



High School Youth Apprenticeship Program

- Tony Fuhrmann, Madison County Employment and Training
- Darlene Ladd, Madison County Employment and Training

- **Panel Presenters:**
- Debbie Barron Director of Human Resources, ACT
- David Makler ACT Employee
- Patti Pfeiffer
- Jamall Arnold, ACT Apprentice
- Valerie Smith, Sales Operations Manager. Supplied Energy

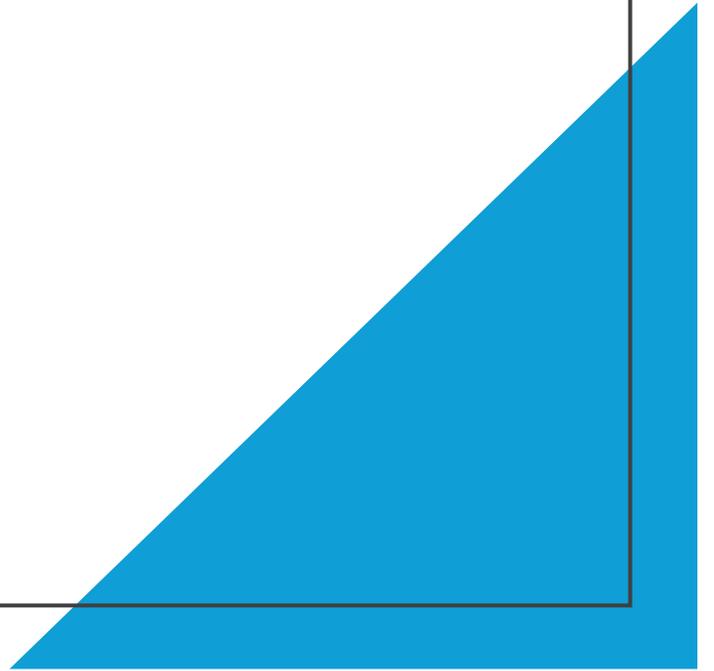


How it all began....

- By accidental planning:
 - Collinsville High School was looking for opportunities for students in the Special Education STEP Program
 - City of Collinsville needed employees for several positions due to a worker shortage as a result of COVID shut-downs
 - After several meetings between the High School Staff, City Staff and Madison County Employment and Training the positions were identified and discussions with DOL began

The apprenticeship began with the Gateway Convention Center & Parks and Recreation Department

- Apprentice Positions:
 - Convention Center Housekeeping
 - Event Set-Up/Removal
 - Grounds Keeping



The Start Up:

- Positions were standard openings, modified or job carved to meet the needs of the employer, apprentices work availability and DOL Standards
- Apprentices work schedule was from 1pm to 4pm, Monday – Friday
- Transportation was provided by the City to the worksite.
- 6 STEP Students were hired as the first apprentices
- Disabilities Included: Cognitive Impairments, Autism, and Learning Disabilities
- Ages 18-21
- Senior in High School

Related Training Instruction:

Students are participating in the STEP program. They have vocational based classes to help prepare them for working and transitioning to adult living, beyond high school.

Curriculums are provided by the High Schools.

Lesson Plans can be modified or used to address work related behavior or problems. The entire class is addressed to provide broader learning for all students.



PROBLEMS:

First Year back from remote learning due to COVID- resulted in an increase of behaviors/outbursts/not work ready

Students were not matched to the positions, they were not interested in the jobs. They broke personnel and safety policies

Job Coaching not available

Students, School Staff, Parents, and Front-Line Staff did not understand the difference between a co-op job/internship and apprenticeship

Front line staff were not prepared to job coach, mentor and train apprentices

THE FIRST APPRENTICESHIP

2 were terminated due to Employee Infractions

2 did not meet the competencies

1 unable to complete due to disciplinary action at School

1 Apprentice successfully completed and earned his DOL Apprenticeship Certificate in Grounds Keeping, and continued working in the position



The SOLUTIONS:

- Honest Round Table Meetings
- Regular communication from the supervisors
- Curriculum developed for staff to help with basics of communication, understanding learning styles, de-escalation- Job Coaching for Success
- Student Worker Handbook
- Meetings to define work expectations with Worker, Home Supports, Employer, School and Madison County Staff



WHO ARE THE PARTNERS?

- Employer
- Student-Apprentice
- Supports/Family/Guardian
- School District STEP Program/
Regional Office of Education &
Division of Rehabilitation
- Madison County Employment
and Training



Model Improvements/What we learned:

- There are 2 customers: The business and the student
- Apprenticeship position: A real job, needed by the employer with realistic expectation of work. Job Carving is a must, what can be accomplished in 3-4 hours per work shift
- Apprentice Application – to be completed by student returned to MCETD
- Apprentice Screening- interviewing to determine if they are work ready.- enhanced job matching.
- Supports provided by MCETD to the Employer and Apprentice to help bridge gaps, aid in learning, and enhance communication

Partner Responsibilities: Madison County
Employment and Training (Local
Workforce Area – WIOA)

1. Work with the employer
2. Reach out to area schools, find the apprentice applicants
3. Review the applicants, select the best candidates to meet the employer needs.
4. Facilitate the Employer Interview
5. Develop the Contract with the Employer for the WIOA Subsidies
6. Enroll the Apprentice in WIOA Registered Apprenticeship



High School STEP/ ROE and DRS

- The STEP Program is funded by Division of Rehabilitation, and coordinates with the Regional Office of Education for enhanced vocational services.
- STEP Provides:
 - Job exploration
 - Work based learning experiences
 - Post-Secondary education counseling
 - Work-place readiness training
 - Introduction to self-advocacy
 - RTI- Related Training Instruction
 - Supports for students and employers
 - Aid student in completing WIOA paperwork

Apprentice Responsibilities



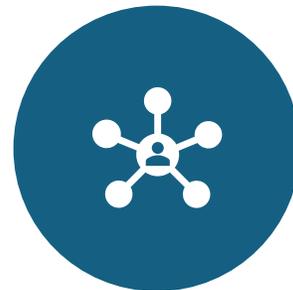
Attend school as scheduled for RTI completion



Adhere to employer policies and rules



Work scheduled shifts/days to meet required hours



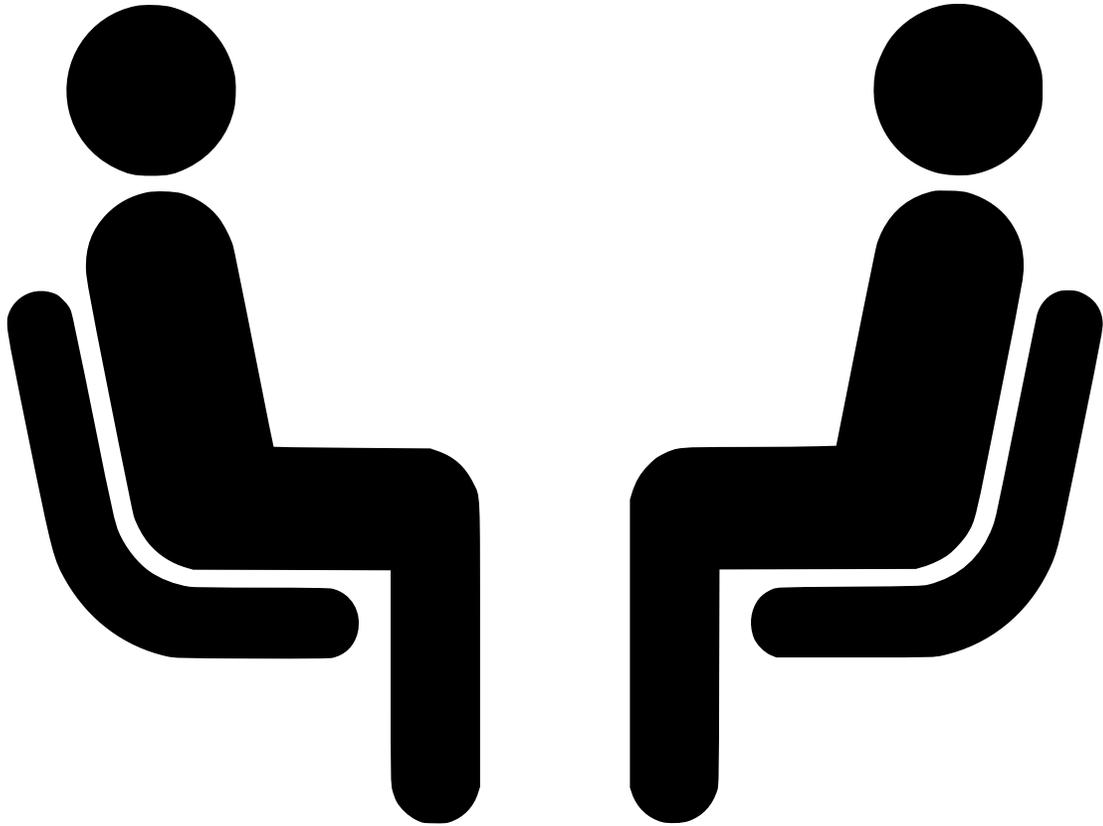
Communicate with Employer, STEP Coordinator/Teaching Staff MCETD Case Manager

EMPLOYER

Employer's Role:

- Providing Job Descriptions
- Developing Work Competencies
- Host tours/ work demonstrations
- Interview potential apprentices
- Develop Mentor
- Staff for supervision/training/natural supports
- Submit Invoicing for OJT reimbursement
- Communicate with MCETD staff for supports and problem solving





How is our Model Different

- Job Carving/ flexibility
- Meeting the apprentices, learning their employment goals, prior to the employer interview
- Enrolling the Student into WIOA Services
- Providing On the Job Training funding to the employer, during the apprenticeship
- Providing support services to the employer and the apprentice
- Team approach, regular check ins, communication, problems solving.
- Resources: referrals to WIPA for benefits, providing families Red Book

Resources Added:

STUDENT ADVOCACY-
ENCOURAGING STUDENTS TO TELL
EMPLOYER HOW THEY LEARN BEST.

TRAINING FOR EMPLOYERS SUCH AS
JOB COACHING FOR SUCCESS,
SEIZURE CARE.

EMPLOYER CONTACT SHEET- 1 PAGE
THAT EXPLAINS WHO TO CONTACT
ON THE TEAM, WHEN AND WHY

Start up and Expansion

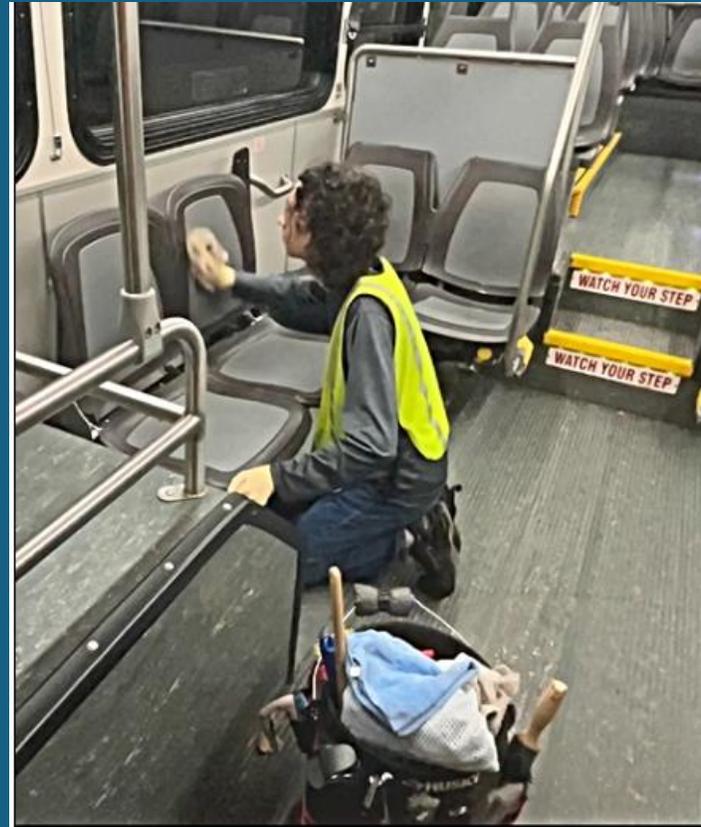
- City of Collinsville- Collinsville High School
 - 4 Registered Apprenticeships
 - Housekeeping
 - Event Set Up/ Removal
 - Groundskeeping/ Landscaping
 - Streets Dept
 - 7 completers
 - 1current Apprentice





Second Registered DOL Apprenticeship

- Agency for Community Transit (ACT)-
Edwardsville High School
 - 1 Registered Apprenticeship
 - Bus Sanitizer
 - 1 completer
 - 1 Current Apprentice



The First Private Industry Registered Apprenticeship

- West Star Aviation- Bethalto Civic Memorial High School
 - 1 Registered Apprenticeship
 - Housekeeping
 - 1 completer



Expansion into Private Industry

Icon Mechanical-Granite City High School

- 1 Registered Apprenticeship
- Safety Administrative Assistant
- 1 completer

Weber Chevrolet-Granite City High School

- 1 Registered Apprenticeship
- Warehouse Associate/ Parts Runner
- 1 current apprentice

Scoggins Law Office- Granite City High School

- 1 Registered Apprenticeship
- Legal receptionist
- 1 current Apprentice



Continued Expansion into Private Industry:

- Supplied Energy-
- Bond County Community 2 High School High School
 - 1 Registered Apprenticeship
 - Warehouse Associate
 - 1 current apprentice

