Adult Education Services for Out-of-School Youth

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Introduction

The compulsory age for students attending K -12 public education programs is 18 or the student's class has graduated. Adult education programs have a responsibility to provide educational opportunities to adults and out-of school youth who have not graduated (Board Rule R277-733 -1- B, J). This is further clarified in Board Rule R277-733 - 7 - E "an out- of- school youth (minimum age of 16) who has not graduated from high school, may with parental/guardian written approval (if applicable) and school district administrative written approval, and proof of Utah residency, enroll in an adult education program".

Purpose

It is important that students who make a conscious decision not to attend K-12 programs (leave school before graduation) be encouraged to "stay in school" and meet and complete the requirements necessary for a secondary school diploma. Completion of a secondary diploma allows a person broader opportunities for personal and professional economic lifetime gains.

"Adult education means organized educational programs below the collegiate/postsecondary level, other than regular full-time K-12 secondary education programs, provided by school districts or nonprofit organizations affording opportunities for individuals having demonstrated both presence and intent to reside within the state of Utah who are out-of-school youth (16 years of age and older) and adults who have or have not graduated from high school, to improve their literacy levels and to further their high school level education."(Board Rule R277-733-1-B)

Local Program Responsibilities

It is not the intent of adult education to solicit K-12 students who are 16-18 years-of-age and have not graduated, to attend an adult education program.

Adult education programs must assure local school district administrations that they will not actively seek students who are enrolled in the K-12 programs:

- who may or may not have difficulty with attendance
- who may not be meeting with school success due to academics and/or behaviors
- who have been suspended or expelled from school due to safe school violations or other offenses
- who have or may have a documented disability and/or a special education Individualized Education Program (IEP) plan
- who may be in jeopardy of not successfully passing school/district exit criteria

Students under the age of 18 who have not graduated from a K-12 program choosing to participate in an adult education program:

- Must provide written documentation of "not being enrolled" in a K-12 program by providing a completed Education Withdrawal and Application form – Adult Education Program and/or GED Testing Application for 16-18 Year-Old Non-Graduates signed by

the student's counselor, and (at a minimum) one of the following:
    - School administrator
    - Student Services Representative or designee
- The form must also be signed by the parent or legal guardian.

"Out-of-school youth between the ages of 16 and 22 who have a special education Individualized Education Program (IEP) and have not graduated with either a K-12 diploma or Adult Education Secondary Diploma or a Utah High School Completion Diploma (based on successful passing of the GED® Tests) are entitled to special education services provided through the local school district special education department; refer to Adult Education Students with Disabilities policy Tab 5 for procedures that must be followed by both school districts and community-based organizations.

"Out-of-school youth" can generate state funding as long as the above documentation is maintained in the adult education student's file and provided for state program monitoring reviews. (see Tab F – Keeping Track of Students)

A student choosing to concurrently enroll in an adult education program in addition to a K-12 education program must receive equitable K-12 services following K-12 standardized instruction. In this case, the Weighted Pupil Unit (WPU) must be credited to the adult education program (Board Rule R277-733 -7-A). This student cannot be reported for state adult education funding purposes because the WPU generated "follows" the student in the adult education program up to 990 clock hours of membership; prorated for students enrolled part-time (the equivalent of 1 FTE per year) (Board Rule R-277-733-7-A-C). The concurrently enrolled student shall receive a K-12 traditional secondary diploma at the discretion on the local board of education.

"Out-of-school youth" students who choose to *re-enroll* in a K-12 program will be held accountable to all K-12 graduation requirements including any defined exit examination standards. Academic credits earned in an adult education program towards a K-12 diploma may or may not be accepted by the district at the discretion of the local board of education (Board Rule R277-733-7-E).

Note: adult education credits previously awarded to a student for passing the GED® Tests may not be applied to completion of a K -12 diploma (Board Rule R277-733-8-H-ix-f).

"Out-of-school youth" adult education students, who are under the age of 18 attending an adult education program, will not be required to take and or pass a K-12 exit exam and will be allowed to graduate before their "traditional high school class year has graduated," if the school district superintendent "waives" the compulsory age law and board rule, at which time the student is to be issued a diploma by the local board of education that states *Adult Education Secondary Diploma*. (Board Rule R277-705-6)