

Albany High School Business Alliance

You can be involved as much or as little as you wish by joining as either an active or associate member. We welcome whatever time and resources you are able to provide. The Business Alliance meets five times per year here at Albany High School (AHS) and a designated representative can attend in your stead.

Business Alliance members can help by:

- Providing industry expertise to support and guide curriculum.
- Providing work based learning experiences for students and encouraging other community businesses to establish paid/non-paid internships for students.
- Serving as an advocate to educational, political, and business communities.
- Assisting in garnering financial support for program activities, scholarships and other special projects.
- Assisting with the performance portion of technical assessments.
- Providing expertise to classroom teachers with project based learning.

We hope we can count on your support and guidance to ensure the success of our students and our community. Please feel free to contact us with any questions or for more information.



Ms. Dale Getto
Acting Principal
Albany High School
518-475-6200 • dgetto@albany.k12.ny.us

Ms. Andrea Marques
House Principal
Abrookin Career & Technical Center
518-475-6400 • amarques@albany.k12.ny.us

Mr. Joseph R. Fesel
Work Based Learning Coordinator (CO-OP)
518-475-6418 • jfesel@albany.k12.ny.us

Ms. Lindsay Simmons
Work Based Learning Coordinator (CEIP)
518-225-6044 • lsimmons@albany.k12.ny.us



Learning that works
for New York

CTE Mission Statement

To illuminate numerous paths to success for our students to ensure they are both college and career ready. With high-quality preparation for college and career, our graduates will have access to meaningful, long-term career opportunities and a more hopeful future.

Albany High School Work Based Learning & Business Alliance



www.ahscte.com

CTE: Work Based Learning Experiences

At Albany High School (AHS) we are working hard to address the needs of our students and the business community by focusing on long-term goals that successfully bridge the gap between the classroom, postsecondary education and the workplace.

To that end, we are looking for organizations to offer our students work based learning experiences. Work based learning experiences can include job shadowing, guest speakers, worksite tours, on-site projects, field trips, and Career and Technical Education Cooperative Work Experience Program (CO-OPs). CO-OPs are only offered to seniors who must be currently enrolled in the final course of a Career and Technical Education (CTE) pathway (ie. culinary, business). Additionally, he/she must be a student in good standing and be accepted through an application process.

Our Work Based Learning Coordinator (WBLC) is available to meet with you to discuss the details and answer any of your questions. He/She is responsible for placing students, monitoring them, maintaining open communications with the site supervisor, conducting site visits and arranging for necessary employability skills training of students.

Students are eager and excited to gain real-world experience. We, at AHS, will do everything we can to make sure the experience is positive for both students and the sponsoring organization.



CTE: CO-OP FAQs

High school students often find learning on an abstract level challenging and learn more readily when they see the theory in operation and have an opportunity to practice what they are learning. The CO-OP is essentially a partnership that links school, community, and business/industry to provide a real-world environment in which students are given the opportunity to apply, and thereby enhance, the knowledge and skills obtained in the classroom. The work experience is related to the student's CTE program of study, with the primary goal to develop career relevancy and competence. CO-OP helps a student develop 21st century skills, including initiative, human relations, and the attitudes and behaviors necessary for success in the workplace and community.

Is the CO-OP paid or unpaid?

It can be paid or unpaid. The business decides.

What is the time commitment?

The business decides the days/hours.

What level of supervision is required?

The business assigns an employee to be the supervisor of the student. The supervisor is responsible for basic supervision, monitoring the training plan, a simple evaluation and maintaining contact with the WBLC.

What about safety and insurance?

Businesses are responsible for orientating the student concerning safety specific to their place of work. The student is covered under the business's workers' compensation for injury and the school's liability insurance for any damages. CO-OP students may also be placed in certain prohibitive hazardous occupations as defined by NYS and US Departments of Labor.

What if I have a problem with a student?

Apprise the WBLC of the situation and address the problem directly with the student. The WBLC will follow-up. Ultimately, the business has the final say in any decision to terminate the agreement.

CTE: Job Shadowing FAQs

Job shadowing is a short term work-based learning experience that allows students to follow a host employer during a typical day while observing daily activities and asking questions about a particular career. For many students, a job shadow may be their first, practical exposure to a particular career or even to the world of work in general. Job Shadowing allows a student to observe a career path of his or her interest without actually being involved in an employer-employee, in depth, hands on/production relationship. The experience can help a student formulate a more realistic impression of whether or not they are truly compatible regarding their individual interests and abilities.

Is the shadowing paid or unpaid?

Job shadowing experiences are unpaid.

What is the time commitment?

One day (1-8 hours).

What level of supervision is required?

The business assigns a mentor who is responsible for basic supervision and completes a simple evaluation of the student.

What about safety and insurance?

The student is covered under the business's workers' compensation for injury and the school's liability insurance for any damages.

What are the student's responsibilities?

- To only observe the daily activities of his or her mentor at the worksite
- To ask appropriate questions of site personnel during the experience
- To conduct him/herself in a responsible/professional manner (promptness, attire, body language, respect, confidentiality)
- To follow all safety and security policies/procedures of the worksite