

WAC 180-50-315 Equivalency course of study – Credit for work based learning

School districts may accept work based learning in lieu of either required or elective high school credits if such work based learning meets the standards under subsections (1) through (5) of this section. Schools and school districts are strongly encouraged to review the non-binding work based learning guidelines on the website of the superintendent of public instruction in their consideration of making this credit option available to students.

(1) The work based learning experience shall be connected to the education plan of the student;

(a) The education plan shall involve one or more of the state learning goals and related essential academic learning requirements;

(b) Counseling and guidance services, particularly career guidance, shall be available to students seeking work based learning experience;

(c) The education plan should relate to a specific career and/or educational pathway chosen by the student;

(d) The education plan should extend at least one year beyond high school graduation;

(2) The student shall be placed in a worksite that is appropriate to the previous learning experience and educational goals of the student, and shall be formalized through a work based learning agreement and work based learning plan;

(a) The work based learning plan shall articulate the connection between the education plan of the student and the work based learning experience;

(b) The work based learning plan shall articulate clear, measurable learning objectives;

(c) Evaluation of learning progress related to the work based learning plan shall occur during the work based learning experience;

(i) Learning objectives shall be evaluated and updated on a regular basis as outlined in the work based learning agreement;

(ii) Documentation of progress shall be on file in the district as outlined in the work based learning agreement;

(3) The work based learning experience shall be supervised by the school. A work based learning coordinator shall be identified in accordance with WAC 180-77-068 and shall be responsible for:

(a) Aligning the work based learning experience to the education plan of the student;

(b) Identifying and developing work based learning sites, establishing work based learning agreements and work based learning plans, orienting and coordinating with a worksite supervisor on the work based learning site, and assessing and reporting student progress;

(c) Ensuring that a worksite supervisor:

(i) Has received an orientation on the work based learning program of the school prior to placement of the student on the worksite;

(ii) Has provided the student with a new-employee orientation upon placement;

(d) Applying legal requirements of the employment of minors in accordance with WAC 296-125 and WAC 296-131, particularly on issues of occupational health and safety, discrimination, harassment, worker/employer rights and responsibilities, and work rules for minors.

(4) One credit may be granted for no less than one hundred eighty hours for instructional work based learning experience, and not less than three hundred sixty hours of cooperative work based learning experience, or one credit may be granted on a competency basis as provided under WAC 180-51-050(1)(b).

(a) A student participating in an instructional work based learning experience shall receive instruction supervised by the school;

(i) Instruction shall be provided by an instructor with a teaching certificate related to the subject area credit awarded the student for the work based learning experience;

(ii) The work based learning experience shall be an embedded component of the instructional program appropriate to the subject area credit awarded the student for the work based learning experience;

(b) A student participating in a cooperative work based learning experience shall be legally employed and shall not be less than sixteen years old;

(i) The cooperative work based learning experience shall be supervised either by a work based learning coordinator or an instructor with a teaching certificate related to the subject area credit awarded the student for the work based learning experience;

(ii) The cooperative work based learning experience shall be a direct extension of a course related to the work based learning experience and taken either concurrently with the work based learning experience or taken in a school term prior to the work based learning experience;

(5) Definitions.

(a) “Work based learning” means a learning experience that connects knowledge and skills obtained in the classroom to those needed outside the classroom, and comprises a range of activities and instructional strategies designed to assist students in developing or fulfilling their education plans;

(b) “Work based learning agreement” means a contract that specifies the terms and conditions under which the work based learning experience shall occur. It is agreed to and signed by a school district designee, a worksite supervisor, student, and the student’s parents/guardian;

(c) “Worksite supervisor” means an adult employee or volunteer of the worksite responsible for overseeing the work based learning experience and acting as liaison between the worksite and school district;

(d) “Orientation” means a meeting conducted by a work based learning coordinator giving information to a worksite supervisor about the work based learning program of the school. The orientation clarifies program objectives, establishes support systems, and delineates the responsibilities and rights of the various parties—school/district, worksite, students, and parents/guardian;

(e) “New employee orientation” means an orientation program for the student facilitated by a worksite supervisor or designee (e.g., human resources) that identifies worksite safety procedures and practices, workers’ rights and responsibilities, issues related to harassment, and employer policies, procedures and expectations. The orientation shall also include a description of the formal accident prevention program of the worksite;

(f) “Instructional work based learning” means a work based learning experience in which no appreciable benefit is rendered to the worksite by the presence of the minor student, in accordance with WAC 296-124-043;

(g) “Cooperative work based learning” means a work based learning experience in which an employer/employee relationship exists — the work performed by the student results in a net increase in productivity or profitability for the business or organization.