



6510

Work Based Learning

Policy 6510

Original Adoption: 04/25/1967

Effective Date: 12/11/2013

Revision Dates: 03/28/1972, 12/16/1975, 08/13/1985, 04/14/2009, 12/10/2013

Review Dates:

I. PURPOSE

Minneapolis Public Schools is dedicated to preparing students for post-secondary experiences such as college, technical training and careers. Work-based learning is a means of providing students with work readiness training and work experiences within an educational context with opportunities to build career awareness; explore careers; discover personal strengths, skills and talents; and develop critical thinking and problem solving skills. Through cooperation between a student, families, the business community and the school a supervised and guided exploration of local business enterprises is made available to credit ready students to serve specific educational goals. Work-based learning may also serve students who receive special education services including opportunities for a supervised and guided transition to careers.

II. GENERAL STATEMENT OF POLICY

- A. This policy does not apply to work release arrangements.
- B. All work based learning programs shall be supervised by a properly licensed individual under State requirements. Work readiness seminars, regardless of delivery method, shall be taught by a properly licensed individual under State requirements.
- C. Students may apply or may be recruited by a teacher, counselor or other school administrator to be part of a work based learning experience.
 1. General education students must be fourteen (14) years of age and enrolled full time in a high school to participate in a work based learning program.
 2. Special education students participate in work based learning programs according to the terms of their Individual Education Programs, regardless of student age or grade.
- D. Each student accepted into a work based learning program must have a written training agreement and a written training plan which may be combined into one document. Such an agreement shall include provisions requiring the student to meet academic goals toward graduation.
- E. Each student accepted into a work based learning program shall participate in school based instruction in a work readiness seminar to maximize the experience and to prepare the student for the work based learning program. The seminar may be offered either in a regularly scheduled class in the student schedule, or may be offered on-line. If offered on-line and a student enrolls in the course on-line there will be a corresponding reduction in the student's normal schedule.



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- F. Documentation shall be kept to verify necessary safety instruction, educational progress and progress towards achieving goals set in the training agreement.
 - G. The District Course Catalog will publish the credits toward graduation that students earn by successfully completing a work based learning program.
 - 1. Credits shall be considered elective credits.
 - 2. Credit may be granted separately for in school instruction and work based learning.
 - H. Work based learning programs are considered part of the regular school day with regard to student accounting and student attendance.

III. RESPONSIBILITY

- A. The Superintendent is authorized to promulgate regulations to implement this policy.
- B. The District shall comply with all applicable federal and state laws regarding employment of students and qualifications of instructors, work coordinators and job coaches.
- C. Transportation for general education students to and from the work based learning site shall be the responsibility of the student and her or his family, unless otherwise agreed to in writing with the District.
- D. Each school participating in work-based learning programs shall assure that students receive the necessary interventions and supports to meet the academic goals towards graduation made part of their written plan.

Legal References:

20 USC §6301 *et seq.* (No Child Left Behind)
29 USC §212 *et seq.* (Child Labor Standards)
Minn. Stat. Chapter 181A (Child Labor Standards Act)
Minn. Stat. §124D.454 (Access to Minnesota's Transition System for Children with a Disability)
Minn. Rules Part 3505.1100 (Standards for Program Approval)
Minn. Rules Part 3505.2300 (Student Eligibility for Programs)

Cross References:

MPS Policy 5000 (Equal Education Opportunity)
MPS Policy 5391 (Graduation Requirements)
MPS Policy 5700 (Special Education)
MPS Policy 5750 (Disability Nondiscrimination)
MPS Policy 6222 (Online Instruction)