

**Madison Metropolitan School District
School-Community Partnerships
Annual Monitoring Report 2015-2016**

Partnership Name: Youth Apprenticeship

Partner Organizations: Workforce Development Board of South Central Wisconsin, Greater Madison Chamber of Commerce, Dane County School Consortium, Operation Fresh Start, Madison Metropolitan School District

MMSD Department Name: Office of Personalized Pathways

Partnership Intensity Level: High

Program Summary

Youth Apprenticeship (YA) integrates school-based and work-based learning to instruct students in employability and occupational skills defined by Wisconsin industries. MMSD, in conjunction with partnering organizations, provide training based on statewide youth apprenticeship curriculum guidelines, endorsed by business and industry. Students are instructed by qualified teachers and skilled worksite mentors. Students are simultaneously enrolled in academic classes to meet high school graduation requirements, in youth apprenticeship related instruction classes, and are employed by a participating employer under the supervision of a skilled mentor.

Annual Monitoring Outcomes

Schools Served: East High School, La Follette High School, Memorial High School, West High School, Shabazz High School, Innovative and Alternative High Schools

Total number of participating students: As of June 30, 2016, 169 students are engaged in some aspect of the 2015-16 youth apprenticeship program. Of these 169 students, 71 are registered YA students (represented in attached data snapshot). The remaining 98 are in various stages of obtaining employment, including completing prerequisite coursework, obtaining required certifications, and/or actively seeking employment.

Goals 1-4 are required by the Wisconsin Youth Apprenticeship Program

Intended Outcome	Result
Goal 1: All registered YA students will receive feedback regarding their on-the-job performance on a quarterly basis.	
One hundred percent (100%) of all YA students have a written performance evaluation completed by their employer and submitted to MMSD two-weeks prior to the end of each quarterly grading period and at the end of summer (if applicable).	Quarter 1 - Complete Quarter 2 - Complete Quarter 3 - Complete Quarter 4 - Complete Goal Met
One hundred percent (100%) of Level 1 youth apprenticeship students have a face-to-face performance evaluation meeting with employer, GMCC Business & Education Manager (BEM), and parent (when possible) no later than two-weeks after the end of each	Quarter 1 - Complete Quarter 2 - Complete Quarter 3 - Complete Quarter 4 - Complete Goal Met

<p>quarterly grading period and at the end of summer (if applicable).</p>	
<p>One hundred percent (100%) of Level 2 youth apprenticeship students have a face-to-face performance evaluation meeting with employer, GMCC BEM, and parent no later than two-weeks after the end of each semester and at the end of summer (if applicable).</p>	<p>Semester 1 - Complete Semester 2 - Complete Goal Met</p>
<p>Goal 2. YA students will show improved levels of proficiency throughout the duration of their YA employment.</p>	
<p>One hundred percent (100%) of all YA students show improved levels of proficiency during a mid-program performance review as measured by YA performance criteria.</p>	<p>100% of program completers Exceed or Meet Expectations Goal Met</p>
<p>Goal 3. YA students will successfully complete program requirements.</p>	
<p>Seventy-five percent (75%) of registered YA students earn DWD Level 1 or Level 2 YA Certification by August 31, 2016.</p>	<p>75% of 65 eligible students completed Level 1 or Level 2 YA, Goal Met 8% of 71 students continuing on to Level 2 certification during 2016-17, which leaves 65 students eligible for program completion in 2015-16 11% of 65 eligible students granted extensions for program completion (accommodates various start dates for OFS participants) 14% of 65 eligible students did not successfully complete program requirements</p>
<p>Goal 4. YA students will be offered continued employment in an occupation within their training area.</p>	
<p>At least 60% of graduating seniors completing with a Level One or Level Two YA certificate are offered continued employment in an occupation within their training area, as indicated in employer exit surveys.</p>	<p>48.5% of MMSD students were offered continued employment in an occupation within their training area. While the goal was not met for MMSD students alone, the goal was met by our consortium to adhere to the Department of Workforce Development grant requirements. Many of 2015-16 YA students participated in the Carpentry Construction program through OFS. OFS does not offer continued employment.</p>

Goals 5-7 are those mutually agreed upon by Madison Metropolitan School District and the Greater Madison Chamber of Commerce as the activities and goals that will produce the best results for students participating in the Youth Apprenticeship program.

Intended Outcome	Result																					
Goal 5. YA students will earn a state skill certificate.																						
At least 75% of YA students earn a state skill certificate of occupational proficiency, as measured by completion of youth apprenticeship skills checklist during face-to-face performance evaluation facilitated by GMCC BEM.	Checklist reviews were conducted at quarterly meetings. 75% of 65 eligible students completed Level 1 or Level 2 YA, Goal Met																					
At least 75% of YA students earn a state employability skill certificate, as measured by completion of employability skills checklist during face-to-face performance evaluation facilitated by GMCC BEM.	79% of MMSD comprehensive high school students earned Employability Skills Certificate by August 31, 2016, Goal Met																					
Goal 6. Student participation in the YA Program will reflect an oversampling of our students of color.																						
<table border="1"> <thead> <tr> <th data-bbox="240 1054 537 1094">Race</th> <th data-bbox="537 1054 938 1094">MMSD overall demographics</th> <th data-bbox="938 1054 1382 1094">YA participant demographics</th> </tr> </thead> <tbody> <tr> <td data-bbox="240 1094 537 1140">Asian</td> <td data-bbox="537 1094 938 1140">9%</td> <td data-bbox="938 1094 1382 1140">10%</td> </tr> <tr> <td data-bbox="240 1140 537 1224">Black/African-American</td> <td data-bbox="537 1140 938 1224">18%</td> <td data-bbox="938 1140 1382 1224">35%</td> </tr> <tr> <td data-bbox="240 1224 537 1270">Hispanic</td> <td data-bbox="537 1224 938 1270">20%</td> <td data-bbox="938 1224 1382 1270">13%</td> </tr> <tr> <td data-bbox="240 1270 537 1316">White</td> <td data-bbox="537 1270 938 1316">44%</td> <td data-bbox="938 1270 1382 1316">38%</td> </tr> <tr> <td data-bbox="240 1316 537 1362">Two or more races</td> <td data-bbox="537 1316 938 1362">9%</td> <td data-bbox="938 1316 1382 1362">3%</td> </tr> <tr> <td data-bbox="240 1362 537 1402">Native Hawaiian</td> <td data-bbox="537 1362 938 1402"></td> <td data-bbox="938 1362 1382 1402">1%</td> </tr> </tbody> </table>		Race	MMSD overall demographics	YA participant demographics	Asian	9%	10%	Black/African-American	18%	35%	Hispanic	20%	13%	White	44%	38%	Two or more races	9%	3%	Native Hawaiian		1%
Race	MMSD overall demographics	YA participant demographics																				
Asian	9%	10%																				
Black/African-American	18%	35%																				
Hispanic	20%	13%																				
White	44%	38%																				
Two or more races	9%	3%																				
Native Hawaiian		1%																				
Goal 7. Through efforts initiated by GMCC, a minimum of forty (40) new students will be registered YA participants for the 2015-16 YA grant cycle. An interview, for the purpose of this MOA, will be defined as student/employer interactions meant to fill an intended paid employment position, as defined in a job-related description, or student/ employer interactions that result in a paid employment position (i.e. mock interview resulting in employment).																						
<p>By September 1, 2015 sixteen (16) interview opportunities will be made available to MMSD students.</p> <p>By January 31, 2016 thirty-two (32) interview opportunities will be made available to MMSD students.</p> <p>By March 31, 2016 forty (40) interview opportunities will be made available to MMSD students.</p>	Based on MOA interview language definition, and job descriptions submitted, 32 interview opportunities were provided between July 2015 and March 31, 2016 that resulted in 27 new 2015-16 placements.																					

Goals 8-9 are those mutually agreed upon by Madison Metropolitan School District and Operation Fresh Start as the activities and goals that will produce the best results for students participating in the Youth Apprenticeship program.

<i>Intended Outcome</i>	<i>Result</i>
Goal 8: By March 31, 2016 thirty-eight (38) new OFS students will be registered with the Department of Workforce Development (DWD) as YA participants for the 2015-16 YA grant cycle.	
By October 1, 2015 a total of twenty (20) students will have a signed Education/Training Agreement (ETA). By March 31, 2016 a total of thirty-eight (38) students will have a signed ETA.	32 OFS Registered students as of 1/29/2016. 37 OFS Registered students as of 6/30/2016.
Goal 9: OFS YA students will successfully meet YA Program goals and outcomes.	
OFS will monitor YA student "on track" status, to include work hours and curriculum completion, on a quarterly basis. OFS will prepare a quarterly report outlining individual student progress towards meeting program goals and outcomes. Report will be reviewed with OFS Leadership and MMSD OFS Liaison during quarterly progress monitoring meetings.	Goal Met
One hundred percent (100%) of registered OFS YA students will participate in a quarterly performance review facilitated by OFS staff. Individual performance review documentation will be shared with MMSD on a quarterly basis.	Goal Met
At least 75% of the youth apprentices enrolled in the program are expected to successfully complete either the Level 1 or Level 2 YA Program and earn a State Skill Certificate of Occupational Proficiency.	75.8% of registered OFS students successfully completed Level 1 Program, four continue to work toward goal on extension, Goal Met
At least 75% of OFS YA participants will earn an OSHA 10 Certificate.	75.8% of registered OFS students successfully completed OSHA 10 Certificate, four continue to work toward goal on extension, Goal Met
At least 75% of OFS YA participants will earn CPR/First Aid Certificate.	75% of registered OFS students successfully earned CPR/First Aid Certificate, Goal Met
Fifty percent (50%) of OFS YA participants will	49% of registered OFS students completed the

complete the PACT curriculum and earn a passing score on the PACT Core Examination.	PACT curriculum. Two students are still in the process of completing PACT coursework. Upon successful completion, goal will be met.
---	---

Successes

One of the many successes over the past year include the streamlining of timeline and documentation with and for Youth Apprenticeship students. With this streamlining, more students have been able to take advantage of many pre-apprenticeship opportunities.

Between July 2015 and June 2016, 100+ students/employers were engaged in additional pre-employment opportunities to grow capacity and skills through mock interviews, interview fairs, and business tours.

Business engagement events co-facilitated and planned by MMSD and GMCC during the 2015-16 grant cycle included:

July 23, 2015	Mentor Training and YA Interview Fair (all program areas)
August 6, 2015 Madison	Information Technology Student Engagement – Accelerate
October 20, 2015	Mentor Training with Dane County School Consortium
December 2015 participate)	YA Information Meetings (recruiting businesses invited to
January 11, 2016	Information Technology Interview Fair
March 14, 2016	Health Science Interview Fair
May 23, 2016	STEM and Manufacturing Interview Fair

Seventy-one (71), of a projected 71 students, are registered Youth Apprentices' with Department of Workforce Development as of **6/30/2016**

New Placements	27
OFS Placements	37
Level 2 Carryover	<u>07</u>
2015-16 Total to Date	71

All registered students are enrolled in technical related coursework.

- 15 students enrolled in coursework not currently offered at MMSD
- 20 students enrolled in Herzing University information technology course (not all YA students; may result in new student interest)

YA students are earning industry certifications. **Current numbers** are as follows:

- 27 students earned employability skills certificate
- 7 auto students earned Automotive Service Excellence (ASE) certification (100% of YA Auto students)
- 9 health science students have earned Certified Nursing Assistant (CNA) certification
- 10 health science students have earned CPR Certification
- 37 students have earned OSHA 10 Certification
- 24 students have earned First Aid Certification

Students continue to express interest in youth apprenticeship opportunities. Sixty-one (61) new students submitted a complete YA application and were individually interviewed for 2016-17 participation.

Challenges

One measure of success is the placement of new students into Youth Apprenticeship positions. By March 31, 2016, the MOA outlines that forty (40) students would be placed through efforts supported by the Greater Madison Chamber of Commerce.

- Twenty-seven (27) new students have been placed.

As part of the means to ensure opportunities are developed, a sub-goal is the development of forty (40) interview opportunities by March 31, 2016.

- As of June 30, 2016 thirty-two (32) such opportunities were completed. However, the 32 opportunities resulted in 27 successful student placements.

Other placements were unable to be filled for various reasons including schedule compatibility, geography/transportation, age restrictions, competition, employability skill level, coursework/academic training available, students receiving multiple employment offers, unequal supply and demand levels and job offer timing.

The interviewing process will be coordinated and closely monitored. Data regarding interview results will be solicited and incorporated into youth apprentice action plans.

Continuous Improvement

Ideal windows for placement are prior to September 1 to start at the beginning of the school year and by mid-January for student start dates at the beginning of the second semester. Student placements for SY17 will begin March 31 to increase placements secured during summer months so students are employed by September 1. The GMCC Business and Education Manager will be utilizing more assertive methodologies (including follow-up face-to-face visits). Timely updates of the communication log (including all prospective placement conversations by student) will also be a focus. Development of the recruitment and retention plan is under consideration and will be tied to the GMCC's implementation of Salesforce.

Partners continue to work from the responsibilities and timelines outlined in the MOA as the basis for their work. Regular meetings are occurring between the MMSD Experiential Learning Coordinator and the GMCC Business and Education Manager; as well as Operation Fresh Start, the Dane County School Consortium, and the Workforce Development Board of South Central Wisconsin as the grant holder.

Next Steps

Work continues to ensure that students are prepared for the youth apprenticeship experience. Opportunities for job shadows, workplace tours, informational interviews, and less intensive internship experiences are being secured for pre-employment and seeking employment students. Additionally, employability skills training is provided to students including, but not limited to, workshops on resume writing and interviewing skills. This need has created new workflows and conversations with the Greater Madison Chamber of Commerce around the role in the Experiential Learning Continuum, not just as a Youth Apprenticeship mediator.

Related coursework opportunities being explored in the following areas:

- Biotechnology
- Health Science

- Manufacturing
- Information Technology
- Automobile Collision

As the partnership continues to grow and evolve, a focus on identifying opportunities to create awareness and incite interest in engagement throughout the greater Madison business community will further enhance business and education partnerships.

High-Intensity Partnership Data Snapshot: Youth Apprenticeship 2015-16

The data snapshot below reflects demographics, MMSD Strategic Framework Milestones, and selected other metrics for students participating in this partnership. It is intended only as a tool for understanding who is participating in this partnership and should not be used for evaluative purposes. Partnership impact is evaluated based on MOA outcomes monitored annually and an external evaluation conducted every three years.

Partnership Characteristics

Focus: HS Graduation, Career Certification
Model: In School
Partnering MMSD Department: Secondary Education
Grades Served: 9-12
Schools Seved: All HS

Participant Demographics

Students	69
Female	47%
Asian	17%
Black or African American	22%
Hispanic/Latino	5%
Multiracial	0%
White	52%
Low-income	31%
English Language Learners	22%
Students with Disabilities	22%

Strategic Framework Milestones

Goal #1	Grade 11 3.0 GPA	100%	Goal #3	Relationships	61%
	Grade 11 ACT Math College Readiness	71%		Teaching and Learning	75%
	Grade 11 ACT Reading College Readiness	71%		Safety	39%
Goal #2	Grade 12 Advanced Coursework Profile	67%		Institutional Environment	7%
	Grade 12 Arts Education & World Language Profile	42%		School Improvement	57%

Other Metrics

ACT English College Readiness	84%
ACT Math College Readiness	75%
Avg. Cumulative GPA	3.06
Avg. English GPA	3.27
Avg. Math GPA	2.10
Avg. Attendance Rate	93.0%
Avg. Behavior Events	0.63
Avg. Out-of-School Suspensions	0.08

Program Youth Apprenticeship