

MEMORANDUM OF UNDERSTANDING
CAREER COUNSELING
between
UPPER SHORE WORKFORCE INVESTMENT BOARD
and
CHESAPEAKE COLLEGE
and
CAROLINE COUNTY PUBLIC SCHOOLS

I. INTRODUCTION

On March 15th 2023, Caroline County Public Schools (CCPS), Upper Shore Workforce Investment Board (USWIB) and Chesapeake College (CC) entered into a Memorandum of Understanding ("MOU") for the purpose of serving as the local career counseling agreement.

II. The parties now mutually desire and agree to amend the referenced MOU as follows.

Funding and Budgetary Items

For Fiscal year 2025, the total funding embedded in CCPS foundation formula aid for career counseling services for middle and high school students is \$330,062.00. This MOU acknowledges that the USWIB reallocates the \$330,062.00 to CCPS and CCPS will allocate up to 10% to the USWIB.

Appendices

Updated projected costs are attached.


III. IN WITNESS WHEREOF, the parties have executed this addendum on the day and year written below.



Superintendent, Caroline County Public Schools

8/12/24

Date



Chesapeake College

8/14/24

Date



Upper Shore Investment Board

8/13/24

Date

Caroline County Public Schools Career Counseling Plan and Budget

This document serves as both a summary of our Career Counseling Plan for 6-12th grade students and an outline of projected costs.

Total Budget			
10% to WIB	\$62 x 5239 students	\$330,062.00	
Remaining for CCPS		\$33,006.20	
		\$297,055.80	

Position	Expenditure	Cost	Description
College and Career Coordinator	Salary	\$119,999	Salary with benefits full time 12 month
Pathways Coach	Salary	\$72,741	Salary with benefits full time 10 month
College and Career Counselor	Salary	\$80,805	Salary with benefits full time 10 month
Other Career Related Activities (i.e Career Fairs, field trips, etc)	Other	\$23,510.80	
	Total	\$273,545.00	