Adopted: May 13, 1998_____ (Adopted by Hayfield's Board of Education)

623 SCHOOL-TO-WORK

I. PURPOSE

The purpose of this policy is to adopt provisions for the Lifework Plan that may be used by students to fulfill parts of the Career Investigation and Occupational Experience High School Content Standards from Learning Area Eight: Decision Making.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school district to develop and provide processes and procedures by which students may develop and maintain a continuously updated lifework plan. This plan describes the students career and educational goals and specifies service learning experiences, out-of-school learning experiences, and career-related experiences such as job-shadowing, career mentoring, internships, and other work-based learning activities that may be used to fulfill the Career Investigation and Occupational Experience High School Content Standards.

III. DEFINITIONS

A. "Lifework Plan" means a comprehensive record-keeping process that will assist students in choosing their school-based courses, researching and exploring career options, and realizing their role as citizens and their goals as lifelong learners.

B. "Career Investigation" is a high school content standard that challenges students to explore career and education options to make informed decisions for future life choices.

C. "Occupational Experience" is a high school content standard that requires students to apply a decision-making process to real work situations.

D. "Work-based Learning" means employers provide learning experiences for students that develop broad, transferable skills.

E. "Service-based Learning" means students and teachers collaborate with community agencies to plan service learning projects. Students work in teams in a hands-on environment, applying a range of skills while developing the habits of active citizenship.

I. PROCEDURAL IMPLEMENTATION

The school district will develop and implement a support system that provides opportunities for all learners to develop and maintain lifework plans that document individual student performance for the Career Investigation and Occupational Experience High School Content Standards and for the Career Exploration Middle Level Preparatory Content Standard.

A. All learners will have the opportunity to develop the beginnings of a lifework plan by sixth grade. A portfolio that describes the student's career and educational goals, and out-of-school learning experiences will be used.

B. With the guidance of their families/guardians and teachers/counselors, students will be responsible for updating their lifework plans in ninth and eleventh grade, to reflect

the student's changing life goals and new learning experiences and achievements both in the classroom and outside of school.

V. REFERENCES

A. Legal References
Minn. Rule Parts 3501.0300 to 3501.0469 (Profile of Learning Rule)
Minn. Stat § 126.685 (Lifework Development Plan)
Minn. Stat § 121.11, Subd. 7c (Graduation Rule)
Minn. Stat § 123.972 (School District Policy)

B. Cross References
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)
MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 617 (School District Ensurance of Preparatory and High School Standards)
MSBA/MASA Model Policy 618 (Assessment of Standard Achievement)
MSBA/MASA Model Policy 619 (Staff Development for Standards)
MSBA/MASA Model Policy 620 (Credit for Learning)
MSBA/MASA Model Policy 621 (Record Keeping/Reporting/Advising of Student Achievement)