

Nashoba Valley Technical High School  
School to Career – Vocational Technical Cooperative Education Program

**COOPERATIVE EDUCATION AGREEMENT**

*This is an agreement between an Equal Opportunity Employer and Nashoba Valley Technical High School to provide a student who is enrolled in a state-approved (Chapter 74-approved) vocational technical education program with an organized, progressive and diversified paid employment experience that will provide him/her with employability and technical skills that are not acquirable in a school-based setting.*

Student's Name: \_\_\_\_\_ Grade Level: \_\_\_\_\_  
Student's Program of Study: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Name of Employer: \_\_\_\_\_  
Address: Street and Number: \_\_\_\_\_  
City/Town: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Nature of Employer's Business: \_\_\_\_\_ Hours per co-op week: \_\_\_\_\_  
Hours per day: \_\_\_\_\_ Starting wage: \_\_\_\_\_  
Salary increase policy: \_\_\_\_\_  
Workers Compensation Insurance Number: \_\_\_\_\_ Insurance Company: \_\_\_\_\_

Number of qualified and experienced workers now employed by this company in the student's program area: \_\_\_\_\_

School and employer agree that a person holding a Vocational Technical Cooperative Education Coordinator license or Vocational Technical Teacher license in the cooperative education course area will supervise the course for this student.

School stipulates that this student is enrolled in a Chapter 74-approved vocational technical education program and that he/she has demonstrated those academic, technical and employability skills associated with at least one and one half years of full time study in the program area of this placement, and is at least midway through the junior year.

School stipulates that the course will only be provided during time not scheduled for academic classes.

School ensures that the course will provide students the opportunity to develop academic, technical and employability skills not acquirable in a school-based setting but acquirable in a work-based setting.

School ensures that the course will provide competency-based assessment of student work.

The employer ensures that students will be provided with continuous supervision by a qualified and experienced employer/employee.

**Important Notice:** Several trades for which school to career training is approvable have been declared “hazardous” by Federal regulations. In all such trades the work of the student learner shall be incidental to his/her training, shall be *intermittent* and for short periods of time, and shall be under the direct and close supervision of a qualified and experienced person.

- This agreement may be terminated by mutual agreement at any time by either the cooperating employer or Nashoba Valley Technical High School.
- This agreement expires on June 30<sup>th</sup> next unless renewed by official request prior to such date.
- Changes in pupil assignment to this agreement must be submitted to the Cooperative Education Coordinator on a “rider” that may be attached to this agreement. Such rider must be signed by the student and shall state that he/she has read and agrees with the contents therein.

## Notice of Non-Discrimination and Compliance

Title IX Ch. 622, S.504

Nashoba Valley Technical High School does not discriminate in admission to, access to, treatment in, or employment in its services, programs and activities on the basis of race, color or national origin, in accordance with Title VI of the Civil Rights Act of 1964 (Title VI); on the basis of gender, in accordance with Title IX of the Education Amendments of 1972; on the basis of disability, in accordance with Section 504 of the Rehabilitation Act of 1973 (Section 504) and Title II of the Americans with Disabilities Act of 1990 (ADA); or on the basis of age, in accordance with the Age Discrimination Act of 1974 (Age Discrimination Act). Nor does it discriminate on the basis of race, color, national origin, sexual orientation, or religion, in accordance with Chapter 622 of the Acts of 1971 (M.G.L. c. 76, §5) and Chapter 151B of the General Laws.

### **Employer**

Employer's name (please print clearly): \_\_\_\_\_

Employer's title (please print clearly): \_\_\_\_\_

Employer's signature: \_\_\_\_\_

### **Parent/Guardian**

Parent/Guardian name (please print clearly): \_\_\_\_\_

Parent/Guardian signature (please print clearly): \_\_\_\_\_

### **School to Career Coordinator**

Cooperative Education Coordinator name (please print clearly): \_\_\_\_\_

Cooperative Education Coordinator signature: \_\_\_\_\_