

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

I. INTRODUCTION

On May 1, 2023, Dorchester County Public Schools (DCPS), 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. AMENDMENT, 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 DCPS foundation formula aid for career counseling services for middle and high school students is \$266,426. This MOU acknowledges that the USWIB reallocates the \$266,426 to DCPS and CCPS will allocate up to 10% to the USWIB.

III. APPENDICES

Updated projected costs are attached.

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

Jymil Thompson  
[Jymil Thompson \(Sep 17, 2024 18:03 EDT\)](#)

Superintendent, Dorchester County Public Schools

09/17/2024

Date

Dave Harper  
[Dave Harper \(Sep 18, 2024 13:48 EDT\)](#)

Chesapeake College

09/18/2024

Date

Daniel Schneckenburger  
[Daniel Schneckenburger \(Sep 18, 2024 08:25 EDT\)](#)

Upper Shore Investment Board

09/18/2024

Date

## Dorchester County Public Schools Career Counseling Plan and Budget

Total Budget			\$62.22 x 4282 Students	\$266,426
10% to WIB				\$26,643
Remaining for DCPS				\$239,783
Grade	Expenditure	Cost	Description	Logistics & Funding Source
Grades 6-12	Naviance Platform	\$50,000	Career & College Readiness Curriculum - This is a blended learning solution for students in grades 6-12 that helps them develop critical non-cognitive skills and college knowledge, and instills confidence so that they'll persevere to reach their long-term college and career goals. Lessons in the Curriculum cover a broad-range of topics designed to guide students at each grade level through the steps they need to take to be ready for transitioning from middle school to high school, or preparing for life after high school. Students will learn about critical topics related to self-discovery, developing success skills, building a network, exploring career options, and planning for college - academically, socially, emotionally and financially	Local Budget 1 202 34 000 8051 204
Grades 6-12	Coaches (3)	\$369,000	Three full-time career coaches will be serving all students in grades 6-12. At the middle school level, coaches administer career interest surveys to all middle school students and teach identified career lessons that are specific to each grade level. In addition, the coaches plan, and support, field trips designed for career awareness such as Junior Achievement. At each high school, career coaches continue to expose students to career possibilities through career fairs, guest speakers, field trips, and individual one-on-one coaching session. Coaches will also work with community partners to help create internship and apprenticeship opportunities for students with specific career interests.	Local Budget - <a href="#">Salary Worksheet</a>
Grades 6-12	Junior Achievement	\$12,000	DCPS partners with Junior Achievement to provide students with experiences around financial literacy and career awareness. Programs include JA Biz Town for 6th grade; JA Finance Park Entry for 7th grade; JA Inspire for 8th grade; JA Leadership Academy for select students in grades 9-12. Students participate in teacher lead programing at the school and then visit the JA center in Salisbury.	FY 25 Title V & Title IV Grants
Grade 8-12	Field Trips to Colleges & Business	\$7,000	Visits to colleges to explore course options. Trips to various businesses to expose students to different career and internship options.	Elks Donation - Grant 433 2 209 47 000 9433 220
Grade 9-12	Career Fair	\$5,000	At least one large career fair at each high school. Business throughout MD and on the east coast will be invited to share job opportunities and internship or apprenticeship options	Local Budget 1 204 26 000 7008 371
Administrative	Supplies	\$15,000	Office and program supplies to support curriculum development and classroom lessons	Local Budget - \$5,000 per counselor 1 204 26 000 7008 371 for student or program materials
	Total	\$458,000		
	Differenced	-\$218,217		

## USWIB and Chesapeake College Blueprint for Maryland's Future Budget (Dorchester County)

### FY-2025

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	\$62.22 x 4282 Stude	\$266,426
10% to WIB		\$26,443
Remaining for DCPS		\$239,783

	Expenditure	Cost	Description	Logistics
Chesapeake College	Coordination	\$13,222	Full time coordinator	Regional role will coordinate all five Upper Shore Counties
USWIB	Coordination	\$13,221	Part time coordinator	Regional role will coordinate all five Upper Shore Counties












# MOU Addendum

Final Audit Report


2024-09-18


Created:	2024-09-17
By:	Jodi Colman (colmanj@dcpsmd.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAu_KJcG6UBfYrIG6ACsTbJb0itRwaEEXj


## "MOU Addendum" History

-  Document created by Jodi Colman (colmanj@dcpsmd.org)  
2024-09-17 - 8:03:34 PM GMT
-  Document emailed to thompsonj@dcpsmd.org for signature  
2024-09-17 - 8:05:01 PM GMT
-  Email viewed by thompsonj@dcpsmd.org  
2024-09-17 - 10:03:08 PM GMT
-  Signer thompsonj@dcpsmd.org entered name at signing as Jymil Thompson  
2024-09-17 - 10:03:37 PM GMT
-  Document e-signed by Jymil Thompson (thompsonj@dcpsmd.org)  
Signature Date: 2024-09-17 - 10:03:39 PM GMT - Time Source: server
-  Document emailed to dschneckenburger@chesapeake.edu for signature  
2024-09-17 - 10:03:40 PM GMT
-  Email viewed by dschneckenburger@chesapeake.edu  
2024-09-17 - 10:04:01 PM GMT
-  Signer dschneckenburger@chesapeake.edu entered name at signing as Daniel Schneckenburger  
2024-09-18 - 12:25:37 PM GMT
-  Document e-signed by Daniel Schneckenburger (dschneckenburger@chesapeake.edu)  
Signature Date: 2024-09-18 - 12:25:39 PM GMT - Time Source: server
-  Document emailed to dharper@chesapeake.edu for signature  
2024-09-18 - 12:25:41 PM GMT
-  Email viewed by dharper@chesapeake.edu  
2024-09-18 - 12:26:40 PM GMT



 Signer dharper@chesapeake.edu entered name at signing as Dave Harper  
2024-09-18 - 5:48:21 PM GMT

 Document e-signed by Dave Harper (dharper@chesapeake.edu)  
Signature Date: 2024-09-18 - 5:48:23 PM GMT - Time Source: server

 Agreement completed.  
2024-09-18 - 5:48:23 PM GMT