



## Special Education: Community Based Training A & B Grand Haven High School



**Course Number:**

**Grade Level:** 11th or 12th

**Credits :** .5 (each session)

**Prerequisite Courses :**

1. Referral form with copy of IEP filled out by contact teacher and turned into CBT coordinator
2. Junior or Senior status (students 16 years or older by arrangement)

### Course Description

Community Based Training (CBT) provides numerous choices of work experiences from which students can develop employability skills and explore career interests. Students are placed at individual jobsites for a period of 9 weeks, attending their jobsite Monday-Friday.

### Course Objectives

Emphasis is placed on punctuality, hygiene, social skills, preparedness, positive attitude, time management, accountability, and ability to follow directions.

### Student Expectations

If a student exhibits inappropriate behavior at a work experience we will work with the job experience site coordinator to develop a plan of action. Our intention is that these are job experiences provide opportunities for students to learn from their mistakes. Should behavior continue after a student has been addressed or should the behavior be so severe that we are not able to provide corrective measures, the student will be pulled from the job experience and removed from CBT.

**TB Tests:**

If a student is placed at a Childcare or nursing home, they will be required to have a TB Test administered. In addition, the results of the TB test must be negative in order for the student to be able to attend the job experience. It typically takes two to three days in order to read a TB Test. During this time, students may not attend job experiences. Job experiences will be provided at Grand Haven High School until; they are able to attend their jobsite.

### Building Behavioral Expectations

***TEAM GH ... One Team, One Family, One Grand Haven. Be Kind. Always.***

It is our expectation that ALL GHHS students, staff and parents will ... always give their best **EFFORT** in everything that they do, work hard to be **INCLUSIVE** of each other, show **RESPONSIBILITY** in class, the hallways, cafeteria and at events, and **WORK TOGETHER** at all times!

**GO BUCS**

### Background Checks

Students that are placed at Childcare facilities must undergo a Criminal Background Test in order to qualify to attend these particular job experiences. These background tests are done free of charge, but are necessary to assure a safe environment for all parties involved. Students are not able to attend job experience until these forms are filled out and returned to the CBT Coordinator.

### Snow Days

There will be no CBT on snow days.

### Illness

In the event that a student participates in CBT comes to school ill, they will not be able to attend their CBT work experience, as many businesses ask we not bring ill students to their work places in order to reduce the risk of spreading illnesses. This includes students with: severe coughs, fever, headaches, and upset stomachs. These students will be sent down to sick bay until a parent or caregiver is able to pick them up.

### Delayed Start of Jobsite

In the event that a jobsite is unable to take on a student right at the beginning of the trimester (1-2 week delay) students will be provided opportunities around the High School to serve as their jobsite, this continues until the job experience is ready

### Inappropriate Student Behavior at Work Experience

If a student exhibits inappropriate behavior at a work experience we will work with the job experience site coordinator to develop a plan of action. Our intention is that these are job experiences provide opportunities for students to learn from their mistakes. Should behavior continue after a student has been addressed or should the behavior be so severe that we are not able to provide corrective measures, the student will be pulled from the job experience and removed from CBT.

## Communication

Please never hesitate to contact me if you have any questions or concerns. I check my email quite frequently throughout the day so that is the easiest and quickest way to reach me. I'm looking forward to working with you and your student this semester!

## Grading Policy

Students are graded weekly. These grades are determined by a rubric that basis grades on five realms including:

1. Quality of Work
2. Time-Management (Time Cards)
3. Attitude

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4. Journals
5. Career Instruction

**Grading Scale:**

100%-93%= A  
92%-90%= A-  
89%-86%= B+  
85%-83%= B  
82%-80%= B  
79%-76%= C+  
75%-73%= C  
72%-70%= C-  
69%-66%= D+

**Scope and Sequence**

**1st Semester:**

- \* Weeks 1-9 First Jobsite Placement
- \* Weeks 10-18 Second Jobsite Placement

**2<sup>nd</sup> Semester:**

- \* Weeks 1-9 First Jobsite Placement
- \* Weeks 10-18 Second Jobsite Placement

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