



**Governing Board Meeting**  
March 17, 2023  
3:00pm-4:00pm  
Agenda & Supporting Documents  
*Approved*

**Telemeeting Via Zoom:**

[Join Link](#)

Meeting ID: 946 1956 6396

Passcode: 243301

US Call-in Number: 1-669-900-9128

**Physical Locations:**

- *Apple Valley USD*: 12555 Navajo Rd, Apple Valley, CA 92308: MDCP Room C-23 & Superintendent's Office D-33
- *Barstow USD*: 551 Avenue H, Barstow, CA 92311, Superintendent's Office
- *Hesperia USD*: 15576 Main St., Hesperia, CA 92345, Superintendent's Office
- *San Bernardino County Superintendent of Schools*: 670 E Carnegie Dr, San Bernardino, CA 92408601, Room 116 (*location updated*)
- *Silver Valley USD*: 35320 Daggett-Yermo Rd, Yermo, CA 92398, Superintendent's Office
- *Snowline JUSD*: 4075 Nielson Rd, Phelan, CA 92371, Superintendent's Office

<u>Item Number</u>	<u>Title/Description</u>	<u>Speaker</u>
1.0	<b>Call to Order</b> <i>Board Members</i> <ul style="list-style-type: none"><li>✓ Ryan Holman, Snowline JUSD, <i>Chair</i></li><li>✓ David Olney, Hesperia USD, <i>Vice Chair</i></li><li>✓ Trena Nelson, Apple Valley USD</li><li>☐ Cecil Edwards, Baker Valley USD</li><li>✓ Deanna Swearingen, Barstow USD</li><li>✓ Peter Livingston, Lucerne Valley USD</li><li>☐ Ted Alejandre, SBCSS</li><li>✓ Stephanie Houston, SBCSS (<i>Proxy</i>)</li><li>☐ Jesse Najera, Silver Valley USD</li><li>☐ Jairo Arellano, Trona Joint USD</li><li>☐ Carl Coles, Victor Valley UHSD</li></ul> <i>MDCP Director</i> <ul style="list-style-type: none"><li>✓ Matt Wells, Director</li></ul>	Ryan Holman, Chair
2.0	<b>Adoption of the Agenda</b> The Board may approve the Agenda as is, or add and/or pull items for discussion and/or action.	Ryan Holman, Chair

	<p><i>Motion to approve the agenda was made by Trenae Nelson with a second by David Olney.</i></p> <p><i>Motion passed.</i></p> <ul style="list-style-type: none"> <li>• Ryan Holman - Aye</li> <li>• David Olney - Aye</li> <li>• Trenae Nelson - Aye</li> <li>• Peter Livingston – Aye</li> <li>• Deanna Swearingen – Aye</li> <li>• Stephanie Houston - Aye</li> </ul>	
3.0	<p><b>Matters Brought by Citizens</b></p> <p>Those wishing to address the Board are invited to fill out a “Request for Comment” at the link below or physically at the location of attendance. All comment requests must be received by 10 minutes prior to the meeting being called to order.</p> <p><a href="https://mdcareerpathways.com/publiccomment">https://mdcareerpathways.com/publiccomment</a></p>	Ryan Holman, Chair
4.0	<b>Action Items</b>	
4.1	<p><i>Approval, February 24, 2023 Meeting Minutes</i></p> <p>It is recommended that the Board approve the Minutes from the last Board Meeting on February 24, 2023. The Board may approve the Minutes as is or make corrections as needed.</p> <p><a href="#">February 24, 2023 Minutes</a></p> <p><i>Action: On a motion by Peter Livingston, with a second by Dave Olney, to approve the meeting minutes for February 24, 2023.</i></p> <p><i>Motion Passed.</i></p> <ul style="list-style-type: none"> <li>• Ryan Holman - Aye</li> <li>• David Olney - Aye</li> <li>• Trenae Nelson - Aye</li> <li>• Peter Livingston – Aye</li> <li>• Deanna Swearingen – Aye</li> <li>• Stephanie Houston - Aye</li> </ul>	Ryan Holman, Chair
4.2	<p><i>Approval, Preliminary MDCP Budget for 2023-24 School Year</i></p> <p>Two budget options are presented:</p> <ol style="list-style-type: none"> <li>1. MDCP budget including one 100% Director, one 75% Community &amp; Industry Outreach Specialist,</li> </ol>	Ryan Holman, Chair

- and two 9.6% Curriculum Specialists positions
2. All of the above plus one 27.5% 12-month Program Technician position

It is recommended that the Board approve one of the Preliminary Budgets as presented. The spreadsheet linked below includes the overall budget, approximate costs per district, and a five-year overview of overall MDCP costs.

[MDCP 2023-24 Preliminary Budget Drafts](#)  
[Information Slides re: MDCP Work](#)

*Action: A motion by Trena Nelson, with a second by Dave Olney, to approve option 2 of the Preliminary MDCP Budget for the 2023-24 School Year.*

*Motion Passed.*

- Ryan Holman - Aye
- David Olney - Aye
- Trena Nelson - Aye
- Peter Livingston – Aye
- Deanna Swearingen – Aye
- Stephanie Houston - Aye

*Matt gave an overview of the suggested 2023-24 budget. He's brought two options for consideration. Matt shared the district contributions and walked through the two options (see attached [draft budgets](#))*

*1<sup>st</sup> option covers current staffing Plus 10% additional for each Curriculum Specialists (2). Approximately an additional \$45,000 is required to carry those positions. Costs for these positions are currently carried by SBCSS & K12 SWP. With steps and COLA, SBCSS is asking MDCP to cover 10% of the salaries for each position to cover a gap in budget from ROP (30%) and K12 SWP (\$130k).*

*2<sup>nd</sup> option - Current staff plus*

*10% additional of the two Curriculum Specialists approximately \$45,000 and adding the Program Technician – at an approximately additional \$34,383.39.*

*The technician position was previously approved to provide support to the MDCP work. This position will handle the clerical and the support needs such as taking minutes, purchasing, event support and more.*

*SBCSS HR originally indicated this could be offered as a 10-, 11-, or 12-month position. However, SBCSS HR revised their position and stated it needs to be a 12-month position. With salary and benefits rising, the Director felt it important the Board consider whether or not to move forward with the Technician position as indicated in the attachments.*

*Matt also went through a presentation and discussed initial projects and their status, and projects moving forward, to convey a sense of the work being on track compared to original intentions and that the technician position would support that work expanding.*

*Matt reminded the board that Grants and grant management has been added since the initial project list was created as additional grant work has occurred.*

*Matt also reviewed the count of all events we've attended or will be attending by the end of this year and what the expectations look like for next year as this relates to staff needs and work.*

*(See slide [presentation](#))*

*Matt explained therefore, this is why the new technician is needed. At this time, clerical support is spread across the management staff. Matt stated, while we can continue the good work started, capacity may cause us to be limited in ability to carry work forward and expand.*

*Dave asked Matt to clarify which positions MDCP currently has and the portion MDCP covers.*

**Current:**

- Director – 100%
- Outreach Specialist – 75%
- Data Analyst – 0%
- Curriculum Specialists (x2) – 0%

**Proposed:**

- Director – 100%
- Project Technician – 27.5%

	<ul style="list-style-type: none"> <li>● Outreach Specialist – 75%</li> <li>● Data Analyst – 0%</li> <li>● Curriculum Specialists (x2) – 9.5%</li> </ul> <p><i>Peter asked – What is the relationship to SBCSS? “I would just like to understand the JPA as related to SBCSS.” A discussion followed.</i></p> <p><i>Trenae requested to see the side-by-side of both options. She asked to explain the 1.75 FTE and the \$44,745.62.</i></p> <p><i>Also, the board wanted to understand the indirect amount and what support that entails. Peter asked if there was more support coming from the county than compared to the indirect cost. Matt and Stephanie assured the board there was, especially given the staffing breakdown as indicated above.</i></p> <p><i>Dave proposed connecting with Ted Alejandre to seek additional clarity around indirect costs and supports as they pertain across JPAs, not just MDCP.</i></p> <p><i>Matt also explained a comparable amount of roll over is expected this coming fiscal year for the MDCP budgets.</i></p>	
<b>5.0</b>	<b>Discussion/Information</b>	
5.1	<p><i>Requested/Proposed K12 SWP Round 5 District Allocation Revisions to meet LVUSD request</i></p> <p>LVUSD is requesting additional funds according to the prioritized list linked below. HUSD and VVUHSD Coordinators have indicated interest in reducing their K12 SWP Round 5 allocations to facilitate this request. MDCP Coordinating Council is in support of this request and IEDRC has indicated that, as a consortium, we have the ability to move funds between participating LEAs as long as the funds are still used in line with the project. This is an information item with possible approval at the next Governing Board meeting. Without a reallocation, Round 5 funds are anticipated to reach districts in May. It is anticipated that a reallocation would delay the distribution of funds by about a month as it would push back the timeline for MOUs between districts. Coordinators have indicated this is not an issue. LVUSD should be able to meet the match required for their additional funds. SJUSD’s Coordinator has indicated SJUSD may wish to request additional funds as well. If that is the case and there is district support, it will be brought before the board with this approval as well.</p>	Matt Wells, Director

	<p><a href="#">LVUSD Additional Funds Request</a>  <a href="#">R5 Proposed Redistribution Information</a></p> <p><i>Discussion: Matt shared that the additional funds request from LVUSD has support from both HUSD and VVUHSD per the redistribution in the links. The item is presented as information this time around with expected return for approval at the next Governing Board meeting. No concerns or questions arose. Peter thanked everyone for supporting LVUSD and their CTE programs.</i></p>	
5.2	<p><b>K12 SWP Round 3 Match Assistance for SVUSD</b></p> <p>The board previously requested the Director give an update anytime one district assists another district meet grant match requirements. For K12 SWP Round 3 closing June 2023, Hesperia USD's Coordinator has indicated ability to support Silver Valley USD in meeting the final \$35,346.00 in match. This was necessary due to an internal planning document error on the part of the Director that indicated SVUSD only needed to match \$14,654, not \$50,000 as per the original MOU.</p> <p>Final match for SVUSD for 21-01 is as follows:</p> <ul style="list-style-type: none"> <li>● Award to SVUSD: \$42,673.00</li> <li>● Required match: \$85,346.00</li> <li>● Match dollars: <ul style="list-style-type: none"> <li>○ SVUSD: \$14,654.00</li> <li>○ AVUSD: \$35,346.00 (per original MOU)</li> <li>○ HUSD: \$35,346.00</li> </ul> </li> </ul> <p><i>Discussion: Matt shared that SVUSD would be receiving match support from HUSD for the amount indicated above. No questions or concerns arose.</i></p>	
6.0	<p><b>Board Member Comments</b></p> <p><i>Peter Livingston thanked everyone.  Ryan Holman thanked the MDCP team for work on behalf of students.</i></p>	Ryan Holman, Chair
7.0	<p><b>MDCP Director Comments</b></p> <p><i>Matt shared about the Counselor training this morning and there were about 40 counselors, admin and staff in attendance. He thanked the MDCP staff for their work with the event.</i></p> <p><i>April 28, 2023 is the date of the last competition (Sweet Genius) that may interfere with the next Board meeting. Matt will look at schedules and either postpone next meeting or find a date that will fit into everyone's</i></p>	Matt Wells, Director

	<i>schedule.</i>	
<b>8.0</b>	<b>Adjournment</b>	Ryan Holman, Chair

**Next Governing Board Meeting:**

~~Friday, April 28, 2023 9:30am to 11:00am (zoom)~~

Wednesday, May 3, 2023; 9:30am to 11:00am (zoom)