

Employer Responsibilities

1. Students must work legally “on the books” and provide proof of required tax withholdings (via a regular paystub).
2. Employers must adhere the Child Labor Laws of PA in regards to work duties, hours, and wages.
3. Employers must complete the security clearance process as outlined below and provide proof to the District Office:
 - FBI Fingerprint Clearance
 - PA Criminal History Check
 - Child Abuse History Check
4. Employers must also provide proof of Workman’s Compensation Insurance.
5. Allow access to a monthly on-site visit from the Cooperative Education Coordinator as per the PA State Program Regulations
6. Provide a safe, clean working environment for the student and any additional training and safety equipment for the job duties.
7. Complete a monthly evaluation on the student-worker.
8. Maintain student-worker employment for the duration of the school year at a minimum of 18 hours per week.

For more information and direct links to the security clearance information, please visit the Career and Technical Education section of the DVSD website or contact the Cooperative Education Coordinator.

Suggestions:

Students wishing to become part of the Working Warriors program should have the following skills:

- ◆ Excellent Time-management
- ◆ Good School-Work balance
- ◆ Communication skills; both in-person and electronic
- ◆ Ability to take initiative and be a self-starter
 - ◆ Desire to succeed
- ◆ Willingness to work hard independently to complete assignments



ANNUAL PUBLIC NOTICE of NONDISCRIMINATION

The Delaware Valley School District and Technical Program does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. Program offerings in Career Tech include: Automotive Mechanics, Building Construction, Electrical Occupations, Culinary Arts, Health Assistant, Early Childhood Education and Business and Marketing. Admission to the programs depends upon availability and class size and district criteria.

Inquires may be directed to the Title IX Coordinator or the Section 504/ADA Title II Coordinator at:

Delaware Valley School District, 236 Route 6 & 209, Milford, PA 18337 or (570) 296-1800.



Working Warriors

Cooperative Education

Delaware Valley High School



Earn while you learn with DV’s cooperative education program.

Contact:

JoAnne Yanko
yankoj@dvsd.org

570.409.2016

2 Options:

- CTE Capstone
- Diversified Occupations

CTE Capstone

This program is for 3rd-year (Level 3) CTE students only. Students will work in a job directly related to their program.

Each student will spend a minimum 45 minutes per week (1 period) in their program to complete tasks related to employment skills.

All students will be expected to maintain accurate records of hours worked and daily activities on the job.

Students must have successfully completed 2 years of their programs and be recommended by their program instructor, guidance, and 2 additional teachers.

Students can start at any time of the school year.

CTE Capstone students have worked in the following business types:

- Construction
- Landscaping
- Electrical
- Childcare
- Restaurants
- Auto Repair

Diversified Occupations

This program is for seniors who wish to work in a field directly related to their future career studies.

Each student will be scheduled for a daily course that covers topics related to the world of work.

Students under the age of 18 must work in a job that is not considered a “hazardous occupation” by the Federal Dept. of Labor. Students must also obtain a work permit from the main office.

Students must obtain work within the first 30 days of school in order to participate. According to the state of PA, students in the DO program must work a minimum of 150 school days to receive credit.

In order to meet the above requirements, you may need to reach out to the co-op coordinator via e-mail BEFORE school starts.

Examples of acceptable jobs for DO students:

A student that wishes to study business can work in retail or in an office setting.

A student that wishes to work in a healthcare related field can work as a receptionist in a doctor’s office.

A student that wishes to work in education or childcare can work in a daycare setting.

****STUDENT REQUIREMENTS****

Students under the age of 18 must have a valid work permit.

Students must work a minimum of 18 hours per week, starting BEFORE 3pm.

Weekends are allowed, but at least 3 days must be M-F.

Student must have transportation to work from school.

Students will be required to maintain accurate records of hours worked and duties performed.

Students will be required to complete online modules related to the career readiness.

Students must maintain a passing GPA and not exceed the limit of unexcused absences or incur any major disciplinary infractions.

Students must be recommended by 3 teachers, and have a minimum GPA of 2.5 to apply.