Status: ORIGINAL

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

2026-06-09	Regular School Board Meeting
CATEGORY:	FF. Financial Management
DEPARTMENT:	Grants Administration

Agenda Item Number:	FF-3.
Consent or Open Item:	Open
Special Order:	NO
Time for Special Order:	

TITLE:

Second Amendment to the CareerSource Broward ISY Program Agreement

REQUESTED ACTION:

Approve the Second Amendment to the CareerSource Broward In-School Youth (ISY) Program Sub-Grant Agreement between CareerSource Broward and The School Board of Broward County, Florida. District-wide

RATIONALE:

For the Requested Actions, Background/History. Alignment to the 2027 Goals and Guardrails, Measurable Outcome(s)/Return on Investment, and Financial Impact, please see the Executive Summary.

EXHIBITS:

- Executive Summary
- Agreement

FINANCIAL IMPACT:

The positive financial impact is $170,000. The source of funds is CareerSource Broward. There is no additional financial impact to the District.

STRATEGIC PLAN ALIGNMENT:

Student Focus Outcomes

Goal 4: College & Career Readiness **OR** **Business Operations**

BOARD ACTION:

(For Official School Board Records Only)

APPROVED

SOURCE OF ADDITIONAL INFORMATION

Name:	Dr. Angela R. Fulton	Phone:	754-321-2100
Name:	Romaneir Johnson	Phone:	754-321-1990

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Senior Leader & Title

Romaneir Johnson, Chief Financial Officer

Signature

Romaneir Johnson, Chief Financial Officer May 20, 2026

Electronic Signature

Form S4189 Revised 7/24

HH/JJS

Approved in Open Board Meeting On: June 9, 2026

By: _____

School Board Chair

AMENDMENT NO. 2

TO

SUB-GRANT AGREEMENT NO. 2024-2025-CR-WIOA-ISY-2335

(PROGRAM YEAR 2026 - 2027)

BETWEEN

CAREERSOURCE BROWARD

AND

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

UNIQUE ENTITY ID#	HN1YXDE1L556
FEDERAL AWARD IDENTIFICATION / FAIN #	25A55AY000112
FEDERAL AWARD DATE	4/1/2025
TOTAL FEDERAL AWARD	$1,889,627
FEDERAL AWARDING AGENCY	USDOL
CFDA#	17.259
PASS THROUGH ENTITY	Florida Department of Commerce
CONTRACT OFFICER	Carol Hylton
CONTACT INFORMATION	2890 W. Cypress Creek Road, Fort Lauderdale, FL 33309

This Workforce Innovation and Opportunity Act Sub-Grant Agreement is fully supported by the Employment and Training Administration of the U.S. Department of Labor. The total award for this contract is $170,000. Pursuant to the Steven's Amendment 100% of the funds support this program are federal funds.

THIS AMENDMENT TO SUB-GRANT AGREEMENT NO. 2024-2025-CR-WIOA-ISY-2335, which was entered into the 21st day of August, 2024 by and between CAREERSOURCE BROWARD hereinafter referred to as "CSBD", the administrative entity and fiscal agent for the CareerSource Broward Council of Elected Officials (hereinafter "Council") and the Broward Workforce Development Board, Inc., (hereinafter "BWDB") having its principal office at 2890 W. Cypress Creek Road, Fort Lauderdale, FL 33309 and THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA hereinafter referred to as "SUB-GRANTEE", existing under and by virtue of the laws of the State of Florida as a public body politic, having its principal office at 600 S.E. Third Avenue, Fort Lauderdale, FL 33301, to begin on the date this Agreement is executed by the parties and to terminate June 30, 2027.

RECITALS

WHEREAS, CSBD and Sub-Grantee entered into an Agreement effective August 21, 2024 to serve In School youth under the Workforce Innovation and Opportunity Act of 2014; (WIOA 29 U.S.C. Sec. 3101, et. Seq. Public Law 113-128); and

WHEREAS, CSBD wishes to amend the existing Agreement to extend the term of the Sub-Grant Agreement with Sub-Grantee through June 30, 2027, for the continuation of the youth program and to provide funds for the period of the extension as described herein; and

WHEREAS, at their meeting on April 23, 2026, the CSBD governing boards approved an Amendment to Agreement No. 2024-2025-CR-WIOA-ISY-2335 extending the Agreement for an additional one-year period;

NOW THEREFORE, in consideration of the premises and the mutual covenants and obligations herein contained, and subject to the terms and conditions hereinafter stated, the parties hereto agree as follows:

1. Article 3, Fiscal Management, Section 3.2.1 Total Compensation, is amended by replacing Section 3.2.1 a. in its entirety to incorporate the underscored language below as follows:

   3.2.1 Total Compensation

   a. The compensation awarded for the In-School Youth program funded under this sub-grant agreement shall be <u>One Hundred and Seventy Thousand, Dollars and zero cents ($170,000.00)</u>, for the period <u>July 1, 2026 through June 30, 2027</u> in accordance with the budget attached hereto as Exhibit A.

2. Article 5, Program Requirement, Section 5.17 Sub-Grant Agreement Term, Sub-sections 5.17.1, 5.17.2 and 5.17.3 are amended by deleting those sections and replacing the sections in their entirety and to incorporate the underscored language below as follows:

   5.17 Sub-Grant Agreement Term

   5.17.1 The term of this Sub-Grant Agreement shall begin on the date it is fully executed by both parties and shall end on June 30, 2027.

   5.17.2 The term of this Sub-Grant Agreement may be extended for two additional one-year periods. Renewal shall be at the option of the CSBD governing boards. The continuation of this Sub-Grant Agreement shall be subject to performance as defined herein, and the appropriation and availability of funds as described in this Sub-Grant Agreement.

   5.17.3 At the end of each CSBD program year, if a new sub-grant agreement, for the same program services as provided for herein, is approved by the CSBD governing boards, or the term of this Sub-Grant Agreement is renewed by the CSBD governing boards for an additional one year period, the term of this Sub-grant Agreement shall automatically be extended from June 30, 2027 until such time as the new Agreement or amendment extending this Agreement, is approved and executed by Sub-Grantee, not to extend beyond September 30 of the calendar year following the end date of the immediately previous Agreement.

3. Article 7, Scope of Work, Section 7.1 Program Description In-School Youth (ISY) is amended by deleting the section and replacing the section as follows:

   7.1 Program Description In-School Youth (ISY)

   Sub-Grantee shall conduct an ISY program for sixty-five (65) WIOA eligible In-School youth, who are high school seniors.

4. Article 7, Scope of Work, Section 7.2 Recruitment, is amended by deleting Sub-section 7.2.1 and Sub-paragraph 7.2.1 a. and replacing the sections in their entirety to incorporate the underscored language below as follows:

   7.2.1 Sub-grantee shall recruit sufficient youth to be able to enroll 65 youth.

   a. Sub-Grantee shall recruit sufficient youth resulting in 65 high school senior youth enrollments. The youth shall be in the second semester of their senior year and expected to receive their High School Diploma in May/June of the program year, each year that this Sub-grant Agreement is in effect

5. Article 7 Scope of Work, Paragraph 7.8 Program Staffing, shall be amended by adding the underscored Sub-paragraph 7.8.9 State-Mandated Staff Training and Credentialing, as follows:

7.8.9 State-Mandated Staff Training and Credentialing

a. Tier I Certification is a course providing instruction with respect to the WIOA programs and its requirements as set forth, adopted and implemented by Florida Commerce.

b. Sub-Grantee staff who work directly with participants shall attain Tier 1 Certification and state-mandated credentialing within the timeframe specified in accordance with State Policy 92.

c. The Sub-Grantee agrees to require frontline staff to take the test upon completion of the course and to remove any staff from this grant who do not pass the course after the requisite number of test attempts from working in the program funded by this Agreement.

6. Article 7, Scope of Work, Section 7.10. Performance, Sub-section 7.10.2 and Sub-paragraph a, is amended to replace the section in its entirety and to include the underscored language as follows:

7.10.2 Enrollment Goals - Sub-grantee shall enroll sixty-five (65) youth

a. The sixty-five (65) youth to be served by Sub-grantee shall be identified and enrolled during the first semester of the school year.

7. All provisions of the Sub-grant agreement entered into on August 21, 2024, which are not in conflict with this Amendment, shall continue to be enforced in accordance with the terms and conditions therein.

8. This Amendment and all its attachments are made a part of said Contract. The effective date of this Amendment shall be the date on which it has been signed by all parties.

[SIGNATURE PAGE FOLLOWS]

EXECUTION PAGE

IN WITNESS THEREOF, the parties hereto have made and executed this document on the respective dates under each signature: The School Board of Broward County, Florida signing by and through its BOARD CHAIR following BOARD approval on the ____ day of _____, 2026 and CareerSource Broward signing by and through its President/CEO following GOVERNING BOARDS' action on April 23, 2026.

AS TO CAREERSOURCE BROWARD:

ATTEST:

Amber Williams
_____

Moya Brathwaite
_____

BY: Carol Hylton
_____
(Signature)
CAROL HYLTON
TITLE: PRESIDENT/CEO
DATE: 05/19/2026

Approved as to form and sufficiency by
CareerSource Broward General Counsel
2890 West Cypress Creek Road
Ft. Lauderdale, FL 33309

BY: _____
ROCHELLE J. DANIELS
General Counsel

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

(Corporate Seal)

ATTEST:

Dr. Howard Hepburn
Superintendent of Schools

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

By: _____
Sarah Leonardi, Chair

Approved as to Form and Legal Content:

_____
Office of the General Counsel

EXHIBIT A

ADMINISTRATION

Note: Totals will automatically calculate when related cells are filled.

Line Item						TOTAL
Personnel						
Salaries *						0
Fringe Benefits						0
Mileage and Travel	0					0
Staff Incentives	0					0
Other (Specify)	0					0
Total Personnel	**0**	**0**	**0**	**0**	**0**	**0**
Non Personnel						
Supplies						0
Materials						0
Books						0
Credential Training						0
Teaching Aids						0
Postage						0
Telephone						0
Maintenance						0
Printing						0
Equipment Rental						0
Equipment Purchase						0
Space Rental						0
Insurance						0
Utilities						0
** Indirect Costs	8,095					8,095
Audit						0
Legal						0
Accounting						0
*Profit						0
Other (specify)	0					0
Other (specify)	0					0
Other (specify)	0					0
Other (specify)	0					0
Total Non-Personnel	**8,095**	**0**	**0**	**0**	**0**	**8,095**
Total ADMINISTRATION	**8,095**	**0**	**0**	**0**	**0**	**8,095**

Reminder: Administration is limited to **5.00%**

*Must be explained in detail.

** Must have an approved indirect cost rate plan all other overhead must be itemized.

*** This worksheet is protected. Only gray areas are the open for editing.

SERVICES						
Note: Totals will automatically calculate when related cells are filled.						
Line Item						**TOTAL**
Personnel						
Salaries *	110,394					110,394
Fringe Benefits	51,093					51,093
Mileage and Travel	0					0
Staff Incentives	0					0
Other (specify)	0					0
Total Personnel	**161,487**	**0**	**0**	**0**	**0**	**161,487**
Non Personnel						
Supplies	417					417
Materials						0
Books						0
Credential Training						0
Teaching Aids						0
Postage						0
Telephone						0
Maintenance						0
Printing						0
Equipment Rental						0
Equipment Purchase						0
Space Rental						0
Insurance						0
Utilities						0
** Indirect Costs	0					0
Audit	0					0
Legal	0					0
Accounting	0					0
*Profit	0					0
Other (specify)	0					0
Other (specify)	0					0
Other (specify)	0					0
Other (specify)	0					0
Total Non-Personnel	**417**	**0**	**0**	**0**	**0**	**417**
Total SERVICES	**161,904**	**0**	**0**	**0**	**0**	**161,904**

*** This worksheet is protected. Only gray areas are the open for editing.

SUMMARY			
Note: Totals will automatically calculate when related cells are filled.			TOTAL
Line Item	Administration	Services	Annual Expense
Personnel			
Salaries *	0	110,394	110,394
Fringe Benefits	0	51,093	51,093
Mileage and Travel	0	0	0
Staff Incentives	0	0	0
Other	0	0	0
Total Personnel	**0**	**161,487**	**161,487**
Non Personnel			
Supplies	0	417	417
Materials	0	0	0
Books	0	0	0
Credential Training	0	0	0
Teaching Aids	0	0	0
Postage	0	0	0
Telephone	0	0	0
Maintenance	0	0	0
Printing	0	0	0
Equipment Rental	0	0	0
Equipment Purchase	0	0	0
Space Rental	0	0	0
Insurance	0	0	0
Utilities	0	0	0
** Indirect Costs	8,095	0	8,095
Audit	0	0	0
Legal	0	0	0
Accounting	0	0	0
*Profit	0	0	0
Other	0	0	0
Total Non-Personnel	**8,095**	**417**	**8,512**
GRAND TOTAL	**170,000**		

* Note: This page is READ ONLY. All values are based on calculation from other sheets.

SALARIES

List all positions included and the total amount of wages requested for each cost category. Add more lines if necessary. All allocations of salary across cost categories must be supported by matching job descriptions and a cost allocation plan.
NOTE: ALL PERCENTAGES MUST NOT EXCEED 2 DECIMAL PLACES. Columns with 0 will be automatically calculated when other items are entered. ONLY COMPLETE GREY FIELDS.

Job Title	Staff member (If known)	Total Annual Salary	% of Salary to Admin Budget	$ to Admin Budget*	% of Salary to Services Budget	$ to Services Budget**	% of Salary from Other WorkForce One Programs	$ from other WorkForce One Programs	% of Salary from Other Sources of Funding**	$ to Other Sources of Funding***	Total % (Must total 100)	Total $
EX: Case Manager	**Jane Doe**	**$26,000**	**10%**	**$2,600**	**50%**	**$13,000**	**10%**	**$2,600**	**30%**	**$7,800**	**100%**	**$26,000**
Instructional Facilitator	Leah Black	$71,826	0.00%	$0	84.00%	$60,334	0.00%	$0	16.00%	$11,492	100.00%	$71,826
Clerk Specialist B	Lynn Kelly	$49,916	0.00%	$0	50.00%	$24,958	0.00%	$0	50.00%	$24,958	100.00%	$49,916
Clerk Specialist B	Earlene Parker	$50,175	0.00%	$0	50.03%	$25,103	0.00%	$0	49.97%	$25,072	100.00%	$50,175
			0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0
			0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0
			0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0
			0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0
			0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0
			0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0
TOTALS		**$171,917**		**$0**		**$110,394**		**$0**		**$61,523**		**$171,917**

*Total must match the total salaries on Administration Budget (Budget Sheet #1)
**Total must match the total salaries on Serives Budget (Budget Sheet #2)
***Include all non-WorkForce One Funds
*** This worksheet is protected. Only gray areas are the open for editing.

FRINGE

Enter fringe benefits for all positions listed on Budget page 4. Add more lines if necessary.
NOTE: ALL PERCENTAGES MUST NOT EXCEED 2 DECIMAL PLACES. Columns with 0 will be automatically calculated when other items are entered.

Job Title	Staff member (If known)	Total Salary	% of Fringes to Salary	Total Fringes	% of Fringes to Admin Budget	$ for fringes to Admin Budget*	% of Fringes to Services Budget	$ to for Fringes Services Budget**	% of Fringes from other WorkForce One Programs	$ for Fringes from other WorkForce Ore Programs	% of Fringes from Other Sources of Funding **	$ for Fringes from Other Sources ***	Total % (Must total 100)	Total $
EX: Case Manager	**Jane Doe**	**$26,000**	**18.00%**	**$4,680**	**10%**	**$468**	**50%**	**$2,340**	**10%**	**$468**	**30%**	**$1,404**	**100%**	**$4,680**
nstructional Facilitator (216 day calendar)	Lean Black	$71,826	42.50%	$30,526	0.00%	$0	84.01%	$25,645	0.00%	$0	15.99%	$4,881	100.00%	$30,526
Clerk Specialist B	Lynn Kelly	$49,916	50.90%	$25,407	0.00%	$0	50.00%	$12,704	0.00%	$0	50.00%	$12,704	100.00%	$25,407
Clerk Specialist B	Earlene Parker	$50,175	50.80%	$25,489	0.00%	$0	50.00%	$12,744	0.00%	$0	50.00%	$12,744	100.00%	$25,489
			0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0
			0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0
			0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0
			0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0
			0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0
			0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0
			0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0
			0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0	0.00%	$0
		$171,917		**$81,422**		**$0**		**$51,093**		**$0**		**$30,329**		**$81,422**

*Total must match the total fringes on Administration Budget (Budget Sheet #1)
**Total must match the total fringes on Serives Budget (Budget Sheet #2)
***Include all non-WorkForce One Funds
*** This worksheet is protected. Only gray areas are the open for editing.

Progress | RightSignature

SIGNATURE CERTIFICATE

REFERENCE NUMBER
3636DEC5-5286-485C-840E-84DA31C94C92

TRANSACTION DETAILS

Reference Number
3636DEC5-5286-485C-840E-84DA31C94C92

Transaction Type
Signature Request

Sent At
05/19/2026 01:08:35 PM EDT

Executed At
05/19/2026 01:23:49 PM EDT

Identity Method
email

Distribution Method
email

Signed Checksum
3ec5736a1bb0ffa48ebd74ceb1162a38bb95870de45caf9c67edc8d87d0e7d3c

Signer Sequencing
Enabled

Document Passcode
Disabled

eIDAS Authentication
Disabled

DOCUMENT DETAILS

Document Name
202601230-SBBC Amendment No 2 to Sub-Grant Agreement No 2024-2025-CR-WIOA-ISY-2335 - PY 26-27 with Exhibit A Budget

Filename
202601230-SBBC_Amendment_No_2_to_Sub-Grant_Agreement_No_2024-2025-CR-WIOA-ISY-2335_-_PY_26-27_with_Exhibit_A_Budget.pdf

Pages
12 pages

Content Type
application/pdf

File Size
1020 KB

Original Checksum
c9f71b97ff5c86f641828c646c5480dca67103fc55b6877b3c0008356aac32d2

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
Name Moya Brathwaite	**Status** signed	**Viewed At** 05/19/2026 01:23:26 PM EDT
Email mbrathwaite@careersourcebroward.com	**Multi-factor Digital Fingerprint Checksum** 5e7010c041e92331e9e962ed8620ec230dced6d9ed93b67d8908c9f49ff9a3cc	**Identity Authenticated At** 05/19/2026 01:23:49 PM EDT
Signer Sequence 2	**IP Address** 67.23.70.69	**Signed At** 05/19/2026 01:23:49 PM EDT
Components 1	**Device** Chrome via Windows	
	Typed Signature Moya Brathwaite	
	Signature Reference ID 893FC260	
Name Amber Williams	**Status** signed	**Viewed At** 05/19/2026 01:22:33 PM EDT
Email amwilliams@careersourcebroward.com	**Multi-factor Digital Fingerprint Checksum** 4f53cda18c2baa0c0354bb5f9a3ecbe5ed12ab4d8e11ba873c2f11161202b945	**Identity Authenticated At** 05/19/2026 01:22:47 PM EDT
Signer Sequence 1	**IP Address** 67.23.70.69	**Signed At** 05/19/2026 01:22:47 PM EDT
Components 1	**Device** Chrome via Windows	
	Typed Signature Amber Williams	
	Signature Reference ID 94D1ECF5	

SIGNER

Name
Carol Hylton

Email
chylton@careersourcebroward.com

Signer Sequence
0

Components
2

E-SIGNATURE

Status
signed

Multi-factor Digital Fingerprint Checksum
4f53cda18c2baa0c0354bb5f9a3ecbe5ed12ab4d8e11ba873c2f11161202b945

IP Address
172.226.190.8

Device
Mobile Safari via iOS

Typed Signature

Carol Hylton

Signature Reference ID
99C3118F

EVENTS

Viewed At
05/19/2026 01:21:22 PM EDT

Identity Authenticated At
05/19/2026 01:21:54 PM EDT

Signed At
05/19/2026 01:21:54 PM EDT

AUDITS

TIMESTAMP	AUDIT
05/19/2026 01:08:35 PM EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) created document '202601230-SBBC_Amendment_No_2_to_Sub-Grant_Agreement_No_2024-2025-CR-WIOA-ISY-2335_-_PY_26-27_with_Exhibit_A_Budget.pdf' on Chrome via Windows from 67.23.70.69.
05/19/2026 01:08:35 PM EDT	Carol Hylton (chylton@careersourcebroward.com) was emailed a link to sign.
05/19/2026 01:21:22 PM EDT	Carol Hylton (chylton@careersourcebroward.com) viewed the document on Mobile Safari via iOS from 172.226.190.8.
05/19/2026 01:21:54 PM EDT	Carol Hylton (chylton@careersourcebroward.com) authenticated via email on Mobile Safari via iOS from 172.226.190.8.
05/19/2026 01:21:54 PM EDT	Carol Hylton (chylton@careersourcebroward.com) signed the document on Mobile Safari via iOS from 172.226.190.8.
05/19/2026 01:21:54 PM EDT	Amber Williams (amwilliams@careersourcebroward.com) was emailed a link to sign.
05/19/2026 01:22:33 PM EDT	Amber Williams (amwilliams@careersourcebroward.com) viewed the document on Chrome via Windows from 67.23.70.69.
05/19/2026 01:22:47 PM EDT	Amber Williams (amwilliams@careersourcebroward.com) authenticated via email on Chrome via Windows from 67.23.70.69.
05/19/2026 01:22:47 PM EDT	Amber Williams (amwilliams@careersourcebroward.com) signed the document on Chrome via Windows from 67.23.70.69.
05/19/2026 01:22:47 PM EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) was emailed a link to sign.
05/19/2026 01:23:26 PM EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) viewed the document on Chrome via Windows from 67.23.70.69.
05/19/2026 01:23:49 PM EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) authenticated via session on Chrome via Windows from 67.23.70.69.
05/19/2026 01:23:49 PM EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) signed the document on Chrome via Windows from 67.23.70.69.