

**BAY AREA COMMUNITY COLLEGE CONSORTIUM
K12 STRONG WORKFORCE PROGRAM AGREEMENT
BETWEEN
CABRILLO COMMUNITY COLLEGE DISTRICT
AND
ALAMEDA UNIFIED SCHOOL DISTRICT**

This agreement, dated July 1, 2019 is entered into between Cabrillo Community College District (hereinafter referred to as “Fiscal Agent”) and Alameda Unified School District (hereinafter referred to as “Grantee”), collectively referred to as “Parties” and individually as “Party.”

1. RECITALS

WHEREAS, the Cabrillo Community College District has been designated as the fiscal agent for the K12 Strong Workforce Program (hereinafter referred to as “K12 SWP”) for the Bay Area Community College Consortium (hereinafter referred to as “Regional Consortium”) and is responsible for distributing funds to each grantee within the region, following certification by the Regional Signing Authority.

WHEREAS, the Fiscal Agent is authorized to receive funding from the California Community Colleges Chancellor’s Office (hereinafter referred to as “Chancellor’s Office”), in partnership with the California Department of Education (CDE) and as appropriated under Education Code¹ §88827, for the K12 SWP to create, support, and/or expand high-quality career technical education programs at the K12 level.

WHEREAS, the Grantee is entering into this agreement to set the terms and conditions for their agency’s award of the K12 Strong Workforce Program, and to be accountable for all deliverables identified in Exhibit A: Application, Scope of Work.

NOW, THEREFORE, in consideration of these mutual promises, the Parties agree as follows:

2. AWARD AMOUNT

The total amount for this Agreement is \$145,275 for the project titled Biotech Talent Pipeline (NOVA ID 6962) and payment to Grantee shall be made in accordance with the terms and conditions of this Agreement and as determined by the amount approved by the region’s K12 SWP Selection Committee and entered into the California Community Colleges’ NOVA system (hereinafter referred to as NOVA).

Grantee certifies that grant funds received and the matching funds contributed by the Grantee and its partners shall be used solely for the purpose of supporting the program or programs for which the grant is awarded.

¹ Unless otherwise noted, all statutory references herein shall be to the California Education Code.

3. PERIOD OF PERFORMANCE

The period of performance for this Agreement shall commence on July 1, 2019 and shall expire on December 31, 2021, unless terminated earlier in accordance with the termination provisions of this Agreement.

4. SCOPE OF WORK

Grantee shall carry out the activities and achieve the performance outcomes as presented in the Grantee's application and attached as Exhibit A: Application, Scope of Work.

5. MODIFICATIONS

Grantee may request modifications to the work to be performed. All such requests must be submitted in writing to the Fiscal Agent prior to the modification being made. The Fiscal Agent may require that a Grant Amendment be processed if the Fiscal Agent determines that a change would materially affect the project outcomes as described in Exhibit A, the terms of this Agreement or the terms included in the K12 Strong Workforce Program RFA - Appendix A: Program-Specific Legal Terms and Conditions available at k12swpRFA.baccc.net

Grantee may make changes to any budget category amounts up to 10% of the total award amount per line item as listed in the Summary Budget in Exhibit A without the approval of the Fiscal Agent so long as budget categories are not added or deleted, the total dollar amount of the Agreement is not affected, and the outcomes of the Agreement will not be materially affected. Grantee may add or delete budget categories subject to the prior approval of the Fiscal Agent.

Amendments are required for budget changes when there are changes in the total dollar amount of the Agreement and/or the outcome of the Agreement is materially affected. The process for requesting and approving amendments are determined by the Fiscal Agent. Budget changes or amendments are subject to applicable program limitations and require approval of the Fiscal Agent. No extensions to the performance period will be granted.

The process for requesting and approving changes to grant budget categories and/or amounts as well as grant amendments are posted on the Regional Consortium's K12 SWP website at k12swp.baccc.net.

6. INVOICING AND PAYMENT

Advance payment of 70% of the total amount of this Agreement will be paid to Grantee within 45 days following full execution of the Agreement.

Grantee may request payment for reimbursable expenditures for the remaining 30% of the total amount of this Agreement when actual expenditures and NOVA reported expenditures exceed the 70% advance payment. Payment(s) will be made upon receipt of an invoice. Invoices shall be submitted on a form provided by Fiscal Agent and must be supported by financial detail reports that itemize costs. Fiscal Agent may request back-up documentation for expenditures, if required to adhere to compliance terms and standards. Payment of invoices is contingent upon completion and approval by Fiscal Agent of any

reports due on or before the date of the submitted invoice. Final invoices for all performance under this Agreement are due no later than February 15, 2022.

The Grantee is obligated to provide proportional dollar match according to the terms set forth in the K12 Strong Workforce Program RFA (k12swpRFA.baccc.net), and as indicated in the Grantee's Application (Exhibit A: Application, Scope of Work). Documentation of required match will be provided to the Fiscal Agent in the manner and on the schedule posted on the BACCC K12 SWP website, k12swp.baccc.net.

7. REPORTING

K12 SWP funding is project based with project submissions and reporting expenditures in NOVA. The Grantee agrees to adhere to the reporting schedule as posted on the BACCC K12 SWP website, k12swp.baccc.net. Grantee will be provided 30 days notice of report due dates and any changes to the reporting schedule. Fiscal and narrative reports of project progress may be requested by the Fiscal Agent at other times.

Grantee shall prepare and submit outcomes data as required by §88828 (d) (8). Grantee shall enter into and maintain a data sharing MOU with Cal-PASS Plus until an MOU is executed between CDE and CCCC for information sharing on K12 data. By November 1 immediately following the fiscal year for which data are being reported Grantee shall provide student-level data necessary to evaluate K12 SWP to CDE; beginning in 2020-21, submit all end-of-year data files, as applicable and required by K12SWP leadership, into the Cal-PASS Plus system; and notify their K-14 Technical Assistance Provider that data has been reported. As per the legislation, failure to provide this data may result in termination of the grant.

8. SUBGRANTING AND SUBCONTRACTING

The Grantee is responsible for the performance of any services provided using funds awarded under this grant by partners, consultants, or other organizations.

The Grantee shall obtain approval from the Fiscal Agent for additions or deletions to the subgrantees named in Exhibit A: Application, Scope of Work or for changes in the amount of funds awarded each subgrantee greater than 10% of the total grant.

The Grantee is to be fully responsible to the Fiscal Agent for the acts and omissions of its subgrantees, subcontractors, and of persons either directly or indirectly employed by them, as it is for the acts and omissions of persons directly employed by the Grantee. Grantee's obligation to pay its subgrantees and subcontractors is independent from the obligation of the Fiscal Agent to make payment to the Grantee. As a result, the Fiscal Agent shall have no obligation to pay or enforce the payment of any moneys to a sub-grantee or subcontractor.

9. RECORDS AND AUDITS

- A. The State Controller will include the audit instructions necessary to enforce the requirements pertaining to the K12 component of the Strong Workforce Program in the audit guide required by Section 14502.1.
- B. Grantee must maintain records regarding use of program funds and progress made towards completing the performance outcomes listed in Exhibit A: Application, Scope of Work.
- C. Grantee shall maintain and make available expenditure data on career technical education programs for the purposes of verifying that the matching funds requirements as specified in the K12 Strong Workforce Program RFA (k12swpRFA.baccc.net) have been met.
- D. Parties agree that the Fiscal Agent, the Chancellor's Office, the Bureau of State Audits, and any other appropriate state or federal oversight agency, or their designated representative(s), shall have the right to review and copy any records and supporting documentation pertaining to the performance of this Agreement. Grantee agrees to maintain such records for possible audit for a minimum of three (3) years after the final payment or until any audit findings have been resolved, unless a longer period of records retention is stipulated. Grantee agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Grantee agrees to include a similar right of the Fiscal Agent, the Chancellor's Office, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s) to audit records and interview staff in any subcontract related to performance of this Agreement.

10. TERMINATION

Either Party may terminate this Agreement, with or without cause upon thirty (30) days written notice served upon the other Party. Notice shall be deemed served on the date of mailing. Upon termination, or notice thereof, the Parties agree to cooperate with one another in the orderly transfer of contract responsibilities, records, and pertinent documents.

11. DISPUTES

All claims, disputes, and other matters in question between the Parties arising out of or relating to this Agreement or the breach thereof shall be addressed in the following manner. The Parties shall enter into good faith negotiations to reach an equitable settlement. Except as otherwise provided in this Agreement, any dispute concerning any question arising under this Agreement shall be decided by the Fiscal Agent or the Chancellor's Office, based on prior written mutual agreement as to which of these two entities will resolve the dispute. If the Parties do not agree as to the dispute resolution entity, the Fiscal Agent will solely select and such selection will be binding on the Grantee. In such a case, the decision shall be reduced to writing and a copy thereof shall be mailed or otherwise furnished to the Grantee. The decision shall be final and conclusive unless within thirty (30) calendar days from the mailing or delivery of such copy, the Fiscal Agent receives from Grantee a written request to appeal said decision. Pending final decision of the appeal, Grantee shall act in accordance with the written decision

of the Fiscal Agent or the Chancellor's Office, whichever is the final arbiter of the dispute. The handling of non-criminal complaints, including discrimination complaints, and complaints and reports of criminal fraud, waste and abuse shall be as prescribed by the State of California, and/or the Prime Sponsor, whichever is applicable, in accordance with applicable provisions of the Code of Federal Regulations.

12. INDEMNIFICATION

Each Party to this Agreement agrees to defend, indemnify, and hold harmless the other Parties, their officers, agents, employees and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of activities, or its performance or nonperformance of obligations under this Agreement, of the indemnifying authority, or those of any of its officers, agents, employees, or volunteers. The provisions of this Article do not apply to any damage or losses caused solely by the negligence or willful misconduct of the Parties seeking indemnification or any of its agents or employees.

13. INSURANCE

Acceptance of this Agreement constitutes that Grantee is not covered under Fiscal Agent's general liability insurance and that Grantee agrees, during the term of this Agreement, to maintain, at the Grantee's sole expense, all necessary insurance for its officers, agents, and employees, including but not limited to worker's compensation (if required by law), liability, disability, and unemployment insurance. Certificates of insurance shall be provided to Fiscal Agent. Specifically, during the term of this agreement, Grantee shall maintain in full force and effect the kinds of insurance, containing the limits of liability set forth below:

- A. **Workers' Compensation:** Grantee shall comply with the workers' compensation law of the state wherein the services are to be rendered. Such policy shall provide coverage for all persons engaged in the activities described in this Agreement under the employ, supervision or control of the Grantee, and is exempt from the requirement of naming the Fiscal Agent as Additionally Insured.
- B. **General Liability:** The policy shall contain a combined single limit of liability of not less than \$2,000,000 per occurrence and not less than \$5,000,000 in the aggregate.
- C. **Automobile Liability:** If automotive vehicles are operated by Grantee in Grantee's performance of Grantee's obligations under this agreement, Grantee shall maintain an automobile liability policy which shall include coverage on all owned, non-owned and hired vehicles and shall have a minimum limit of liability of not less than \$1,000,000 per occurrence.

Coverage shall be placed with an insurer having a Best's Key Rating of "A-" or better, unless Grantee is self-insured or insured under a Joint Powers Authority, in which case Fiscal Agent will review coverage and indicate in writing if coverage is acceptable. Grantee shall furnish Fiscal Agent with Certificates of Insurance evidencing such coverage. Such Certificate shall name Fiscal Agent as additional insureds, and provide that it can be cancelled only with thirty (30) days prior written notice to Fiscal Agent. If any of

the foregoing coverages expire, change, or are canceled, Grantee shall notify Fiscal Agent within thirty (30) days prior to the effective date of such expiration, change or cancellation.

The following sentence shall be included in the additional insured endorsements:

"Cabrillo Community College District, its Governing Board, as individuals and as an entity, its officers, directors, employees, and volunteers, are hereby named as additional insured, with respect to all work performed by or on behalf of the named insured under its contract with the Certificate Holder."

14. INDEPENDENT CONTRACTORS

For the purpose of this Agreement and all work and services specified herein, the parties shall be, and shall be deemed to be independent contractors and not agents or employees of the other party.

Grantee, in the performance of this Agreement, shall be and act as an independent contractor and not as an employee of the Fiscal Agent. The Grantee understands and agrees that it and all of its employees shall not be considered officers, employees or agents of the Fiscal Agent, and are not entitled to benefits of any kind or nature normally provided to employees of the Fiscal Agent and/or to which Fiscal Agent's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Workers' Compensation. The Grantee assumes full responsibility for its acts and/or liabilities including those of its employees or agents as they relate to the services provided under this Agreement. The Grantee shall assume full responsibility for withholding and payment of all: Federal, State, Local and applicable income taxes; workers' compensation; contributions, including but not limited to, unemployment insurance and social security with respect to the Grantee's employees. The Fiscal Agent will not withhold taxes, unemployment insurance or social security for the Grantee's employees or independent subcontractors. The Grantee agrees to indemnify and hold the Fiscal Agent harmless from and against any and all liability arising from any failure of the Grantee to withhold or pay any applicable tax, unemployment insurance or social security when due.

15. ASSURANCES

By signing this Agreement the Parties certify they will comply with the terms and conditions outlined in the Strong Workforce Program established by Education Code §§88827-88833, and with the guidance documents provided by the California Community College Chancellor's Office, K12 Strong Workforce Program RFA (k12swpRFA.baccc.net), and other guidance published by the California Community College Chancellor's Office, currently posted on Strong Workforce Program websites and the Regional Consortium's website:

<http://doingwhatmatters.cccco.edu/StrongWorkforce.aspx>.

<http://extranet.cccco.edu/Divisions/WorkforceandEconDev/WEDDRFAs/K12SWPRFA.aspx>
k12swp.baccc.net

By signing this Agreement the Grantee certifies that it complies with state and federal requirements for standards of conduct, workers' compensation insurance, participation in grant-funded activities, non-discrimination, accessibility for persons with disabilities, drug-free workplace certification,

intellectual property, and debarment and suspension, and will adhere to these legal standards and requirements in the performance of work related to this Agreement.

16. FEDERAL, STATE, AND LOCAL TAXES

Except as may be otherwise provided in this Agreement, the Grantee's award amount includes all applicable Federal, State, and local taxes and duties, and therefore, Grantee shall be responsible for paying all such costs.

17. EQUAL OPPORTUNITY/NON-DISCRIMINATION

- A. During the performance of this Agreement, Grantee shall not unlawfully discriminate, harass or allow harassment, against any employee or applicant for employment because of sex, race, color, ancestry, religion, creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer and genetic characteristics), age (over 40), marital status, denial of family care leave, sexual orientation, gender, gender expression, political affiliation, position in a labor dispute, or any characteristic listed or defined in §11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of §422.6 of the California Penal Code, or any other status protected by law is strictly prohibited. Grantee shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.
- B. Grantee shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code, §§12900 et seq.) and the applicable regulations promulgated thereunder (Cal. Code Regs., tit. 2, §§7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code §12990 (a-f), set forth in chapter 5 of division 4 of title 2 of the California Code of Regulations are incorporated into this Agreement by reference and made a part hereof as if set forth in full.
- C. Grantee shall also comply with the provisions of Government Code §§11135- 11139.8, and the regulations promulgated thereunder by the Board of Governors of the California Community Colleges (Cal. Code of Regulations, title 5, §§59300 et seq.)

18. UNENFORCEABLE PROVISION

In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement remain in full force and effect and shall not be affected thereby.

19. WAIVER

Any waiver by Fiscal Agent of any breach of any one or more of the terms of this Agreement shall not be construed to be a waiver of any subsequent or other breach of the same or of any other term. Failure on the part of the Fiscal Agent to require full, exact, and complete compliance with any terms of this Agreement shall not be construed as in any manner changing the terms of this Agreement, or stopping the Fiscal Agent from enforcing the terms of this Agreement.

20. COMPLIANCE WITH APPLICABLE LAWS

It is understood and agreed that this Agreement shall be governed by the laws of the State of California both as to the interpretation and performance; venue of any action brought with regard to this Agreement shall be in Santa Cruz County, State of California.

Grantee shall be subject to and shall comply with all Federal, State and local laws and regulations applicable with respect to its performance of services under this Agreement.

21. INTELLECTUAL PROPERTY

Any work product resulting from this Agreement falls under the Chancellor's Office Creative Commons Attribution license, which gives permission to the public to reproduce, distribute, perform, display or adapt the licensed materials for any purpose, so long as the user gives attribution to the author.

22. ORDER OF PRECEDENCE

Any inconsistency or conflict between provisions in this Agreement shall be resolved by giving precedence in the following order:

- 1) Process for requesting/approving budget/contract changes as posted on k12swp.baccc.net website
- 2) The Agreement,
- 2) K12 Strong Workforce Program RFA (k12swpRFA.baccc.net),
- 3) Exhibit A: Application, Scope of Work

23. NOTICES/CONTACTS

All notices required or permitted under this Agreement shall be in writing and may be delivered in the following ways with preference given to email. A Party to this Agreement may give notice to the other Party by sending an email and receiving explicit acknowledgement of its receipt from the other party. Notice may also be sent by certified mail, return receipt requested; by reputable overnight courier services, with package tracking capability to the other party's address as specified below. Such notice shall be effective when received, as indicated by courier or post office.

Each Party has the responsibility of keeping notice contact information accurate and current.

For Fiscal Agent:

Name of CCD: BACCC % Cabrillo Community College District
Address: 6500 Soquel Drive
City, State, Zip: Aptos, CA, 95003

Attention Name: Rock Pfothenhauer
Title: BACCC Chair
E-mail: rock@baccc.net
Telephone: 831-479-6482

For Grantee:

Name of Lead LEA: Alameda Unified School District
Address: 2060 Challenger Drive
City, State, Zip: Alameda, CA 94501

For project/program related matters:

Attention Name: Felicia Vargas
Title: Career Technical Education Pathway Specialist
E-mail: fvargas@alamedaunified.org
Telephone: 5103377091

For fiscal related matters:

Attention Name: Giselle Addicott
Title: Accounts Receivable
E-mail: gaddicott@alamedaunified.org
Telephone: 510-337-7085

Each Party agrees to notify the other, in writing, within 30 days of changes to project contacts.

25. SIGNATURES

By signing below, the Parties agree to the terms and conditions set forth in this Agreement, which terms and conditions, upon such signatures, shall be incorporated into and become a part of the Agreement between Cabrillo Community College District and Alameda Unified School District, and are binding upon the Parties without any further action by the Parties.

FISCAL AGENT

Cabrillo Community College District

Michael Robins

Director, Purchasing, Contracts, Risk Management, & Auxiliary Services

(signature)

(date)

GRANTEE

Alameda Unified School District

Pasquale Scuderi

Superintendent

(signature)

(date)

Exhibit A: Application and Scope of Work

Lead Agency: Alameda Unified School District

Project Title: Biotech Talent Pipeline

NOVA Link: <https://nova.cccco.edu/swpk/plans/6962>

Project ID: 6962

Subregion: East Bay

Scope of Work

Alameda Unified (AUSD) will launch a Biotech pathway in August 2019. AUSD collaborated with Laney College to develop the CTE pathway courses to align with Laney's Biomanufacturing CE course. Laney faculty have committed to expand the partnership to support AUSD's effort to create a Biotech Talent Pipeline. BABEC has agreed to provide technical assistance to help AUSD achieve diversity goals. Penumbra and Exelixis are partnering to provide strong industry engagement and career awareness.

Funds Overview

Grant Amount	145,275	2:1 Match
Financial Contribution (Cash Match)	228,000	78%
In-kind Match	147,000	51%
Indirect (7%)	9,502	7%

Budget by Category of Expenditure (Object Code)

1000 Instructional Salaries	2000 Non- Instructional Salaries	3000 Employee Benefits	4000 Supplies and Materials	5000 Other Operating Expenses and Services	6000 Capital Outlay	7000 Other Outgo	Indirect Costs	Totals
2,250	14,740	0	23,163	95,620	0	0	9,502	145,275

Budget by Agency by Year

Agency	2019-20	2020-21	2021-22	Total
Alameda Unified	43,892	44,550	20,533	108,975
BABEC Bay Area Bioscience Education Community	13,000	9,000	3,000	25,000
Laney College	4,500	4,300	2,500	11,300
Total	61,392	57,850	26,033	145,275

Contributions

Agency	Financial (Cash)	In-Kind	Total
Alameda Unified	218,000	73,500	291,500
Exelixis	0	12,000	12,000
Penumbra Inc	0	12,000	12,000
BABEC Bay Area Bioscience Education Community	0	27,500	27,500
Laney College	10,000	22,000	32,000
Total	228,000	147,000	375,000

Statement of Work

Activity Title	Articulation mapping to offer concurrent enrollment between AUSD & Laney for two biotech courses
Activity Description	AUSD's biotech teacher will work with Laney faculty to formally align the high school/college biotech courses.
Activity Metrics	Completed 2+CTE courses in high school in the same program of study that include: early college credit, work-based learning, or third-party certification (K12)
Activity Outcome	Formal articulation agreement for Level 1 Biotech course will be approved by Peralta Community College District and Alameda's Board of Education
Activity Timeline	Course mapping will begin in Fall 2019 with first-level course completed by Spring 2020. The second-level course will be articulated by Spring 2021.
Person Responsible	Alissa Hoeft (AUSD teacher) and Doug Bruce (Laney faculty); submission will be handled by Dr. Blackie (Laney) and Felicia Vargas (AUSD)

Activity Title	Create Lab Tech Support Program
Activity Description	Laney College will recruit and train advanced biotech students who AUSD can hire to support the (3) high school biotech classes as Lab Techs. Laney faculty will provide on-going coaching for the Lab Techs
Activity Metrics	Attained a California Community College certificate/degree or journey level status (CCCCO)
Activity Outcome	AUSD will hire Lab Techs to begin work in Fall 2019. Lab techs will be

	hired to support the Biotech teacher at Alameda High by prepping labs accurately and in a timely manner. Lab Techs will also work 1:1 with students to ensure all students become proficient in basic lab techniques. The Lab Techs will receive ongoing coaching from Laney faculty who will do regular check-ins with the Lab Techs.
Activity Timeline	This will be an ongoing activity that will cover all five semesters covered by the grant. Lab Techs will be identified, recruited and trained each summer prior to the start of the school year in August. The Lab Techs will be encouraged to maintain the position throughout the school year. If needed, new Lab Techs will be recruited to fill the positions for the following years.
Person Responsible	Dr. Leslie Blackie and Doug Bruce from Laney College will identify and train Lab Techs. Felicia Vargas from AUSD will be responsible for processing all of the paperwork for the Lab Techs to gain clearance to work in AUSD.

Activity Title	Fall/Spring Biotech Speaker Series
Activity Description	Penumbra and Exelixis are the industry partners who have committed to working with AUSD to establish a career speaker series that will expose students to a variety of biotech professionals. The goal is to have a career speaker featured every month. The speakers will have the option to come to the high school classes in person or to remote in via Skype.
Activity Metrics	Completed 2+CTE courses in high school in the same program of study that include: early college credit, work-based learning, or third-party certification (K12)
Activity Outcome	Year 1: (9) career speakers will be engaged to talk with the 3 biotech classes over the school year that will reach 90 students who will be required to research the job title/company and develop questions in advance about the professional's job. Year 2: (18) career speakers will participate in program offered in 5 biotech classes (150 students). Year 3: (18) career will participate in program offered in 5 biotech classes (150 students).
Activity Timeline	Our industry partners will work with us to engage one speaker per month. We will develop a Fall/Spring calendar that will enable professional staff to sign up in advance. A Fall/Spring Biotech speakers calendar will repeat over the course of the grant.
Person Responsible	AUSD CTE Coordinator Felicia Vargas will work with the industry contacts to develop and execute the schedule; AUSD teacher Alissa Hoeft will request topics and will prepare students for the speaker.

Activity Title	Field Trips to Laney and to Industry
Activity Description	Our timeline includes a minimum of one field trip to Laney and one field trip to our Industry partners twice a year. At Laney, students will participate in a hands-on lab and learn about the post-secondary options Laney provides in Life Sciences. The Industry field trips to Penumbra or Exelixis will expose students to cutting-edge biomanufacturing/biotech facilities located in the City of Alameda.
Activity Metrics	Completed 2+CTE courses in high school in the same program of study that include: early college credit, work-based learning, or third-party certification (K12)
Activity Outcome	Year 1: 90 biotech students will go to Laney's campus and will complete a hands-on lab. They will also be able to interact with current Laney students who will be able to talk about the program. 90 students will also take at least (2) field trips per year to expose them to a biotech workplace where they will be able to interact with professional staff. Year 2: 150 biotech students will go to Laney and will participate in the industry field trips. Year 3: 150 will repeat field trip schedule.
Activity Timeline	Regularly scheduled field trips to Laney and Industry site visits will be planned and the cycle will be repeated throughout the term of the grant. In the second and third years of the grant, an additional site visit will be structured for pathway students who plan to go to Laney. These students will invited to spend a day at Laney to get additional guidance about course selection, financial aid, and academic life.
Person Responsible	Felicia Vargas will work with Dr. Leslie Blackie to coordinate Laney field trips; Felicia Vargas will work with Industry partners to coordinate site visits to Penumbra and Exelixis

Activity Title	Conduct Biotech 101 Labs for Ninth-Graders
Activity Description	We recognize the need to demystify what "Biotech" is so that all students can experience doing a hands-on lab prior to enrolling in the Biotech pathway. BABEC will conduct Biotech 101 labs for all 9th grade biology classes to ensure that students understand the learning opportunity by enrolling in the pathway and the career paths they would be able to pursue if they select the pathway. This will address our strategic goals is to increase the diversity in the Biotech Talent Pipeline.
Activity Metrics	Completed 2+CTE courses in high school in the same program of study (K12)
Activity Outcome	Six biology classes (180 students) will participate in the hands-on biotech

	lab each Fall. The labs will be conducted for all ninth graders. We believe if we conduct a comprehensive outreach strategy that reaches all students, we can increase the number of students who enroll in the pathway from under-represented populations.
Activity Timeline	These Biotech 101 labs will be conducted every year prior to students making their course selection for the following year.
Person Responsible	Kristen Wolslegel from BABEC

Activity Title	Biotech Family Nights
Activity Description	We plan to incorporate a hands-on activity that will engage parents/guardians to come to the school to experience what their child is learning. Laney College will conduct presentations about their biomanufacturing program to help parents/guardians understand the benefits of students continuing their post-secondary studies at Laney.
Activity Metrics	Completed 2+CTE courses in high school in the same program of study (K12), Enrolled in a California Community College within one year of leaving secondary school (K12)
Activity Outcome	Year 1: We have set a target of 150 people (students/parents/guardians) attending the biotech family night. Our goal is to have parents to make it an educational evening that will help families gain a deeper understanding of the science of biotech and to see their children “working” in a lab setting. Year 2: We set a goal of 200+ people (students/parents/guardians) attending this event. Year 3: We continue to set the goal of 200+ people attending the biotech family night event.
Activity Timeline	Biotech Family Nights will be an annual event that will be repeated every school year at the start of the second semester.
Person Responsible	Kristen Wolslegel and Alissa Hoeft and Felicia Vargas