

Santa Barbara Unified School District

Administrative Regulation

AR 6178.1

Instruction

WORK EXPERIENCE EDUCATION

Criteria for Credit

Upon the satisfactory completion of a work experience education program, a student shall be granted credit in an amount not to exceed 20 semester credits, no more than five of which shall be awarded in any one semester, provided that the student satisfies all of the following requirements: (Education Code 51760.3)

1. At the time of enrollment, the student is at least 16 years of age or, if under the age of 16 years, fulfills one of the following criteria:
 - a. The student is enrolled in grade 11 or higher.
 - b. The principal certifies that the student is in need of immediate work experience education in order to pursue employment opportunities.
 - c. The principal certifies that there is a probability that the student will no longer be enrolled as a full-time student without being provided the opportunity to enroll in a work experience education program.
 - d. The student's individualized education program prescribes the type of training for which participation in a work experience education program is deemed appropriate.

(cf. 6159 - Individualized Education Program)

2. During the course of the student's enrollment in the program, the student receives at least the equivalent of one instructional period per week of related classroom instruction or counseling by a certificated employee. The work experience instruction or counseling shall be offered in sessions scheduled intermittently throughout the semester.
3. The work experience education program meets all of the requirements of law.

Minimum Day

The minimum day for a student in an approved work experience program who attends a school, other than a continuation school or class, in which the regularly scheduled period is greater than 60 minutes in length, is one or more periods totaling at least 180 minutes in duration. (Education Code 46144)

Exceptions:

- Continuation high school students (Education Code 46145)
- Graduating WEE students in the last semester of their senior years (Education Code 46147)

Work Experiences and Related Instruction

The district shall enter into a formal training agreement with each employer to provide one or more of the following paid and unpaid types of on-the-job experiences: (5 CCR 10071)

1. General work experience education which has as its purpose the application of basic skills of reading, writing and computation, and which enables students to acquire general and specific

- occupational skills through a combination of a supervised paid employment in any occupational field and related classroom instruction in work experience education.
2. Non-paid exploratory work experience education which provides students opportunities to observe and sample systematically a variety of conditions of work for the purpose of ascertaining their interest and suitability for the occupation they are exploring.

(cf. 6030 - Integrated Academic and Vocational Education)

(cf. 6178 - Vocational Education)

All laws or rules applicable to minors in employment relationships shall be applicable to students enrolled in work experience courses. (Education Code 51763)

A work permit may be issued to a minor under the age of 18 and over the age of 14 who is regularly enrolled in a high school or community college or who has been assigned to a vocational course in a place of employment, and who will work part-time as a student enrolled in a work experience education course. (Education Code 49113)

(cf. 5113.2 - Work Permits)

Responsibilities of Teacher-Coordinator

The work experience teacher-coordinator shall conduct the related classroom instruction, prepare individual training plans, observe and consult with students, and make at least two on-site contacts per semester with each work station supervisor and at least one on-site contact during summer school to evaluate student performance. (5 CCR 10074)

Regulation: SANTA BARBARA UNIFIED SCHOOL DISTRICT
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