

Spokane Public Schools CTE Work Based-Learning Coordination Report

Program: _____ Month: _____

School: _____ Year: _____

Coordinator: _____

Reports are due in the Career and Technical Ed office by the 5th of each month.

Employer Contacts

Monthly Coordinating Activities

Date	Student Name	Employer Contact	Code		Other	Code		Forms/Reports	Time		Meetings	Time		Counseling/Other	Code		Time	
Sub-Total: Hours >																		

CTE Work Based-Learning Coordination Report

Employer Contacts

Monthly Coordinating Activities

Date	Student Name	<u>Employer Contacts</u>				<u>Monthly Coordinating Activities</u>							
		Employer Contact	Code	Time	Other	Code	Forms/Reports	Time	Meetings	Time	Counseling/Other	Code	Time
		Sub-Total: Hours This Page >											
		Total: Hours Page 1 >											
		TOTAL HOURS THIS MONTH >											

Hours allotted this month: _____

Actual coordination hours this month: _____

Signatures: _____
Coordinator

Department Head

Principal