

COMMUNITY-BASED EXPERIENCE OPPORTUNITIES - AR

- I. Community-Based Experiences shall include but not be limited to Work Based Experience and Internship Programs at the high school level. All students are encouraged to apply for participation. Students will be awarded credit(s) upon successful completion of these experiences. In order to qualify students must:
 - A. Be of Junior or Senior status.
 - B. Be current in meeting graduation requirements.
 - C. Have passed all Maryland Functional Tests.
 - D. Have completed 75 hours Service Learning requirement.
 - E. Have a 5 year Career Plan on file.
 - F. Have a cumulative high school grade point average of 2.0 or better.
- II. Priority for Community-Based Experiences shall be given, in order, to:

Seniors/Juniors who meet the requirements in a Career & Technology Completer Program through a CBE Placement

 - A. Seniors/Juniors who are eligible for the Internship component
 - B. Seniors/Juniors who have passed the Career Research and Development Course
 - C. Seniors/Juniors who have met all graduation requirements and have the permission of the Principal to be released during the school day in order to work.
- III. Every student accepted into a Community-Based Experience Program shall have a folder monitored by the School to Career Specialist. The folder shall include, but not be limited to, the following documents:
 - A. Application
 - B. Training agreement
 - C. Work permit (if applicable)
 - D. Training Plan
 - E. High School transcript (copy)
 - F. 5 Year Career Plan (copy)
 - G. 3 Evaluations

- IV. Students, parents, and Community-Based Experience sites shall read, sign and comply with all aspects of the training agreement.

Parental and student considerations are as follows:

- A. Students should sign up for Community-Based Experience program during scheduling in the spring prior to the next school year or no later than July 30 for the fall semester and December 1 for the spring semester.
- B. Parents (and employers) must assume full responsibility and liability for the students when students are not attending classes on the high school premises.
- C. Students who do not comply with the training agreement will be removed from the program and be returned to a full day school program on campus.

The Principal shall have the right to waive any of the above stated conditions, should it be in

The Board of Education, in full support of the School to Careers Opportunity Act of 1994, believes that all students should have the opportunity to experience meaningful educational opportunities through work experience or internship programs in the community.

Work Experience programs shall be operated and supervised for (1) students with disabilities, (2) Juniors and Seniors who are in the final phase of a State approved Career and Technology Completer Program, (3) students enrolled in a Career and Technology Career Research and Development Completer Program, or (4) students who have Principal's permission to be released in order to work during the school day. All students must comply with program standards and requirements. Whenever possible and appropriate, work experiences will be consistent with the student's 5 Year Career Plan.

Whenever possible and appropriate, actual work experience and internship opportunities will be part of career exploration programs and career and technical programs and consistent with the student's 5 Year Career Plan. School to Career Specialists will develop cooperative programs through local businesses and industries.

All students shall be encouraged to participate in the internships. Eligible Junior and Senior students will be placed in an appropriate internship consistent with their Career Goals and 5 Year Career Plan. Students will be supervised and will be awarded credit upon successful completion of the program.

In all instances, programs offering work experience will be organized and conducted for the purpose of providing students with a valuable career preparation and training experiences. Federal and State requirements pertaining to

the employment of minors will be observed, and Federal and State funded programs will meet Federal and State guidelines.

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