HS cert programs and it's an industry-relevant and recognized certification. Ag doesn't have a lot of them so they need to package them into programs when possible.

Joe Affleck shared that industry also needs Animal Control Officers. They want a Vet Technician license but 5 years equivalent is also ok. County doesn't have livestock qualified technicians. His daughter, a former Ag student, is able to determine during her visits as a county employee whether animals are ok or need help. Every 3 months the county tests applicants for this. Animal Control/health keeper/zoo keeper has open recruitment.

Denise from the feed store shared that there are opportunities for entry level work but kids at 16 need to have their driver's license. Many kids are waiting until they are 18. Forklift certified are also in demand and they can certify. However, most need to be 18 for that.

Joe shared that Ag mechanics/hydraulics are in demand. An LA County welding cert can earn someone an extra \$18/hr. We need to make sure we get our kids the step up to get foot in door.

Joe shared that there are opportunities in transportation, particularly shipping and receiving, though a Commercial A license is needed for moving animals, hay, basic ag commodities, etc. At this point, Electronic Log Books were discussed. EDL – Electronic Trucking Log books – are trying to eliminate people using multiple books. Most truckers know when to take breaks. But E logs start when truck fires up. The concern was shared that this is going to hurt guys in commodity feeders. Bull haulers fighting against this – 6 mo to year before decisions will be made. Joe shared that the E log rule won't be enforced until 2020. Also, it can't just be an app on a device – it must be integrated into the truck.

Joe Affleck shared that the Caterpillar Simulator for a dirt loader is worth looking at. The new system that has 2 joysticks is very difficult for veterans used to the old design of foot levers, steering wheel, and 6 levers on each side. The county bought 7 dirt loaders recently that people can't work with and they can't find people to do so.

Joe shared that one of biggest industry opportunities on the rise has been hazardous waste. Aside from what most people think when they hear about hazardous waste, the homeless epidemic has an impact with hazardous materials, bio-hazardous, and EPA regulations. There are 275

acres nearby with 275 homeless living in there and this poses a big dilemma. Also, plant science experts are needed who can identify local and non-local agriculture in the wild.

Neville added that solid waste management and composting opportunities seem to exist as well.

Neville shared that 70% of jobs require 4-yr degrees. He also discussed an Ag Collaborative that has strong workgroups around research and surveys around details that are being discussed by meetings such as these. They can produce details on jobs/pay/etc. that are more current than existing 4 year-old reports.

#### *E. Work Based Learning opportunities*

Matt asked the committee about Work Based Learning opportunities and needs. It was shared that VVWRA is always open for field trips and will take as many kids as would like to come visit. Mitsubishi Cement can do environmental field trips and are generally very open industry partners. Hinkley does a PG&E field trip and water testing experience. Air Quality Management District also will host field trips.

Neville stated that two days ago, Victor Valley Water Reclamation Agency (VVWRA), indicated a need for 10 interns to come work for them. They get paid internships for \$17/hr and a wastewater certificate. If employed, the job starts at \$62K per year start. Yet, they may struggle trying to find people.

Neville shared that there are opportunities for students to get involved in learning about mitigating Chromium 6 by putting it on ground, where it changes to Chromium 5, growing alfalfa for farms nearby. Mojave water agency is doing cutting art work.

Joe Affleck shared that the county will do open houses and kids can come check out things. Best way to get a kid a smile is to throw him on a fire truck or a dump truck.

Kellie from Snowline commended teachers on getting students exposure to career opportunities and that she wanted to note that we should send as many kids as we can to Nationals because students get to see Ag vendors. Career Show does expose students to a lot more than what they see in our area.

Neville stated that there are cutting edge technologies in natural resources that students can get exposure to – GIS and SCATA. Natural Resource applications such as alfalfa farmers with tractors with SCATA systems like in Newberry springs with self-driven tractors demonstrate incredible GIS/GPS/SCATA solutions. Only two classes in SCATA are in Ag/Nat Resources.

Troy stated that Neville shares about certification but from a background of frustration. People have the wrong image about Ag because it narrows people's ideas. However, listen to conversations in the room and how many opportunities there are. Students need to know what a sledge is, read a ruler, etc. but students need to get way past that. Parli Pro – little town council – learned that in an agriculture class. Advanced skills in Ag Mechanics and Welding programs are in demand.

Neville acknowledge that there is a massive image problem. It's not just about going to fair or digging in the dirt. For instance, Ag includes accounting experience / record keeping that are not often found in other programs.

Kellie shared that collectively we need to backwards map and get the kids the foundations so they could see the pathways and opportunities in front of them. Remember that we are transitioning students to the VVC program/package of opportunities.

Danielle shared that she is still learning Ag Chem to be able to teach it well. She can give the students the information but doesn't know the roadmap as well as she could in order to advise the students on career paths. She wants tangible information to be able to inform students. How do we capture the opportunities?

Neville stated that the group needs to find the time to map this stuff out. Let's just look at Chem – Joe can help advise how this connects. Let's build this out, sit down together, build out maps of opportunities, learning concepts, etc. Logan Owles will blow everyone away with opportunities. S

Kellie added that knowledge outcomes that are similar by programs could help funnel students successfully to VVC.

Neville stated that differences between programs are ok but the big components are Ag Chem and Soil Science alignment. These are anchors of associate transfer degrees.

#### *F. Grant Funding Update*

Matt Wells shared about the CTEIG reworking between CDE and Strong Workforce.

#### *G. Certification Discussion & Report*

Multiple Certifications were discussed during the industry report that align with regional opportunities such as Forklift Operator, Class B or Class A Commercial Driving License, QWEL certification, LA Welding certification, GIS certification/experience, and Veterinary Technician.

Kellie asked about online forklift training and Denise replied that online forklift training is not sufficient. Individuals need to actually be fully certified as well as have an understanding of geometry and stability. Danielle asked if there are job opportunities if students are already certified. It was acknowledged that the airport (SCLA) and Big Lots opening provide many such opportunities.

During his Victor Valley College update, Neville Slade shared about plans to offer three stackable certificates of achievement on the following topics:

1. Irrigation and Water Management
2. Environmental Horticulture Landscaping

3. Plant Science

Attendees agreed that these would be worthwhile certificates for VVC to offer based upon industry comments.

*H. Summary of work to be conducted prior to next committee meeting and assign roles/responsibilities*

Neville stated that he organizes an advisory once per year and asked if he could integrate this group into his college group. The group agreed and Matt agreed that MDCP would help organize and facilitate.

Matt Wells is going to work with coordinators on a date and time that for an Ag teacher collaboration day around curriculum and career opportunities with VVC and key industry partners.

The meeting was adjourned at approximately 7:28pm.



**Regional Advisory Committee Agenda**

Industry Sector: Child Development

School Year: 2018-19

Meeting Date/Time: Oct 12, 2018 10:00am-12:00pm

Meeting Location: Victor Valley College

Meeting Facilitator(s): Sandy Visser-Jones, Dee Dee Cole



MDCP Director Approval Signature: *MM*

Date: 10/18/18

Community College Approval Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Attendees**

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### Agenda & Minutes

#### A. *Networking and Self Introductions*

Sandy Visser-Jones, VVC Instructor, opened the meeting at 10:08 am and shared that meeting agendas were available at the door. Introductions were made by round robin.

#### B. *VVC CHDV Program (Instruction Updates) – DeeDee and Sandy*

Sandy Visser-Jones shared that each semester there are 22-25 sections of Child Development with morning, daytime, nighttime, online, and on-campus options. She and Dee Dee Cole are the only full time faculty and, between the two of them, cover 12-14 of those sections. They have a number of part time staff that cover day time and evening classes and two additional adjunct faculty who teach the online classes. She shared that the rules for teaching online courses have changed and that instructors must go through a VVC Distance Ed Academy. She also shared that she and Ms. Cole are not just instructors but also Career Education (CE) Coordinators. She shared that she believes the T from CTE is being dropped. They are working on course and certificate updates in order to be in line with state permits, making it easier for students to get Certificates and Permits simultaneously. They are always updating their courses as well per these demands.

Dee Dee Cole, VVC CHDV Instructor, shared that an analysis at the annual program review revealed that their retention rates for students moving through the program is between 90-95%. Student success rates, defined by earning a C or better in the course, are 80% for on campus students and 70% for online students. She shared that the program remains strong and healthy. Many students take either Child Growth and Development or a Child, Family, and Community class as a Social Science class for their Liberal Arts Degree because they want to transfer to a multi-subject credential program. Most students don't realize that they can be in a Child Development track and still transfer. The Dean suggested that the program be expanded to include Child Development and Education. About 5,000 students have declared Liberal Arts for their major at VVC and faculty are looking at conducting a survey to determine how many of those 5,000 would like to go into teaching. This survey could determine potential enrollment should they add Education. If the Education track is approved, it would provide an additional avenue for students to select. VVC Staff shared that they strongly believe that a strong Child Development Foundation helps create a strong teacher. It was noted that VVC's Early Intervention Certificate is currently inactive.

The proposed program was shared (see attached agenda and handouts). VVC would still offer the Child Development foundation but the new classes that are being considered for development are the Introduction to Elementary Education, Education and Psychology and potentially a program around working with children with Special Needs as an add-on qualification.

The department intention is to also develop a transfer degree in Elementary Teacher Education, an Associates of Science in Elementary Teacher Education, School Age Education Assistant, and a Special Needs in Elementary Classroom Certificate. The hope is that this could provide some



students with guidance and support and a direction when selecting courses. It was discussed that, when students transfer to the CSU system, they will take Physiology, Human Development, and Child Development which mirrors the foundation they are building at VVC. However, a Liberal Arts Major does have a more rigorous work load in the maths and sciences. A concern was shared that if a student were to take the Child Development option versus a Liberal Arts track, would they do well on the Multiple Subject testing for credentials? Because the Child Development training doesn't give them as strong of a Humanities and Social Behavioral Science background, they may have to prepare more at the end prior to credential testing.

Pamela Jones, VVC Counselor shared that UCR's programs offer smaller cohorts of students than CSUSB and that the UCR student appear to be better prepared for Credentialing testing.

Dee Dee Cole shared that former students who have transferred to CSUSB have shared that, because the program is so large, students can feel disconnected. She shared that this is something VVC faculty should try to prepare them for.

Ms. Jones shared that she would like to collect pointers from former students about success in university life. One thing she knows is an issue is that university student no longer have counselors but instead need to connect and build relationships with their major advisors.

Matt Wells, Director of MDCP, asked if the program proposal meant that students who completed the three listed classes would receive all of the certificates listed.

Ms. Cole stated that they would not. The list is of the new courses and would still require the four core Child Development Classes. The new classes would need to be created for the proposed program.

Ms. Visser-Jones shared about the Curriculum Alignment Project (CAP) that occurred a few years back. Many Child Development programs collaborated to align their program so that students could transfer between them without having to repeat the 8 core courses. The state has started a CAP-Extension where there are 7 additional courses. VVC is trying to bring these courses in.

Ms. Cole shared that she'd like to see a subcommittee that build close, working relationships with the 4-year institutions, much like what they currently have in existence with the regional high schools. She also shared that counselors could speak with high school students about what life at VVC looks like.

Matt Wells asked how many students are moving on to careers in Preschools, Day Cares, etc. vs. Multiple Subject credentialing programs?

Dee Dee Cole responded that VVC is unsure. They need to acquire better information on that and are looking at Saddleback College as an example of best practices. She also shared that the majority of their industry mentors are VVC Alumni.

Sandy added that students going through these programs could volunteer in K-6 classrooms, become Teacher's Assistants or be hired in districts after acquiring their Associates in Child Development.

Matt asked if there was an existing education program that this department would be taking over or if the program would be new to VVC. Pam from VVC shared that there used to be such a program at VVC but that it hasn't existed for a number of years.

Dee Dee shared that this was a huge opportunity for the department, in part due to the high number of students in Liberal Arts. A lot may not be going in to education, but this gives an opportunity to offer something to those who are.

Erin Lovewell from Oak Hills HS asked if the new Education track would be focused on Elementary Education or if would also be tailored for those looking at Secondary education. The response was that the focus will be on Elementary but that there may be elective options outside of that.

Christina Strahl from Sultana High School stated that she came from industry working in a private facility in Hesperia for 17 years as a Director. She suggested a conversation with local Directors to determine how many students in the field are coming from VVC.

Heather Hammond-Williams from VVC stated that she is working on building relationships between VVC Child Development Faculty and regional Directors.

Christina shared that when students used to ask to come observe, they struggled to explain what they were requesting to do. An overview for the Directors could be of benefit.

Sandy suggested that collaboration with area directors may be another area of need for a subcommittee.

Erin stated that even though VVC is pushing elementary teaching with a Multiple Subject Credential, the MS credential authorizes teaching through 8<sup>th</sup> grade as long as more than one subject is taught. Matt stated that the credential also authorizes teaching Adult Education, which all high school districts in the region now offer, and can authorize 9<sup>th</sup> grade as well, depending upon the situation.

Sandy shared the importance of a Child Development background so that teachers can use appropriate strategies for different age groups.

Matt suggested that pamphlet material indicate a course map for each of the certifications.

VVC shared that this would be completed if the advisory committee recommended moving forward with adding the Education track.

Matt stated that he knew there was a demand for teachers for TK-12, but asked about industry demand in other areas.

Dee Dee shared that the LMI data indicates an increased demand by 9% over the next 5 years.



Christina shared that the hardest thing about the industry was acquiring and retaining employees. Employees would leave for public education where salaries and benefits were better. Additionally, many applicants would be lacking a class, missing knowledge needed for background checks, immunization records, or other basic requirements. These would all be listed at the beginning for all applicants but they still couldn't get many past screening and to interviews.

Dee Dee shared that they may need to have the Private sector come in and talk to the students.

Matt asked about the requirements for the background check. It was shared that this is the FBI/DOJ background check that is done in each district.

After the discussion and questions, VVC staff asked if there was a motion to start the expansion of their program to include the Education track and to change the department name to Child Development and Education.

Erin Lowell motioned for the recommendation of expansion from Child Development to Child Development and Education. Matt Wells seconded.

VVC asked if there were any stipulations or recommendations.

Matt recommended an evening meeting with industry, which may free up some partners who are busy during the day with work, in order to get industry feedback.

Afterwards, the motion was unanimously approved.

#### *C. Success Center Update*

Sandy shared that the last few semesters, they have received funding for tutors devoted to their program. These tutors are prior students who excelled in their coursework and the program is working well.

#### *D. Lab Classroom Update*

Dalia Freydealfaro shared that they offer a Child Development Lab/Center where VVC students can come to observe others working with young children. Through that experience, they are able to observe best practices and high quality. She also shared that students can get practical experience such as through the DRDP assessment tool which is conducted online.

Oak Hills representatives stated that their students fill out DRDP assessment forms as assessments are being conducted. This helps students gain understanding around how to fill out the forms.

It was also shared that the Lab Classroom gives individual time to practice reading to kids, conflict resolution, and suggestions in areas they need to improve. Additionally, having the Lab gives staff access to state-wide meetings regarding regulations, which results in up to date, industry-standard information being brought back and immediately implemented and communicated through the lab.

There is a Quality Start Program that rates the Lab annually. The latest rating was a 5/5. VVC stated that they are always looking for mentor sites in the High Desert where students can get field hours after their Lab experiences. Currently, only 8 such mentor sites are active in the High Desert.

#### *E. Child Development Club Updates*

Jocelyn Alvarez shared that the charter had been updated by ASB and that they are an active club on campus. They have regular meetings and are participating in the fall festival on October 26, 2018. This festival is an opportunity for children to participate in a safe Halloween event with games and snacks. They have also been invited by the Child Care Resource Center (CCRC) to participate in the Family Play Day event on Nov 17, 2018. They also participate in Lights of Love for children of students in the EOPS programs, where Santa provides a gift for kids for Christmas. They are trying to involve children for this event. Additionally, they are preparing for a Conference Trip.

Sandy shared that this club has been very involved on campus going to Leadership and Educational conferences. The club has 4 advisors that share the load to guide and advise them.

Jocelyn shared that they post job announcements on their Facebook page and that they would be willing to come out and connect with High School program if there is interest.

Dee Dee shared that they were able to go to Serrano last year where they were able to develop some relationships with the students, helping break down some of the intimidations and anxiety that's caused when thinking about the college experience. Tours are also available for HS students if they are interested in seeing the CHDV program at VVC. Chris Piercy can connect those interested with the outreach folks at VVC.

#### *F. Bridge Update*

Chris Piercy stated that they are wrapping up the class of 2018. Parallel efforts are being conducted on 31 campuses and, as of the morning, 1,300 Class of '19 students had applied and were ready to move on to speaking with advisors, orientation, etc. AB 705 will be an interesting challenge for the colleges. There is a lot of confusion on it right now but staff are attending training and information sessions such as one at Saddleback College earlier in the week. The removal of the assessment/placement exam is have a major effect. It will make life easier for the high schools but placing students in college will be complicated. 2,400 abbreviated ed plans were conducted previously to get students' foot in the door and started. However, abbreviated ed plans may not be sufficient for the state under new legislation. It is unclear how the college could successfully complete full ed plans for all students.

#### *G. Counselor Updates*

Pamela shared that Counseling and other services have been overwhelmed since AB 705 came out. The removal of Intermediate Algebra is going to impact current offerings and questions exist regarding how and which courses are going to be resubmitted. Additional questions exist regarding how this will affect Fall 2019 students and their placements. This is a statewide dilemma and impact, not just for VVC. Prior to AB 705, students were prevented from self-placement. Students would have to go through counseling and complete a pre-requisite challenge. This system would require manual changed by counseling. Equity questions existed regarding this old system because some classes were blocked. Those restrictions are removed with AB 705. However, the new system also funds colleges based upon student success rates. When students are open to take any classes, even against recommendation, it raises questions about ed plans and courses being taken out of sequence. When



a student fails a class multiple times, funding is withheld from the college. Additionally, students who fail multiple classes face academic probation and academic suspension. Furthermore, there are questions about 6-year Catalog Rights for students who need to repeat remedial classes which are being discontinued. Co-requisites are being looked at for those who need remediation and/or support. In summary, this isn't going to be an overnight implementation or set of solutions. This will take time.

Guided Pathways are also being worked on. This concept requires that majors have to take students somewhere – either a transfer path or employment. LMI data is crucial. Committee are formed to work on these pathways. Mt. Sac started in 2016 and has example of success and pitfalls to learn from. The college has 5 years to put Guided Pathways into place.

#### *H. Child Development Training Consortium*

This related to Permits and Reimbursement. Permits may not have funding but staff are checking back with the state on October 15th. This does not affect the reimbursements for students taking college classes and working in the field. They are trying to offer a more cohesive program for students to acquire permits. If students make a mistake on a permit submission, they are rejected and required to wait a full year before reapplying. Cross outs and whiteouts are case for rejection. VVC Office Hours for support are Wednesdays and Fridays from 10am to 11am if anyone needs helps.

#### *I. California Early Childhood Mentor Program*

There are currently 8 mentor sites with work being conducted to set up more. They are partnering with Barstow CC. VVC needs additional sites to apply and go through the process to become mentor certified. The sites are used for practicum hours and approved sites are the only ones students are able to use due to state vetting and certification. To state, all students and student teachers each semester have been able to find sites but it has been tight. Additional sites would create some breathing room for the program.

#### *J. California Community Colleges Early Childhood Educators*

Sandy stated she is part of CCCECE and that they meet three times a year to discuss up and coming problem/issues related to early education.

#### *K. Perkins*

Dalia shared that VVC received funding through Perkins to attend various training or leadership conferences. The next of these will be meeting with state consultants. VVC staff hopes to bring back lots of good informations. The staff also requests Foundations & Frameworks from the Department of Ed as they help to supplement existing curriculum.

#### *L. State Preschool*

There is a new licensing consultant in the area, Debra Walker, as well as the DRDP online tool.

#### *M. Child Care Resource Center*

There is a resource that will be emailed out.

#### *N. K12 Updates*

It was acknowledged that some partners were absent due to Fall Break.

Oak Hills – Erin and Rochelle work together closely which has resulted in a burgeoning relationship between the preschool on site and the Child Development program. Dual periods with intro and advanced students in the same setting complicated work in the past but currently, all students are being encouraged to work with the preschool. Additionally, the Rambassador program has been a huge asset to students as a means of quality support. Chelsea Curry from IEHP comes out and does presentations on nutrition, stress management, depression, and

mindfulness. Additionally, IEHP has a Sexually Transmitted Infections resource book as part of a lesson series that can be provided to all students. The resource is fantastic and seems to connect well with the students. IEHP is looking at opening a family resource center in the community which will include sports, therapy, counseling, etc.

Sultana – Child Care Resource center welcomes high school students at their conferences. CCRC will also put on conferences at sites by request. Sultana is making it mandatory for all Seniors to apply through the K16 Bridge program at VVC. Quite a few students in the past have had 4-year plans fall through so this is a great backup plan if needed. Additionally, this will help with articulated credit acquisition.

The group discussed that reasons for these plans falling through were financial aid not covering the full cost and families didn't feel comfortable moving forward and 4-year universities rescinding offers due to over-acceptance or results of digital social media investigations or that housing was full such as at CSU Fullerton.

Serrano – Michelle Markee shared that her Preschool program is back in place and that students are excited to be working with the little kids. They started at the beginning of October and have 12 children participate Mondays and Wednesdays from 12pm – 2:30pm. Her advanced enrollment doubled in Careers for Children and in Child Growth and Development. She has so many kids that she has to split students between bookwork and the preschool. Parents have been impressed with the classroom. More students this year are indicating specific interest in becoming teachers.

Alta Vista Innovation High – David Luther stated that they are starting with an elective and going from there.

Mountain Desert Career Pathways (MDCP) – Matt shared that they are trying to increase the connection with college programs so that students have more confidence and less fear transitioning to college programs. This is done through competitions, tours, seminar day, etc. MDCP also exists to disseminate information throughout the region. Like the college having to transition really fast the K-12 system is very similar - the LCAP/LCFF funding model changed processes and programs. Additionally, the College & Career readiness indicator is a new measurement related to school success measures. The College & Career Readiness Indicator (CCI) has some CTE components: Are students completing pathways? Are they completing 2 years in sequence? Are the receiving dual enrollment credits, which, for this CCI purposes includes articulation as well. We are always looking at our numbers for articulation and working to bring them up. Oftentimes, people think articulation only applies to seniors, but it is important to recognize that articulation spans the breadth of 9-12. MDCP has also acquired Precision Exams which is a certification program in many industry sectors. We understand it may not count with some industry partners but it will count for the CCI. Plus we have found students often don't think they have skills and/or don't know how to articulate those skills. These certificates list out skills they have demonstrated competency in which can help students as they prepare for applications, interviews, etc. The other thing I wanted to ask is regarding non-traditional enrollment. What does it look like in industry and are there any effective strategies out there?

The group responded that enrollment ranges, at most, from 5-7 in each class and truthfully, they are the most successful ones in the classroom. The kids gravitate to them. If these students make it to the student teaching class at VVC (usually 1 per semester), they tend to be dedicated and complete the program. VVC hopes that, as they look at the data of the survey, they will find more males wanting to teach.



Matt also asked about CTSOs (Career Technical Student Organizations) and what the various programs are doing. Michelle at Serrano does SkillsUSA. For the two years they have competed, they have gone to state both times. In Child Development at regional they had to read a book to the judges. At the state level, the students are acting out a lesson plan in 7-10 minutes in front of the judges. Hesperia participates in FCCLA and students have to complete similar tasks such as reading but there are new competitions being added this year. VVC faculty shared that they'd love to have the HS students come and practice with their students and staff as they prepare to compete.

Kim Walker from HUSD shared that articulation agreements have all been renewed. As a parent of a student in the VVC CHDV program, she shared that her student was well-prepared and qualified to apply for and be hired by County Schools as a para-educator. She encouraged that students, even before they graduate, look at applying through Ed Join with the county to begin work as they complete their education. Students are able to sit for employment exams before completing their 40 credits as long as they are committed to continuing their education.

#### *O. Final Questions*

VVC asked what can be done to improve the advisory committee? Any recommendations? Who needs to be added to this conversation? HUSD shared that Sultana's teacher came from Just 4 Kids and has strong connections at that organization. Christy suggested VVC sit down with private preschool owners as well as Directors as they view the request and opportunities differently. This may help build additional relationships and solutions.

Matt suggested reaching out to K12/Elementary HR folks as well as TK administrators.

Hesperia recommended bringing in Middle School Child Development teachers to build teacher and student exposure to pathway options.

It was also recommended to bring in CSU/College reps from the region regarding Bachelor Degree teaching programs in the area. More private schools are contacting VVC to connect with transfer students so the opportunity likely exists to build those relationships (Vanguard, Brandman, Grand Canyon, APU, etc.). Pamela James shared that Grand Canyon brought a number of them out for a visit a tour in recent years and they have done amazing things with the schools in their community regarding elevating the quality of public education partners.

April 27 – College of Canyon event. Details will be sent out at a later date. Phenomenal speaker and opportunity. VVC CHDV website is currently under revision.

#### *P. Adjournment*

The meeting was adjourned at 12:28pm.