

[internal] communiqué

February 16, 2005



PASSPORT
to Prosperity

Keewatin-Patricia
District School Board

SUBJECT: Preliminary Placement Form

The Preliminary Placement Form was designed to track potential and existing OYAP students. It was also developed to assist Coop teachers with employer relations through the MTCU representative employer visits. All students enrolled in a Coop/OYAP placement in any of the skilled trades, registered or non-registered, need to be tracked by means of the Preliminary Placement Form. To date, only five (5) Preliminary Placement Forms have been received at MTCU office in Kenora and none at Crescive Corporation. Typically 40-50 Coop students are actively placed in skilled trades sector per semester. The form can be downloaded off the web site under the heading of Educator. **Please submit your forms for students via fax to both the MTCU office and Crescive Corporation by February 28, 2005.**

SUBJECT: Employer Recognition Work Plan

To date Crescive Corporation has not received any Employer Recognition Work Plans (also found on the web site) as requested at the December internal launch of the TOOLS [th]at WORK campaign. This block of funding is typically used for appreciation luncheons, thank-you ads and/or novelty items for employers participating in Coop placements. **Unless notified prior to March 1, 2005, Crescive Corporation will implement an employer recognition strategy for all high schools in the KPDSB catchment area. This may include funding for an employer luncheon (\$500), marketing give-aways and an employer achievement award for each community.**

SUBJECT: "the WORK Report" Newsletter Submissions

Deadline for **submissions to the May edition of the newsletter is April 1, 2005.** This will allow ample time to sort through the submissions, design, publish and distribute. Please submit any champion employers and or apprentices you feel deserve the recognition because of their contribution or success with Coop/OYAP in the skilled trades sector. Submissions can be faxed to Crescive Corporation using the Champion Apprentice Form also found on the web site. Digital photographs can be sent through the email address on the web site info@toolsthatwork.ca.

SUBJECT: Skilled Trades Training Standards

Just a reminder, that the Apprenticeship Training Standards are available at either Crescive Corporation or through your MTCU representatives. These training standards can be used as valuable tools to help students in Coop placements develop their Personalized Placement Training Plan and assist the student in achieving a better understanding of the sector and its requirements as they explore their career options.

www.toolsthatwork.ca

For more information:
[807] 223-5553 ext 4

