

## ADULT EDUCATION PROGRAMS

Through its various programs and courses for adults, the School Board shall seek to meet the needs of students of all ages who, for whatever reason, have been unable to secure a high school diploma in a regular school program, or who need additional training to become more knowledgeable in their chosen occupations, or who wish to take courses for personal enrichment.

Adult programs in MSAD #56 include:

1. A high school completion program, conducted at Searsport District High School, which provides an opportunity for adults to earn a high school diploma. All required high school credit courses are taught, with a concentration in English, U.S. History, Biology (lab), and Mathematics.

Admission requirements:

- A. The student receives a preliminary evaluation of credits by the Director of Adult Education.
2. Adult Basic Education (ABE) classes for adults who have not completed the eighth grade. The program provides instruction in the fundamentals of arithmetic, writing, spelling, grammar, and reading. Any person may enroll in Adult Basic Education.
3. Vocational courses taught through the Adult Education Program.
4. A variety of non-credit, general enrichment courses. Class fees for these courses are set by the Director, and must pay for teacher's fees.

### DIPLOMA POLICY AS OF JANUARY, 1998

1. Adult Education high school diploma students will earn 1 credit for acceptable work in a 15 week/45 hour class of in-school instruction. With permission of the Director, students may elect to do at-home independent study with instructional supervision of at least six contacts per class. This study includes 90 hours of work and meets the required learning objectives.

All credits must be approved before they can be applied towards a high school diploma. Pass/fail grades may be given. Credits by objective and/or portfolio work may be considered on an individual basis.

- A. The number of credits needed will correspond to the number required at the time the student left school.
- B. Credits earned in other school systems will be accepted and applied to the diploma.
- C. Credits may be earned for homemaking, work experience, volunteer experience and

military service in compliance with the state approved Adult Diploma plan.

- D. The course of study leading to a adult education high school diploma is to include a minimum of sixteen (16) credits, such credits to include the following:

English: Four (4) credits in English to include reading comprehension, appreciation of literature, writing, listening and oral communication skills, the structure and uses of the English language, and research and reporting skills.

Social Studies: Two (2) credits in social studies, one (1) credit of which will be a comprehensive course in American History which includes instruction in government, the importance of voting, the privileges and responsibilities of citizenship, the Constitution of the United States and the Declaration of Independence, and one (1) credit which may include instruction in economics, geography, political science, history, government, sociology, anthropology, psychology, or career exploration/personal development.

Mathematics: Two (2) credits in mathematics which shall include addition, subtraction, multiplication,, and division of whole numbers; fractions; decimals; percents; simple equations and basic geometry concepts. Students demonstrating proficiency in these basic math skills may substitute record keeping/accounting for one math credit.

Science: One (1) credit in science instruction shall be required with laboratory study recommended.

- E. No diplomas will be awarded prior to the formal Adult Education graduation ceremony.
- F. No more than three (3) absences can be made up in one class. The work and the time assigned must be made up in order to receive a credit. Any student exceeding the three absences will not receive a credit, although arrangements may be made for extenuating circumstances.
- G. No recipient of an Adult Education Diploma is permitted to participate in any regular high school activities.
2. Students with dual day and adult education status.
- A. Day school students may enroll in adult education courses in the following circumstances:
- 1) **For personal enrichment or for college preparation.** Students may enroll in a non-required course that is not offered in the day school program for their own personal enrichment or for college preparation. They will receive one (1) credit for each 15 week/45 hour course in which the learning objectives are

met. Credits will be transferred from the Adult Education Program to the day school transcript.

- 2) **To meet a specific curriculum or scheduling need.** Students will receive one (1) credit for each 15 week/45 hour course taken through the Adult Education program.
- 3) **Students who are 15-20 years old and who have dropped out of high school.** These students must meet credit requirements required of them for the year they should have graduated. One (1) credit is granted for 15 week/45 hours of class study in which learning objectives are met. They will receive an Adult Education High School Diploma.
- 4) Students who are enrolled both in day school and night school and who wish to receive a Searsport District High School diploma must meet the credit requirements of Searsport District High School.

B. Criteria for dual enrollment.

- 1) Searsport District High School students may receive a maximum of two (2) credits through the Adult Education Program.
- 2) Students enrolling Adult Education must have senior status.
- 3) Exceptions to these criteria may be granted in cases where there is a programmatic conflict, health issue or other extenuating circumstances.
- 4) Credits will be transferred to the Searsport District High School office; students will receive a Searsport District High School diploma.
- 5) Procedures will be agreed upon between the high school and the Adult Education program for enrollment of high school students in the Adult Education program. These procedures are in place in order to address State of Maine age requirements for students below age 17 enrolling in Adult Education. The local School Board may, at their discretion, waive these age requirements.

LEGAL REFERENCE: Title 20-A MRSA § 8601 et. seq.

ADOPTED: April 8, 1986 (IGEA)

REVISED: June 12, 1990 (IGEA)  
November 10, 1998