

1 **R277. Education, Administration.**

2 **R277-915. Work-based Learning Programs.**

3 **R277-915-1. Authority and Purpose.**

4 (1) This rule is authorized by:

5 (a) Utah Constitution Article X, Section 3, which vests general control and
6 supervision over public education in the Board;

7 (b) Subsection 53E-3-401(4), which allows the Board to make rules to execute the
8 Board's duties and responsibilities under the Utah Constitution and state law; and

9 (c) Section 53G-7-902, which allows schools to offer Work Based Learning programs
10 in accordance with Board rules.

11 (2) The purpose of this rule is to provide ~~[standards]~~expectations for K-12 WBL
12 programs.

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14 **R277-915-2. Definitions.**

15 (1) "LEA" includes, for purposes of this rule, the Utah Schools for the Deaf and the
16 Blind.

17 (2)(a) "Participant" means a student enrolled in a school-sponsored work experience
18 and career exploration program under Section 53G-7-902 involving both classroom
19 instruction and work experience with a cooperating employer, for which the student may or
20 may not receive compensation.

21 (b) Participant may include:

22 (i) a student completing an apprenticeship[-];

23 (ii) one internship experience in grade 11 and grade 12.

24 (c) Participant does not include a student on work release.

25 (3) "School-based enterprise" means a business set up and run by supervised
26 students learning to apply practical skills in the production of goods or services for sale or
27 use by others.

28 (4) "Work site" or "workplace" means the actual location where employment occurs

29 for a particular occupation, or an environment that simulates all aspects or elements of that
30 employment, including school-based enterprises.

31 (5) "Work-based learning" or "WBL" means a continuum of awareness, exploration,
32 preparation, and training activities that combine structured learning and authentic work
33 experiences implemented through industry and education partnerships.

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35 **R277-915-3. Mandatory LEA Policy.**

36 An LEA that has WBL programs that include assigning students to act as participants
37 at off-campus sites, ~~[or]~~ in on-campus simulations, and in virtual or remote WBL experiences,
38 shall establish a policy which includes the following:

39 (1) training for student participants, student participant supervisors, and cooperating
40 employers regarding health hazards and safety procedures in the workplace;

41 (2) standards and procedures for approval of off-campus work sites, job shadows,
42 field studies, and other WBL experiences;

43 (3) transportation options for students to and from the work site, job shadows, field
44 studies, and other WBL experiences;

45 (4) appropriate supervision by employers at the internship or apprenticeship work
46 site;

47 (5) adequate insurance coverage provided and identified either by the student, the
48 program, or the LEA;

49 (6) appropriate supervision and assessment of the student by the LEA;

50 (7) appropriate involvement and approval by the student's parents in the WBL
51 program;

52 (8) provision for risk or liability inherent in the WBL program developed in
53 consultation with State Risk Management or the LEA's insurance provider; and

54 (9) a requirement that any ~~[WBL]~~internship or apprenticeship credit awarded
55 maintains the integrity and rigor expected for high school graduation and career pathway
56 alignment, as determined by the Board.

57

58 **R277-915-4. Disbursement of Funds.**

59 ~~[(1) The Superintendent shall align public elementary, secondary, and postsecondary~~
60 ~~or adult schools by LEA.]~~

61 ([2]1) The proportion of total WBL funding allocated for a participating LEA shall
62 ~~[remain the same as the previous year unless]~~ be determined by the formula described
63 section R277-911-11.]:

64 ~~——(a) the LEA discontinues the program;~~

65 ~~——(b) the LEA does not meet program standards; or~~

66 ~~——(c) LEA proportions are adjusted by the Board.]~~

67 ([3]2) A participating LEA shall provide an equal match in funds to state appropriated
68 WBL funds.

69

70 **R277-915-5. Standards.**

71 ~~[——(1) WBL shall be integrated into all levels of the educational delivery system and~~
72 ~~shall be coordinated within the LEA and among regions.]~~

73 ([2]1) To be eligible for WBL funds, an LEA shall:

74 (a) have the program approved by the LEA board;

75 (b) employ licensed WBL coordination personnel with salaries and benefits matched
76 by ~~[the]~~local ~~[recipient of]~~ funds;

77 (c) document that a WBL committee representing all schools within the LEA:

78 (i) has been created and includes a variety of stakeholders from the different areas
79 described in subsection R277-915-5(1)(d);

80 (ii) is actively functioning ~~[effectively]~~ evidenced by planning and implementing WBL
81 activities described in subsection R277-915-5(1)(f); and

82 (iii) regularly addresses WBL issues;

83 (d) conduct WBL activities utilizing information from:

84 (i) business and industry;

- 85 (ii) administrators;
- 86 (iii) teachers;
- 87 (iv) counselors;
- 88 (v) parents; and
- 89 (vi) students;
- 90 (e) develop work-based preparation, participation, and assessment activities for
- 91 students and teachers involved in all WBL LEA activities;
- 92 (f) maintain evidence that WBL components have been integrated and coordinated
- 93 with:
- 94 (i) elementary career awareness;
- 95 (ii) secondary career exploration;
- 96 (iii) integrated core activities;
- 97 (iv) College and Career Awareness; and
- 98 (v) ~~comprehensive guidance and~~ school counseling;
- 99 (g) maintain evidence of WBL activities and assurances in each LEA developed in
- 100 coordination with a student's:
- 101 (i) IEP;
- 102 (ii) Plan for College and Career Readiness; and
- 103 (iii) 504 requirements;
- 104 (h) require the inclusion of all student groups within the LEA in career development
- 105 and preparation;
- 106 (i) demonstrate WBL coordination with employers and with other school and
- 107 community development activities;[-]
- 108 [~~—(j) verify that sufficient budget for a WBL coordinator, facilities, materials, equipment,~~
- 109 ~~and support staff is available;~~]
- 110 ([k]) participate in [~~initial~~]ongoing state-sponsored WBL coordinated professional
- 111 development[~~-and in periodic ongoing coordination and professional development activities~~];
- 112 ([f]k) require that the WBL coordinator submit an application each year by April 1

113 demonstrating compliance with all program requirements~~[team utilize a database system~~
114 ~~developed by the LEA for the LEA's specific needs]; [and]~~
115 ~~([m])~~ participate in the CTE Program Approval evaluation~~[every three years]; [-] and~~
116 (m) ensure all program requirements are in accordance with section R277-114-5.

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118 **R277-915-6. Consistency with Law and State and LEA Board Rules and Policies.**

119 (1) A ~~[WBL]~~workplace experience shall be consistent with the provisions of the Fair
120 Labor Standards Act, 29 U.S.C. Sec. 201, et seq.

121 (2) An internship experience shall be authorized by Section 53G-7-902 Public or
122 Private School Internships and is also subject to Section 63G-7-102 Governmental Immunity
123 Act of Utah.

124 ~~(2)~~3 WBL programs shall operate consistently with Board rules and LEA polices,
125 including:

- 126 (a) student transportation;
- 127 (b) credit toward graduation;
- 128 (c) attendance; and
- 129 (d) fee waivers.

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131 **KEY: public schools, work-based learning**

132 **Date of Enactment or Last Substantive Amendment: ~~[February 7, 2017]~~ 2021**

133 **Notice of Continuation: ~~[December 14, 2016]~~ 2021**

134 **Authorizing, and Implemented or Interpreted Law: Art X Sec 3; 53G-7-902; 53E-3-**
135 **401(4)**