

**Contractual Agreement Between  
Hamilton County District School Board  
And  
District School Board of Madison County  
on behalf of  
North Florida Career Pathways Consortium**

This Contract is between the District School Board of Madison County herein referred to as the fiscal agent, and the Hamilton County District School Board. The purpose of this contract is for North Florida Career Pathways Consortium Coordinator to provide Professional/Technical Services to the North Florida Career Pathways Consortium Members in order to implement Consortium activities. This contract shall be effective July 1, 2018 and completed by June 30, 2019, unless agreed to in writing by both parties, and grant period is extended by the Department of Education of the State of Florida.

**Scope of Work:**

The North Florida Career Pathways Consortium consisting of Superintendents, Career and Technical Directors from Hamilton County School District; Jefferson County School District; Lafayette County School District; Madison County School District; Suwannee County School District, Taylor County School District; RIVEROAK Technical College; and, Career and Technical Education Coordinator will meet quarterly to:

- a. Arrange and organize quarterly meetings of Consortium members to discuss Career and Technical Education.
- b. Participate in local CTE Advisory Committee functions
- c. Approve locally endorsed CTE programs for non duplication within the Consortium
- d. Convert at least one CTE Program of Study into Career Pathways that lead to industry certifications and/or post-secondary education and aligns with regional workforce and economic needs of business and industry as outlined by the FLDOE required criteria.
- e. Convert CTE Programs of Study into Articulation Agreements that are approved by granting organizations.
- f. Promote CTE programs by working cohesively with guidance services throughout the member area.
- g. Arrange, organize, and/or attend CTE professional development and/or inservice opportunities that are relevant to the CTE faculty for their program area.
- h. Serve as a liaison between secondary/postsecondary CTE institutions and the FLDOE.
- i. Prepare and/or supervise the preparation of all required CTE reports
- j. Compile a detailed budget report of Consortium expenditures for all other participating members of the consortia.

**Deliverables and Outcomes:** The North Florida Career Pathway Consortium will:

- a. Provide district and secondary level "on-site" support for a period of no more than 20 days. Support includes but is not limited to: Perkins Rural and Secondary Applications; Program of Study development; attendance at professional development such as: Florida Association of Career and Technical Education, National Career Pathways Network, U.S. News STEM Solutions; development of local articulation agreements and additional CTE support as requested.
- b. Arrange and organize quarterly meetings of Consortium members to discuss Career and Technical Education as evidenced by announcements, agendas, and minutes of meetings.
- c. Attend and participate in local CTE Advisory Committee functions as evidenced by calendar and leave forms
- d. Compile and maintain on file a list of locally endorsed CTE programs which indicate non duplication within the Consortium
- e. Provide Consortium members their converted CTE Program of Study which leads to industry certifications and/or post-secondary education and is aligned with regional workforce and economic needs of business and industry as outlined by the FLDOE required criteria.
- f. Provide Consortium members with completed written Articulation Agreements that are Board approved by granting organizations.
- g. Communicate with Guidance Departments throughout the consortium offering services which promote CTE opportunities to students as evidenced by written communication, emails, and log of phone calls.
- h. CTE professional development opportunities which are relevant to the CTE faculty for their program areas are arranged, organized, and/or attended as evidenced by calendar and leave forms.

- i. Serve as a liaison between secondary/postsecondary CTE institutions and the FLDOE as evidenced by participation of Differentiated Accountability on-site reviews and follow-up debriefing of DA requirements of CTE programs, including CAPE and STEM academies
- j. Required reports are completed, submitted with a copy on file.
- k. Submit a detailed budget report of Consortium expenditures for all other participating members of the consortia.

A Fixed Price of \$4,207.30 will be designated from the Hamilton County FY 2018-2019 to be utilized by the North Florida Career Pathway Consortium in order to carry out consortium deliverables.

**Fiscal Reports and Method of Payment:**

Madison County School District submit fiscal reports and invoice the member districts of the North Florida Career Pathways Consortium quarterly upon receipt of a report detailing deliverables as stated above. No payment will be invoiced or paid for any work performed after June 30, 2019, unless agreed to in writing by either parties, or grant period is extended by the Department of Education of the State of Florida.

**Intervention of Agreement:** Mindful of the high cost of litigation, not only in dollars, but also in time and energy, the parties intend to and do hereby establish the following out-of-court alternate dispute resolution procedure to be followed in the event any controversy or dispute should arise out of, or relating to this contract or relating to any change orders or other changes or addendums to this contract. If a dispute develops between the parties to this contract, the parties will submit to non-binding mediation to address any controversy or claim arising out of, or relating to this contract or relating to any change orders or other changes or addendums to this contract. Disputes will be mediated by a subcommittee composed of the North Florida Career Pathways Consortium members appointed by the Chair to investigate and bring recommendations back to the Consortium meeting for resolution. If there cannot be a resolution, then the contract will be terminated.

**Termination of Agreement: NOTICE TO VENDOR/CONTRACTOR:**

By acceptance of a contract/order in excess of \$10,000.00 and involving Federal Funds, the Vendor/Contractor agrees to comply with Title 28, Section 66.36 (i) code of Federal Regulations. Termination for cause and for convenience by the grantee or sub-grantee, including the manner by which it will be affected and the basis for settlement, will be decided by the Madison County School Board. There will be access to records of the contractor which are directly pertinent to the contract as well as retention of all required records for three years after the grantee or subgrantee makes the final payment and all other pending matters are closed.

**Therefore,** in consideration of the mutual covenants and conditions hereinafter stated, the above described parties covenant and agree as follows:

IN WITNESS WHEREOF, the parties hereto, by the undersigned authorized to bind said parties, set their hands and seal on this the 20 day of May 2018.

District School Board of Madison County

Shirley Joseph  
Shirley Joseph, Superintendent

Dated: \_\_\_\_\_

Carel Gibson  
School Board Chairperson

Dated: 5/6/19

District School Board of Hamilton County

Rex Mitchell  
Rex Mitchell, Superintendent

Dated: 4/9/19

Johnny Bullard  
School Board Chairperson

Dated: 4/9/19