

# OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6178.1(a)

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## Work-Based Learning

The Governing Board desires to facilitate the preparation of secondary school students for college and career by providing work-based learning opportunities which links classroom learning with real-world experiences. Work-based learning opportunities offered by the district shall be designed to teach skills, attitudes and knowledge necessary for successful employment and to reinforce mastery of both academic and career technical education (CTE) standards.

*(cf. 6000 – Concepts and Roles)*

*(cf. 6143 – Courses of Study)*

*(cf. 6178 - Career Technical Education)*

*(cf. 6178.2 – Regional Occupational Center/Program)*

Work-based learning opportunities offered by the district may include paid and/or unpaid work experiences, including, but not limited to, work experience education as defined in Education Code 51764, cooperative CTE or community classrooms as defined in Education Code 52372.1, job shadowing as defined in Education Code 51769, student internships, apprenticeships, service learning, employment in social/civic or school-based enterprises, and technology-based or other simulated work experiences.

*(cf. 6142.4 – Service Learning/Community Service Classes)*

District staff shall coordinate with the workplace supervisor or mentor to ensure appropriate guidance and supervision of participating students and maximum educational benefit from placement in the program.

A minor student shall be issued a work permit before beginning employment through a paid work-based learning program in accordance with law, Board policy, and administrative regulation. (Education Code 49113, 49160)

*(cf. 5113.2 – Work Permits)*

All laws or rules applicable to minors in employment relationships shall be applicable to student enrolled in work-based learning programs. (Education Code 51763)

The Superintendent or designee shall ensure that any student participating in a work-based learning program off school grounds is covered under the employer's or district's insurance, as applicable, in the event the student is injured.

*(cf. 3530 – Risk Management/Insurance)*

*(cf. 5143 - Insurance)*

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The Superintendent or designee shall maintain records for each student's participation in the program, including, but not limited to, the student's individualized training plan, his/her employment hours and job site, work permit if applicable, employer's report of student's attendance and job performance, the teacher/coordinator's consultations and observations, and the student's grade and credits earned.

(cf. 5125 – Student Records)

Legal Reference:

*EDUCATION CODE*

35208 Liability insurance

46144 Minimum school day for vocational training and work experience program

46147 Exception for minimum day, students in last semester or quarter of grade 12

46300 Method of computing ADA

48402 Enrollment in continuation education, minors not regularly employed

49110-49119 Permits to work

51760-51769.5 Work experience education

52300-52499.66 Career technical education

54690-54697 Partnership academies

56026 Students with exceptional needs

53272.1 Community classrooms and cooperative career technical education programs

*LABOR CODE*

1285-1312 Employment of minors

1391-1394 Working hours for minors

3070-3099.5 Apprenticeship

3200-6002 Workers' compensation and insurance

*CODE OF REGULATIONS, TITLE 5*

1635 Credit for work experience education

10070-10075 Work experience education

10080-10090 Community classrooms

10100-10111 Cooperative career technical education programs

*UNITED STATES CODE, TITLE 20*

2301-2414 Carl D. Perkins Career and Technical Education Act of 2006

*CODE OF FEDERAL REGULATIONS, TITLE 29*

570.35a Work experience programs

Management Resources:

*CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS*

Multiple Pathways to Student Success: Envisioning the New California High School, 2010

2008-2012 California State Plan for Career Technical Education, 2008

Work Experience Education Guide

*CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS PUBLICATIONS*

Child Labor Laws 2000

*WEST ED PUBLICATIONS*

Work-Based Learning in California: Opportunities and Models for Expansion, 2009

*WEB SITES*

CSBA: <http://www.csba.org>

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*BP 6178.1(c)*

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California Association of Work Experience Educators: <http://www.cawee.org>  
CDE, Work Experience Education: <http://www.cde.ca.gov/ci/ct/we>  
California Department of Industrial Relations: <http://www.dir.ca.gov>  
Linked Learning Alliance: <http://www.linkedlearning.org>  
WestEd: <http://www.wested.org>

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