

**VENTURA HIGH EXPECTED CLASSROOM LEARNING RESULTS  
(ECLRs)**

**COURSE: WORK EXPERIENCE EDUCATION**

<b>PROGRAM AREA: APPLIED ARTS</b>	<b>TEACHER: ANNE CAMPBELL</b>
<b>DEPARTMENT GOAL STATEMENT:</b> Students will explore, evaluate, and prepare for practical skill through the application of learned skills. Course will reinforce basic and critical thinking skills by applying theoretical concepts to practical use.	

**Primary ESLR** successful entrance and participation in the world of work.

<b><u>COURSE DESCRIPTION</u></b>	Work experience education is an elective class, which combines paid employment with classroom instruction. Students will attend their own jobs during the week, and also attend a class session once a week. Students must have an approved, legally paid job that meets all state requirements for employed minors. The job must be at a non-residential business open to the public at a stationary location within 20 miles of VHS.
<b><u>TEACHER STATEMENT:</u></b>	I will make periodic visits to the student's place of employment, assist the student to improve his/her job performance and assign a grade based on the student's class and job performance.
<b><u>GOALS OF THE COURSE</u></b>	To understand and learn: <ol style="list-style-type: none"> <li>1. how to get a job</li> <li>2. how to keep a job</li> <li>3. how to leave a job gracefully</li> <li>4. economic awareness</li> <li>5. career awareness</li> </ol>
<b><u>READING/WRITING COMPONENTS</u></b>	Students read and follow directions for class assignments. Students learn to compose business communications. Students learn to proofread and edit documents
<b><u>MATERIAL/RESOURCES</u></b>	<i>Corona-Norco Work Experience Education Instructional Guide IA &amp; IB</i>
<b><u>CLASS RULES</u></b>	<ol style="list-style-type: none"> <li>1. Attend classes/job on time with a teachable attitude</li> <li>2. Come to class with class notebook, paper, and pen.</li> <li>3. Complete all work assignments</li> <li>4. Turn in all assignments on time</li> <li>5. Respect yourself and others in class and on the job</li> </ol>
<b><u>CLASS ATTENDANCE</u></b>	<ol style="list-style-type: none"> <li>1. Class attendance is mandatory. Student may not work if absent from school.</li> <li>2. Students may choose to attend the class at 7:00 AM or 1:00 PM on Wednesday.</li> <li>3. A detailed explanation of attendance will be provided at the first class meeting.</li> </ol> Job attendance affects your pay, employment status and your grade. Loss of a job must be reported to the instructor within three days. You must obtain another job within ten school days.
<b><u>CLASS HOMEWORK POLICY</u></b>	Late work will not be accepted.
<b><u>METHODS OF EVALUATION</u></b>	Students will be evaluated quarterly by the employer using a rubric form. Student's grade will be determined by the above employer evaluation plus class assignments, a mid-term and final exam.
<b><u>SPECIAL PROJECT DUE:</u></b>	Specific instructions and due dates will be provided in class.
<b><u>GENERAL DIRECTIONS FOR BIOGRAPHY</u></b>	See attachment: "Career Path Profile"
<b><u>GENERAL DIRECTIONS FOR CURRENT EVENTS</u></b>	See attachment: "Your Career"