

TO: All **BAVTS** Co-op Students
FROM: School-to-Career Department, 610-866-8013, Extension 130
SUBJECT: Bi-monthly Co-op Meetings, for the 2016-2017 School Year
DATE: September 2016

According to the present schedule, all Co-op students shall meet on the scheduled meeting dates below. Typically they will be the **first and the third Wednesday of every month**. The first half of the year this will not hold true. The meetings will be held at Bethlehem Area Vocational-Technical School. **These are mandatory meetings**. Failure to attend will result in removal from the Co-op program, unless prior arrangements are made with the School-to-Career Office.

You will be expected to remain at BAVTS Campus for the entire meeting. Please notify your employer in advance of these meetings.

You are to report to your shop for attendance by 11:45 AM, otherwise you will be marked late. At 1:00 PM an announcement will be made to report to the schedule room for the meeting.

Dismissal will occur at 2:35PM, at which time students are expected to return to the job site. **Unless both parties agree otherwise.**

MEETING DATES

Wednesday, September 14, 2016
Wednesday, September 28, 2016

NOCTI Pretest - seniors
October, 2016 (Dates to be announced)

Wednesday, October 05, 2016
Wednesday, October 26, 2016

Wednesday, November 09, 2016
Wednesday, November 30, 2016

Wednesday, December 14, 2016

Wednesday, January 04, 2017
Wednesday, January 18, 2017

Wednesday, February 1, 2017
SkillsUSA Districts (only competitors attend)
Wednesday, February 08, 2017
Wednesday, February 22, 2017

Wednesday, March 01, 2017
Wednesday, March 15, 2017
Wednesday, March 29, 2017

NOCTI Tests - seniors,
April, 2017 (Dates to be announced)

Wednesday, April 12, 2017
SkillsUSA States – April 19-21, 2017
Wednesday, April 26, 2017

Co-op Gathering –April 27, 2017

Wednesday, May 10, 2017
Wednesday, May 24, 2017
(Depends on seniors last day)

Additional Dates to Note

Occupational Advisory Night-TBD

Note: On **Thursday, April 27, 2017** the annual **School-to-Career Gathering** will be held.
ALL COOPERATIVE EDUCATION STUDENTS ARE REQUIRED TO ATTEND.

It is requested that you invite your employer to attend with you. The Gathering begins at **6:00 PM** at a place to be announced.

Students on Co-op are required by the Co-op contract to attend the annual Gathering. Failure to participate in this event will

result with a “zero” being averaged into the fourth quarter grade. Student and parent will be required to sign the Co-op contract indicating they have been notified of this policy. There will be no exceptions unless **the School-to-Career Coordinator has given prior authorization**. A three-hour make-up assignment must be completed in order to any credit.