Getting Connected
A Resource Directory for Career Academies

Developed by
Manpower Demonstration Research Corporation
and the
Career Academy Support Network

January 2002

Table of Contents

Guides and Handbooks

ABC's of Effective Parent Communication
Written by Emma McDonald and Dyan Hershman and published by Inspiring Teachers Publishing, Inc., 2000. This is a practical guide on the development of working relationships with parents, including tips for first contact, informing parents about student behavior, and getting parents more involved in the classroom. For ordering information, go to http://www.inspiringteachers.com/catalog/books/index.html

A–G Interactive Guide
This guide shows teachers in California how to have potential career academy courses approved for University of California entrance eligibility. It includes a description of the course review process, recommended format for course outlines, reasons for course rejection, standards of rigor and discipline criteria, design strategies to obtain approval, sample course outlines and descriptions, and an appendix of approved innovative course outlines. To obtain a copy, contact Roman Stearns, Project Coordinator, Office of Undergraduate Admissions, University of California, Office of the President, 1111 Franklin Street, 9th Floor, Oakland, CA, 94607-5200; phone (510) 987-9696; fax (510) 987-9522; or e-mail roman.stearns@ucop.edu.

Assessment Toolkit 98
Published by the Northwest Regional Education Laboratory, 1998. This resource is for teachers looking for better ways to assess student performance. Volume 1 focuses on standards-based assessment, integrating assessment with instruction, designing high-quality assessments, and grading and reporting. Volume 2 contains supplemental resource materials. http://www.nwrel.org/assessment/toolkit98.asp

Autodesk Foundation's Student Internship Program – Forms
Published by Autodesk, 1998. Forms that may be required in the internship programs are included: a manager's intern request form, an internship application form, and an internship recommendation form. To download a copy, go to http://www3.autodesk.com/adsk/index/0,,864558-123112,00.html

Benchmarks for Success in High School Education:
Putting Data to Work in School-to-Career
Written by Susan Goldberger, Robert Keough, and Cheryl Almeida, 2000. This book describes in detail the process for holding accountable all the players involved in establishing community-connected learning. A whole-school reform strategy includes business and community partners, postsecondary partners, and school districts. The book also describes the experiences of school districts implementing and evaluating community-connected learning. By tying real-world performance measures to each stage of implementation, benchmarking provides concrete steps for which all participants can be held accountable. For a free copy, go to http://www.lab.brown.edu/public/pubs/benchmarks/benchmarks.pdf

Best Careers – by State
>   Produced by Votech Education. This site has drop-down menus by state from which users can select the best careers from the lists of the largest industries, fastest-growing jobs, highest-paying occupations, largest employers, plus career and job-searching tips. Go to www.votech.about.com/education/votech/cs/careersstate/index

Buck Institute School-to-Work Internship Handbook
>   Written by Melissa Jaffee, John Merdendoller, and Carolyn Horan and published by the Buck Institute for Education, 1997. Easy to use and comprehensive, this series consists of a handbook for students, a handbook for employers, and a handbook for supervisors. To download a copy, go to http://www.stw.ed.gov/products/597/597_599.htm

California Partnership Academy Mentor Handbook
>   Written by Linda Scannell and published by the California Department of Education, 1998. This handbook is designed to help community volunteer mentors understand their role, give them an idea of what to expect, and show how to make the mentor-mentee relationship effective and lasting. To download a copy, go to http://www.cde.ca.gov/partacad/forms.html

Child Labor Law from an Industry Perspective
>   Published by the Capital Area Training Foundation, 1997. This booklet outlines the main components of federal and state child labor laws, as well as exemptions to those laws for various activities. It also includes a copy of a cooperative training plan and the Hazardous Occupational Orders from the U.S. Department of Labor. To download a copy, go to www.catf-austin.org and refer to CATF.

Competencies That Count: Strategies for Assessing High Performance Skills
>   Written by Lili Allen, October 2000. These are case studies of selected methodologies that schools and employers use to assess high performance skills and that can be a starting point for those teaching students with a broad range of skills. Categories of assessment include on-demand, multiple-choice, or short-answer tests; self-assessment; competency assessment in the workplace; and competency assessment in adult education settings. To request a free copy, go to publications@lab.brown.edu

Connected Learning Communities: A Toolkit
>   This 160-page manual, dated March 2001, is based on the approaches and materials that Jobs for the Future learned over several years working with several communities around the country. The chapters discuss using benchmarking, achieving rigor and relevance, creating small learning communities, extending learning beyond the classroom, structuring the transition to adulthood, using data to guide reform, and creating design studios. www.jff.org/resources/publications/pubsbtopic.html

Connecting Workplace Competencies with the Learning Standards
>Published by the Massachusetts School-to-Work Office, 1999. This toolkit offers information for employers, educators, students, and parents. It shows how to develop an effective work-based learning experience for both students and employers, with five self-contained modules, a video, a CD-ROM containing reproducible content including a PowerPoint presentation, brochures that can be ordered separately, and a printout of overheads to copy onto transparencies/handouts. To find out how to get a copy, go to http://www.doe.mass.edu/stc/toolkit.html

Critical Issue: Using Technology to Improve Student Achievement
>Published by the North Central Regional Educational Laboratory. 1998.This 15-page document addresses issues dealing with the integration of technology into educational programs. Besides personal video clips of teachers in the field, this booklet uses a step-by-step approach to show how to establish and implement a technology program. To download a copy, go to
>http://www.ncrel.org/sdrs/areas/issues/methods/technlgy/te800.htm

Developing a Mentor Program for a Partnership Academy
>Written by Lisa Vujovich and published by the Start Now Partnership Academy, 1996. Using documents and examples from the Start Now Partnership Academy's Mentor program, the author discusses how to approach potential supporters, recruit mentors, orient students, match students with mentors, and set up a job forum. Various forms and sample documents are included. To download a copy, go to
>www.stw.ed.gov/Database/Subject2.cfm?RECNO=221

An Employability Skills Training Curriculum
>Published by the Professional Development Program. 1996. This site consists of curricula submitted by teachers from across the United States; it is described as SCANS compatible, most at the high school level. To download or submit career-related curricula, go to http://www.skillsusa.org/pdp.html

Employer Participation Model – Connecting Learning and Earning
>Published by the National Employer Leadership Council, 1996. This publication highlights the benefits of employer involvement in work-based learning programs, such as increasing the pool of qualified applicants to meet workforce demands; reducing the cost of employee recruitment, selection, and training; and enhancing the company's reputation and the employees' morale. To download a copy, go to
>http://www.nelc.org/aboutnelc/epm/epm.cfm

Foundations for Life: A Blueprint for Better Business and Stronger Communities Through School-to-Work
>Published by the National Alliance of Business, 1996. This guide is designed to show businesses how school-to-work can benefit students, business, and the community. To download a webpage summary and instructions on how to obtain the guide, go to
>http://www.nelc.org/resources/nelcnabpubs/schooltocareers.html

The Guide on the Side
Written by William Belsey, 2000. This website provides a comprehensive selection of project-based learning resources. The menu is in a drop-down, easy-to-use format, with categories for articles, academic references, awards and contests, books, related sites, educational reform, professional development, project directories, organizations, and websites. Go to http://www.iearn-canada.org/guideontheside.html

Hundred Best Business-Education Partnerships 1998 Idea Book
Published by the Conference Board of Canada, National Business and Education Center, 1998. This book profiles Canadian business and education partnerships, including the acquisition of employability skills; promoting literacy in science, technology, and mathematics; fostering entrepreneurship; promoting teacher development; encouraging student retention; expanding vocational, technical, and apprenticeship training; integrating in-class and on-the-job experiences; and raising awareness of each stakeholder's role. Forms and assessment guidelines are included.
http://www.stw.ed.gov/Database/Subject2.cfm?RECNO=1074

INFOMINE
Published by the Libraries of the University of California, 1994. This site contains an Internet collection for K–12 instructional resources. Users type in a topic of inquiry and receive a variety of information. They may browse by table of contents, subject, title, keywords, or recently added sites. http://infomine.ucr.edu/

The Intermediary Guidebook: Making and Managing Community Connections for Youth
Published by Jobs for the Future and New Ways to Work, 2001, revised. This guidebook is designed to strengthen local organizations that connect schools, workplaces, and community sources. Download a copy from
http://www.intermediarynetwork.org/stwpubs.html

Internship Handbook for Career Academies
Written by Jerauld Winthrop, University of California at Berkeley, Career Academy Support Network. This handbook covers student internships, from the background and purpose to student roles and responsibilities, employer roles and responsibilities, and legal issues. The appendix includes many forms. To view or print a copy, go to
http://casn.berkeley.edu/casnMH.htm

Involving Unions in School-to-Work Initiatives:
A Guide for School-to-Work Systems and Stakeholders
Written by Gail Kinney and published by the AFL-CIO Human Resources Development Institute, 1997. This guide is designed to promote a better appreciation and understanding of the unions' role in shaping and implementing work-based learning systems. To obtain a copy, contact AFL-CIO Human Resources Development Institute, 815 16th Street, NW, Suite 320, Washington, DC 20005, or call (202) 638-3912. The guide can also be downloaded in a Spanish version at
www.stw.ed.gov/Database/Subject2.cfm?RECNO=761

Job Shadow Evaluation Forms
> Published by Prince George's County Career Connections, 1999. This collection of downloadable forms is to be used in job-shadowing programs. To download a copy, go to www.pgcps.pg.k12.md.us/~connect

Job Shadowing
> Written by Kyle Stumbaugh in participation with the Real Life Connections Workshop. This is a list of objectives, SCANS competencies, and related activities. Observation tables to use during the actual job shadow are also provided. To download it, go to http://www.successlink.org/great/g601.html

Job Shadowing Day
> Published by Education Edge, Tennessee Anytime. This is a collection of forms, letters, and recruitment information that has been field tested. To download a copy, go to www.state.tn.us/education and search for Job Shadowing Day.

Job Shadowing, Internships and More Ways to Experience Careers
> Published by the Indiana Career and Post Secondary Advancement Center (ICPAC), July 2000. These are brief descriptions of various career-exploration activities and ways to learn about and experience different careers. The descriptions may be used as classroom handouts on career exploration. They also include career profiles, tips on finding and getting a job, job outlook information, tips on discovering careers that fit the individual, working in high school, summer college enhancement programs, and skills that students will need for the workplace. To download a copy, go to http://www.icpac.indiana.edu/publications/infoseries/is-74.xml

Job Shadowing Program Guide
> Published by the BellSouth Pioneer Volunteers. This guide describes the roles and responsibilities of students, teachers, and industry "connectors" and includes evaluations for all partners in the process. To download a copy, go to http://www.stw.ed.gov/products/Bell/joshadow.htm

Labor History Collection
> Produced by the Englewood Public Library, Englewood, New Jersey. This is a list of author and book titles on career exploration, skills development, job hunting, and labor history, all with a focus on labor. It may be used as a guide to other documents for research projects. www.englewoodlibrary.org

Learning a Living: How Tennessee Plans to Prepare Students for Rewarding Careers
> Published by the Tennessee Department of Education, September 1998. This is a guide to preparing students for the job market, making school count, developing educators and business roles, embracing technology, and funding community partnerships. To download a copy, go to www.state.tn.us/education and search for Learning a Living.

Learning for Life: Boy Scouts of America
> Produced by Boy Scouts of America, 1997. This is a program to help bridge the gap between what students learn in school and the skills they need to succeed in the workplace. It features workplace-related learning for students in grades 9 through 12, along with a worksite component in collaboration with business partners. To get information about the resource, go to www.bsa.scouting.org

Learning through Projects
> Published by Cornell University's Youth and Work Program, 1997. This material addresses choosing a topic and framing an issue; researching an issue, benefiting others, applying academic knowledge, exhibiting findings, and evaluating a project. Sample projects are included. To request a copy, go to http://www.human.cornell.edu/youthwork/ptools/learn/

Learning Well at Work: Choices for Quality
> Written by Mary Agnes Hamilton and Stephen Hamilton and published by the National School-to-Work Office, 1997. This 92-page guide is written for people in workplaces and schools who plan, direct, or evaluate work-based learning programs for youth. To download a copy, go to http://www.stw.ed.gov/Database/Subject2.cfm?RECNO=683

Legal Aspects of Work-Place Learning
> Published by the Iowa Department of Education, 1999. This is a guide for educators to some of the legal issues surrounding workplace learning, including information contacts and overviews of legislation governing the employment of minors. http://www.stw.ed.gov/Database/Subject2.cfm?RECNO=4565

Managing the Risks of Work-based Learning: A Resource Guide
> Published by the National School-to-Work Office, 1998. This guide examines managing the risks to students, schools, and employers when students go into the workplace. The risks discussed include injury to students, harm caused by students in the workplace, and liability for noncompliance with laws related to the employment of minors. http://www.stw.ed.gov/Database/Subject2.cfm?RECNO=1007

The Massachusetts Work-Based Learning Plan Toolkit
> Produced by the Massachusetts School-to-Career System. This toolkit offers five modules for people who are presenting work-based learning training, including Implementing the Massachusetts Work-Based Learning Plan, Mentoring and Supervising Teenagers, Workplace Safety, Connecting Workplace Competencies with the Learning Standards. http://www.doe.mass.edu/stc/toolkit.html

Mentor Handbook for Career Academies
> Developed by the Career Academy Support Network at the University of California at Berkeley, this 89-page document has extensive sections on the roles and tasks of the mentor program coordinators and the mentors themselves, with a 30-page "treasure chest" of ideas, activities, invitations, and forms for use in administering mentor programs. Can be viewed and/or printed at http://casn.berkeley.edu/casnMH.htm

Mentorships: Student Guide and Syllabus

Written by Jan Viars and published by the Southwest Allen County Schools, 1998. This student guide provides basic information about mentorship and what students should expect from the experience, in easy-to-understand terminology. To download a copy, go to http://www.stw.ed.gov/Database/Subject2.cfm?RECNO=4445

Missouri Assessment Program

Produced by the Missouri Department of Education, 2000. This is a guide to related websites concentrating on interdisciplinary assessment, and it provides links to 20 sites with information on different aspects of assessment.
http://www.dese.state.mo.us/divimprove/assess/

New Jersey Job Shadowing Handbook

Published by the New Jersey School-to-Career Partnership, 1999. This handbook can be used to organize and run a successful job shadow program. It describes the critical elements for success: how to set up a worksite before students visit, what to do on the job shadow day, and how to follow up after the worksite visit.
http://www.state.nj.us/njded/voc/shadowtoc.htm

Occupational Outlook Handbook

Published by the U.S. Department of Labor, Bureau of Labor Statistics, 2000–2001 ed. This basic reference work provides estimates of future employment in virtually all fields. Users have three ways to access information in this document: by specific occupation, multiple occupations within a cluster, and all occupations. http://stats.bls.gov/oco/home.htm

Oregon Work-Based Learning Manual

Published by the Oregon Department of Education, March, 1996. This manual includes two guides, one for the educator and one for the employer. They discuss defining work-based learning, planning and implementing programs, job shadowing, mentorships, internships, clinical work experience, community service learning, and legal issues. The employer guide also describes the employer's roles and responsibilities, activity profiles, employee how-to packets, and special issues.
http://www.stw.ed.gov/products/432/432.htm

PBL Handbook

Published by the Buck Institute for Education, 1999. This guide was designed to prepare and support teachers unfamiliar with project-based learning as they plan and implement their first projects. The easy-to-understand format walks readers through the basic information, from background through final assessment. To find out how to obtain a copy, go to http://www.bie.org/pbl/hand.html

Performance Assessment Handbook: Volumes 1 and 2

Written by Bill Johnson and published by the Eye on Education, 1996. This format of this on-line document is a bulleted drop-down menu representing the table of contents. Topics include standards, student assessment enhancement, the importance of assessment, educator resource lists, curriculum alignment, staff development, portfolios, and core subject issues. Check the resource option at http://www.eyeoneducation.com/perf.html

Raising the Academic Bar: How Tennessee Plans to Improve Educational Quality and Student Achievement
> Produced by the Tennessee Department of Education, 1998. This is a handy tool with sound plans on setting high standards, making school more rigorous and relevant, getting the entire community involved in education, and improving education for students. See the education option at http://www.state.tn.us/education/eersbrtc.htm

Rebecca Smith's eRésumés and Resources
> Written by Rebecca Smith. Smith offers information about several guides that she developed, with topics on electronic résumés and getting a job at Microsoft. She cites several other websites as points of reference, each dealing with issues pertinent to career development. To view her documents and references to others, go to www.eresumes.com

Scheduling Guide for Career Academies
> Published by the Career Academy Support Network, University of California, Berkeley, March 1999. This guide is for anyone developing high-school master schedules into which academies can be fit, and scheduling students into those classes. Topics include block schedules, multiple academies, and creative variations. The guide can be viewed or printed at http://casn.berkeley.edu/SchedulingGuide.html

School-to-Work and Employer Liability: A Resource Guide
> Published by the National School-to-Work Learning and Information Center, 1997. This guide addresses child labor laws, workers' compensation, unemployment insurance, immigration law, anti-discrimination law, and tort liability related to private-sector employers who hire minors. To download a copy, go to the resource section at http://www.stw.ed.gov/factsht/emplia.htm

Taking Careers On-Line
> Written by Charlene Delaney. This is a guide to career preparation, career search, job banks, college information, virtual job shadowing, and website integration. Thirty-six topics are included on the website, with a brief description and web address for related sites. www.eagan.k12.mn.us

Teaching All Aspects of Industry
> In *Career Pathways Report*, April 5, 1999. This is a brief outline of the guide developed by the Workforce Education at the University of Missouri at Columbia describing school-based and work-based learning to help students realize the relevancy of classroom instruction to real life. To download a copy of the summary, go to www.stw.ed.gov

Ten Steps for Community Partnerships
> Published by the Tennessee Department of Education, 1998. This booklet describes basic partnership activities and lists the ten steps to build successful community partnerships. To download a copy, go to http://www.state.tn.us/education/ee10sttc.htm

Three Keys to Technology Excellence
> Written by Sharon Cromwell, *Education World*, 2000. This short guide shares firsthand experience with developing a technology plan. Those interviewed were cited by the U.S. Department of Education for having excellent technology programs in place.
> http://www.education-world.com/a_tech/tech032.shtml

Transforming Classroom Grading
> Written by Robert Marzano, 2000. This document presents alternatives to current practices in classroom grading and discusses grading research and theory, the purpose of grades and what they should include, the use of rubrics, the computation of final topic scores and grades, and the use of technology to streamline the grading process. The reading room option is at http://www.ascd.org/readingroom/books/marzano00toc.html

WI Labor Market Information: Glossary of LMI Terms and Acronyms
> Published by the Wisconsin Department of Workforce Development, 2001 edition. This is an alphabetized list of frequently used terms and acronyms with a brief definition of each. http://www.dwd.state.wi.us/lmi/lmi_glossary.htm

Work-Based Learning
> Published by the National Center for Research in Vocational Education. This is an extensive history and explanation of work-based learning initiatives, with student interviews and quotations related to their experiences, from case studies of programs that use work-based learning in their academic instruction.
> www.nccte.com/publications/ncrve/mds-07xx.html

Workforce Investment Act Fact Sheets
> Published by the Working for America Institute, AFL-CIO, 2000. These fact sheets focus on labor's role in implementing the Workforce Investment Act of 1998, including why the Workforce Investment Act is important to organized labor, organized labor's opportunities and protections, youth councils, one-stop career center systems, and transition services. To download a copy, go to
> http://www.workingforamerica.org/documents/workforce.htm

Your Guide to Résumé Writing
> Published by the National Association of Colleges and Employers. This guide offers answers to: What is a résumé? How do you prepare an effective résumé? What action words should you use in a résumé? What do employers want to see in a résumé? It also includes samples of résumés for viewing.
> http://www.jobweb.com/catapult/guenov/restips.html

Articles

Academies Can Provide Career Head Start
> Written by Sheila Mullane Estrada, *St. Petersburg Times*, October 29, 2000. This is a description of several academy programs in the St. Petersburg / Tampa area including several career academy programs and a potential-dropout program called "Graduation Options: Alternative to Leaving Schools (GOALS)." To download a copy, go to www.sptimes.com and search for the author and date.

Assessments and Accountability
> Written by Robert Linn, *Educational Researcher* 2 (1998): 4–14. This article addresses questions regarding the impact, gains, and credibility of results from assessments. To download a copy, go to http://www.aera.net/pubs/er/arts/29-02/linn01.htm

Awash in a Sea of Standards
> Written by Robert J. Marzano and John S. Kendall, 1998. This site offers a multitude of information on standards: implementation guides, technical studies, record keeping, accountability, assessment, and related links. To download a copy, go to http://www.mcrel.org/products/standards/awash.asp

Career Academies
> Written by Sandra Kerka, National Dissemination Center for Career and Technical Education, *In Brief: Fast Facts for Policy and Practice*, no. 1, 2000. This article describes the key components of academies, evidence of their effectiveness, policies, and practice implications. To download a copy, go to the publication option at http://www.nccte.org/publications/infosynthesis/in-brief/inbrief01-careeracademies.html

Career Academies
> Written by Kathleen Paris and Sarah Mason, 1995. This is a brief history and description of career academies. It would be a good resource for informational and recruiting brochures. To download a copy, go to http://www.ncrel.org/sdrs/areas/issues/envrnmnt/stw/sw3caree.htm

Career Academies Doing the Job, Study Finds
> Written by Jay Mathews, *Washington Post*, February 3, 2000, p. 1303. This article summarizes the findings of the Manpower Demonstration Research Corporation (MDRC), with references to its research and to Washington, DC, academy sites. To download a copy, search the archives at www.washingtonpost.com

Career Academies Put Choices to Eighth-Graders
> Written by Mark Harper, *News-Journal Online*, January 27, 2001. This article presents the options that eighth-grade students have in Volusia County, Florida, and how these choices please both students and parents. http://www.news-journalonline.com/search/ Search for Career Academies and Mark Harper. The full-text article costs $1.95.

Career Pathways in School-to-Work Systems

Published in the National School-to-Work Office, *Resource Bulletin*, March 1997. This article describes the developmental process of establishing career pathways. At the end of the article is a list of other resources and contacts for additional information on the implementation of career pathways. http://www.stw.ed.gov/factsht/bul0326.htm

Eye on Academies

Written by John Gehring, *Education Week*, April 26, 2000. Gehring's article describes career academy studies and their benefit to some students, such as a sense of home, personal attention, and evidence of improved performance. To download a copy, search the archives for the title at www.edweek.org

Fewer Dropouts from Career Academy, Study Says

Written by John Gehring, *Education Week*, February 9, 2000. Career academies help at-risk youth stay in school, according to findings from a long-term study conducted by the Manpower Demonstration Research Corporation. To download a copy, search the archives for "Fewer Dropouts" at www.edweek.org

Finding Safety in Small Numbers

Written by James McPartland, Will Jordan, Nettie Legters, and Robert Balfanz, *Educational Leadership*, October 1997. "Breaking Ranks" (a report on high-school reform) cites anonymity and apathy as the leading causes of problems in a typical large high school. It explains how, by incorporating academy programs, a high school can change the atmosphere of the campus and student productivity. To download a copy, go to http://www.ascd.org/frameedlead.html

From Classroom to Career Academy: Mount Vernon's Model for the Twenty-first Century

Written by Robert Bunge, 1996. This article describes the reforms made in 1992 while incorporating an academy program, as a result of evaluations of student conduct, graffiti, and grade point averages. At http://www.accessone.com/~bbunge/Essays/CA.html

How to Fix America's Schools

Written by William C. Symonds, *Business Week*, March 19, 2001. This article was the magazine's cover story and is available through its on-line version. It discusses the many options to help solve America's educational problems, including the concept of a school-within-a-school and smaller class sizes. To download a copy, go to http://www.businessweek.com/magazine/content/01_12/b3724001.htm

Job Shadowing for Teachers and Students

Published by the Southern Regional Education Board, 2000. This is a brief overview of what job shadowing is and its value to instructors and students. At the conclusion, it also explains how to obtain the job-shadowing guides developed for SREB's "High Schools That Work." http://www.sreb.org/programs/hstw/worksite/jobshadowing.asp

Making Schoolwork More Like Real Work: Exemplary School-to-Work Programs Show Promise for More Purposeful and Engaged Learning
>
> Written by Adria Steinberg, *Harvard Education Letter*, March/April 1997. This article discusses the many students who are merely going through the motions of learning in high-school classrooms, and the importance of creating real-life relevance in classroom instruction. http://www.edletter.org/past/issues/1997-ma/making.shtml

Skills for Tomorrow's Workforce
>
> Written by Srijati Ananda, Stanley Rabinowitz, Lisa Carlos, and Kyo Yamashiro, a policy brief from WestEd, 1995. "Skills" reviews the issues surrounding standards-based reform, with a particular focus on the use and integration of industry skill standards. To download a copy, go to http://web.WestEd.org/online_pubs/workforce/workforce.htm

Study of Career Academies Finds Reductions in Dropout Rates and Improvement of School Engagement
>
> Published by the Manpower Demonstration Research Corporation, February 2000. This report on career academies compares Academy and non-Academy high-school students. To download a copy, go to http://www.mdrc.org/PressReleases/CareerAcadamiesPR.htm

When It Comes to School Size, Smaller Is Better
>
> Written by Andrew Rotherham, *Education Week*, February 24, 1999. This commentary on information and research stresses the need to rethink the large-school concept and its effect on students. The consensus of researchers is that no school should serve more than 1,000 students and that many larger schools are having problems because of their size. http://www.edweek.org/ew/ewstory.cfm?slug=24rother.h18&keywords=smaller

Why We Need Small Schools
>
> From *Parent Power!* October 1999. This article stresses the growing demand for smaller schools and options for parents to become involved. http://www.edreform.com/parentpower/99oct/99oct2.htm

Documents Available for Purchase

The American Almanac of Jobs and Salaries, 2000–2001 Edition
>
> Written by John W. Wright. This document is updated yearly and lists the most current information about job classifications, duties, educational requirements, and competitive salary base. It may be purchased through the Internet for $16 at www.amazon.com

America's Top 300 Jobs: A Complete Career Handbook
>
> Produced by Jist Works, May 2000. This handbook provides detailed information on 300 jobs, based on extensive market research from the U.S. Department of Labor. Descriptions of job skills, education requirements, advancement opportunities, and salary data are included as well as a special section on growth projections for the 500 largest jobs through 2005. To order a copy at $15.16, go to www.amazon.com

Balancing Local Assessment with Statewide Testing:
Building a Program That Meets Student Needs
>   Written by Stanley Rabinowitz and Sri Ananda, 2001. This brief describes important attributes of a model for local assessment. It walks the reader through the steps for building a local system that will elicit diagnostic information about which students are doing well, where they are struggling, and how the instructional program might be modified to address their needs. The document may be downloaded in a PDF version by choosing from the resource option for assessments at the following website: www.wested.org It may also be purchased for $8, product number KN-01-01, from the same site.

The Best Jobs for the 21st Century
>   Written by Ronald L. Krannich, Ron Krannich, and Caryl Rae Krannich, 1998. This volume identifies 100 of the fastest-growing job categories, along with the education and skills they require, and also forecasts 20 major employment trends. To order a copy for $19.95, go to www.amazon.com

Best Practice: New Standards for Teaching and Learning in America's Schools, 2nd ed.
>   Written by Steven Zemelman, Arthur A. Hyde, and Harvey Daniels, 1998. This is an updated description of progressive teaching in six subject areas: reading, writing, mathematics, science, social studies, and the arts. The consensus is that students learn best in schools that are student-centered, experiential, democratic, and collaborative and still challenging. To order a copy for $23, go to www.bn.com

Career Academies: Partnerships for Reconstructing American High Schools
>   Written by David Stern, Marilyn Raby, and Charles Dayton, 1992. This full-length book explains the design and functioning of the career academy model and shows how it goes beyond traditional vocational programs to integrate academic and career-related curricula to raise student ambitions, increase career options, and provide a meaningful learning context for students ranging from potential dropouts to college-bound youth. To order a copy for $39, go to www.josseybass.com

Career Academy Toolkit: A Think It Through, Get It Going, Make It Happen
Planning Guide for Career Academies/Small Learning Communities
>   Written by Sandy Mittelsteadt and Diane Lindsey Reeves, 2001. This book is an interactive planning guide that walks educators through the process of developing and establishing a career academy / small learning community. To order a copy for $45, contact Bright Future Press at (919) 844-2402 or www.ncacinc.org

Education Partnerships: Strategies for Success
>   Written by Danielle Briggs and published by WestEd, 2001. This brief booklet identifies the key components or conditions contributing to partnership success. These components fall into the following areas: shared mission, goals and objectives, organizational structure and governance, leadership, communication, budget resources and external funding, culture as it relates to both collaboration and professional development, and evaluation. A PDF version is available at www.wested.org, or a copy may purchased for $8 from the same site.

Education Through Occupations in American High Schools
Edited by W. Norton Grubb, 1995. This is a two-volume set. Volume 1 is subtitled *Approaches to Integrating Academic and Vocational Education*, and volume 2 is subtitled *The Challenges of Implementing Curriculum Integration*. Each consists of a series of chapters written by experts in the field and is available for $23.95 through Teachers College Press, ISBN 0807734595 at http://store.tcpress.com

High School Career Academies: A Pathway to Educational Reform in Urban School Districts
Written by Nan Maxwell and Victor Rubin, 2000. This book presents the results of a decade of research on a network of academies in one large urban district in California. Using both quantitative and qualitative methods, it examines student performance in high school, employment outcomes, and college matriculation and completion rates and compares academy and nonacademy students. The 237-page document is available in cloth for $35 (ISBN 0-88099-214-X) or paperback (ISBN 0-888099-213-1) at http://www.upjohninst.org/

Homegrown Lessons: Innovative Programs Linking School and Work
Written by Edward Pauly, Hilary Kopp, Joshua Haimson, and Hillary Koop; published by Jossey-Bass, March 1995. Through firsthand stories and experiences, the authors show how educators overcame challenges to introduce a range of programs from career academies and to restructure vocational education to tech prep and youth apprenticeships. To order a copy for $19.95, go to www.amazon.com

The Internet: A Tool for Career Planning
Written by JoAnna Harris-Bowlsbey, Margaret Riley Dikel, and James P. Sampson, 1998. This document describes the use of websites in career planning, with annotations of websites that counselors can use and models for integrating the use of websites into career-planning programs. To order, go to http://isbn.nu/188533303X or www.ncda.org

Job Finder's Guide, 2000
Written by Les Krantz, January 2000. This reference offers up-to-date information on 200 different occupations for job seekers looking for quick information on employment opportunities, qualifications, salaries, working conditions, and career advances. For ordering information, go to www.amazon.com

New Directions for High School Career and Technical Education in the 21st Century
Written by Richard L. Lynch, 2000. This pamphlet describes new directions for vocational, career, and technical education in high schools. It reviews their history, defines four themes for change (career planning and development, high-school reform, upgrading of vocational education, and the K–14 model) and six approaches that contribute to student achievement (high-school majors, contextual learning, work-based learning, authentic assessment, career academies, and tech prep). Copies are available from http://www.ericacve.org/majorpubs2.asp?ID=25. The order number is IN 384, and the cost is $8.50.

Occupational Clues Short Form: A Career Interest Survey
Written by J. Michael Farr, 1993. This interest survey includes checklists for work-related values, leisure activities, home activities, and school and training subjects. The documents are available in short and long form. To order, go to www.danielkids.org. The price for the long form (package of 25, JSB53) is $48.95, and the price for the short form (package of 25, JSB54) is $37.95.

Occupational Outlook Handbook, 2000-2001
Produced by JIST Works. Updated regularly, this resource lists current jobs, the fastest-growing job markets, salary bases, and other job-specific information. Last updated in March 2000. To purchase a copy for $18.36, go to www.amazon.com

Performance Assessment and Standards-Based Curricula: The Achievement Cycle
Written by Allan Glatthorn, Don Gragaw, Karen Dawkins, and John Parker and published by Eye on Education, 1998. This resource includes information on the development of standards-based curriculum, the development of performance tasks and performance assessment, assessment-driven instruction, authentic learning, and the use of the achievement cycle in social studies, science, math, and language arts. The cost of this paperback book is $43.40. To order (ISBN 188300148X), go to http://www.netstoreusa.com/eabooks/188/188300148X.shtml

Preparing Students for the 21st Century
Written by Donna Uchida, Marvin Cetron, and Floretta McKenzie, American Association of School Administrators, 1996. This report is intended to stir discussion about the needs of today's students and their schools. Chapters include what students must know to succeed in the twenty-first century, what schools can do to prepare students for the twenty-first century, and the roles of industry and community partners in this preparation. For $14.95, the report is available at www.aasa.org

The Schools Our Children Deserve
Written by Alfie Kohn, 1999. Kohn argues against the demand for tougher standards, saying it reflects a lack of understanding about how and why children learn. He urges educators to move beyond traditional classrooms and tougher standards while critiquing the heavy-handed, top-down, and test-driven approach to school reform. To order, for $19.20, go to www.bn.com

Skills for Tomorrow's Workforce
Written by Sri Ananda, Stanley Rabinowitz, Lisa Carlson, and Kyo Yamashiro, 1995. This article reviews the issues surrounding standards reform, especially industry standards, and discusses the history of the role of schools in worker preparation, types of standards under development, ways to create a more coherent standards infrastructure, and typical tensions. The HTML version of this document is at http://www.wested.org/online_pubs/workforce/workforce.htm

Skills Training, Tomorrow's Workforce

Written by Laurie Field, 1994. This is an analysis of skills training covering the main aspects of planning, conducting, and assessing training in job-related skills. It lists advantages and disadvantages of the approaches, techniques, and methods presented and shows how to teach trainees the problem-solving skills they need in today's work environment. To order, refer to document ISBN 0-8839-0433-0W01; the cost is $14.95. www.josseybass.com

A Teacher's Guide to Project-Based Learning

Written by Douglas Fleming. 2000. This is an introduction to the ideas and methods of project-based learning. It is helpful as a starting point and resource guide, with 13 different types of projects, a step-by-step planning guide, an annotated list of references and resources, and project descriptions and comments from teachers using project-based learning. To order a copy for $16, go to the AEL Distribution Center at http://www.ael.org/pnp/browse/pbl2000.htm or write to P.O. Box 1348, Charleston, WV 265325-1348, or call (304) 347-0400 or (800) 624-9120.

Teachers Who Learn, Kids Who Achieve

Published by Western Regional Educational Laboratory, 2000. This article is based on hundreds of hours of interviews with teachers, teachers' aides, teacher leaders, and principals. It explains how teacher professional development translates into learning gains for students. To order a soft-cover copy, refer to product #PD-00-01, $9.95, in the resource section at http://web.wested.org/online_pubs/modelIPD/welcome-shmtl

Workforce 2020: Work and Workers for the 21st Century

Written by Richard Judy, Carol Damico, Carol D'Amico, and Gary Geipel and published by Hudson Institute Publications, 1997. This book analyzes the trends shaping the economy and workforce, the demographic makeup of the workforce in 2000 and 2020, the effects of globalization on U.S. business and the American worker, the impact of rapid technological change, the "skills gap," and the need for new models of education and training to prepare workers. It costs $16.95 in paperback from www.amazon.com

Other Resources Available upon Request

Block Scheduling: Innovations with Time

This is a 1998 overview of block scheduling, with examples from schools that have arranged their course offerings in the block schedule format. The booklet also discusses the benefits and concerns of block scheduling. Further readings and on-line resources are also provided. To order, visit http://www.lab.brown.edu/public/pubs/catalog.taf, or send an e-mail of inquiry to publications@lab.brown.edu

Competencies That Count: Strategies for Assessing High Performance Skills
Written by Lili Allen, October 2000. This document provides case studies of selected methodologies used to assess high-performance skills, serving as a starting point for those teaching students with a broad range of skills. The categories of assessment include on-demand, multiple-choice, or short-answer tests; self-assessment; and competency assessment in the workplace. To request a free copy, go to
http://ericae.net/ericdc/ED450134.htm

Education Policies of the 50 States
Produced by the Milken Family Foundation and published by the Milken Exchange on Education Technology, 1998. This survey, conducted in June and July 1998, provides current information on and insights into education technology policy in the 50 states. The survey data are in a variety of formats, including an in-depth narrative profile and quick-view comparison tables. The results are available at
http://www.mff.org/publications/publications.taf?page=268

Leadership Kit: Standards Mean Business
Produced by the National Alliance of Business, 1996. This boxed set of resources includes two videotapes, a business leader guide to setting academic standards, initiatives linking education and the workplace, standards mean business document, and handout/transparency masters. To order, contact the National Alliance of Business at (800) 787-7788.

My Posse Don't Do Homework
Written by Lou Anne Johnson and published by St. Martin's Press, 1992. Johnson is a veteran career academy teacher who describes her experiences as an academy instructor. The book is available only through St. Martin's Press, 175 Fifth Avenue, New York, NY 10010, or call 800.288.2131. The cost is $4.99.

NELC Employer Participation Model: Connecting Learning and Earning
Published by the National Employer Leadership Council, 1996. This document describes a model developed to help employers of all sizes customize their participation in school-to-career activities, principally system building, working with students and/or teachers for career preparation, and strengthening company practices in the education supply chain. To order, call (800) 360-6352, or go to the following website for more information:
http://www.nelc.org/aboutnelc/epm/epm.html

A New Twist: How Employers and Educators Can Work Together to
Improve Student Achievement
Produced by NEL, 1998. This toolkit contains information and resources that employers, coalition leaders, and educators can use to guide teacher internships. It includes sections on Overcoming Inertia, Bringing Educators and Employers Together, Learning That Keeps Students on the Edge of Their Seats, a poster, and a diskette with Resources for Employers and Educators. It is designed for use with Microsoft WIN 6.0 or WordPerfect 7.0 (1998). To order, contact the National Employer Leadership Council (NELC) at (800) 360-6352.

Teaching Workplace Competencies

Written by Arnold Packer and Scott Brainard, 2000. This is a series of six tip-filled booklets on what works, what doesn't, and how to plan, operate, and maintain a system that engages students by providing the tools and experiences they need to succeed. The booklets focus on teaching the SCANS skills in the classroom, imparting workplace competencies, and creating a career transcript to document the skills. Order from the Association for Career and Technical Education, 1410 King Street, Alexandria, VA 22314, or call (800) 826-9972.

Thriving Together: Connecting Rural School Improvement and Community Development

Published by SEDL, 2000. This pamphlet provides resources and information designed to help rural schools and communities learn ways of supporting each other so that both can thrive. It is intended for teachers, principals, parents, community members, and students and is available in print in English and Spanish and, in English only, as a CD-ROM. For more information about this guide, contact Amy Averett at (800) 476-6861, or e-mail her at http://www.sedl.org/pubs/catalog/items/fam22.html

Toward Active Learning: Integrating the SCANS Skills into the Curriculum

Written by A. B. Crabbe, 1994. These documents include lesson plans for developing SCANS skills while teaching course content. Activities include information on SCANS skills, time required, ability level, materials required, and procedures. To order, an order form must be completed at www.richmond.cc.nc.us. The cost is $20 plus $4 for shipping and handling. For more information, contact Richmond Community College at (910) 582-7050.

Newsletters and Journals

ASCD Education Bulletin

From the Association for Supervision and Curriculum Development. This free, on-line newsletter includes items of interest to K–12 educators. Topics include curriculum, instruction, assessment, technology, equity, and community support. Those interested may subscribe at http://www.ascd.org/readingroom/bulletin/ebullet.html

BCER Update

From the Business Coalition for Education Reform. Each copy of this newsletter contains a comprehensive report of a specific topic pertinent to education and business. To sign up for electronic copies, contact coalitions@nab.com

Career Tech Update

From the Association of Career/Technical Education. This twice-monthly newsletter covers federal legislation issues and activities affecting career and technical education, research, model programs, and practitioner insights. A yearly subscription for members is $250 and, for nonmembers, is $275 through the website at http://www.avaonline.org/public/career-tech-update.html

The Chronicle for Higher Education
> From the Career Network. This weekly, on-line newsletter also allows subscribers access to the Chronicle website. The site offers back issues, information technology, best-sellers, teaching articles and issues, articles by topic, Internet resources, and job information. www.chronicle.com

Connections
> From the National Tech Prep Network. This monthly newsletter contains the latest Tech Prep news, with a focus on partnership building, curriculum, parental and community involvement, technology, work-based learning, and professional development. Articles from practitioners and legislative updates are included in each issue. To subscribe, go to http://www.cord.org/Lev2.cfm/129.

Ed.Net Briefs
> From Education News and Resources from the University of Phoenix. This is a compilation of summaries of interest to educators, from a variety of print and on-line sources. To subscribe to the free newsletter, go to www.edbriefs.com

Education Journal Annotations
> From the Center for Instructional Materials from the School of Education at the University of Wisconsin at Madison. This is a comprehensive list of education-related journals with direct links to the sites. Its emphasis is on K–12 and teacher education and includes research journals, Internet resources, and children's magazines that support the K–12 curriculum. http://cimc.education.wisc.edu/ref/resources/journals/index.html

Education Journals and Newsletters Available on the Internet
> From SCRE. This webpage links to journals and newsletters of relevance to education. Users may download content pages, select the full text of articles, or download the whole issue of a specific journal or newsletter. http://www.scre.ac.uk/is/webjournals.html

Education Journals and Pedagogical Resources
> From Improving Student Learning through Technology. These are links to recognized journals in the areas of education and technology. http://www.cln.org/inservice/itpd/journals.html

Education Publications
> From Business Publishers, Inc. This organization publishes 50 newsletters and other publications covering education, environment, construction, energy, health, safety, and human services for levels K–12. http://www.bpinews.com/price.htm

Education Week
> From Editorial Projects in Education, Inc. This is an on-line version of the widely read weekly magazine, including information on issues pertinent to K–12 education. www.edweek.org

The Employer Focus

From the National Employer Leadership Council. This newsletter dedicated most of its March/April 2001 issue to career academies and academy issues. Other issues discuss information related to education and industry. Copies can be downloaded from http://www.nelc.org/resources/newsletters.html

ERIC Digest

This website hosts more than 2,300 issues of the digest, with search options by topic of interest, and the list of topics is comprehensive. www.ed.gov/databases/ERIC_Digests

eSchool News

This free, on-line K–12 technology and education news and event newsletter is produced daily and contains educational topics and issues, surveys, and special reports. www.eschoolnews.com

Federal Register

Issued by the U.S. Government Printing Office. This daily publication lists federal agency announcements and information such as presidential documents, agency meetings, grant opportunities, and proposed federal regulations. http://www.gpo.gov/su_docs/aces/aces140.html

FirstGov

From the U.S. Department of Education. This is a drop-down menu of current topics of interest relating to the government and education. Each option has a direct link to the identified site, including current education headlines and recent statistical reports. www.firstgov.gov

Harvard Education Letter

This bimonthly newsletter covers timely topics in depth from the perspectives of research and practice. Issues are available in full text or abstract format. www.edletter.org

MEL Education – Education Journals and News

From the Michigan Electronic Library Resources. This site makes available documents of historical interest and offers an education subject index. www.mel.lib.mi.us/education

NLS Newsletter

From the Bureau of Labor Statistics. This quarterly newsletter includes new data releases, error notices, completed National Longitudinal Survey research, and related information. Issues can be downloaded at http://stats.bls.gov/nls/nlsnews.htm

On–Line Newsletters

From the Council of the Great City Schools. This site offers several newsletters: Urban Educator, Urban Indicator, Urban Administrator, Urban Innovator, and UESC Recruiter. www.cgcs.org

R & D Alert

From WestEd. This newsletter summarizes research and development under way at this San Francisco–based regional education center. It is produced three times a year. To view current or past issues, go to http://www.wested.org/pub/docs/116

School-to-Work Report

From Business Publishers, Inc. This newsletter is available for e-mail delivery in a PDF format and features grants, foundations, educational programs, best practices, and projections. To subscribe to the newsletter at $336 per year, or at an Internet price of $293 per year, go to www.bpinews.com

Special Joint Newsletter

From the National Center for Improving Student Learning and Achievement in Mathematics and Science and Center for Research on Education, Diversity & Excellence. This joint newsletter addresses pertinent issues to the missions of both the CREDE and NCISLA. To download copies of the newsletter, go to www.crede.ucsc.edu or www.cal.org/crede

Evaluations and Research

Achieving Scale and Quality in School-to-Work Internships:
Findings from an Employer Survey

Written by T. Bailey, K. Hughes, and T. Barr; published by the National Dissemination Center for Career and Technical Education, 1998. This report examines the issue of employer involvement in the school-to-work strategy by comparing the characteristics of participating employers with a sample of nonparticipating employers in work-based learning activities. To download a copy, go to http://www.stw.ed.gov/Database/Subject2.cfm?RECNO=918

A–G Interactive Guide

Produced by High School Focus Groups, 2000. This interactive guide was developed by the University of California to help schools better understand the university's A–G course approval process and criteria. A report of findings is included. To download a copy, go to http://pathstat1.ucop.edu/servlet/StoneGround?templateName=index

All Students Learning: Making It Happen in Your School

Published by the Northwest Regional Educational Laboratory, 1998. This booklet is the sixth in a series of hot topic reports produced by NREL. It briefly addresses current educational concerns and issues, discusses research and literature, and makes suggestions for adapting these ideas to schools, including references and contact information. To download copies of any or all of the reports, go to http://www.nwrel.org/request/feb98/index.html

Are We Preparing Students for the Twenty-first Century?
Written by Anne Axelrod and Dana Markow and published by MetLife Foundation, 2000. This is a survey of parent, student, and teacher attitudes toward the quality of education that students are receiving, sources of support for students, and how well they are being prepared for further education or work after leaving high school. To download a copy, go to http://www.stw.ed.gov/Database/Subject2.cfm?RECNO=5665

Assuring Quality Implementation of Proven Programs: The Importance of Staff Buy-In
Published by American Federation of Teachers, 1998. This report confirms that one of the most important ways to achieve the benefits of a well-designed program is to make certain that those who will use it—teachers and other school staff—are fully committed to the program before it is implemented. It also discusses ways to obtain and sustain staff buy-in. To download a copy, go to http://www.aft.org/edissues/rsa/Assqual.htm

Benchmarking Best Practices in Accountability Systems
Written by Peggy Odem et al.; published by the American Productivity and Quality Center, 2000. This is an executive summary of a report on key benchmarking points for seven areas of school accountability: leadership, climate and context, operations, human resources, data measurement and management, communications, and standards for teaching and learning. The full report may be downloaded; go to http://www.apqc.org/pubs/dispPub.cfm?ProductID=1153

Benefits to Bridging Work and School
Written by Daniel Shapiro and Maria Iannozzi and published by the *Annals of the American Academy of Political and Social Science*, 1998. The authors use the 1997 National Employer Survey to examine the benefits of better articulation of the nation's economic and educational systems, demonstrating that employers participating in activities related to school reform and the educational process can gain real and substantial benefits. To download a copy, go to http://www.irhe.upenn.edu/research/nespubs.html

The Brown Center Report on American Education 2000: How Well Are American Students Doing?
Written by Tom Loveless; published by the Brookings Institution, 2000. This report discusses national achievement, looks at mathematics achievement, and discusses policies and practices affecting achievement. To download a copy, go to http://www.brook.edu/gs/brown/bc_report/2000/toc.htm

Building Linkages: Making Integrated Standards Work for Education and Industry
Written by Paula Hudis; published by the Office of Vocational and Adult Education, 2000. This report describes the first two years of Building Linkages, a federally funded initiative designed to improve the public understanding of the value of standards-based curricula. It is designed to help state and local policymakers and practitioners understand the goals of integrating academic and technical standards and the processes that the three national partnerships used to develop, test, and use them to reform curricula. To download a copy, go to http://www.ed.gov/offices/OVAE/skillstd.html

California Partnership Academies: 1995–1996 Executive Summary
> Published by the California Department of Education. This is a summary report of data submitted by 42 state-funded California Partnership Academies. It includes information from two categories, program implementation and student performance. To download a copy, go to http://www.cde.ca.gov/partacad/9596exec.html

Career Academies: Building Blocks for Reconstructing American High Schools
> Written by David Stern, Charles Dayton, and Marilyn Raby, Career Academy Support Network, University of California, Berkeley, 2000. This comprehensive study of the growth and development of career academies provides in-depth information from recent studies. It discusses the growth and evolution of career academies, the effects of career academies on students' academic and employment outcomes, and the relationship between academies and other reform efforts. It is available to view and print at http://casn.berkeley.edu/buildingblocks.html

Career Academies: Building Career Awareness and Work-Based Learning Activities Through Employer Partnerships
> Written by James Kemple, Susan Poglinco, and Jason Snipes; published by the Manpower Demonstration Research Corporation, May 1999. This document presents research findings on career academies and answers such questions as Do they work? Do they improve student education and employment outcomes? Do they have a long-term payoff in helping students enroll in and complete college and become successful in the labor market? To download a copy, go to http://www.mdrc.aa.psiweb.com/Reports99/CareerAcad99/CarAcad-99-EXSumm.html

Career Academies: Communities of Support for Students and Teachers: Further Findings from a 10-Site Evaluation
> Written by James Kemple; published by the Manpower Demonstration Research Corporation, November 1997. This report on the "inside" of an academy describes the experiences of students and teachers and compares them with those of their peers in participating high schools. The information collected was from ninth- and tenth-grade students. To download a copy, go to www.mdrc.org/Reports/CareerAcademies97/ExecutiveSummary

Career Academies Evaluation
> Published by the Manpower Demonstration Research Corporation, 2000. This is a summary of the components of career academies, the significance of the evaluation, key program features, data sources, and methodologies used. To download a copy, go to http://www.mdrc.aa.psiweb.com/Education/CareerAcademiesPD.htm

Career Academies: Impacts on Students' Engagement and Performances in High School
> Written by James Kemple and Jason Snipes; published by the Manpower Demonstration Research Corporation, February 2000. This evaluation demonstrates the feasibility and benefits of using a large-scale, multisite, random assignment research design to determine the impact of career academies on student outcomes. The report follows more than 1,700 students. To download a copy, go to www.mdrc.org/Reports2000/CareerAcademies/CA-ExSum-2-4-00

Career Development Effects of Career Magnets vs. Comprehensive Schools

Written by E. Flaxman, A. Guerrero, and D. Gretchen and published by the National Dissemination Center for Career and Technical Education, 1999. This report compares the education and work outcomes for students who attended a career magnet high school with those students of similar background who attended a comprehensive school. To download a copy, go to http://www.nccte.org/publications/ncrve/mds-08xx/mds-803.html

Career Development Standards Background Paper

Written by Wes Pruitt; published by the Washington Workforce Training and Education Coordinating Board, 1997. This paper discusses the rationale for content standards, defines content standards, outlines the progress to date, explores issues surrounding content standards, and reviews relevant research findings. To download a copy, go to www.wa.gov/wtb/index

The Condition of Education

Published by the National Center for Education Statistics, 2000. This report describes the current status and recent progress of education in the United States. It features an overview essay and 60 indicators in five major substantive areas of education. To download a copy, go to http://www.nces.ed.gov/pubs2000/coe2000/

Connecting Work and School: Findings from the 1997 National Employer Survey

Written by Daniel Shapiro and Margaret Goertz, 1998. This paper was presented at the April 1998 AERA conference in San Diego, California. It uses data from the second administration of the National Employer Survey to examine whether initiatives by the business and education communities have begun to strengthen the connection between school and work. It also answers questions regarding industry involvement in the educational system. To download a copy, go to http://www.irhe.upenn.edu/research/nespubs.html

Contemporary Issues in Mentoring

Written by Jean Baldwin Grossman; published by Public/Private Ventures, 1999. This study answers questions about mentoring programs: What are the essential elements of an effective mentoring program? How do you identify and document a quality mentoring program? How much does mentoring cost? Where do you find volunteers? To download a copy, go to http://www.ppv.org/indexfiles/pubsindex.html

Digest of Education Statistics, 2000

Written by Thomas Snyder and Charlene Hoffman; published by the National Center for Education Statistics, 2001. This is a compilation of statistical information covering the broad field of education from pre-kindergarten through graduate school. Topics included are the number of schools and colleges, teachers, enrollments, graduates, educational attainment, finances, federal funds for education, employment and income of graduates, libraries, technology, and international comparisons. To download a copy, go to http://www.nces.ed.gov/pubs2001/digest

The Effects of Academic Career Magnet Education on High Schools and Their Graduates
> Written by R. L. Crain, A. Allen, R. Thaler, D. Sullivan, G. Zellman, J. W. Little, and D. D. Quigley and published by NCRVE. This study gives the positive and negative results of categories including student records analysis, surveys, and interviews. To download a copy, go to http://ncrve.berkeley.edu/abstracts/MDS-779

Elementary and Secondary Education: An International Perspective
> Written by Marianne Perie et al.; published by National Center for Education Statistics, 2000. This report presents information on U.S. elementary and secondary education systems in foreign countries, including classroom characteristics, teachers, students, student achievement, educational resources and expenditures, and labor market outcomes. To download a copy, go to http://www.nces.ed.gov/spider/webspider/2000033.shtml

Employment Experience of Youths: Results from a Longitudinal Survey
> Produced from the National Longitudinal Survey, December 7, 2000. To download a copy of the survey results, go to http://www.bls.gov/news.release/nlsyth.toc.htm

The High Schools, They Are A-Changin'
> Written by David Stern and Mayo Tsuuki Hallinan and produced by the National Center for Research in Vocational Education, University of California, Berkeley, winter 1997. This is a discussion of the ways in which innovative high schools can help their programs and students meet the changing needs of our economy, using existing programs as examples of creative teaching and instruction. To download a copy, go to http://www.vocserve.berkeley.edu/CW84/TheHighSchools.html

Impact Studies of NAF Academies
> Produced by the Institute on Education and the Economy, fall 2000. This is a report on the IEE research results of the National Academy Foundation academy programs, the impact of academies, employer participation, and work-based learning. To download a copy, go to www.tc.columbia.edu/~iee

Job Shadow Evaluation Forms
> Published by Prince George's County Career Connections, 1999. These evaluation forms are for students, teachers, and industry partners relevant to the job-shadowing experience. To download a copy, go to www.pgcps.pg.k12.md.us/~connect

Key Points and Findings from National Evaluations of School-to-Work
> Written by the National School-to-Work Office, 1998. This document reports national progress in the implementation of school-to-work findings and gives statistics and findings from the recent study on the School-to-Work program. To download a copy, go to http://www.stw.ed.gov/Database/Subject2.cfm?RECNO=4327

Knowing and Doing: Connecting Learning and Work
> Written by Lili Allen, Christopher Hogan, and Adria Steinberg and published by the Northeast and Islands Educational Laboratory, 1998. This review of high-quality learning strategies includes a comprehensive overview of project-based opportunities for students. Methods for incorporating work-based learning approaches into teaching practices are presented in six steps, with examples of successful application in real-world contexts. To download a copy, go to http://www.lab.brown.edu/public/pubs/k_and_d.pdf

Learning How to Learn at Work: Lessons from Three High School Programs
> Written by C. Stasz and T. Kaganoff, 1997. This document describes the characteristics of teaching and learning in work-based learning programs and shows how the work context supports or hinders both. To download a copy, go to http://www.nccte.com/publications/ncrve/mds-09xx/mds-916.html

MDRC's Career Academies Evaluation
> Written by James J. Kemple et al.; published by the Manpower Demonstration Research Corporation, 2000. This research project was begun in 1993 and has continued validating and verifying the success of the academy approach. The primary goal has been to give policymakers and educators reliable evidence of the impact of career academies on students' performance, engagement, and achievement in high school and their transition to postsecondary education and the labor market. To download either an executive summary or the complete document, go to www.stw.ed.gov or www.aypf.org/forumbriefs/2000

National Center for Mathematics and Science
> The center conducted an intensive, nationally coordinated program to advance effective reform of K–12 mathematics and science instruction in 1996. The research yielded classroom-based findings about effective instruction and new professional development models for sustained student learning and achievement in mathematics and science. To view the results, go to http://www.wcer.wisc.edu/ncisla/WHATWEDO/index.html

National Good News Facts and Figures: Findings from National Evaluations of School-to-Work
> From the National School-to-Work Office, November 2000. This is a summary of research findings and the successful implementation of school-to-work programs throughout the United States. http://www.stw.ed.gov/research/goodfacts2.htm

Pedagogical Strategies for Work-based Learning
> Written by Katherine L. Hughes and David Thornton Moore; published by the Institute on Education and the Economy, Columbia University, 1999. This paper examines how the work-based learning environment can be enriched through specific activities at the worksite and activities at school. Two student work-based learning experiences are examined in detail. To download a copy, go to http://www.stw.ed.gov/Database/Subject2.cfm?RECNO=4382

Powerful Learning
>Written by Ron Brandt; published by the Association for Supervision and Curriculum Development, 1998. This document describes the conditions that promote learning and provides examples of schools to illustrate how those conditions apply to students in the classroom. It also discusses ways that organizations can help students adapt and respond to changing circumstances. To download a copy, go to the reading room at http://www.ascd.org/readingroom/books/brandt98.html

Preparing Teachers to Successfully Integrate Vocational and Academic Education:
A Case Study Approach
>Written by B. J. Schmidt, C. R. Finch, S. L. Faulkner, and J. Kandies, 1995. This document is a hands-on tool for professional development designed to be used with teachers and administrators. It includes 46 case studies of what works well in the integration process. http://vocserve.berkeley.edu/Abstracts/780.html

School-Based Mentoring: A First Look into the Potential
>Written by Carla Herrera, 1999. This report presents some initial, qualitative impressions of two well-run programs. The author concludes that school-based programs show great promise and cost effectiveness and recommends additional research. To download a copy, go to http://www.ppv.org/indexfiles/pubsindex.html

School Lessons, Work Lessons: Recruiting and Sustaining Employer Involvement in
School-to-Work Programs
>Written by Irene Lynn and Joan Wills and published by the Institute for Educational Leadership, 1994. This is a study of the importance of using work-based learning to add relevance to education and ease the transition for students from school to career. For a copy, go to http://icdl.uncg.edu/ft/081399-092-html

School-to-Work Evaluation Builds on Previous Work to Track Progress from
Inception to Expansion
>Written by Mathematica Policy Research, Inc., 2001. The research begins with the inception of the STW initiative and progresses through three major components: local School-to-Work partnerships, case studies of selected states and partnerships, and student study. The site also includes a report to Congress. To download a copy, go to http://www.mathematica-mpr.com/3rdlevel/stweval.htm

School-to-Work: Making a Difference in Education
>Written by Katherine Hughes, Thomas Bailey, and Melinda Mechur and published by the Institute on Education and the Economy, Columbia University, 2001. This report examines the early effects on youth, teachers, and employers of school-to-work components that have been put into place. The results reflect the impact of particular types of initiatives on student outcomes. To obtain a copy, contact http://www.tc.columbia.edu/iee/STWrelease.htm

The Secretary's Commission on Achieving Necessary Skills
> From the Secretary of Labor, 1990. This history of the commission and the task undertaken covers the five functional skill areas and behavioral statements and describes each. To download information, go to http://www.nortec.org/cb/nortec_search.html

Small Learning Communities Meet School-to-Work
> Written by Nettie Legters and published by CRESPAR, Johns Hopkins University, January 1999. This report describes specific reform practices and how some high schools are pulling together a number of reform practices to form a schoolwide approach to improvement, and identifies the challenges that schools encounter when reforming, based on the experience of several schools. To download a copy, go to http://www.csos.jhu.edu/crespar/Reports/report31.pdf

Small Schools: A Reform That Works
> Written by Mary Anne Raywid, *Educational Leadership*, January 1998. This is a synthesis of research on the rewards and success of small learning communities. Career academies are cited as a successful model. http://www.ascd.org/readingroom/edlead/9712/raywid.html

Some Things Do Make a Difference for Youth:
A Compendium of Evaluations of Youth Programs and Practices
> Produced by CELCEE, 1997. This compendium contains evaluation briefs of 49 youth programs assessed by the American Youth Policy Forum, including career academies. The selected programs demonstrate that careful application of adult support, structure, expectations, creative learning, guidance, connections to the workplace, and an emphasis on implementation quality do make a difference in the educational system. The population served, evidence of effectiveness, key components, study methodology, and geographic areas served are summarized. To download a copy, go to http://www.aypf.org/compendium/index.html

State and Local Good News Facts and Figures Findings from State and Local
Evaluations of School-to-Work
> This research was updated in November 2000 by the National STW Office. It provides research and evaluation results for several programs in the United States and quotes statistics on academic performance, dropout rates, attendance rates, and graduation rates. To download a copy, go to http://www.stw.ed.gov/research/goodfacts.htm

Talent Development High School with Career Academies
> Produced by CRESPAR, Johns Hopkins University, 1994. This is an "everything you need to know about the talent development high school model" document. It covers positive effects on student achievement, vital statistics on the number of students served and programs established, support development, and the costs of maintaining a program. To download a copy, go to http://www.csos.jhu.edu/Talent/high.htm

21st Century Community Learning Centers Evaluation

Published by Mathematica Policy Research, Inc., fall 2001. This research addresses concerns about the growing number of unsupervised children during the after-school hours and public interest in providing after-school experiences to enrich children's educational, social, and developmental skills. The study examines related student improvement in schoolwork, homework, and behavior. To download a copy, go to http://www.mathematica-mpr.com/3rdlevel/21stcentblurb.htm

Work-Based Learning and Academic Skills

Written by Katherine Hughes, David Thornton Moore, and Thomas Bailey; published by the Institute on Education and the Economy, *IEE Brief*, no. 27, November 1999. These work-based learning reports concern employer participation, pedagogy for on-the-job learning, and connecting work-based learning with classroom-based learning. To download a copy, go to http://www.tc.columbia.edu/~iee/PAPERS/workpap16.pdf

Websites

American Youth Policy Forum

This Washington, DC–based professional development organization hosts policy forums and field trips for policymakers working on education and youth issues. It also produces publications, some available on-line. Its interest is in at-risk youth and career academies. www.aypf.org

Bay SCAN

The Bay Area School-to-Career Action Network brings together as partners business, labor, education, and the local School-to-Career partnership organization. The site provides a wide variety of resource documents and supports partnerships between education and business in the San Francisco Bay Area. www.bayscan.org

Best Careers – By State

Produced by the University of Maryland's University College. This site includes a state-by-state listing of best careers. Information is also available on subjects like education planning, job skill enhancement, school finders, and a subject library. Links to other pertinent sites are listed. http://www.votech.about.com/[?once=true&

Blue Web'N

From Pacific Bell. This site can be searched by content, subject area, or grade level. Resources include tutorials, web-based activities, web-based projects, lesson plans, links, other resources, and reference tools. http://www.kn.pacbell.com/wired/bluewebn/index.html

Buck Institute for Education
> This is a comprehensive site with extensive information on project-based learning and school-to-career activities. The site includes a variety of links, articles, research, technology, application, project examples, and a project creation process.
> www.bie.org/pbl

Business Coalition for Education Reform (BCER)
> This coalition is made up of 13 national business-led organizations and 600 state and local business-education coalitions that coordinate their efforts to increase the academic achievement of students by promoting business involvement in education at the national, state, and local levels. The partners leverage resources and expertise, build partnerships between states and communities, and provide technical assistance to a growing network of state and local coalitions. It is managed by the National Alliance of Business.
> www.bcer.org

California Labor Market Information
> Developed by California's Employment Development Department, this site offers labor market information by geography and subject, for employers and educators alike. Those interested can subscribe to the electronic newsletter on the back page of the site.
> www.calmis.cahwnet.gov

California School-to-Career Clearinghouse
> This comprehensive site contains more than 3,700 documents. Users type in a topic of interest, and the screen then lists all related documents with a title, brief description, and ordering information. Many documents are available on a check-out basis.
> www.stc-clearinghouse.com

California Technology Assistance Project (CTAP)
> This statewide educational technology leadership initiative provides assistance to schools and districts in integrating technology into teaching and learning. www.ctap.k12.ca.us

Career Academy Support Network (CASN)
> From the University of California, Berkeley. This site provides a comprehensive resource designed expressly for career academies, with a variety of viewable and printable documents, including guides for academy scheduling, mentor programs, and internship programs. It also has a national directory of academies, and information on curriculum, research, a downloadable "forms bank," and links to many other relevant organizations.
> http://casn.berkeley.edu

Center for Research on Education, Diversity, and Excellence (CREDE)
> From the University of California, Santa Cruz. This website enables users to select researcher presentations, view current research findings, and search through other resources developed by CREDE researchers and teachers. www.crede.ucsc.edu

Center for Research on the Education of Students Placed at Risk (CRESPAR)
From Johns Hopkins University and Howard University. This organization has spearheaded the application of career academies schoolwide and has developed a ninth-grade program called the Success Academy to prepare students for academies in grades 10 through 12. The site offers information about this Talent Development High School model, research reports, and practical publications. www.csos.jhu.edu/crespar

Center for Research on Evaluation, Standards, and Student Testing (CRESST)
Funded by the U.S. Department of Education and the Office of Educational Research and Improvement. The center conducts research on important topics related to K–12 educational testing. Reports produced on different tests and testing results are available. www.cse.ucla.edu

Center on Education and Work (CEW)
The center's purpose is to enable educators to engage youth and adults in learning and career development experiences that lead to meaningful careers. The site includes research and technical assistance activities to strengthen the connections among educational institutions, workplaces, communities and families. It also includes a comprehensive list of education-related sites with direct links. www.cew.wisc.edu

Edinformatics
From Education for the Information Age. This site offers a variety of resources for educators: databases on curriculum research, reform, professional development; current issues of *Education Week*; current issues and headlines related to educational issues; drop-down menus of subject area information; and state test updates. www.edinformatics.com

Education Index
The site provides an annotated guide to other education-related sites on the Web, sorted by subject and life stage. College and scholarship information is included for students. www.educationindex.com

Educational Resources Information Center (ERIC)
A longtime repository of a wide variety of documents relating to education, this database offers perhaps the most comprehensive list of materials on the Internet. AskERIC is a search engine within ERIC. When users type in the topic for which information is needed, an enormous drop-down listing appears. http://www.eric.ed.gov/

Education Resource Organizations Directory (EROD)
From the U.S. Department of Education. This directory allows users to identify and contact organizations that provide information and assistance on a broad range of education-related topics. www.ed.gov

Federal Resources for Educational Excellence
This site offers hundreds of education resources supported by agencies throughout the federal government. The easy-to-use subjects include curriculum majors and vocation education. It is updated regularly. www.ed.gov/free

The George Lucas Educational Foundation

The George Lucas Foundation provides an abundance of information and resources for education. www.glef.org

GMS Partners, Inc.

This organization specializes in creating and sustaining small learning communities and high-school career academies. Attention is given to ninth-grade transition success programs and senior portfolios/projects. www.gmspartnersinc.org

Institute on Education and the Economy (IEE)

From Teachers College, Columbia University. The institute conducts research on educational reform and changes in work, technology, work organization, and the implications of those changes in relation to skill needs. It also studies the educational value of work-based learning and examines a variety of academy programs. http://www.tc.columbia.edu/~iee/

Jobs for the Future

Based in Boston, Jobs for the Future is one of the largest organizations supporting and evaluating school-to-career programs and approaches, joining those working in education, business, government, and communities around the nation. Its publications on K–12 education reform are many and pertinent to career academies. www.jff.org/

jobweb

This site offers a multitude of career-related information, ranging from career planning to specific careers and job outlooks. www.jobweb.com

Magnet Schools of America (MSA)

This national organization, with many overlaps with career academies, offers a comprehensive listing of resources, plus a directory of magnet schools, their mission, job opportunities, and grant applications for schools interested in applying for a magnet school grant. www.magnet.edu

Manpower Demonstration Research Corporation (MDRC)

Based in New York, MDRC is a policy research firm dedicated to improving the well-being of low-income people. It has conducted perhaps the largest and most respected evaluation of career academies anywhere. www.mdrc.org

MPR Associates

Based in Washington, DC, and Berkeley, CA, MPR is a consulting firm specializing in management, planning, and research for elementary, secondary, and postsecondary education. It offers statistical analyses, policy development, professional development, and program evaluation. MPR has a sizable body of research and evaluation publications related to school-to-career programs and academies. www.mprinc.com

National Academy Foundation (NAF)

This membership organization based in New York supports a national network of about 500 career academies in the fields of business, travel and tourism, and information technology. Membership, which costs $5,000, provides a complete curriculum in the career field, professional development at annual conferences and institutes, and support in developing work-based internships. www.naf.org

National Alliance of Business (NAB)

Based in Washington, DC, NAB is a national business organization focused on increasing student achievement and improving the competitiveness of the workforce. Its 5,000 members include companies of all sizes and industries, their CEOs and senior executives, educators, and business-led coalitions. www.nab.com

National Association of Partners in Education (NAPE)

Based in Alexandria, VA, this organization promotes partnerships between education and business. Within NAPE, the National Partnership is a coalition of educational nonprofit organizations, professional associations, colleges, law enforcement agencies, secondary schools, and school systems supporting career academies in law, public safety, and security. www.partnersineducation.org

National Career Academy Coalition (NCAC)

This membership organization, started in part by Philadelphia Academies, Inc., offers an annual national conference and variety of practical documents and academy directory information. www.ncacinc.org

National Center for Education Statistics (NCES)

From the U.S. Department of Education. This site is the primary federal entity for collecting and analyzing data related to education in the United States and other nations. It offers a drop-down menu that includes an electronic catalog, survey and program areas, an encyclopedia of Department of Education statistics, quick tables and figures, and "fast facts." www.nces.ed.gov

National Center for Research in Vocational Education (NCRVE)

Based at the University of California, Berkeley, through the 1990s, this site provides access to archives of projects and research completed there. The publications described on the site may be accessed through direct links. http://ncrve.berkeley.edu/

National Center on Education and the Economy (NCEE)

Based in Washington, DC, this organization focuses on improving educational standards and curricula and offers extensive materials related to both. It also supports career academies and works with several cities around the country. www.ncee.org

National Education Association (NEA)

The site offers documents and education-related guides, definitions of educational terms, and current legal movements and legislation pertaining to education, all of which can be downloaded. www.nea.org

National Employer Leadership Council (NELC)
>Designed to bring together educators and business people, this organization supports school-to-career initiatives combining classroom courses and real-life learning. It also offers documents and other services to teachers, students, and employers. www.nelc.org

National Longitudinal Survey Annotated Bibliography (NLS)
>This site provides an up-to-date searchable record of research based on data from all cohorts of the National Longitudinal Surveys. It contains citations and abstracts of NLS-based journal articles, working papers, conference presentations, and dissertations. http://www.chrr.ohio-state.edu/nls-info/

National School-to-Work Learning and Information Center
>From the federal government's office designed to support school-to-career efforts, this site offers state-by-state information, downloadable resources, grants, evaluations, and a list of approved technical assistance providers. The information here may be of interest to educators, employers, labor, parents, partnerships, and students. www.stw.ed.gov

National Service-Learning Clearinghouse (NSLC)
>The site is also known as the Learn and Serve National Service-Learning Clearinghouse. It provides information about all levels of service-learning, kindergarten through higher education, including community-based initiatives. The site has an impressive publications list, many free, with short descriptions and direct links to the relevant sites. www.nicsl.coled.umn.edu

Office of Educational Research and Improvement (OERI)
>From the U.S. Department of Education, this site provides national leadership for approaches to educational reform and improvement and related research. It offers information about approaches to reform, research findings, and technical assistance to those working to improve education. www.ed.gov

Pacific Bell Knowledge Network Explorer
>This site serves as the official website of Pacific Bell's education program, Education First. It supports education by helping schools, libraries, and colleges acquire and use the Internet and videoconferencing technology. www.kn.pacbell.com

PathFinder
>Also known as VisionLink, this database program simplifies the coordination of work-based learning experiences. www.visionlink.org

Philadelphia Academies, Inc.
>Career academies originated in Philadelphia in 1969, and this business-based organization was established to support them. With more than 30 academies in the city and some high schools moving to an all-SLC approach, this site provides information on the granddaddy of all academy locations. www.phsainc.org

Project-Based Learning (PBL)

This site is geared to teacher-specific information on the concept of project-based learning, project checklists, involving students in project-based learning, and customizable rubrics to download. www.4teachers.org

Regional Educational Laboratories (REL)

REL is a network of regionally based research and development centers providing information, training, and technical assistance to states, schools, and communities implementing school improvement strategies. www.relnetwork.org

SCANS 2000

This website contains information on SCANS (Secretary's Commission on Achieving Necessary Skills), including a list of the various SCANS reports and how to order them. It also describes many programmatic areas, with direct links to SCANS and assessment, SCANS and the arts, SCANS and math education, SCANS and community colleges, SCANS and the middle schools, SCANS and work-based learning, and SCANS and standards. www.scans.jhu.edu

School Notes

From Copernicus Education Gateway. This site enables school information to be posted on the Web, making it accessible to educators, parents, and students. www.schoolnotes.com

Southern Regional Education Board (SREB)

Based in Atlanta, SREB has the largest high-school reform network in the country. Called High Schools That Work, this standards- and data-driven approach supports the integration of career learning and academics and dovetails well with career academies. The site provides information on SREB's many lines of work and publications. www.sreb.org

State Center Consortium

This is a site in California with a resource library of more than 3,000 documents and research findings. Many are available on a check-out basis. A drop-down menu allows users to specify a topic and see related resources. www.statecenter.com

State Department of Education Links

The site offers an alphabetical listing of state departments of education, addresses, telephone numbers, fax numbers, and website addresses. www.smartorganizations.com

United States Chamber of Commerce

Based in Washington, DC, this membership organization is interested in advancing the interests of business and offers political advocacy, education programs, business resources, and communication. Its members include large companies, small businesses, trade associations, and local chambers of commerce. www.uschamber.com

United States Department of Education

The U.S. Department of Education publishes a wealth of information for those with a stake in education. This site links many publications. www.ed.gov/pubs

Useful Sites from Other Organizations

The site was developed by the National Center of Research for Vocational Education. It provides links by country, research and development, vocational organizations, and institutions. http://vocserve.berkeley.edu

WestEd

This site provides resources for assessing states and districts, developing school leaders to institute schoolwide change, enhancing teachers' professional development, and finding ways for community-based groups to collaborate. www.wested.org

Work-Based Learning Opportunities

This site offers information about work-based learning, school-to-work, and skill standards, with direct links to specific informational sites and a comprehensive, up-to-date list of resources available to site users. www.wa-wbl.com

Additional Funding Sources

Abe's E-Mail Reports—Grants Report

These reports are electronic daily updates of available funding opportunities from many sources. Users must locate those relevant to grant requests. www.abesemailreports

Columbia Education Center

This Portland, Oregon–based website provides specialized services and resources for schools and other education-related agencies. www.col-ed.org

Education Funding News

From the Thompson Publishing Group, this is a free weekly publication on federal, corporate, and foundation funding opportunities in education. www.thompson.com

Education World Education Grants

This site contains entries on a variety of topics, including grants, grant writing, and grant availability. Sites are listed with direct links for easy access. www.education-world.com

ESchool News Funding Center

The Center offers a daily source for up-to-the-minute grant programs, funding sources, and technology funding information. www.eschoolnews.com/funding

Federal Register

This site provides up-to-date contents of the Federal Register, including announcements of grant competitions and other pertinent grant information needed to submit a proposal to the federal government. www.fedreg

FindIt

An on-line resource list of the foundations and other resources offering grant opportunities. The drop-down menu offers links to the sites listed, with such categories as government, foundations, and nonprofit groups. www.findit.org

Foundation Center

The granddaddy of private foundation information, this site offers access to specific foundations from among 57,000 available webpages, with address and contact information, proposal guidelines, typical sizes and numbers of grants, foundation websites, specific sector searches, and subscription to the center's monthly newsletter. www.fdncenter.org

Funding and Related Resources

This website offered by MCREL lists 21 resource sites related to organizations and foundations offering grants. www.mcrel.org/resources/links/funding

Funding Resources and Agencies

This site, sponsored by the University of North Carolina, Wilmington, is a directory of direct links to various organizations and foundations offering grants. www.uncg.edu/rss

Fundsnet Services ONLINE

This site offers an alphabetical list of grant information such as state-specific grants and other information for writing grant proposals. Other popular sites are available through direct links. www.fundsnet.co.za

Grant Information Center

This site, provided by Revisions Grant Services, is an abbreviated list of grant sites with direct links and a one- or two-sentence description of those sites. www.revisions-grants.com

Grant Locators

Provided by Instructional Media Center, this is an abbreviated list of the often overlooked small grant opportunities available, with links to pertinent sites. www.vpl-imc.org

Grant Seeker's Budget Toolkit

Written by James M. Quick, James Aaron Quick, and Cheryl Carter New and published on January 12, 2001. The toolkit offers step-by-step guidance, insider tips, and everything needed to create the kinds of budgets and financial plans that win grants. Can be purchased for $31.96 through www.amazon.com

Grants

Developed by the Virtual Reference Desk of the University of Washington, Stevens Point, this is a list of links to sites related to grants, grant seeking, organizations giving grants, and guides for receiving grants. www.library.uwsp.edu

Grants Center

Sponsored by Education World, this comprehensive site offers grant resources, grant proposal–writing tips, subject resources, and current grant information. It is regularly updated. www.educationworld.com/grants

Grants for Nonprofit Organizations

Written by Eleanor Gilpatrick, September 1989. This hardcover book lists a multitude of grant-giving organizations and foundations and covers all aspects of grant proposal writing from identifying a fundable problem to writing the final proposal. Differently styled options for the grant-making process are provided. The book costs $50 and can be bought through www.amazon.com

Grants Manual

Written by John O'del, Ph.D., Academy of Management Entrepreneurship Division, International Committee, this short handbook lists external resources for research based on a compilation of original and existing information on funding opportunities, and it also explains how to write a grant proposal. It was revised in 1998. A copy of the document can be downloaded at www.slu.edu

Grantwriting

Developed by Education World, this site provides links, resources, and guides needed for writing grant proposals. www.educationworld.com/grants/writing/index

The "How To" Grants Manual

Written by David G. Bauer, July 1999. This manual offers advice on differences between private- and public-sector funding, ways to win a federal grant, and differences between foundation and corporation givers. It provides worksheets, sample letters, an extensive list of resources, and a practical step-by-step outline for preparing a grant proposal. The manual costs $34.95 through www.oryxpress.com

Kellogg Foundation Grants

This grants database is organized around the W. K. Kellogg Foundation's programming interests. An application and other publications are available from the foundation. www.wkkf.org

McRel Funding and Related Resources

This easy-to-use site offers funding information and lists sites with direct links to other websites. www.mcrel.org/resources/links/funding

Philanthropy News Digest

This free, on-line newsletter is provided by the Foundation Center. Current grants, their requirements, and contact information are included. www.fdncenter.org/pnd

Polaris Grant Center

This site includes the Polaris Bookstore, which offers several valuable resources for writing grant proposals. The Grantseeker's Toolkit, Grant Winner's Toolkit, Grant Seeker's Budget Toolkit, and Grant Seeker's Desk Reference (which are briefly described) are available for purchase through the site and attached order form. www.polarisgrantcentral.net

RFP Bulletin

From the Foundation Center, this electronic newsletter is published weekly and offers an overview of current funding opportunities offered by foundations and grant-making organizations. A full RFP is available to download before preparing and submitting a proposal. www.fdncenter.org/pnd/rfp

SchoolGrants

This site provides resources for children, teachers/educators, and K–12 schools, plus a CD entitled "Let's Write a Grant," describing the grant-writing process. The site also offers more than 600,000 individual awards for college-funding opportunities. Users may subscribe on-site to the free, electronic bimonthly newsletter. www.schoolgrants.org

Some Grant Resources on the Net

This site is a lengthy list of available grants and foundations and information on grant proposal–writing guidelines, grants by state, writing better proposals, and on-line newsletters. All sites listed have direct links. www.leeric.lsu.edu

United States Department of Education, Office of the Chief Financial Officer

An on-line subscription to the education newsletter *EDInfo* delivers two to three messages per week from the U.S. Department of Education. Each message features one report or initiative plus a summary, an excerpt, and information about where you can find more information about such topics as challenge grants, awards, and student guides to financial aid, budget updates, and research statistics. www.ed.gov