

**SPRINGFIELD PUBLIC SCHOOLS**  
**Springfield, New Jersey 07081**

**POLICY: CAREER EDUCATION**

The Board of Education believes that constructive attitudes and concepts involving the dignity of all kinds of work belong in the curriculum from the beginning grades. Therefore, in fulfillment of the Core Curriculum Content Standards, the Board shall develop and implement a comprehensive guidance and counseling system that facilitates career awareness and exploration for all students. The Board shall ensure that educational programs shall continuously expose pupils to the nature of the wide variety of careers available. The cross-content workplace readiness standards shall be infused into the curriculum throughout the grades in age appropriate activities. When any hands-on experience requires use of power tools, etc., all eye protection and other appropriate safety regulations shall be observed.

**Career Education and Counseling**

The Board shall develop and implement a comprehensive guidance and academic counseling program for all students to facilitate career awareness, exploration, and preparation. This program shall:

- A. Be linked to the Core Curriculum Contents Standards;
- B. Be infused throughout the K-12 curriculum;
- C. Be supported by professional development programs;
- D. Take into consideration the academic, career and personal/social development of the student; and
- E. Ensure that students with disabilities (age 14 or younger), if determined appropriate by IEP, have career and academic counseling coordinated with transitional services in accordance with N.J.A.C. 6A:14-3.7.

The Board shall develop and implement curriculum and instructional methods that:

- A. Are integrated with technological literacy;
- B. Provide all students with an understanding of the career application of knowledge and skills learned in the classroom; and
- C. Provide all students with the opportunity to apply knowledge and skills learned in the classroom to real or simulated career challenges.

The Board will develop and implement for all students a system of career development activities that:

- A. Offers the opportunity to explore career interests within, but not limited to, arts and humanities; business and information systems; mathematics, science and technology; and health and human services;
- B. Addresses district resources, community needs and student interest;
- C. Allows the Board to select an appropriate delivery format that may include an integrated curriculum based on the Core Curriculum Content Standards or specialized programs that reflect the needs of students and the community; and
- D. Instills the concept of the need for continuous learning throughout one's life.

The Board shall offer all high school students the opportunity to explore career interests by participation in structured learning experiences that are linked to the Core Curriculum Content Standards (CCCS). The structured learning experiences shall:

- A. Have identifiable educational goals which support the CCCS particularly in the areas of career education; consumer, family and life skills; and technological literacy;
- B. Provide that students are supervised by school personnel in accordance with the requirements identified in the Professional Licensure and Standards rules at N.J.A.C. 6A:9-13.19 through 13.22.
- C. Be conducted at sites registered with the Department of Education via the work Registration System.

### **Vocational-Technical Education Programs**

For purposes of this policy, "vocational-technical education" means an organized educational program that offers a sequence of courses that provides individuals with the academic and technical knowledge and skills the individuals need to prepare for further education and for careers in current or emerging employment sectors. It includes competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills of individuals. To ensure that all students have access to vocational-technical instruction the Board shall:

- A. Guarantee all students the right to apply and, if accepted, attend a county vocational school. The sending district shall be responsible for the tuition and transportation cost;
- B. Permit students to enroll in programs of vocational instruction outside the resident district as long as the resident district agrees to pay tuition and transportation costs, does not offer an identical type of program; and the program of vocational instruction has space available;
- C. Provide that students shall be admitted for enrollment in classes and provided instruction on the basis of their potential for achieving the occupational or other objectives of such instruction; and
- D. Allow county vocational schools and their designated representatives reasonable opportunity, during school hours, to present information about the

county vocational schools' programs to students in local districts in grades six through 12.

### **Vocational-Technical Instruction**

Vocational-technical instruction shall be designed to prepare individuals:

- A. For life skills and paid employment as skilled workers or technicians or paraprofessionals in recognized occupations and in new or emerging occupation;
- B. For enrollment in advanced or highly skilled vocational-technical education programs;
- C. For making informed and meaningful occupational choices; and
- D. To achieve and combination of the above objectives.

The district Board of Education or institution of higher education responsible for vocational technical education shall:

- A. Employ and supervise teachers;
- B. Determine whether students qualify for admission to classes;
- C. Determine the content and organization of courses and curricula;
- D. Provide vocational-technical education for students with disabilities in accordance with the student's individual education plan;
- E. Include special education programs and services designed to enable academically or economically limited students or students with disabilities to achieve the vocational-technical education programs' objectives;
- F. Provide academically or economically limited students or students with disabilities, who cannot benefit from regular vocational-technical education programs, special programs of vocational instruction that include special instructional devices and techniques and supplementary services as are necessary to enable those students to achieve their career objectives;
- G. Work in coordination with the State Board of Education and in cooperation with local private agencies, organization and institutions having responsibility for the education of academically or economically limited students or students with disabilities to plan, develop, establish and administer vocational-technical education programs and services; and
- H. Ensure soundness and quality of vocational-technical instruction by the application of the content standards required by law according to N.J.A.C. 6A:19-6.8.

The Chief School Administrator shall seek and use all available state, federal and private sources of revenue for the financial support of vocational-technical education in this district. The Chief School Administrator will develop regulations by which the vocational-technical education program shall be annually evaluated. This evaluation shall consist of the following as defined in N.J.A.C. 6A:19-2.6:

- A. An analysis of the achievement of academic competencies of program concentrators and completers;
- B. An analysis of the achievement of technical competencies of program concentrators;
- C. An analysis of program completion;
- D. An analysis of gender equity and student participation in programs leading to nontraditional training and employment;
- E. An analysis of placement status of program completers; and
- F. A plan to improve each of the program elements if they fall below the specified program performance indicators.

All pupils participating in vocational-technical education programs supervised by this Board or in shared-time programs are considered to be regularly enrolled in the schools of this district, and subject to the policies and rules of this Board, including rules regarding attendance for those periods when they are not assigned to outside work projects or other classes.

**Legal References:**

- N.J.S.A. 18A:11-1 General mandatory powers and duties
- N.J.S.A. 18A:38-36 Employment certificates to part-time pupils
- N.J.S.A. 18A:40-12.1, -12.2 Protective eye devices required for teachers, pupils and visitors in certain cases
- N.J.S.A. 18A:54-20 Powers of board (county vocational schools)
- N.J.S.A. 18A:54E-1 Business and school partnerships
- N.J.A.C. 6A:7-1.7 Equality in school and classroom practices
- N.J.A.C. 6A:8-2.2 Authority for the state plan for vocational education
- N.J.A.C. 6A:8-3.2 Career education and counseling
- N.J.A.C. 6A:8-5.1 Graduation requirements
- N.J.A.C. 6A:9-1.1 et seq. Professional Licensure and Standards
- N.J.A.C. 6A:19-1.1 et seq. Vocational – Technical Education Programs and Standards
- N.J.A.C. 6A:23-3.3 Method of determining tuition rates for county vocational schools
- N.J.A.C. 6A:26-12.1 et seq. Operation and Maintenance of Facilities
- N.J.A.C. 6A:30-1.1 et seq. Evaluation of the Performance of School Districts
- N.J.A.C. 6A:32-12.1 Reporting requirements
- N.J.A.C. 6A:32-14.1 Review of mandated programs and services

Manual for the Evaluation of Local School Districts

New Jersey Cross-Content Workplace Readiness Curriculum Framework: A Road Map for Learning, NJDOE, <http://www.state.nj.us/njded/frameworks/ccwr/>, Appendix B

**Cross References:**

3220/3230 State funds; federal funds  
3516 Safety  
5142 Pupil safety  
5145.4 Equal educational opportunity  
6010 Goals and objectives  
6121 Nondiscrimination/affirmative action  
6141 Curriculum design/development  
6142.2 English as a second language; bilingual/bicultural

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