



## Chico Unified School District

1163 East Seventh Street, Chico, CA 95928-5999  
(530) 891-3000

Board Policy: #6178.1

Section: 6000

Instruction

Page 1 of 3

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### WORK EXPERIENCE EDUCATION

The Governing Board desires to facilitate the preparation of secondary school students for college and career by providing work-based learning opportunities which link classroom learning with real-world experiences. Work-based learning opportunities offered by the district shall be designed to teach the 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. 6011 - Academic Standards)*

*(cf. 6143 - Courses of Study)*

*(cf. 6178 - Career Technical Education)*

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

The district's work-based learning program may offer opportunities for paid and/or unpaid work experiences, including, but not limited to:

1. Work experience education as defined in Education Code 51764
2. Cooperative CTE or community classrooms as defined in Education Code 52372.1
3. Job shadowing experience as defined in Education Code 51769
4. Student internships
5. Apprenticeships
6. Service learning
7. Employment in social/civic or school-based enterprises
8. Technology-based or other simulated work experiences

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

The Superintendent or designee may provide students employment opportunities with public and private employers in areas within or outside the district, including in any contiguous state. (Education Code 51768)

The Board may elect to pay wages to students participating in a work-based learning program, but shall not make payments to or for private employers except for students with disabilities who are participating in work experience education programs funded by the state for such students. (Education Code 51768)

The Superintendent or designee shall involve local businesses or business organizations in planning and implementing work-based learning opportunities that support the district's vision and goals for student learning and local workforce development efforts. He/she also may work with postsecondary institutions, community organizations, and others to identify opportunities for work-based learning.

*(cf. 0000 - Vision)*

*(cf. 0200 - Goals for the School District)*

*(cf. 1220 - Citizen Advisory Committees)*

*(cf. 1700 - Relations Between Private Industry and the Schools)*

*(cf. 6020 - Parent Involvement)*

Policy Adopted: 05/03/07; 10/29/08; 06/20/12; 02/07/18



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**Page 2 of 3**

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When required by law, the Superintendent or designee shall develop a written training agreement with the employer that describes the conditions and requirements to be met by all parties and shall develop an individual training plan for each student which outlines the objectives or competencies that the student is expected to accomplish at the work site. (5 CCR 10070-10071, 10087, 10108)

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 students 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)*

The Superintendent or designee shall ensure that any teacher/coordinator of a work-based learning program possesses the appropriate credential issued by the Commission on Teacher Credentialing. (5 CCR 10075, 10080, 10100)

*(cf. 4112.2 - Certification)*

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 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*

*49160 Permits to work, duties of employer*

*51760-51769.5 Work-based learning*

*52300-52499.66 Career technical education*

*54690-54697 Partnership academies*

*56026 Students with exceptional needs*

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**Page 3 of 3**

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52372.1 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*

*Career Technical Education Framework for California Public Schools: Grades Seven Through Twelve, 2007*

*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>

California Association of Work Experience Educators: <http://www.cawee.org>

California Department of Education, 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>