

August 10, 2001

Education
Joseph H. Mathos, Deputy Superintendent

**SUBJECT: PROPOSED AMENDMENT OF BOARD RULE: FINAL READING 6Gx13-
6C-1.03, ADMISSION TO ADULT EDUCATION PROGRAM—GUIDELINES**

The School Board of Miami-Dade County, Florida, announced on July 11, 2001, its intention to amend School Board Rule 6Gx13- 6C-1.03, Admission to Adult Education Program—Guidelines, at the meeting of August 22, 2001.

The Notice of Intended Action was published in the *Miami Daily Business Review* on July 16, 2001, posted in various places for public information, and mailed to various organizations representing persons affected by the amended rule and to individuals requesting notification.

The time to request a hearing or protest the adoption of this rule has elapsed.

In accordance with the provisions of the Administrative Procedure Act, this amended rule is presented to The School Board of Miami-Dade County, Florida, for adoption and authorization to file the rule in the official records of the School Board of Miami-Dade County, Florida.

Attached are the Notice of Intended Action and the amended rule. Changes from the current rule are indicated by ~~striking through~~ words to be deleted and underscoring words to be added.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, adopt amended Board Rule 6Gx13- 6C-1.03, Admission to Adult Education Program—Guidelines, and authorize the Superintendent to file the rule with The School Board of Miami-Dade County, Florida, to be effective August 22, 2001.

NJP:mjm

B-25

NOTICE OF INTENDED ACTION

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA, announced on July 11, 2001, its intention to amend Board Rule 6Gx13- 6C-1.03, Admission to Adult Education Program—Guidelines, at its meeting of August 22, 2001.

PURPOSE AND EFFECT: To implement the provisions of current Florida Department of Education (FDOE), Section 239.301(2)(c), Florida Statutes, and, Florida Board of Education Rule 6A-6.014, General Requirements for Adult General Education Programs, rules related to requirements for entrance into adult education programs.

REVISED
Subsequent
to Initial
Reading
7/11/01

SUMMARY: The rule outlines the procedures the district will follow in order to be in compliance with the new FDOE rules on admission requirements in adult education.

SPECIFIC LEGAL AUTHORITY UNDER WHICH RULEMAKING IS AUTHORIZED: 230.22(2); 230.23(22) F.S.

LAW IMPLEMENTED, INTERPRETED, OR MADE SPECIFIC: 228.041(2)(26); 228.061(4)(a)(3)(4) and (5); 230.23(4)(h) and (i); 230.33(6); 239.301; 295.125, F.S.

IF REQUESTED, A HEARING WILL BE HELD DURING THE BOARD MEETING OF August 22, 2001, which begins at 1:00 p.m., in the School Board Auditorium, 1450 N.E. Second Avenue, Miami, Florida 33132. Persons requesting such a hearing or who wish to provide information regarding the statement of estimated regulatory costs, or to provide a proposal for a lower cost regulatory alternative as provided by Section 120.541(1), F.S., must do so in writing by August 6, 2001, to the Superintendent of Schools, Room 912, at the same address.

ANY PERSON WHO DECIDES TO APPEAL THE DECISION made by The School Board of Miami-Dade County, Florida, with respect to this action will need to ensure the preparation of a verbatim record of the proceedings, including the testimony and evidence upon which the appeal is to be based. (Section 286.0105, Florida Statutes)

A COPY OF THE PROPOSED AMENDED RULE is available for inspection and copying at cost by the public in the Citizen Information Center, Room 158, 1450 N.E. Second Avenue, Miami, Florida 33132.

Originator: Mr. Nelson J. Perez
Supervisor: Mr. Joseph H. Mathos
Date: June 27, 2001

Vocational and Adult Education**ADMISSION TO ADULT EDUCATION PROGRAM—GUIDELINES**

Area ~~Vocational-Technical~~ Centers and other school facilities that offer adult education programs shall permit persons to enroll in a program to begin some appropriate phase of training. The appropriate training may include compensatory academic education as a prerequisite or a corequisite of occupational training as determined by the established procedures.

A comprehensive testing and evaluation program should be a part of the admissions procedure to ~~assure~~ ensure that students are enrolled in programs that reflect their interests and abilities as well as promote their occupational choices. The guidance counselors and registrars of the various ~~vocational~~ area technical and adult education centers will play an important role in the admissions procedure for students.

Admission to specific programs should reflect the requirements of industry and regulatory agencies. ~~Vocational~~ Area technical and ~~Adult Education~~ Centers shall give preference for admission to veterans of the Southeast Asian Conflict as provided for by ~~Florida Statutes, See~~ Section 295.125, Florida Statutes.

I. General Admission Procedures

A. Inquiry

Students who apply in person at ~~Vocational~~ area technical and ~~Adult Education~~ Centers will receive verbal or written information on the program of their choice.

Students who apply by mail will be sent information as promptly as possible. These students are informed that they can register only in person after they have met the entrance requirements of the program.

B. Registration

After receiving adequate information, prospective students may register directly into many courses that do not have pre-entrance requirements by completing registration and paying a small registration fee plus vocational tuition, if required.

If students require additional information about a program, or if the program of their choice requires pre-entrance

qualifications, students are referred to an adult guidance counselor.

C. Counseling :

Counseling is provided to ~~insure~~ ensure that the prospective students have adequate and accurate information about the courses they plan to enter and that they possess the traits and basic skills necessary to profit from a specific course of instruction. The determination of basic skill ability is achieved through appropriate tests administered by the guidance department.

Some adult vocational programs require that the prospective students meet with a counselor prior to enrollment.

If counseling and/or testing indicates a student does not qualify for his/her original choice, then an alternate program or remediation is recommended.

Prospective students applying for certain programs by mail are requested to submit their school transcripts for evaluation. These records are evaluated by the counseling department.

D. Waiting Lists

If a course is filled to capacity, qualified applicants are placed on a waiting list in chronological order. Veterans of the Southeast Asian Conflict are given priority in compliance with ~~State law, FS.~~ Section 295.125, Florida Statutes.

II. Students currently enrolled in regular (K-12) program of Miami-Dade County Public Schools.

The following categories of students currently enrolled in the regular (K-12) program of the Miami-Dade County Public Schools may apply for admission to the ~~A~~adult ~~V~~vocational or ~~G~~general ~~A~~adult ~~E~~education program at the center they wish to attend:

- A. ~~Any student who is 16 years of age or older, in 9th grade or above~~ who wishes to attend an adult education course in addition to his/her regular high school schedule, who presents a written request signed by the student's principal to the administrator of the ~~A~~adult ~~G~~center the student wishes to attend;

- B. Any student who is ~~16 years of age or older~~, in 9th grade or above who wishes to transfer to the adult program, whose record is accompanied by a written recommendation of his/her principal that a transfer to the adult program would better serve the student's educational needs;
- C. Any individual of compulsory school age who exhibits unusual educational need which can be better served by the adult general education program, or where physical, social or economic problems of sufficient magnitude are exhibited, with the approval of the Superintendent or designee;
- D. The following factors will not in themselves be considered as reasons for transfer to the Aadult Vvocational or General Aadult Education program:
1. To qualify for early graduation;
 2. Poor school progress and/or discipline problems at the regular school;
 3. To avoid attendance at assigned school.
- III. Individuals not currently enrolled in any program of the Miami-Dade County Public Schools

The following categories of individuals may apply for admission to the Aadult Vvocational or General Aadult Education program at the center they wish to attend:

- A. Any individual, ~~age 16 or over~~, who has legally left the elementary or the secondary school;
- B. Any individual of compulsory school age who is pregnant, married, a parent, or working full-time out of financial necessity, or where the individual exhibits physical, social, or economic problems of sufficient magnitude, in the judgment of the administration, to justify assignment to the Aadult Education Program;
- C. Any individual with physical or mental disorders applying for admission will be referred to Vvocational Rehabilitation or other appropriate agencies who will work closely with the Aadult Division in determining

when the individual is ready to apply for admission to the Adult Program;

- D. Notwithstanding the above (A, B, C), any individual beyond compulsory school age desirous of adult vocational or general adult education.

- IV. Individuals expelled from the K-12 program of the Miami-Dade County Schools and permitted to enroll in the Adult Education Program by the Miami-Dade County School Board.

Any individual expelled from the regular program and assigned to the Adult Evening Program shall, by action of the School Board, be admitted on a probationary status. The Adult Center administrator or vice-principal shall explain the probationary status to the expelled student. Should the student violate any provisions of the probationary status, the option to attend the Adult Program will be revoked and the expulsion applied to all programs within the Miami-Dade County Public Schools for the remainder of that school term, pursuant to ~~State Statutes Sections 228.041(1)(a) (28) (26)~~ and 230.23(4)(i), Florida Statutes (evening schools). The Adult Center principal or vice principal shall notify the student, parents, and appropriate administrative personnel of such action in writing.

Specific Authority: 230.22(2); 230.23(22), F.S.

Law Implemented, Interpreted, or Made Specific: ~~228.041(1)(a) and (28)(2)(26); 228.061(4)(a)(3)(4) and (5); 228.072; 230.23(4)(h) and (i); 230.33(6)(h) ; 239.301; 295.125,~~ F.S.

History

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA

Repromulgated: 12-11-74

Amended: 5-16-77; 2-25-81; 7-27-88