



Book	Cincinnati City School District Policies
Section	2000 Programs
Title	Work-Based Learning
Number	2421.01
Status	Active
Legal	29 U.S.C. 201-219
Adopted	Not provided
Last Revised	1.11.2019
Last Reviewed	Not provided

The Work-Based Learning resource is designed to assist students, educators and business/industry representatives in designing and implementing career-related experiences for learners. Included in the resource are types of work-based learning and information on benefits to the partners – schools, teachers, business/industry and students.

Work-based learning activities have the potential to make significant differences in a student's learning. Study after study has shown that students of all ages respond favorably when academics are taught in context. Work-based experiences provide additional context, add value through real-life applications, and bring additional support to the classroom in the form of mentors, sponsors, and other industry-based resources.

As valuable as work-based learning can be, it is critical that all participants clearly understand that work-based learning activities are far more than a part-time job or a day off school to visit the city. In fact, to be effective, all such activities need to be part of an overall, school-wide plan to provide context for all academics and to develop specific job skills as appropriate.

The Board of Education recognizes the value of providing students with experiences as part of their preparation for productive employment and appreciates the cooperation of local employers in accommodating such training activities at their places of business.

The Board authorizes the Superintendent to develop work-site training programs as part of the career technical education curriculum and work-study. S/He shall develop administrative guidelines whereby all such programs are reviewed to determine whether or not an employer relationship has been established according to criteria established by the Supreme Court in adjudicating cases related to the Fair Labor Standards Act. Particular attention should be paid to community based programs for special education students and to career technical education.

The work-study programs are available to students without regard for race, color, national origin, sex, age, or disability. The Superintendent is to ensure that application forms for work-study programs contain a notice of non-discrimination on the basis of race, color, national origin, sex, age and disability, prior to the time the students are selected and/or assigned.

29 U.S.C. 201-219

Revised 4-11-11

Revised 8-13-07

CINCINNATI CITY SCHOOL DISTRICT
ADMINISTRATIVE PROCEDURES

<i>Procedure Name Selection of Instructional Materials and Equipment</i>	
Procedure No. 2421.01-00-01	Eff. Date: 5.17.2018
Implements Board Policy(ies) 2421.01	Last Reviewed: 1.11.2019

1. Background

This procedure describes the process for implementing work-based learning experiences across the district.

2. Responsibilities

Title: Career Based Learning and Employment Manager
Address: 2651 Burnet Avenue, 45219
Phone: 513-363-0059
<i>Describe responsibilities: The Career Based Learning Manager in collaboration with the Career Technical Education Programs shall be responsible for maintaining an efficient process for the selection and implementation of all work based learning events, activities, and employment opportunities. This person serves as the liaison between the business community and the district to ensure alignment.</i>

3. Action Steps

<p><i>Work- Based Learning</i></p> <ol style="list-style-type: none"><i>1. Career Based Learning Manager works with potential business to examine scope of work-based learning experience, student selection/eligibility, and participating business.</i><i>2. Career Based Learning Manager works with participating schools to select eligible students and qualified teacher.</i><i>3. Student participates in coordinated work-based learning orientation and completes all necessary paperwork.</i><i>4. Teacher assesses work-based learning placement as well as student performance.</i><i>5. Work-based learning experience is evaluated by the Career Based Learning Manager at the end of the program timeline.</i>
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4. Equity Considerations

Describe any equity considerations relevant to the implementation of this policy.

Work-based learning experiences should be considered for all eligible students across the district.

5. Related Documents / Forms

Document Title	Description	Last Reviewed
Not at this time.		

6. Additional Information

Not at this time.