

# **SOUTHWEST REGIONAL COUNCIL OF CARPENTERS MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding (“MOU”) is entered into by and between the Southwest Regional Council of Carpenters (“SWRCC”), and Alvord Unified School District (ASUD)

## **A. Purpose**

The purpose of this Agreement is to support the [Entity] efforts to provide students with exposure to careers in the construction industry through the introduction of a pre-apprenticeship program. This agreement memorializes the pre-apprenticeship programs efforts to provide its participants with skills suitable for entry into various construction apprenticeship programs registered with the Division of Apprenticeship Standards (“DAS”), and to establish the conditions and procedures, herein agreed to, for the apprenticeship program referral and intake process.

This partnership may provide direct entry to completers in the [Entity] pre-apprentice programs meeting in accordance with the qualifications set out in Section C paragraphs 1-6.

## **B. Roles and Responsibilities**

1. The role and responsibility of the Southwest Regional Council of Carpenters (“SWRCC”) is to offer to support the [Entity], Administrators, and Instructors/Teachers in the successful implementation of the Career Connections curriculum. The “SWRCC” commits to providing a Career Connections Outreach Specialist (“CCOS”) who will offer direct support in book orders, classroom set up, curriculum delivery, certificate ordering, and certificate presentations. The “SWRCC” may attend program related activities, events, and host student tours at one of the Apprenticeship Training Centers.
2. The role and responsibility of [Entity] shall be to provide the “SWRCC” either within Career Connections Learning Management System (“CCLMS”) or documentation including the participants full name, grade level, and course title. [Entity] will work with “SWRCC” to determine the eligibility of program participants for direct entry into an apprenticeship program (“Eligible Program Graduates”). Eligible Program Graduates shall be those participants that obtain all 3 certificates signifying completion and understanding of each of the project books provided by the “SWRCC” and containing Carpenters International Training Fund (“CITF”) curricula (“Career Connections”).
3. “SWRCC” shall work with the appropriate staff at [Entity] to calendar a mandatory orientation with new Instructors and attend annual Instructor/Teacher curriculum workshops.
4. Each party shall defend a third party claim against the other party arising from the death or physical injury to any person or damage to the indemnified parties to the extent proximately caused by the negligence of the indemnifying party or its agents or employees from and against damages, liabilities and reasonable costs and expenses, including reasonable legal fees incurred in connection therewith.

## **C. Procedures**

During the period covered by this Agreement:

1. “SWRCC” shall review for suitability the curricula of the [Entity] programs. In cases where there are possible skill deficiencies for entry level success, “SWRCC” will require the program to utilize the “CITF” curricula and competencies. (“Career Connections”)
2. “SWRCC” can provide “G” approved course outlines for Construction I and Construction II for [Entity] use. If instances arise where the [Entity] would like to pursue their own “G” course outlines the “SWRCC” would request that the Career Connections curriculum be listed as a curriculum resource in the revised course outline.
3. Program participants will be required to:
  - a. Complete a minimum of 40 hours of Project Book 1 or similar projects which includes safety operation check lists, and individual projects. (Eligible for Level 1 Certificate)
  - b. Complete a minimum of 160 hours of Project Book 2 or similar projects which includes safety operation check lists, and teamwork building projects. (Eligible for Level 2 Certificate)
  - c. Complete a minimum of 300 hours individually or combined of Project Book 3 Residential and Project Book 3 Commercial or similar projects which includes safety operation check lists, plan reading, and advanced teamwork building projects. (Eligible for Level 3 Certificate)
  - d. Students who complete levels 1,2,3 and a minimum 500 hours of classroom instruction and projects may qualify for direct entry into the Southwest Carpenters Training Fund.
4. AUSD shall report to “SWRCC” the full names, grade levels, trade interest, and performance status (score/grade as stated in C.3. a-d) of interested participants.
5. “SWRCC” will provide instructions to successful candidates that meet the eligibility requirements listed above stating how to request consideration for direct entry. “SWRCC” will provide all Eligible Program Graduates with information sheets on “How-to-Join” which lists the process for apprenticeship application to the desired trade program.
6. Both parties agree that the partnership’s success depends on the availability of job opportunities and that, at times, job opportunities may be limited due to many variables including a downturn in construction or the economy. When these conditions exist, one or both parties may give a thirty-day notice to terminate this Agreement and each party shall be held harmless.

## **D. Reporting and Funding**

Each party to this Agreement will collect and disseminate reports on outcomes related to the roles and responsibilities described above and agree to share information as required or requested. Furthermore, each party will maintain separate funding.

## E. Timeframe

1. This “MOU” will commence on the executed signature dates below and will continue until dissolved by either party of this Agreement.
2. This “MOU” is the complete Agreement between the parties signed below. The agreement may only be amended by written Agreement signed by each of the parties involved.

### Southwest Regional Council of Carpenters

Authorized Official: \_\_\_\_\_  
Signature \_\_\_\_\_  
Printed Name and Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone(s): \_\_\_\_\_  
E-Mail Address: \_\_\_\_\_  
Date: \_\_\_\_\_

Alvord Unified School District

Authorized Official: \_\_\_\_\_  
Signature \_\_\_\_\_  
Printed Name and Title: Sherri Kemp, Assistant Superintendent  
Address: 9 KPC Parkway Corona, CA 92879  
Telephone(s): 951-509-5015  
E-Mail Address: [sherri.kemp@alvordschools.org](mailto:sherri.kemp@alvordschools.org)  
Date: \_\_\_\_\_

[Entity]

Authorized Official: \_\_\_\_\_  
Signature \_\_\_\_\_  
Printed Name and Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone(s): \_\_\_\_\_  
E-Mail Address: \_\_\_\_\_  
Date: \_\_\_\_\_