

ON THE JOB TRAINING INFORMATION

FY '25

<p>Purpose:</p>	<p>To train the students in STEP to perform the work duties associated with the job title.</p>
<p>Expectation:</p>	<p>It is expected that students who satisfactorily complete the OJT would be retained at 100%, minimum wage, employer-paid employment:</p> <p><u>IF</u> there is no expectation up front that the employer will be able to hire, the OJT funds <u>should not</u> be used:</p> <p><u>IF</u> the performance evaluation after each phase of the OJT does not satisfy employer expectations, the employer will still receive the agreed amount for that phase.</p>
<p>Program Length:</p> <p><i>*Under 18, minimum wage \$9.25</i></p> <p><i>** This hourly wage will change 1/1/23 when minimum wage increases to \$13.00 and on 7/1/20 increase again to \$10.00</i></p>	<p>Phase 1 - First 20 hours - 100% reimbursement</p> <ul style="list-style-type: none"> • Employer Pays \$240 - Employer Reimbursed \$240 • *Employer Pays \$185 – Employer Reimbursed \$185 <p>Phase 2 - Next 10 hours - 50% reimbursement</p> <ul style="list-style-type: none"> • Employer Pays \$120 – Employer Reimbursed \$60.00 • *Employer Pays \$92.50 – Employer Reimbursed \$46.25 <p>Phase 3 - Final 10 hours at - 25% reimbursement</p> <ul style="list-style-type: none"> • Employer Pays \$120 – Employer Reimbursed \$30.00 • *Employer Pays \$92.50 – Employer Reimbursed \$23.12
<p>Wages/Reimbursement:</p> <p><i>*This hourly wage will change 1/1/23 when minimum wage increases to \$13.00</i></p>	<p>The employer is required to:</p> <ul style="list-style-type: none"> • Pay minimum wage *(\$12.00 age 18 and older, \$9.25 up to 18th birthday); • Pay by check with taxes withheld; • Continue to pay student full minimum wage when reimbursement decreases; • Complete the OJT Evaluation Form. <p>The school is required to:</p> <ul style="list-style-type: none"> • Negotiate the agreement with a maximum total reimbursement \$330 or \$254.37 if under 18, based on the above schedule; • Obtain a copy of the check from the student; • Reimburse the employer; • Submit documentation with TMCSEA Quarterly Expenditure Report Schedule for reimbursement from their STEP budget.
<p>Evaluation:</p>	<p>The OJT Evaluation Form needs to be completed after Phases 1, 2 and 3 and returned to the school contact.</p>
<p>Workers Compensation:</p>	<p>The employer is responsible as with all other employees.</p>