

DEFINITIONS

Apprenticeship is an instructional methodology which correlates concurrent formal vocational classroom instruction with regularly scheduled, paid on the job training. Apprenticeship is planned to meet the needs of a particular industry or occupation, the programs vary in length from one to five years. Apprentices are paid employees whose employment continues after completion of their program.

Community Classroom is an instructional methodology which utilizes unpaid on-the-job training experiences at business, industry, and public agency sites to assist students in acquiring those competencies (skills, knowledge, and attitudes) necessary to acquire entry-level employment. The intent of the community classroom methodology is to provide additional resources so concurrent, formalized classroom instruction can be extended and the acquisition of salable skills enhanced.

Cooperative Vocational Education is an instructional methodology which correlates concurrent, formal vocational classroom instruction with regularly scheduled, paid on-the-job training experience. Cooperative vocational education assists students to develop and refine occupational competencies (attitudes, skills, and knowledge) needed to acquire, adjust, and advance in an occupation.

Community Classroom Teacher is the certificated vocational education instructor, employed by the local educational agency operating a community instructional methodology, who provides the formal vocational classroom instruction, conducts the required visitations to on the job training stations, and verifies student acquisition of competencies identified in the training plan.

Cooperative Vocational Education Teacher is the certificated vocational education instructor, employed by the local educational agency, operating a cooperative vocational education instructional methodology, who provides the formal vocational classroom instruction, conducts the required visitations to competencies identified in the training plan.

Community Classroom Joint Venture Training Agreement is a written document that describes the conditions and requirements to be met by the local educational agency and management of the community classroom in the utilization of business, industry, and public agency resources for vocational instruction.

Cooperative Vocational Education Training Agreement is a written document, which describes the conditions and requirements to be met by those parties (school, employer, student, and parent) involved with the utilization of business and industry resources for vocational instruction.

Community Classroom Individualized Training Plan is a written document, which identifies those competencies the student will acquire through vocational classroom instruction and unpaid on-the-job training experiences.

Cooperative Vocational Education Individualized Training Plan is a written document, which identifies those competencies the student will acquire through vocational classroom instruction and paid on-the-job experiences.

The Management of the Community Classroom is the owner or designated employee(s), representing the entity offering its resources for vocational instruction, who assists the local educational agency in the operation of a community classroom.

Community Classroom Training Station is the business/industry or public agency location where the student receives his/her unpaid training experiences.

Cooperative Vocational Education Training Station is the business/industry location, public or private, where the student receives his/her regularly scheduled, paid, on-the-job training experiences.

Methodology means a technique or procedure used for teaching students skills.

Competency means the prescribed performance level for a skill, knowledge, and attitude necessary to accomplish a job task.

Concurrent Classroom Instruction means classroom instruction and unpaid/paid on-the-job training experiences are being conducted together within the same time frame (quarter, semester, program year, etc.).

Related Classroom Instruction means formal vocational instruction, which is correlated with unpaid/paid on-the-job training experiences.

Formal Vocational Instruction means instruction provided by a qualified teacher, utilizing a lesson plan, to a group of students in a classroom.

Supervision/Coordination are those activities performed by the community classroom/cooperative vocational education teacher, usually outside of the classroom that include, but are not limited to: advisory committee operation, program promotion/recruitment, selection of training stations, training plan development, relating in-school instruction to unpaid/paid on-the-job training, on-the-job student/employer visitations, and evaluation of student progress.

Productive Work unpaid on-the-job experiences are not considered productive if all of the following criteria are met: the training, even though it includes actual operation of the facilities in the community classroom, is similar to that which would or could be given in a vocational education course or occupational training program; the training is for the benefit of the students and is meaningful; the students do not displace regular employees but work under close observation; the community classroom manager providing the training derives no immediate advantage from the activities of the students; students are not necessarily entitled to a job at the conclusion of the training period; and the community classroom manager and the students understand that the students are not entitled to wages for the time spent in training.

Sources:

Title 5, California Administrative Code, Section 10080 and 10100,
Register 87, No. 50, December 12, 1987

New Community Classroom and Cooperative Vocational Education Regulations,
Career-Vocational Preparation Division, State Department of Education,
May 13, 1988