



**Management
& Training
Corporation**



Clearfield Outreach, Admissions and
Career Transition Services

Dear Administrator:

This is a brief letter to inform you of the benefits Job Corps can offer to your school and to your students during the upcoming school year. High schools in the state of Montana are in a unique position to retain graduation credits and financial benefits when referring students to the Job Corps program. In accordance with Montana State Law 20-9-707, schools can sign a Memorandum of Understanding (MOU) with the Job Corps program and retain graduation and financial credits for enrolled students. Similar to a co-enrollment agreement with local universities or tech schools referred students, who are accepted into the Job Corps program, will complete high school classes and vocational training at the Anaconda or Trapper Creek Job Corps Centers, while still being permitted to remain on your school roles.

While on campus students will learn a vocational trade, while also working toward completing their high school diploma. Job Corps emphasizes that our students learn responsible work habits and attitudes as well as the skills necessary to obtain a good job with competitive wages – all at no cost to the student! Job Corps offers extensive training in some of today's most competitive markets including: Electrical, Welding, Carpentry, Masonry, Business, Culinary Arts, Heavy Equipment Operation/Mechanics, Forestry and many more. Admissions Counselors are available to provide information sessions and presentations to you, your staff and students.

As the new school year approaches, it is an unfortunate reality that some students will choose not to begin classes with their peers. It is our hope that your school will consider referring these at risk youth to our admissions team. We all share the same goal, guiding youth toward successful futures. If we can be a partner in helping these individuals to see the benefits of continuing their education at one of our Montana campuses, your school can continue to earn enrollment/graduation credits for these young people who may need an alternative option.

If you are interested in having an MOU on file with the Job Corps program please fill out the enclosed form and return it via one of the options below. Please note that signing the MOU does not obligate your school to refer applicants to our program, it simply allows your school to retain credit should one of your students enroll in our program. If you have questions please feel free to reach out to me at the number below.

Sincerely,

Kristie Moss
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Missoula, MT 59801

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Kristie Moss – State Coordinator
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◆Operated by Management & Training Corporation for the U.S. Department of Labor◆

**MONTANA JOB CORPS AND MONTANA SCHOOL DISTRICTS MEMORANDUM OF
UNDERSTANDING**

This Memorandum of Understanding (MOU) is entered into as of this 18th day of September, 2019, between the Montana (Anaconda, and Trapper Creek) Job Corps Centers and the Trustees of Rocky Boy School District.

It is an interlocal cooperative agreement between the above mentioned parties relative to SB 394, codified as an integral part of Title 20, Chapter 9, Part 7 (MCA 2011 20-9-707).

OBJECTIVE:

Montana Job Corps Centers may provide educational and vocational services to eligible youth to supplement the districts of residence educational programs.

SERVICES TO BE PROVIDED:

Montana Job Corps centers agree to provide academic, vocational, and social skills training to qualified students. Credits earned will be reported to the district of residence. Credits earned will be counted toward graduation requirements. The student may choose to receive his high school diploma from the district of residence.

The Job Corps Center must be accredited by AdvancED (formerly Northwest Association of Schools and Colleges). Instructors must have either a current and appropriate Montana Secondary certification or Vocational certification.

This is a reciprocal agreement between the two Job Corps Centers and the school district.

HOW COSTS WILL BE FUNDED:

Job Corps students are funded through the Department of Labor, Employment and Training Administration. There is no cost to students.

The district of residence is not responsible for transportation costs.

Any Montana student who chooses to receive educational and/or vocational services at a Montana Job Corps center must be enrolled in his/her school district of residence for purposes of calculating average number belonging (ANB).

METHOD OF REFERRING:

Montana school districts may refer candidates to the Job Corps Admission and Placement Counselors. The Job Corps Admissions Counselor will determine eligibility and the optimum center placement within the Department of Labor, Region IV. The individual student's vocational and academic needs are taken into consideration in this placement.

ROLES AND RESPONSIBILITIES:

This cooperative agreement applies only to those students who legally enrolled in their school district of residence.

The cooperating school district will review and approve the attained credits offered at the Montana Job Corps center prior to the student's enrollment in this program.

Montana Job Corps centers provide academic, vocational and social skills training preparing students for future employment success through our Career Development Services System.

If a student does not wish to receive a diploma from his/her home high school, he/she will receive the diploma from the individual Montana Job Corps center upon graduation.

DURATION OF MEMORANDUM OF UNDERSTANDING:

The interlocal cooperative agreement is effective for each ensuing fiscal year. Either party to this MOU may request modification. Either partner may withdraw, giving written notice of its intent to withdraw thirty (30) days prior to the ensuing fiscal year of operation.

CONDITIONS OF PARTICIPATION:

Students must meet the Department of Labor guidelines and standards for enrollment in Job Corps. Once, enrolled, students must maintain Department of Labor and Center standards for continued enrollment in the program.

It is understood and supported by all parties that the Job Corps Program has a **zero tolerance policy** concerning violence and drug use. Students must test drug free within 45 days of enrollment into Job Corps. It is understood that any drug related incident, positive drug test, or violent incident on or off the Center may be grounds for termination from the program, subject to Department of Labor and Center policy.

The terms of this agreement will be discussed with each student before they enter into the program by both the school district and the center.

Students who have coverage by medical card, insurance, or through the school or other programs will continue to receive and utilize said coverage. All other medical and dental coverage will be provided by the Center in accordance with Department of Labor guidelines and with the coordination of the Center's medical staff.

No person will on the grounds of race, sex, creed, color, or national origin, be excluded from participation in, be refused the benefits of, or otherwise be subject to discrimination in any activities, programs, training, or employment supported by this agreement.

The parties will not be liable for any damages proximately resulting from the negligence or wrongful acts or omissions of the other part's employees or agents in the performance of this agreement. Each party shall indemnify, defend, and save harmless the other party from any such damage of liability.

SIGNATURES:

_____	<u>Theodore Russette, III</u>	<u>9-18-19</u>
Chairperson of the Board of Trustees	Name of School	Date

_____	_____
Anaconda Center Director	Date

_____	_____
Trapper Creek Center Director	Date

JOB CORPS
Success lasts a lifetime!

Montana Title 20. Education § 20-9-707. Agreement with Montana Youth Challenge program or accredited Montana Job Corps program

(1) The trustees of a school district may enter into an interlocal cooperative agreement for the ensuing school fiscal year under the provisions of Title 7, chapter 11, part 1, with the Montana Youth Challenge program or with a Montana Job Corps program accredited by the northwest commission on colleges and universities to provide educational or vocational services that are supplemental to the educational programs offered by the resident school district.

(2) A student who receives educational or vocational services at the Montana Youth Challenge program or a Montana Job Corps program pursuant to an agreement authorized under subsection (1) must be enrolled, for purposes of calculating average number belonging, in a public school in the student's district of residence. Credits taken at the Montana Youth Challenge program or an accredited Montana Job Corps program must be approved by the school district and meet the requirements for graduation at a school in the student's district of residence, must be taught by an instructor who has a current and appropriate Montana high school certification, and must be reported by the institution to the student's district of residence. Upon accumulating the necessary credits at a school in the district of residence or at the Montana Youth Challenge program or an accredited Montana Job Corps program pursuant to an interlocal cooperative agreement, a student must be allowed to graduate from the school in the student's district of residence.

(3) A school district that, pursuant to an interlocal cooperative agreement, allows an enrolled student to attend the Montana Youth Challenge program or a Montana Job Corps program accredited as prescribed in subsection (1) is not responsible for payment of the student's transportation costs to the Job Corps program.

(4) A student attending the Montana youth challenge program or a job corps program may not claim the Montana Youth Challenge program's or Job Corps program's facility as the student's residence for the purposes of this section.

Online link to state law.

<https://codes.findlaw.com/mt/title-20-education/mt-code-ann-sect-20-9-707.html>