

EXHIBIT A.1  
Case Service Contract  
EL CAMINO REAL ALLIANCE  
We Can Work  
Work Experience Contract

SCOPE OF WORK

I. Introduction

The Federal Workforce Innovation and Opportunities Act (WIOA) requires that the Department of Rehabilitation provide DOR Student Services to high school students with all types of disabilities age 16-21. DOR Student Services are an outcome oriented and coordinated set of activities that promotes movement from school to post school activities. DOR Student Services include the following core services:

- Job exploration counseling
- Work based learning experiences
- Counseling on post-secondary opportunities
- Workplace readiness training
- Instruction in self advocacy.

This contract will focus specifically on the provision of Work based Learning Experiences services:

This We Can Work contract is designed to jointly serve the mutual consumers receiving services from the Department of Rehabilitation (DOR) through the Van Nuys/Foothill District and Los Angeles Unified School District (LAUSD) – Chartered Operated Programs- El Camino Real Alliance. El Camino Alliance School Staff and resources are combined to provide work experience services through this Work Experience Program herein referred to as We Can Work (WCW).

The We Can Work program will serve the **eligible students with disabilities attending senior high school of LAUSD – Chartered Operated Programs- El Camino Real Alliance. LAUSD – Chartered Operated Programs- El Camino Real Alliance will work closely with DOR counselors throughout the referrals, eligibility, planning, and follow-up processes. Target population for these services will be 16-21 year students with disabilities who are enrolled in high school either special education services or otherwise eligible to receive Section 504 services and are WCW students.**

The referral process will include the following: LAUSD – Chartered Operated Programs- El Camino Real Alliance Staff will identify students and refer those who are eligible for work experience services to DOR. LAUSD – Chartered Operated Programs- El Camino Real Alliance staff **provides DOR completed referral form, school disability information and DOR documents necessary for DOR enrollment to the DOR Counselor.**

For fiscal year 2019-2020, a total 15 unduplicated DOR students/clients will be served through this case service contract.

For fiscal year 2020-2021, a total **17** unduplicated DOR students/clients will be served through this case service contract.

**For fiscal year 2021-2022, a total 17 unduplicated DOR students/clients will be served through this case service contract**

II. Services to be Provided

DOR Student Services Work-based Learning Experience

1. DESCRIPTION OF SERVICES

DOR Student Services Work-based Learning Experience consists of short term placements either on or off campus and monitoring of the WCW student/DOR participants performance in the work environment. Work experience may include paid/unpaid internships, paid/unpaid employment, summer work experience, work exploration and job shadowing. WCW student/DOR participants may participate in more than one work experience situation. Work experiences are intended to be temporary placements to gain experience in the workplace. They may also result in the development of any of the following: vocational direction, appropriate work attitudes, ethics, interpersonal skills, speed, and accuracy **as well as some limited occupational skills.**

Any paid or non-paid work experience activities will be in compliance with the Department of Labor regulations. For WCW students/DOR participants participating in paid work experience, the contracting school will be the employer of record, and students will be paid minimum wage. Work Experiences will be individualized and can vary in duration as well as type of placement. Work experience hours are expected to average up to 100 hours per WCW student/DOR participant per year depending on WCW student/DOR participant's need and interest. The Work Experience Coordinator will evaluate WCW students/DOR participants progress and submit written reports to the DOR counselor on a monthly basis as long as the WCW student/DOR participant is actively participating in contract services.

2. Service Goals/Number to be served

During fiscal year 2019-2020, a total 15 unduplicated DOR students/clients will be served through this case service contract.

During fiscal year 2020-2021, a total of 17 unduplicated DOR students/clients will be served through this case service contract.

**During fiscal year 2021-2022, a total of 17 unduplicated DOR students/clients will be served through this case service contract**

III. Contract Administrator/Program Coordinator

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| <p><u>Department of Rehabilitation</u></p> <p>Colleen Gaither, Rehab. Specialist<br/>15400 Sherman Way, Suite<br/>Van Nuys, CA 91406<br/>**818-614-3027 Videophone<br/>Fax: 818-908-4580<br/><a href="mailto:colleen.gaither@dor.ca.gov">colleen.gaither@dor.ca.gov</a></p> | <p><u>School District</u></p> <p>LAUSD-CHARTER OPERATED PROGRAMS-<br/>El Camino Real <b>Charter High School</b><br/><b>Emily Larew, Asst. Principal, SPED</b><br/>5440 Valley Circle Blvd.<br/>Woodland Hills, CA 91367<br/><b>Danielle Davis-</b> <a href="mailto:ddavi6@lausd.net">ddavi6@lausd.net</a><br/><b>213-241-5430</b><br/><b>Fax: 213-241-8431</b><br/><b>Emily Larew-</b> <a href="mailto:e.larew@ecrchs.net">e.larew@ecrchs.net</a><br/><b>818-595-7500</b><br/><b>Fax: 818-910-7023</b></p> |
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| Contractor Name and Address   |  | Contract Number                  |                               |                 | Federal ID Number                |                               |                    | Page X of X                       |                               |                     |
|---|--|----------------------------------|-------------------------------|-----------------|----------------------------------|-------------------------------|--------------------|-----------------------------------|-------------------------------|---------------------|
| El Camino Real Alliance<br>5440 Valley Circle Blvd.<br>Woodland Hills, CA 91367 |  |                                  |                               |                 | 27-4855978                       |                               |                    | 1 of 1                            |                               |                     |
|   |  | Budget Period                    |                               |                 | Budget Period                    |                               |                    | Budget Period                     |                               |                     |
|   |  | July 1, 2019 - June 30, 2020     |                               |                 | July 1, 2020 - June 30, 2021     |                               |                    | <b>July 1, 2021-June 30, 2022</b> |                               |                     |
|   |  | Effective Date (Amendments Only) |                               |                 | Effective Date (Amendments Only) |                               |                    | Effective Date (Amendments Only)  |                               |                     |
|   |  |                                  |                               |                 | 1-Jul-20                         |                               |                    |                                   |                               |                     |
| Line No.  | PERSONNEL-Position Title & Time Base                                     | Annual Salary Per FTE            | Annual FTE                    | Amount Budgeted | Annual Salary Per FTE            | Annual FTE                    | Amount Budgeted    | Annual Salary Per FTE             | Annual FTE                    | Amount Budgeted     |
| 1   | Work Experience Coordinator - (1 FTE =30 hours per week, 10 Months/Year) | \$119,509.92                     | 0.20                          | \$23,901.98     | <b>\$128,269.32</b>              | 0.20                          | <b>\$25,653.86</b> | <b>\$131,242.60</b>               | <b>0.20</b>                   | <b>\$26,248.52</b>  |
| 2   |  |                                  |                               |                 |                                  |                               |                    |                                   |                               |                     |
| 3   | Work Based Learning Services   | Estimate cost per student        | Approx. Students to be served | Amount Budgeted | Estimate cost per student        | Approx. Students to be served | Amount Budgeted    | Estimate cost per student         | Approx. Students to be served | Amount Budgeted     |
| 4   | Student Wages  | \$1,458.66                       | 15                            | \$21,879.90     | <b>\$1,592.18</b>                | <b>17</b>                     | <b>\$27,067.06</b> | <b>\$1,557.20</b>                 | <b>17</b>                     | <b>\$26,472.40</b>  |
| 5   |  |                                  |                               |                 |                                  |                               |                    |                                   |                               |                     |
| 6   | Subtotal   |                                  |                               | \$45,781.88     |                                  |                               | <b>\$52,720.92</b> |                                   |                               | <b>\$ 52,720.92</b> |
| 7   | OPERATING EXPENSES   |                                  |                               |                 |                                  |                               |                    |                                   |                               |                     |
| 8   |  |                                  |                               |                 |                                  |                               |                    |                                   |                               |                     |
| 9   |  |                                  |                               |                 |                                  |                               |                    |                                   |                               |                     |
| 10  |  |                                  |                               |                 |                                  |                               |                    |                                   |                               |                     |
| 11  |  |                                  |                               |                 |                                  |                               |                    |                                   |                               |                     |
| 12  |  |                                  |                               |                 |                                  |                               |                    |                                   |                               |                     |
| 13  |  |                                  |                               |                 |                                  |                               |                    |                                   |                               |                     |
| 14  |  |                                  |                               |                 |                                  |                               |                    |                                   |                               |                     |
| 15  | Operating Subtotal   |                                  |                               |                 |                                  |                               |                    |                                   |                               |                     |
| 16  | Personnel and Operating Subtotal   |                                  |                               | \$45,781.88     |                                  |                               | <b>\$52,720.92</b> |                                   |                               | <b>\$52,720.92</b>  |
| 17  | Indirect Rate Percentage   |                                  |                               |                 |                                  |                               |                    |                                   |                               |                     |
| 18  | Indirect Cost  |                                  |                               | \$0.00          |                                  |                               | \$0.00             |                                   |                               | \$0.00              |
| 19  | TOTAL (rounded to nearest dollar)  |                                  |                               | \$45,782        |                                  |                               | <b>\$52,721</b>    |                                   |                               | <b>\$52,721</b>     |

LAUSD Charter Operated Programs-EI Camino Real Alliance  
WE CAN WORK CASE SERVICE CONTRACT  
SERVICE BUDGET NARRATIVE

Benefits

The positions listed below are provided with the following Full-time benefits:

Fiscal Year 2019-2020 - STRS (10.73%), Health & Welfare Benefits (17%)

**Fiscal year 20-21 – STRS (16.15%), Health & Welfare Benefits (12.07%), State Unemployment Insurance (.05%), Medicare (1.45%), Workers Compensation (1.21%)**  
**Fiscal year 21-22 - STRS (17.15%), Health & Welfare Benefits (12.52%), State Unemployment Insurance (.05%), Medicare (1.45%), Worker’s Compensation (1.21%)**

PERSONNEL

Work Experience Coordinator:

- Maintains a job bank for DOR participant in Work Experiences.
- Places DOR participant in Work Experiences
- Monitors and evaluates the DOR participant in the Work Experience
- Provides monthly progress reports to referring DOR counselor.

Non-WE contract/Traditional Education Agency Duties:

LAUSD-Charter Operated Programs-EI Camino Real Alliance/Charter High School/Traditional Education Agency (Transition Teacher)

- Facilitates and conducts transition assessments (students with IEPs 9-12<sup>th</sup> grades.)
- Facilitates and delivers transition instruction and services.
- Conducts in-service IEP/ITP compliance training to staff.
- Counsels students with post-secondary planning.
- Refers consumers to outside support agencies.
- Coordinates Medi-Cal reimbursement program. (SMAA)

Student Wages:

Estimated cost per student for wages based on the approximate number of students to be served per fiscal year. Cost of student wages at minimum wage plus workers **comp (FICA)**. The students may be provided more than one work experience within this 100 hour-limit, **for** example two work experiences at 50 hours per WE.