**YA School District Affiliation Agreement**

Affiliation Agreements are required to be completed by the time of application submittal. They must be maintained in the consortium's records. School District must disclose if they are working with more than 1 consortium and the terms of the agreement must be detailed on page 2. For any school district that is working with more than 1 consortium, DWD will request a copy of those affiliation agreements.

# School District Responsibilities

The following activities, assured by the school district superintendent, are expected to be performed by staff in the district's schools participating in the YA partnership.

1. Assist in recruiting students. Distribute promotional materials to potential YA students and parents.
2. Coordinate and/or attend informational meetings with school staff, students, parents, and community organizations.
3. Serve as the program liaison with the YA consortium coordinator and attend regularly scheduled meetings as requested.
4. Meet with the YA students on a regular basis.
5. Maintain student records for local and state reporting.
6. Oversee the academic grades and graduation status of the YA student.
7. Assist the YA consortium coordinator in recruiting job sites and mentors as requested.
8. Per DPI Administrative Code PI 26.04, document the successful completion of Youth Apprenticeship courses on official student transcripts.

**Name of YA Consortium:**

**Name of School District:**

|  |  |  |  |
| --- | --- | --- | --- |
| **High School Name** | **School-based Coordinator Name** | **School-based Coordinator Email** | **Anticipated # Students 2024-25** |
| **Returning****Year Two****(Level Two)** | **New** |
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| **Totals:** |  |  |     |     |

**Terms of Affiliation Agreement**

Describe the specific understanding between the school district and consortium as to the circumstances for recruitment and YA employment of students through this consortium (i.e. specific programs; process for student recruitments, etc.) If the school district will receive funds from the consortium, or vice versa, describe the consortium's rules for how these funds are distributed, such as the amount received and whether it is awarded for enrolling or completing the student.

If the school district is partnering with multiple consortiums, specifically outline how the school district will determine which consortium receives credit when a school district enrolls a student, and how this would impact funding arrangements. DWD will request a copy of the YA School District Affiliation Agreement for all school districts that are working with more than 1 consortium.

**Signatures:**

School District Superintendent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Consortium Coordinator \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_