

**Office of Vocational Rehabilitation
Community Work Transition Program
School Participation Application
*Valid from 7/1/16-6/30/17***

Date: 06/01/2016

Name of Individual Completing this Form: Debbie Lanham

Email Address: Debbie.lanham@marion.kyschools.us **Phone Number:** 270-692-6066

Director of Special Education: Shelley Badgett

School District Finance Officer: Lisa Caldwell

School District Name: Marion County Public Schools

School District Address: 755 E Main Street, Lebanon, KY 40033

New School or Returning: Returning

Student Information: (Maximum 12 students for each full time CWTP Specialist)

1. Estimated Number of Exploration Year Students Participating: 5

(Typically Juniors or those students exiting within two years, first year in program and anticipate a second year of participation)

2. Estimated Number of Training Year Students Participating: 4

(Students returning for final year, participated last year in program, graduating seniors)

3. Estimated Number of Compressed Year Students Participating in One Year Program: 1

(Students, transferring into district, medical reasons, or other valid reason, who could not participate in program's first year, however can fully participate in their last & final year of high school)

* Does not include students receiving Singular Services.

Participating High Schools and CWTP Contacts: Please list the names of all High Schools in your district that will be implementing a CWTP, an e-mail address for the CWTP Contact at each High School, and the Employment Specialists (Job Coaches) information.

CWTP School Contact: (responsible for disseminating information regarding the program to school staff located at their assigned High School) This Contact person should be a certified staff member with knowledge and training in the CWT Program and will be in charge of assisting the Employment Specialist and the OVR counselor with the implementation of the program.

High School: Marion County High School

Contact Name: Debbie Lanham

CWTP Contact E-mail Address: Debbie.lanham@marion.kyschools.us

High School:

Contact Name:

CWTP Contact E-mail Address:

Application, Continued
for: Marion County High School (School Name)

High School:
Contact Name:
CWTP Contact E-mail Address:

Employment Specialists (Job Coaches): Please list the names and e-mail addresses of all Employment Specialists in your school district. Employment Specialists are required to attend annual mandatory CWTP training programs and meetings as defined in the CWTP Memorandum of Understanding between OVR and LEAs. Failure to attend required training programs and meetings will result in a delay of program implementation until missed events are attended. Only trained Employment Specialists work can be submitted and billed for payment to OVR. (Maximum 12 students for each full time CWTP Specialist working at least 7 hours daily, pro-rated for part time)

If more than one high school is participating, please include the school that the Specialist is assigned to, if applicable:

Employment Specialist: Debbie Lanham
E-mail Address: Debbie.lanham@marion.kyschools.us
High School Assigned to:
Commitment: 7 hours per day to working CWTP and 183 days per year

Employment Specialist:
E-mail Address:
High School Assigned to:
Commitment: hours per day to working CWTP and days per year

Employment Specialist:
E-mail Address:
High School Assigned to:
Commitment: hours per day to working CWTP and days per year

Application will be reviewed and processed within 30 days of receipt. Any changes to the above information must be amended and approved by OVR.

**Please return the CWTP APPLICATION
by June 30, 2016, to:**

Mrs. Kari Skaggs, Office of Vocational Rehabilitation
275 E. Main Street, Mail Drop 2-EK, Frankfort, KY 40621