

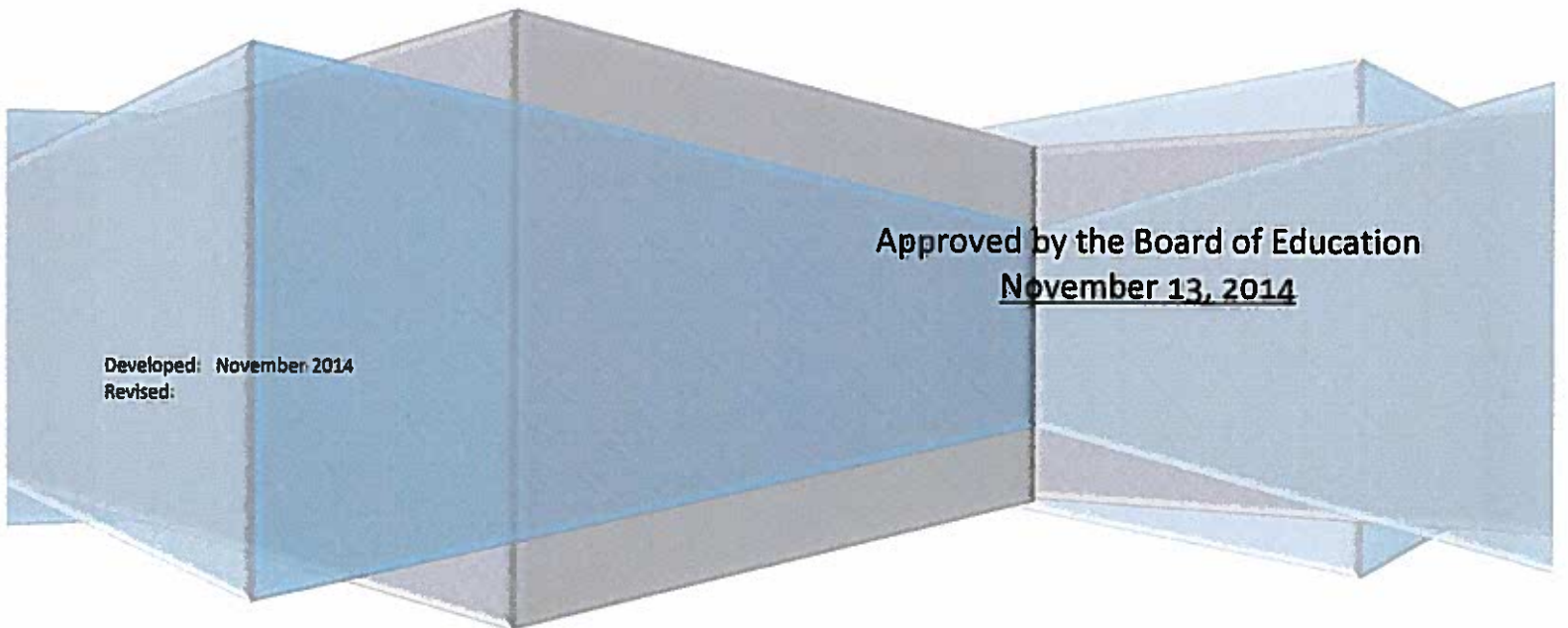
Parsippany-Troy Hills Township Schools

# TEACHER'S HANDBOOK

## TCR402H2 LIFE SKILLS TRANSITION II STRUCTURED LEARNING EXPERIENCES (SLE) GRADES 11, 12+ A Course Outline for Students with Severe Disabilities

Approved by the Board of Education  
November 13, 2014

Developed: November 2014  
Revised:





# School-Site Mentor Evaluation Form

Student:	_____	<b>EDUCATIONAL SERVICES COMMISSION</b> <b>ESC</b> Hunterdon County
Work site:	_____	
Date:	_____	

Description of progress in last weeks:

Description of regression in last weeks:

Area of concentration for next weeks:

Workplace mentor signature: \_\_\_\_\_ Date: \_\_\_\_\_

School site mentor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Site Supervision Log

Site:

Student:

Worksite Mentor:

Date Visited:  
Comments:

Time:

Job Coach:

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Date Visited:  
Comments:

Time:

Job Coach:

Date Visited:  
Comments:

Time:

Job Coach:

Date Visited:  
Comments:

Time:

Job Coach:

Date Visited:  
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Job Coach:

Date Visited:  
Comments:

Time:

Job Coach:

Date Visited:  
Comments:

Time:

Job Coach:

Date Visited:  
Comments:

Time:

Job Coach:

# Task Analysis

Student's Name \_\_\_\_\_

Training Site \_\_\_\_\_

Work Task \_\_\_\_\_

Steps	Job Coach	Baseline																		
	Date																			
1.																				
2.																				
3.																				
4.																				
5.																				
6.																				
7.																				
8.																				
9.																				
10.																				
11.																				
12.																				
13.																				
14.																				
15.																				
16.																				
17.																				
18.																				
19.																				
20.																				

Prompt Codes      I = independent      DV = direct verbal      G = gesture  
                         IV = indirect verbal      M = model                      PH = physical

# Employer Contact Record

Business and Contact Person	Date	Contact Method	Results
             	             	Letter <input type="checkbox"/> Visit <input type="checkbox"/> Phone <input type="checkbox"/> #	             
             	             	Letter <input type="checkbox"/> Visit <input type="checkbox"/> Phone <input type="checkbox"/> #	             
             	             	Letter <input type="checkbox"/> Visit <input type="checkbox"/> Phone <input type="checkbox"/> #	             
             	             	Letter <input type="checkbox"/> Visit <input type="checkbox"/> Phone <input type="checkbox"/> #	             
             	             	Letter <input type="checkbox"/> Visit <input type="checkbox"/> Phone <input type="checkbox"/> #	             

# ACORD CERTIFICATE OF LIABILITY INSURANCE

PRODUCER (609)924-5000 FAX (609)924-8487

DATE (MM/DD/YY)  
09/21/2001

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

**INSURERS AFFORDING COVERAGE**

- INSURER A: N.J. SCHOOL BOARDS ASSOCIATION
- INSURER B: FIREMANS FUND INSURANCE COMPANY
- INSURER C:
- INSURER D:
- INSURER E:

SURED

**COVERAGES**

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	P551R	07/01/2001	07/01/2002	EACH OCCURRENCE \$ 1,000,000 FIRE DAMAGE (Any one fire) \$ MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ PRODUCTS - COM/PROP AGG \$
<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	P551R	07/01/2001	07/01/2002	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY EA ACC \$ AGG \$
<b>EXCESS LIABILITY</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE \$ RETENTION \$	U551R	07/01/2001	07/01/2002	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$ \$ \$
<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>	W551R	07/01/2001	07/01/2002	WC STATUTORY LIMITS OTHER E L. EACH ACCIDENT \$ 5,000,000 E L. DISEASE - EA EMPLOYEE \$ 5,000,000 E L. DISEASE - POLICY LIMIT \$ 5,000,000
OTHER				

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS  
 ESC School's use of facilities for Work Study Program the school  
 ar.

CERTIFICATE HOLDER: C.V.S. ADDITIONAL INSURED: INSURER LETTER: CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.  
 AUTHORIZED REPRESENTATIVE

**NEW JERSEY MODEL AGENCY AGREEMENT  
FOR VOLUNTEER/COMMUNITY SERVICE/SERVICE LEARNING SCHOOL-SPONSORED  
STRUCTURED LEARNING EXPERIENCES**

*(N.J.A.C. 12-56-18, School-to-Work Program and N.J.A.C. 6A-19-6.4, Structured Learning Experiences)*

<b>Student:</b>	<b>Student Volunteer Title:</b>
<b>District/School:</b>	<b>SLE Start Date:</b>
<b>Agency/NPO:</b>	<b>SLE End Date:</b>

**Identify the type of unpaid experience and include a summary description of the unpaid structured learning experience:**  
(Include any tools, equipment, and materials that the student may use or handle as part of the structured learning experience )

**The student must participate in the agency's or NPO's new volunteer orientation training. Include which Career Awareness and Planning and Employability Skills found under the Career Education and Consumer, Family, and Life Skills Standards will be addressed by the SLE and include them in the SLE activities, below.**

**The student must participate in the agency's or NPO's volunteer site safety and health training.**  
If yes, include which Safety Skills found under the Career Education and Consumer, Family, and Life Skills Standards will be addressed by the SLE and include them in the SLE activities, and include them in the SLE activities, below. If not, explain why:

**Goal Statement: (Repeat the following sections as necessary)**

**Learning Objective(s):**

Describe the Student's SLE Activities	NJ Core Curriculum Content Standard Cumulative Progress Indicators (CPIs) Addressed by the Activities	Documentation to be Collected Showing Achievement of CPIs Addressed by Activities

**Describe the formative assessments to be used by the school and agency/NPO to assess the student's progress towards the attainment of the SLE objective(s):**

**Describe the summative assessments to be used by the school and agency/NPO to assess the student's completion of activities and the attainment of the SLE objective(s):**



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*(N.J.A.C. 12:56-18, School-to-Work Program and N.J.A.C. 6A:19-6.4, Structured Learning Experiences)*

Describe how the SLE will be documented in the student's portfolio and how it will be graded or credit will be awarded:

NOTES:

We understand that this school-sponsored, unpaid structured learning experience is not employment and that the student is not entitled to wages or a promise of employment at the completion of the school-sponsored structured learning experience, as per the New Jersey Child Labor Regulations, *N.J.A.C. 12:56-18.2* (see page 3, below).

We have reviewed and are in agreement with the structured learning experience description, learning objectives, activities, and/or assignment of grade or credit of this unpaid structured learning experience. We agree to complete all required paperwork and maintain all required documentation for this unpaid structured learning experience. The district/school SLE teacher coordinator and the SLE agency/NPO mentor agree to conduct regular monitoring of this unpaid structured learning experience for no less than 30 minutes for every 10<sup>th</sup> day that the student reports to the structured learning experience site as per the New Jersey Child Labor Regulations, *N.J.A.C. 12:58-1.2(d)5*. The student agrees to uphold his or her responsibilities in compliance with this student training plan.

Signature of SLE Coordinator: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Agency/NPO Mentor: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of SLE Student: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

*\*Attach the completed Student Training Plan to the Student Training Agreement.*

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**NEW JERSEY MODEL AGENCY AGREEMENT  
FOR VOLUNTEER/COMMUNITY SERVICE/SERVICE LEARNING SCHOOL-SPONSORED  
STRUCTURED LEARNING EXPERIENCES**

*(N.J.A.C. 12:56-18, School-to-Work Program and N.J.A.C. 6A:19-6.4, Structured Learning Experiences)*

**IMPORTANT SUPPLEMENTAL INFORMATION**

**VOLUNTEER STATEMENT:** According to New Jersey State Child Labor Regulations *N.J.A.C. 12:56-2.1*, a "Volunteer" means a person who donates his or her service for the protection of the health and safety of the general public. Such a person would include, among others, a volunteer fire fighter; rescue worker; an aide in the care of the sick, aged, young, mentally ill, destitute and the like; or an assistant in the religious, eleemosynary, educational, hospital, cultural and similar activities. The Fair Labor Standards Act Advisor also states that such individuals are not considered employees of the religious, charitable or similar non-profit organizations that receive their service.

All unpaid, school-sponsored, volunteer, community service, and service learning structured learning experiences must comply with *N.J.A.C. 12:56-18, Child Labor Regulation: School-to-Work Program*. The following conditions shall be met in order to allow for student volunteer activities at agencies and not-for-profit organizations as defined by *N.J.A.C. 12:56-18*:

- (1) The student shall be at least 16 years of age;
- (2) The activity must be related to a formal school-to-work transition plan [*student training plan*] for a student learner;
- (3) There is collaboration and planning between worksite staff and school staff resulting in clearly identified learning objectives related to the non-paid activities;
- (4) Any productive work is incidental to achieving learning objectives;
- (5) The student receives credit for time spent at the worksite and the student is expected to achieve the learning objectives\*;
- (6) The student is supervised by a school official and a workplace mentor;
- (7) The non-paid activity is of a limited duration, related to an educational purpose and there is no guarantee or expectation that the activity will result in employment; and
- (8) The student does not replace an employee.

**NOTE:** The New Jersey Department of Labor and Workforce Development and the New Jersey Department of Education prohibit the placement of volunteer SLE students into hazardous occupations or hazardous work environments, and prohibit volunteer SLE students from using any hazardous/prohibited equipment, tools, or materials.

Use the "New Jersey Model Student Training Plan For Volunteer, School-Sponsored Structured Learning Experiences" form for the following unpaid SLEs:

- Community Service
- Service Learning
- Volunteering

For definitions of the above SLEs, visit [http://www.nj.gov/njded/voc/sle/sle\\_man.htm](http://www.nj.gov/njded/voc/sle/sle_man.htm)

\* For the purpose of community service, service learning and volunteer, credit may be a grade for a project, credit in a course, and/or a written reflection piece.

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**NEW JERSEY MODEL AGENCY AGREEMENT  
FOR VOLUNTEER COMMUNITY SERVICE/SERVICE LEARNING SCHOOL-SPONSORED  
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*(N.J.A.C. 12:56-18, School-to-Work Program and N.J.A.C. 6A:19-6.4, Structured Learning Experiences)*

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**IMPORTANT URLS**

- New Jersey Department of Education Core Curriculum Content Standards: <http://www.state.nj.us/njded/cccs/>
- Department of Education Structured Learning Experiences: <http://www.nj.gov/njded/voc/slc>
- Department of Labor/Child Labor Laws: <http://www.state.nj.us/labor/lssc/childlabor.html>
- Youth 2 Work: Teen Worker Worksite Safety: <http://www.osha.gov/SLTC/teenworkers>

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**NEW JERSEY MODEL AGENCY AGREEMENT  
FOR VOLUNTEER/COMMUNITY SERVICE/SERVICE LEARNING SCHOOL-SPONSORED  
STRUCTURED LEARNING EXPERIENCES**

(N.J.A.C. 12:56-18, School-to-Work Program and N.J.A.C. 6A:19-6.4, Structured Learning Experiences)

**PART I: STUDENT INFORMATION**

Student Name: \_\_\_\_\_ Student#: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Student Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
SLE Teacher Supervisor: \_\_\_\_\_ Student Emergency Phone #: \_\_\_\_\_  
**EMERGENCY CONTACT INFO:** Name: \_\_\_\_\_ Relation: \_\_\_\_\_  
Agency Name: \_\_\_\_\_ Agency ID #: \_\_\_\_\_  
SLE Site Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
SLE Site Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_  
SLE Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Agency Mentor: \_\_\_\_\_  
SLE Hours of SLE Activities: \_\_\_\_\_ to \_\_\_\_\_  All That Apply: Mon. \_\_\_\_\_ Tue \_\_\_\_\_ Wed \_\_\_\_\_ Thus \_\_\_\_\_ Fri \_\_\_\_\_  
Student will report to the SLE site: Daily \_\_\_\_\_ Every (day of week) \_\_\_\_\_ Other: \_\_\_\_\_

**PART 2: SCHOOL ADMINISTRATOR AND AGENCY RESPONSIBILITIES**

Consistent with the New Jersey Department of Education administrative code, N.J.A.C. 6A:19-6.4, Structured Learning Experiences, the school district agrees to ensure that

- (1) All structured learning experiences shall adhere to applicable State and Federal Child Labor Laws and other regulations of the Federal and State Departments of Education and Labor, (N.J.A.C. 6A:19-6.4(a)).
- (2) The district will provide the appropriate student supervision through district employees and/or contracted services. The district may also be responsible for providing other services as required by rule or statute, (N.J.A.C. 6A:19-6.4(b)).
- (3) The student will be placed in training sites deemed non-hazardous, (N.J.A.C. 6A:19-6.4(c)).
- (4) The student will be supervised by the appropriately licensed teacher or other designated district employee holding the appropriate license, (N.J.A.C. 6A:19-6.4(c)1).
- (5) The district will maintain the student's records reflecting the volunteer structured learning experience, (N.J.A.C. 6A:19-6.4(d)).

Consistent with the New Jersey Department of Labor and Workforce Development Child Labor Regulations, N.J.A.C. 12:56-18.2, School-to-Work Programs, the school district and agency understand that a volunteer structured learning experience taking place at a work site must include all of the following elements to be consistent with a "learning experience" and not be considered "employment." We agree to ensure that the structured learning experience meets the following regulatory requirements:

- (1) The student shall be at least 16 years of age;
- (2) The SLE activities must be related to a formal training plan (attached to this form) for the student\*\*;
- (3) There is collaboration and planning between agency staff and school staff resulting in clearly identified learning objectives related to the activities that will be contained in the student training plan;
- (4) Any productive work is incidental to the student achieving the planned learning objectives;
- (5) The student is expected to achieve the learning objectives and will receive a grade credit for time spent at the worksite;
- (6) The student is supervised by an appropriately licensed school official and an agency mentor;

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**NEW JERSEY MODEL AGENCY AGREEMENT  
FOR VOLUNTEER/COMMUNITY SERVICE/SERVICE LEARNING SCHOOL-SPONSORED  
STRUCTURED LEARNING EXPERIENCES**

*(N.J.A.C. 12:56-18, School-to-Work Program and N.J.A.C. 6A:19-6.4, Structured Learning Experiences)*

- (7) The SLE is related to an educational purpose and there is no guarantee or expectation that the activity will result in employment; *and*
- (8) The student does not replace an employee of the agency.

In addition, the school district and agency understand that the student is not entitled to wages or an offer of employment at the conclusion of the unpaid, school-sponsored structured learning experience.

Name/Title of School Administrator \_\_\_\_\_ Signature: \_\_\_\_\_

Date \_\_\_\_\_ District/School Code \_\_\_\_\_ Name of District \_\_\_\_\_

Mailing Address \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

Name/Title of Agency Officer \_\_\_\_\_ Signature \_\_\_\_\_

Agency Mailing Address \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

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**PART 3: INSURANCE STATEMENT:** The school district and the agency agree to provide copies of their respective insurance certificates prior to the start of the unpaid, school-sponsored structured learning experience. In addition, the parties agree to the scope, nature and responsibilities for insurance coverage of this unpaid structured learning experience.

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**PART 4: STUDENT RESPONSIBILITIES**

I agree to follow the conditions of the unpaid, school-sponsored structured learning experience (SLE) listed below:

- (1) I will maintain regular attendance both in school and at the SLE site. I will notify the school and the appropriate agency contact person if I will be tardy arriving to or if I am unable to report to my SLE site.
- (2) I will keep a daily record of my time and activities at my SLE site, and I will submit my completed SLE reports as required.
- (3) I will demonstrate honesty, punctuality, courtesy, cooperative attitude, proper health and grooming habits, appropriate dress and a willingness to learn.
- (4) I will obey the rules and regulations of my SLE site and comply with the agency's business practices and procedures.
- (5) I will talk to my SLE teacher supervisor and/or my agency mentor about any difficulties arising during the structured learning experience.
- (6) I will work to acquire the knowledge and skills as outlined in my SLE student training plan.\*\*
- (7) I will furnish my SLE teacher supervisor with all necessary information pertaining to my volunteer SLE, including all SLE-related assignments and reports. I understand that my SLE grade or credit will be based upon my the satisfactory completion of my SLE assignments, time and activity reports, and evaluations.

I understand that this unpaid, school-sponsored structured learning experience is not employment and I am not entitled to wages or a promise of employment at the completion of the structured learning experience, as per the *NJ Department of Labor Child Labor Laws, Subchapter 18, 12:56-18.2, School-to-Work Program.*

**SIGNATURE OF STUDENT:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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**NEW JERSEY MODEL AGENCY AGREEMENT  
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STRUCTURED LEARNING EXPERIENCES**

(N.J.A.C. 12:56-18, School-to-Work Program and N.J.A.C. 6A:19-6.4, Structured Learning Experiences)

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**PART 4: PARENT/GUARDIAN RESPONSIBILITIES**

I agree to the following conditions of the unpaid, school sponsored structured learning experience (SLE) listed below:

- (1) I will encourage my child or ward to effectively carry out the SLE assignments and responsibilities as outlined in the student training plan.\*\*
- (2) I will assist my child or ward to keep on schedule and to develop an understanding of the necessity of developing good work habits.
- (3) I will report any concerns raised by my child or ward regarding the structured learning experience to the SLE teacher supervisor.

I understand that this unpaid, school-sponsored structured learning experience is not employment and that the student is not entitled to wages or a promise of employment at the completion of the unpaid structured learning experience, as per the *NJ Department of Labor Child Labor Laws, Subchapter 18, 12:56-18.2, School-to-Work Program.*

I hereby give my consent for \_\_\_\_\_ to participate in unpaid, school-sponsored structured learning experience activities during the current school year.

**PARENT/GUARDIAN SIGNATURE:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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**PART 5: COMPLETION OF VOLUNTEER/COMMUNITY SERVICE/SERVICE LEARNING, SCHOOL-SPONSORED STRUCTURED LEARNING EXPERIENCE**

Upon completion of the unpaid, school-sponsored structured learning experience, I certify that the student has received training in the areas indicated on the attached student training plan:

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Agency Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_

SLE Teacher Coordinator: \_\_\_\_\_ Date: \_\_\_\_\_

School Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

School Grade or Credit Awarded: \_\_\_\_\_

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**\*ATTACHMENT: Volunteer School-Sponsored Structured Learning Experience Student Training Plan**

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**NEW JERSEY MODEL AGENCY AGREEMENT  
FOR VOLUNTEER COMMUNITY SERVICE SERVICE LEARNING SCHOOL-SPONSORED  
STRUCTURED LEARNING EXPERIENCES**

(N.J.A.C. 12:56-18, School-to-Work Program and N.J.A.C. 6A:19-6.4, Structured Learning Experiences)

**ADDITIONAL NOTES:**

**Volunteer and Community Service** (New Jersey State Child Labor Regulations N.J.A.C. 12:56-2.1) means a person who donates his or her service for the protection of the health and safety of the general public. Such a person would include, among others, a volunteer fire fighter; rescue worker; an aide in the care of the sick, aged, young, mentally ill, destitute and the like; or an assistant in the religious, eleemosynary, educational, hospital, cultural and similar activities. The Fair Labor Standards Act Advisor also states that such individuals are not considered employees of the religious, charitable or similar non-profit organizations that receive their service. This definition applies to "Community Service."

**Service Learning** (P.L. 106-170, National and Community Service Act) means a method under which students or participants learn and develop through active participation in thoughtfully organized service that is conducted in and meets the needs of a community; is coordinated with an elementary school, secondary school, institution of higher education or community-services program and with the community; and helps foster civic responsibility; and that is integrated into and enhances the academic curriculum of the students, or the education components of the community service program in which the participants are enrolled; and provides structured time for students or participants to reflect on the service experience. time for students or participants to reflect on the service experience.

**Training Plan** (N.J.A.C. 6A:19, NJ Department of Education) means a plan that identifies training site experiences, program objectives, individual responsibilities and measurable outcomes. The training of all students shall be developed with a training plan. **NOTE:** All structured learning experiences must be accompanied by a training plan.

This form may be used for the following volunteer, school-sponsored structured learning experiences as defined in Section II of the "Guidelines for Structured Learning Experiences":

- Volunteering
- Community Service
- Service-Learning

Link to "Guidelines for Structured Learning Experiences": [http://www.nj.gov/njded/voc/sle/sle\\_man.htm](http://www.nj.gov/njded/voc/sle/sle_man.htm)

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**New Jersey Model District Staff and Work Site Mentor Check List  
For School-sponsored, Unpaid Structured Learning Experiences**

*(New Jersey Child Labor Law, Chapter 2, 12:58-1.3 School-to-Work Program)*

The undersigned district staff person and the undersigned work site mentor assigned to supervise \_\_\_\_\_ (student name), who is participating in an unpaid structured learning experience at \_\_\_\_\_ (business/agency name), have reviewed the unpaid structured learning experience on \_\_\_\_\_ (date) and have found the unpaid structured learning experience to meet the *New Jersey Child Labor Law, Chapter 2, 12:58-1.3 School-to-Work Program* requirements as follows:

**Teacher/Mentor Checklist**

- 1. The student's duties are for training purposes only and not gainful employment.  
Comments:
  
- 2. The student's duties follow a written student learning plan approved by the teacher and mentor.  
Comments:
  
- 3. A copy of the signed unpaid structured learning agreement is maintained at the worksite.  
Comments:
  
- 4. The student is supervised by an appropriate district staff person.  
Comments:
  
- 5. The student is supervised by a workplace mentor designated by the business/agency.  
Comments:
  
- 6. Prohibited equipment is not a part of the student's learning experience.  
Comments:

District Staff Person Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
School District Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Worksite Mentor Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Business/Agency Name: \_\_\_\_\_ Phone: \_\_\_\_\_



Name:

Date:

Per:

Degler "Bringing Forth a New Nation" Discussion

**Essential Question: To what extent can the political, economic and social changes of the Civil War be said to constitute a second American Revolution?**

**Task:**

**Terms:**

**Evidence:**

**Thesis:**