

KANAWHA COUNTY SCHOOLS ADMINISTRATIVE REGULATION
Series: I09A - Kanawha County Schools Adult Education

9.01 Mission. The mission of Adult Education in Kanawha County Schools is to provide quality educational programs and services for adults for the purpose of personal enrichment, academic skills, employment preparation, career advancement, continued education and to assist employers in meeting their employment, education and training needs.

9.02 The Population. For the purposes of this policy, “Adults” is defined as those who are:

- Skill Deficient – dropouts, academically deficient high school graduates, unskilled workers, career transitioners, skill upgraders and those who do not speak English as a first language.
- Unemployed – dislocated workers, displaced homemakers and homeless.
- Compulsory – required to attend because of welfare reform, incarceration, trade readjustments, driver’s license regulations, student visa requirements and professional license regulations.
- Industry based – job candidates and employees enrolled in a customized job training program.
- Avocational – enrolled in hobby classes, public interest activities and community groups.

9.03 The Function. Services offered to adults shall include, but are not limited to:

- Technical skill training for employment.
- Skill upgrades for practitioners.
- Basic skill remediation (Reading, Writing, Math).
- TASC test preparation/External Degree Diploma program.
- English as a Second Language.
- College preparatory skills.
- Life skills.
- Entrance examination preparation skills.
- Professional development courses.
- Avocational courses/services

9.04 Delivery. Services shall be delivered to groups and individuals during day and evening hours, year-round, using a variety of technologies and instructional methodologies, including school based, classroom instruction, computer and work-based instruction.

9.05 Linkages. Services will be provided through Kanawha County Schools and partnerships with other agencies and individuals and include (but are not limited to) linkages to:

- Labor/government/business and industry.
- Financial aid providers.
- Employment agencies.
- Service agencies.
- Colleges and higher education institutions.

9.06 Funding. The Kanawha County Board of Education will allocate funds according to West Virginia State Board of Education policy. Tuition monies collected must be used for classes, coordinator, supervision and general administration of full and part-time programs.

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