

LIVE WORK POLICY

It is the policy of the Board of Education of Tulsa Technology Center that Live Work projects shall be allowed within the instructional programs, as long as the projects are directly related to the instructional objectives.

The term "Live Work" means work performed by School District students as a part of the instructional process. It is also the policy of the Board of Education that Live Work projects will not be performed for Board of Education members, administrators (Superintendent to Assistant Director level) and immediate family members of these individuals with the exception of live work conducted for the purposes of Board of Education approved fund raisers and child care lab.

1. Live Work shall cause no gift of District resources, no conflict of interest to occur, or no use of student labor for profit.
2. No district employee or student shall accept personal monetary compensation from the result of Live Work.
3. The Campus Director or designee shall have final approval of whether a Live Work project will be approved in the instructional program.
4. Live Work is an integral part of the instructional process to assist students in achieving competency in the occupational area and to provide students with "hands on" experience. In order to ensure safe industry practices live work at Tulsa Technology Center is to be conducted under the direction and supervision of an instructor.
5. All Live Work must be accompanied by a district approved Live Work form as verification of the work order requested and include itemized costs for any materials and supplies.
6. Proposals for extensive single or multi-program Live Work projects shall be reviewed and approved by a committee consisting of the instructor(s) involved, the Associate Superintendent, Director, or Assistant Director, and the potential customer(s). A document will be developed and signed by all parties before the start of the proposed Live Work project.