

MAINE SCHOOL ADMINISTRATIVE DISTRICT #33

Adult/Community Education Procedures

Maine School Administrative District #33 shall maintain evening classes and other programs of adult and continuing education to meet the needs of citizens and the needs of the business communities in the St. John Valley. The following shall apply:

1. The Director of Adult Education, under the direction of the Superintendent of Schools, shall coordinate the varied offerings available to those interested in pursuing opportunities through the adult education program.
2. Any person who is 17 years of age or older and who is not attending public school may be permitted to participate in local adult education courses in accordance with local program criteria.
3. Any high school junior or senior wanting to take an adult education course not available to him/her at the high school may do so in consultation with the guidance department and with the approval of the student's parents, the Principal, and the Director of Adult Education.
4. Students 16 years of age shall be accepted into Adult Education programs if they have left school in compliance with MRSA 5001-A, subsection 2, paragraph B.
5. Learners under the age of 18 registering for an adult education course must either take a course from an approved instructor (with current CHRC approval) or must enroll with a parent.
6. Adult education learners who wish to work toward a high school credential may either prepare for the Test of General Educational Development (GED) or complete remaining high school diploma requirements through classes offered by adult education programs.
7. A student's graduation requirements will be determined by the requirements in place at the time of their withdrawal from school and must be in accordance with the State of Maine's adult education graduation requirements as described in Chapter 225 of the Department of Education Regulations.
8. Trade preparatory and trade supplementary programs in business education, trade and industrial education, home economics, and distributive education may be offered when demand for such classes is sufficient.

9. Any reasonable class or course requested by a sufficient number of interested adults or by a business or industrial concern may be offered, provided sufficient enrollment is assured.
10. Registration and lab fees, as they may apply, shall be determined by the Director/Board of Directors.
11. Registration fees will not be charged to students participating in the Adult Basic Education, GED, or for-credit courses towards a high school diploma. Registration fees may be charged to all other participants in the Adult and Community Education programs. Lab and book fees may be charged in accordance with Chapter 229 of the Maine Department of Education Regulations.
12. Resident fees apply to citizens of Frenchville, St. Agatha, Sinclair, Madawaska, Grand Isle, Eagle Lake, Fort Kent, New Canada, St. Francis, St. John Plantation, Wallagrass, and Winterville Plantation. All others shall be charged Non-Resident fees.
13. Resident citizens of Frenchville, St. Agatha, and Sinclair age 60 or older may opt to have up to \$15.00 of the registration fee waived for one MSAD #33 course per semester. Other course fees will be the same as those of other students.

Legal Reference: 20-A MRSA § 8601 et seq.

Cross Reference: IHD – Adult/Community Education

History:	Adopted	Meeting #597	June 18, 1990 (as policy IGE)
	Adopted	Meeting #752	May 8, 2001 (policy IHD and IHD-E)
	Revised	Meeting #821	February 6, 2006