Logo, Mid-Willamette Education Consortium

**Mid-Willamette Education Consortium**

**Perkins Consortium Operational Agreement July 1, 2021 – June 30, 2023**

**Intergovernmental Agreement #10573600 \***

**1) Parties to Agreement**

The parties to this agreement are Chemeketa Community College, hereafter known as College, and the members of the Mid-Willamette Education Consortium, hereafter known as Members, listed In Attachment A, as may be amended from time to time. Upon the date of execution of by all parties or July 1, 2021, whichever is later, this agreement replaces the agreement executed by the parties effective July 1, 2011. This agreement is made pursuant to Oregon Revised Statute 190.010.

**2) Purpose of Agreement**

The purpose of this agreement is to formalize and clarify the roles, responsibilities, and services provided by Chemeketa Community College through its Mid-Willamette Education Consortium, hereafter known as MWEC, and by Members, with regards to funding from the Carl D. Perkins Career & Technical Education Act of 2006, as amended by the Strengthening Career and Technical Education for 21st Century Act (Perkins V), hereafter known as Perkins, the requirements of which are Incorporated herein by reference.

**3) Description and Purpose of the Mid-Willamette Education Consortium**

The Mid-Willamette Education Consortium (MWEC) serves school districts and community colleges in Marion, Polk, Yamhill, Lincoln, and portions of Linn counties. MWEC oversees the distribution and management of the Carl Perkins grant funds, collaborates with the College Credit Now program for Chemeketa Community College, coordinates teacher licensure for CTE teachers in the region, and manages a variety of small grants and services for the region. MWEC staff provides regional coordination, high school and community college liaison work, grant management, professional development, technical support, purchasing, inventory tracking, and office administrative support to the region.

The Mid-Willamette Education Consortium is a regional partnership formed to promote Career and Technical Education and extended learning opportunities in the region. The schools in the region are organized into a consortium in order to better meet the needs of all students and to be able to collaborate together and leverage funding to improve the opportunities for all Members.

MWEC provides a wide variety of services to Members, including but not limited to: technical support and guidance relative to the Perkins act; guidance on Perkins plans; coordinating meetings between secondary and postsecondary partners; managing CTE teacher licensure; applying for and managing regional grants; guidance and support in annual reporting; guidance and support in annual planning; promotion of regional vision; interaction with business and industry partners; liaison work between districts; collaboration with the dual credit program (College Credit Now) for Chemeketa Community College; support and guidance on the Program of Study application process; support with alignment and articulation between secondary and post-secondary partners; purchasing; inventory tracking; assistance with required database input.

*\* Note: Signatures have been removed and slight formatting changes made to original.*

**4) Term and Termination, Withdrawal, and Amendments**

This Agreement shall be effective for the period commencing upon the date of last signature by all parties for the period July 1, 2021 through June 30, 2023. Amendments to this agreement shall be made in writing. Members desiring to withdraw from the consortium must notify the Oregon Department of Education (ODE) and MWEC by February 1st of each year, prior to the annual allocation to the consortium. Approval must be received from the ODE for the reconfiguration of MWEC membership. Districts who wish to withdraw from MWEC will be responsible for all of the duties outlined in the Oregon CTE Policy Guidebook found on the Oregon Department of Education’s website.

**5) Fiscal Agent Responsibilities/Administrative Costs**

Chemeketa Community College serves as the fiscal agent for MWEC and is responsible for all MWEC expenditures and associated records. Perkins funds flow from the state to Chemeketa Community College, which then distributes them as equipment, supplies, professional development services, or other approved expenditures to Members, based on the budget plan approved by the MWEC Executive Council.

Perkins funding for MWEC is allocated based on a funding model approved by all Members during the 2021-22 academic year. A graphic representation of the model can be found in Attachment C.

**6) Performance Accountability**

MWEC performance indicator data will be reviewed as part of the annual planning and evaluation process. The MWEC Executive Council reviews this accountability data at least annually, uses this data to help establish action plans to best ensure that CTE students meet achievement levels and CTE programs at each school, and, as an entire consortium, meet accountability requirements. Priorities for the use of funds focus on meeting the accountability measures and shall be mutually beneficial to all consortium members. Needs shall be supported by the intent of the Carl D. Perkins Career & Technical Education Act of 2006, as amended by the Strengthening Career and Technical Education for 21st Century Act (Perkins V), the associated Oregon State 4-Year CTE Strategic Plan, and the Region’s 4- Year CTE Strategic Plan. District grants the MWEC Director and the MWEC CTE Regional Coordinator the right to obtain, view, and use confidential and personally identifiable student information provided by Oregon Department of Education to address these priorities.

**7) Consortium Management and Membership**

MWEC is governed by an Executive Council which is representative of the consortium Members. Each Member shall be represented on the MWEC Executive Council by one individual, except in the cases of where one individual may represent a group of small schools (see Attachment A that outlines how each Member is represented on the MWEC Executive Council). The MWEC Executive Council shall set priorities and determine which activities will be approved for the year. Each district must maintain a signed copy of the bi-annually updated consortium agreement. MWEC member is also responsible for implementing the annual Perkins activities outlined in the plan submitted to the ODE as defined through the Perkins budgeting process. This council meets up to four times a year, and provides guidance, feedback, and direction to the organization. MWEC employs a director who oversees operations for the entire region. The MWEC Executive Council guides all consortium operations.

A detailed list of the roles and responsibilities for each individual involved can be found in Attachment B.

**8) Federal Assurance**

Assurances form a binding agreement between the eligible recipient fiscal agent, the Oregon Department of Education, and the U.S. Department of Education that assures all legal requirements are met in accordance with state and federal laws, regulations, and rules. These assurances apply to program activities and expenditures of funds. Compliance to general and specific program assurances is the legal responsibility of the eligible recipient under the authorization of the local board of education.

As a Member receiving Perkins funding through the Mid-Willamette Education Consortium, signature of this Agreement certifies the following:

1. The Member understands and will comply with the provisions, regulations, and rules of the Carl D. Perkins Career & Technical Education Act of 2006, as amended by the Strengthening Career and Technical Education for 21st Century Act (Perkins V);

2. The Member understands and will comply with the Program Assurances Title I Part C – Local Provisions;

3. The Member understands and will comply with Certifications Regarding Lobbying: Debarment, Suspension and other Responsibility Matters; and Drug-Free Workplace Requirements; 4. The Member will use federal funds to supplement the eligible recipient's CTE Programs of Study and will not use federal funds to supplant existing funds or reduce general or other funds; 5. The Member will provide, on request, complete and accurate data as required; and 6. The Member understands and will comply with all applicable assurances for Federal Grant Funds. Detailed information about these assurances can be found on the Oregon Department of Education website or on the MWEC website.

**9) Compliance with Laws**

Parties certify that in performing this contract they will comply with all applicable provisions of the federal, state, and local laws, regulations, rules, orders, codes, administrative rules, ordinances, and College policies applicable to the provision of goods and/or services under this Contract, including, without limitation, the provisions of ORS 279A, 2798, 279C; the provisions of: (i) Title VI of the Civil

Rights Act of 1964; (ii) Section V of the Rehabilitation Act of 1973; (iii) the Americans with Disabilities Act of 1990 and the 2008 amendment to the Americans with Disabilities Act; ORS 659A.142 and ORS 659A.400 through ORS659A.409; (v) the Age Discrimination Act; ORS 659.800 et al, and all amendments of regulations and administrative rules established pursuant to those laws; (vi) all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules, and regulations. Parties agree not to discriminate against any client, employee, or applicant for employment or for services, because of race, religion, color, national origin, ethnicity, sex, sexual orientation or identity, veterans status, pregnancy or related conditions, disability, or age with regard to, but not limited to, the following: employment upgrading, demotion or transfer; recruitment or recruitment advertising; layoffs or termination; rates of pay or other forms of compensation; selection for training; rendition of services. It is further understood that any party who is in violation of this clause may be barred forthwith from receiving awards of any purchase order, purchase agreement, contract, or similar acquisition instrument, from the College or District unless a satisfactory showing is made that discriminatory practices have terminated and that a recurrence of such acts is unlikely.

The venue for any action related to this Agreement shall be in the Circuit Court for the County of Marion, Oregon.

**10)Hold Harmless and Indemnification**

Subject to the limitations of Article XI, § 7 of the Oregon Constitution and the Oregon Tort Claims Act (ORS 30.260 through 30.300), each party shall indemnify, within the limits of and subject to the restrictions in the Tort Claims Act, the other against any liability for personal injury or damage to life or property arising from its negligent activity under this Agreement provided, however, that each party shall not be required to indemnify the other for any such liability arising out of the wrongful acts, including but not limited to, to a person's malfeasance in office, willful or wanton neglect of duty, or actions outside the course and scope of his or her official duties.

**11)Insurance Requirements**

The parties shall insure, or self-insure, and be independently responsible for the risk of its own liability for claims within the scope of the Oregon Tort Claims Act (ORS 30.260 through 30.300).

**12)Access to Records**

The parties, the Secretary of State's Office of the state of Oregon and their duly authorized representatives shall have access to the books, documents, papers, and records of the parties which are directly pertinent to this specific Agreement for the purpose of making audit, examination, excerpts and transcripts.

**13)Merger Clause**

Parties concur and agree that this Agreement constitutes the entire Agreement between the parties. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. Parties, by the signatures below of their authorized representatives, hereby agree to be bound by its terms and conditions.

**14)Force Majeure**

Members shall not be held responsible for delay or default caused by fire, riot, acts of God, and/or war which was beyond Member's reasonable control.

**15)Assignment**

Members shall not assign or transfer its interest in this Agreement without the express written consent of College.

**16)Notices/Contact Persons**

Any legal (compliance) notice required to be given the COLLEGE or MEMBER under this Agreement shall be sufficient if given, in writing, by first class mail or in person. Notice of operational issues may be given via e-mail, sent to ed.woods@chemeketa.edu. Notices shall be sent to the following:

To College: Director, Mid-Willamette Education Consortium, Chemeketa Community, P.O. Box 14007, Salem, OR 97309-7070 with an electronic copy to procurement@chemeketa.edu for legal/compliance issues. For operational issues, notices to Director of Mid-Willamette Education Consortium may be sent electronically to ed.woods@chemeketa.edu.

To Members: School Contact persons listed in Attachment A. (for operational issues) or to district superintendents listed in Attachment A (for legal compliance issues), unless otherwise indicated in writing on the signature page.

**Signatures on Next Page**

**Chemeketa Community College Signatures**

This contract and any changes, alterations, modifications, or amendments to it shall not be effective until approved in writing by the authorized representative of the parties hereto as of the effective date set forth herein.

In witness whereof, the parties hereto have caused this agreement to be executed on the date set forth below.

*(Followed by signatures of College President/CEO, MWEC Director, and General Counsel)*

The College s an equal opportunity/affirmative action employer and educational institution committed to an environment free of discrimination and harassment. Questions regarding sexual harassment, gender-based discrimination and sexual misconduct policies or wish to file a complaint contact the Title IX coordinator at 503.365.4723. For questions about equal employment opportunity and/or affirmative action, contact 503.399.2537. To request this publication in an alternative format, please call 503.399.5192.

**Consortium Member Signature on Next Page**

**Consortium Members Signatures**

Parties concur that all other terms and conditions of the original Agreement, and the terms and conditions of any Amendment to the original agreement, shall remain in effect.

In witness whereof, the parties hereto have caused this agreement to be executed on the date set forth below, effective as of the date set forth herein.

**Consortium Member District/College Name (print/type)**

**Authorized Signature for District/College**

**Authorized Signator Name/Title (print/type)**

**Date Signed**

**Contact Information**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Street Address, City, Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Additional District/College Signature, if required**

**Authorized Signator Name/Title (print/type)**

**Date Signed**

*Followed by contact information for District/College/High School Contact for each school receiving Perkins funding.*

Logo, Mid-Willamette Education Consortium

**Attachment A – Consortium Member and MWEC Executive Council Representation**

| **Consortium Members by School Name** | **District Superintendent/College President** | **MWEC Executive Council**  **Representative** | **CTE/Perkins Representative** |
| --- | --- | --- | --- |
| Amity High School | Jeff Clark  Amity School District  PO Box 138  Amity, OR 97101 | John Stearns  john.stearns@amity.k12.or.us | John Stearns  john.stearns@amity.k12.or.us  503.835.2181 |
| Cascade High School | Darin Drill  Cascade School District  10226 Marion Road S  Turner, OR 97392 | Lisa Iverson  liverson@cascade.k12.or.us | Lisa Iverson  liverson@cascade.k12.or.us  503.749.8020 |
| Central High School | Jennifer Kubista  Central School District  750 S 5th St  Independence, OR 97351 | Jeff Centoni  jcentoni@central.k12.or.us | Jeff Centoni  jcentoni@central.k12.or.us 503.838.0483 |
| Chemeketa Community College | Jessica Howard  Chemeketa Community College PO Box 14007  Salem, OR 97309 | Marshall Roache  marshall.roache@chemeketa.edu |  |
| Dallas High School | Andy Bellando  Dallas School District  111 SW Ash  Dallas, OR 97338 | Tim Ray  tim.ray@dsd2.org  Steve Spencer  steve.spencer@dsd2.org | Tim Ray  tim.ray@dsd2.org  503.623.8336 |
| Dayton High School | Dr. Steven Sugg  Dayton School District  526 Ferry Street  Dayton, OR 97114 | Mike Solem  mike.solem@dayton.k12.or.us | Kelli Hascall  kelli.hascall@dayton.k12.or.us  503.864.2273 |
| Eddyville Charter School | Stacy Knudson  Eddyville Charter School  1 Eddyville School Rd  Eddyville, OR 97343 | Majalise Tolan  majalise.tolan@lincoln.k12.or.us |  |
| Falls City High School | Art Houghtaling  Falls City School District  111 N Main St  Falls City, OR 97344 | Micke Kidd  micke.kidd@fallscityschools.org |  |
| Gervais High School | Dandy Stevens  Gervais School District  PO Box 195  Gervais, OR 97026 | Ken Stott  ken\_stott@gervais.k12.or.us | Kate Talbot  kate\_talbot@gervais.k12.or.us  503.792.3803 |
| Jefferson High School | Brad Capener  Jefferson School District  1328 N 2nd Street  Jefferson, OR 97352 | Cathy Emmert  cathy.Emmert@jefferson.k12.or.us | Cathy Emmert  cathy.Emmert@jefferson.k12.or.us 541.327.3337 x308 |
| Kennedy High School | Troy Stoops  Mt. Angel School District  P.O. Box 1129  Mt. Angel, OR 97362 | Dale Pedersen  dale.pedersen@masd91.org | Autumn Traeger  autumn.traeger@masd91.org  503.845.6128 |
| Lincoln City Career Tech Charter High School | Karen Gray  Lincoln County School District PO Box 1110  Newport, OR 97365 | Majalise Tolan  majalise.tolan@lincoln.k12.or.us |  |
| McMinnville High School | Maryalice Russell  McMinnville School District 1500 NE Baker Street  McMinnville, OR 97128 | Tony Vicknair  TVicknair@msd.k12.or.us | Tony Vicknair  TVicknair@msd.k12.or.us  503.565.4000 |

| **Consortium Members by School Name** | **District Superintendent/College President** | **MWEC Executive Council**  **Representative** | **CTE/Perkins Representative** |
| --- | --- | --- | --- |
| Newberg High School | Joe Morelock  Newberg School District  714 E. 6th Street  Newberg, OR 97132 | Tami Erion  eriont@newberg.k12.or.us  Andy Debois  deboisa@newberg.k12.or.us | Jane Eilert  eilertj@newberg.k12.or.us  503.554.4400 |
| Newport High School | Karen Gray  Lincoln County School District PO Box 1110  Newport, OR 97365 | Majalise Tolan  majalise.tolan@lincoln.k12.or.us | Majalise Tolan  majalise.tolan@lincoln.k12.or.us 541.265.4408 |
| North Marion High  School | Ginger Redlinger  North Marion School District 20256 Grim Road NE  Aurora, OR 97002 | De Ann Jenness  DeAnn.Jenness@nmarion.k12.or.us |  |
| Oregon Coast Community College | Birgitte Ryslinge  Oregon Coast Community  College  400 Southeast College Way  Newport, OR 97366 | Linda Mollino  lmollino@occc.cc.or.us | Linda Mollino  lmollino@occc.cc.or.us  541.867.8524 |
| Oregon School for the Deaf | Sharla Jones  Oregon School for the Deaf  999 Locust St. NE  Salem, OR 97301 | Justin Lieuallen  Justin.Lieuallen@wesd.org |  |
| Perrydale High School | Eric Milburn  Perrydale School District  7445 Perrydale Road  Amity, OR 97101 | Dan Dugan  ddugan@perrydale.k12.or.us |  |
| Santiam High School | Todd Miller  Santiam Canyon School District PO Box 197  Mill City, OR 97360 | Angela Rasmussen  angela.rasmussen@santiam.k12.or.us | Debbie Fawcett  Debbie.fawcett@santiam.k12.or.us 503.897.2311 |
| Sheridan AllPrep  Academy | Dorie Vickery  Sheridan School District  435 S Bridge Street  Sheridan, OR 97378 | Jesse Watson  jwatson@sheridanallprep.org |  |
| Sheridan High School | Dorie Vickery  Sheridan School District  435 S Bridge Street  Sheridan, OR 97378 | Dean Rech  dean.rech@sheridan.k12.or.us |  |
| Silverton High School | Dan Busch  Silver Falls School District  612 Schlador Street  Silverton, OR 97381 | Johnie Ferro  ferro\_johnie@silverfalls.k12.or.us | Kirsten Barnes  barnes\_kirsten@silverfalls.k12.or.us 503.873.6331 |
| St. Paul High School | Joe Wehrli  St. Paul District  20449 Main Street NE  St. Paul, OR 97137 | Patrick Schrader  patrick.schrader@stpaul.k12.or.us |  |
| Stayton High School | Andy Gardner  North Santiam School District 1155 North Third Avenue  Stayton, OR 97383 | Alan Kirby  alan.kirby@nsantiam.k12.or.us | Alan Kirby  alan.kirby@nsantiam.k12.or.us  503.769.2171 |
| Taft High School | Karen Gray  Lincoln County School District PO Box 1110  Newport, OR 97365 | Majalise Tolan  majalise.tolan@lincoln.k12.or.us | Majalise Tolan  majalise.tolan@lincoln.k12.or.us 541.265.4408 |
| Toledo High School | Karen Gray  Lincoln County School District PO Box 1110  Newport, OR 97365 | Majalise Tolan  majalise.tolan@lincoln.k12.or.us | Majalise Tolan  majalise.tolan@lincoln.k12.or.us 541.265.4408 |
| Waldport High School | Karen Gray  Lincoln County School District PO Box 1110  Newport, OR 97365 | Majalise Tolan  majalise.tolan@lincoln.k12.or.us | Majalise Tolan  majalise.tolan@lincoln.k12.or.us 541.265.4408 |

| **Consortium Members by School Name** | **District Superintendent/College President** | **MWEC Executive Council**  **Representative** | **CTE/Perkins Representative** |
| --- | --- | --- | --- |
| Willamina High School | Carrie Zimbrick  Willamina School District  324 SE Adams Street  Willamina, OR 97396 | Jami Fluke  jami.fluke@willamina.k12.or.us | Kurt Neville  kurt.neville@willamina.k12.or.us 503.876.2545 |
| William Lord High School | Dave Novotney  Willamette Education Service District  2611 Pringle Rd SE  Salem, OR 97302 | Justin Lieuallen  Justin.Lieuallen@wesd.org |  |
| Woodburn Academy of Art, Science and  Technology | Oscar Moreno Gilson  Woodburn School District  1390 Meridian Drive  Woodburn, OR 97071 | Juli Ann Lindemann  jlindemann@woodburnsd.org | Juli Ann Lindemann  jlindemann@woodburnsd.org  503.981.2609  Laurie Cooper  lcooper@woodburnsd.org  503.981.2609 |
| Woodburn Academy of International Studies | Oscar Moreno Gilson  Woodburn School District  1390 Meridian Drive  Woodburn, OR 97071 | Juli Ann Lindemann  jlindemann@woodburnsd.org | Juli Ann Lindemann  jlindemann@woodburnsd.org  503.981.2609  Laurie Cooper  lcooper@woodburnsd.org  503.981.2609 |
| Woodburn Arts and  Communications  Academy | Oscar Moreno Gilson  Woodburn School District  1390 Meridian Drive  Woodburn, OR 97071 | Juli Ann Lindemann  jlindemann@woodburnsd.org | Juli Ann Lindemann  jlindemann@woodburnsd.org  503.981.2609  Laurie Cooper  lcooper@woodburnsd.org  503.981.2609 |
| Woodburn Success High School | Oscar Moreno Gilson  Woodburn School District  1390 Meridian Drive  Woodburn, OR 97071 | Juli Ann Lindemann  jlindemann@woodburnsd.org | Juli Ann Lindemann  jlindemann@woodburnsd.org  503.981.2609  Laurie Cooper  lcooper@woodburnsd.org  503.981.2609 |
| Woodburn Wellness,  Business and Sports  School | Oscar Moreno Gilson  Woodburn School District  1390 Meridian Drive  Woodburn, OR 97071 | Juli Ann Lindemann  jlindemann@woodburnsd.org | Juli Ann Lindemann  jlindemann@woodburnsd.org  503.981.2609  Laurie Cooper  lcooper@woodburnsd.org  503.981.2609 |
| Yamhill Carlton High School | Bill Rhoads  Yamhill-Carlton School District 120 N. Larch Place  Yamhill, OR 97148 | Clint Raever  raeverc@ycschools.org |  |

Logo, Mid-Willamette Education Consortium

**Attachment B – Roles and Responsibilities**

**Consortium Manager / MWEC Director and Staff**

1) Provides a copy of the consortium agreement to each member, updated biennially.

2) Maintains a signed copy of the biennially updated consortium agreement and provides it to the ODE.

3) Convenes MWEC Executive Council meetings up to four times per year.

4) Represents MWEC at ODE and state-wide CTE meetings.

5) Coordinates the creation of the annual consortium budget.

6) Coordinates and administers the appropriate expenditure of Perkins funds by reviewing requests for purchase orders and professional development to ensure they comply with Perkins regulations.

7) Verifies that MWEC meets the required elements of Perkins.

8) Submits basic and reserve grant applications to ODE annually and ensures it is carried out as submitted.

9) Completes annual report and submits to ODE annually.

10)Provides technical assistance with all CTE licensure needs of consortium Members.

11)Coordinates meetings between secondary and post-secondary partners to facilitate alignment and articulation.

12)Interacts with business and industry partners on behalf of consortium Members.

13)Collaborates with the dual credit program for Chemeketa (College Credit Now).

14)Supports and guides the Program of Study application process.

15)Purchases approved equipment and supplies based on institutional procurement policies.

16)Tracks Perkins inventory for Members.

17)Ensures timely and accurate reporting for the consortium.

18)Prepares inventory and fiscal aspects of annual report.

19)Enters consortium Perkins budget and budget modifications on the ODE website. 20)Assists districts with Perkins database tasks.

**Chemeketa Grants Accountant (reports to Director of Business Services)**

1) Provides financial oversight and maintains accounting and billing records related to Perkins.

2) Disburses grant funds in compliance with state, federal, and institutional requirements.

3) Ensures that appropriate accounting practices and fiscal controls are used, and that expenses are allocated in accordance with grant requirements.

4) Conducts internal reviews of grant-funded programs to ensure appropriate administration and fiscal Management.

**MWEC Executive Council**

1) Holds up to four consortium meetings annually.

2) Develops, implements, and promotes a regional CTE vision.

3) Develops and implements a consortium plan addressing the regional needs of its members.

4) Builds collaboration among all Members to promote strong secondary through post-secondary Programs of Study.

5) Promotes efficient operation of MWEC.

6) Ensures sustainability of MWEC.

7) Assists all Members with meeting Perkins performance indicators.

8) Provides guidance in regards to professional development offerings.

9) Approves collaborative, special, and mini grants annually.

10)Approves the Perkins budget annually.

**School Administrator**

1) Serves as the CTE Representative or appoints another individual at the school to serve in the role.

2) Oversees the professional development of the CTE instructors in the schools and ensures that they are meeting requirements before expending funds on the programs.

3) Complies with the federal, state, and local assurances outlined in this Agreement.

4) Communicates with MWEC whenever there is a change in program or instructor for approved Perkins programs of study.

5) Provide the ODE all requested data regarding Career Technical Education students and programs.

6) Convene an Instructor Appraisal Committee for teachers applying for a CTE license (MWEC staff will attend and provide technical assistance through the process).

**School CTE Representative**

Submits annual budget requests to MWEC, ensuring that funds are being allocated strategically and within the guidelines provided.

**CTE Instructor**

1) Familiarizes self with consortium agreement and appropriate uses of Perkins funds under current Perkins requirements.

2) Participates in professional development outlined in Program of Study approved by ODE.

3) Works with CTE colleagues to strengthen secondary- post-secondary partnerships as required by Perkins.

4) Maintains licensure requirements and keeps license current.

5) Pursue opportunities for your students that will help them to be successful, such as: dual credit, CTSOs, career related learning, and applied academics.

6) Plays a role in assisting students in school to achieve the requirements of the Oregon Diploma.

7) Ask for help! Perkins requirements can be confusing, and MWEC staff members are here to help you.

Logo, Mid-Willamette Education Consortium

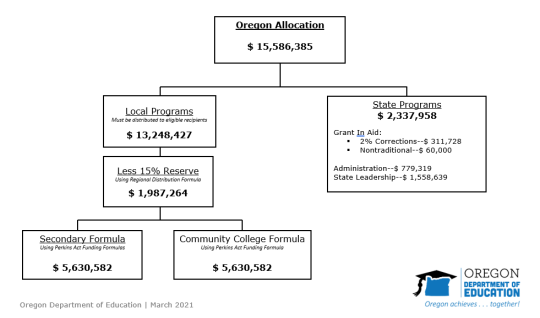
**Attachment C**

**2021 – 2022 Oregon Carl Perkins Funding Distribution (Preliminary)**

The Carl D. Perkins Career and Technical Education Act of 2006, as amended by the Strengthening Career and Technical Education for the 21st Century Act (Perkins V)

PERKINS V DISTRIBUTION CHART

FY 2021 OREGON DISTRIBUTION JULY 1, 2021 – SEPTEMBER 30, 2022



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**Consortium Members Signatures**

Parties concur that all other terms and conditions of the original Agreement, and the terms and conditions of any Amendment to the original agreement, shall remain in effect.

In witness whereof, the parties hereto have caused this agreement to be executed on the date set forth below, effective as of the date set forth herein.

**Consortium Member District/College Name (print/type)**

**Authorized Signature for District/College**

**Authorized Signator Name/Title (print/type)**

**Date Signed**

**Contact Information**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Street Address, City, Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Additional District/College Signature, if required**

**Authorized Signator Name/Title (print/type)**

**Date Signed**

**District/College High School Contact for each school receiving Perkins funding**

**School Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Street Address, City, Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Consortium Members Signatures**

Parties concur that all other terms and conditions of the original Agreement, and the terms and conditions of any Amendment to the original agreement, shall remain in effect.

In witness whereof, the parties hereto have caused this agreement to be executed on the date set forth below, effective as of the date set forth herein.

**Consortium Member District/College Name (print/type)**

**Authorized Signature for District/College**

**Authorized Signator Name/Title (print/type)**

**Date Signed**

**Contact Information**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Street Address, City, Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Additional District/College Signature, if required**

**Authorized Signator Name/Title (print/type)**

**Date Signed**

**District/College High School Contact for each school receiving Perkins funding**

**School Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Street Address, City, Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**