

## **CBI-E**

### **Parent / Student Contract**

*The Career Based Intervention Program is designed to give students the opportunity to be successful in completing their education while learning about the requirements of the world of work. The success of the students in the CBI program is dependent upon the student's desire to improve. There are definite responsibilities the student must agree and abide to in order to enroll and remain in the CBI program.*

I, \_\_\_\_\_ agree to the following conditions and requirements:

*(Name of Student)*

1. Attend school and work on time as scheduled unless excused by the teacher coordinator. **Notify Mr. Davis by 7:30 am (the day of) when absent from school at (330) 938-2183 Ext. 37355.** Failure to notify Mr. Davis of absence will result in loss of points for the day and grade reduction. Excessive absence from school and /or work will result in my removal from the CBI program. Be dependable!
2. **Retain a job in the West Branch Local School District and fulfill your responsibilities and duties at your job assignment daily.** Failure to do so will result in loss of points and grade reduction for that 9 week grading period. Teacher / coordinator will place each student at a specific building accordingly. Students may be placed at various job sites throughout the school year.
3. Misconduct at the workplace will affect your grade and possible result in your removal from the CBI program. **Being terminated by employer, for any reason will result in a grade of an "F" for the nine week grading period** and removal from the program if deemed necessary by the teacher / coordinator.
4. I will cooperate with my CBI teacher / coordinator in keeping current and accurate records of my hours worked and wages. I will turn in an hours log every month to Mr. Davis for payment and verification of hours worked. If work is approved outside of the district I will turn **two pay stubs per month and a monthly working schedule.**
5. Notify the teacher / coordinator immediately of any school or work problems and accept his counseling, guidance, and reassignments or adjustments of my work experience and schedule.
6. Know and obey all safety laws relating to the job you are working. Follow all required policies at the place of work.
7. To have good personal hygiene, and be properly dressed, and to be groomed as directed by the teacher / coordinator and employer if in a paid work position.
8. I will represent myself, my school, and the CBI program as an honest hard working citizen.

9. To attend all of my classes each day. In the event I don't attend all of my classes, I will not work on that day unless excused by my CBI teacher / coordinator.
10. I will make an honest effort to succeed in all academic subjects and perform all job duties in a manner that will reflect positive credit to my school, teachers, and me.
11. Any CBI students who are guilty of: being arrested, sexual harassment, rude or vulgar behavior, fighting, violent behavior, theft, insubordination to supervisors, profanity, and drug or alcohol use **WILL BE REMOVED** from the CBI program.
12. I understand that not fulfilling any of the above conditions may result in my dismissal from the CBI program and loss of credits.

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CBI Student

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CBI Teacher / Coordinator

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Parent or Guardian's signature

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Date

*We understand and agree with the aims, rules, and policies, of the Career Based Intervention Program (CBI) and will cooperate with the school to accomplish these aims. We, therefore, give our permission for our child to be enrolled in the CBI program.*