

Community Classroom (CC) and Cooperative Vocational Education (CVE) Handbook



CC and CVE are work-based learning experiences to allow students to apply what they've learned in an ROP class in a real work situation. Students must meet in a formal classroom at least 60 minutes per week in order to participate in either CC or CVE. The total number of hours of CC and CVE are limited by state law and must be listed on the approved course outline. CC and CVE are excellent instructional strategies for many ROP classes, but must be designed and carefully managed by the supervising ROP teacher in close partnership with the worksite supervisor.

CC is an unpaid work experience, either at a public or private worksite.

CVE is paid work experience, usually at a private worksite, but can be at a government or other non-profit site, too.

If you're thinking of adding CC or CVE to your ROP course it is highly recommended that you consult with **Todd Farr**, Coordinator, to discuss what type of work experience that you would like to offer to your students (todd_farr@sccoe.org) There are different procedures for each and it is better to plan for the proper CC or CVE experience at the start of the process to avoid time-consuming changes later on.

If you already have CC or CVE in place and need help with technical issues such as which form to use and what needs to be documented, Denise Patlan can help. (denise_patlan@sccoe.org)

To help you plan and implement CC/CVE, the following resources may be of help:

- [Frequently Asked Questions](#)
- [Definitions](#)
- [CC/CVE Instructor Responsibilities](#)
- [Comparison Chart - CC or CVE?](#)
- [Forms](#)
 - [CC/CVE Checklist](#)
 - [CC Training Agreement](#)
 - [CVE Training Agreement](#)
 - [Training Plan](#)
 - [Verification of Hours](#)
 - [Visitation Log Option 1 - Class](#)
 - [Visitation Log Option 2 - Individual](#)
 - [Student Evaluation](#)