

2451 ADULT HIGH SCHOOL

The Board of Education may determine a need exists in the community for the provision of educational services that will enable out-of-school adults to qualify for a State-endorsed high school diploma issued by the Board. The purpose of this program is to provide comprehensive life-long learning opportunities for adults. Accordingly, the Board may establish and implement a State-approved adult high school.

The Board of Education may open and operate an adult high school, which shall offer students opportunity, accessibility, and flexibility while maintaining high standards inherent in the awarding of a high school diploma pursuant to N.J.S.A. 18A:50-1 et seq. and N.J.A.C. 6A:20-2.1 et seq. Courses shall be sufficiently varied to meet the educational needs of students and shall be designed to challenge students to achieve their highest level of educational ability.

An educational plan shall be developed for each student in the district's adult high school program reflecting the student's past academic record, an analysis of past experiences for which credit may be awarded pursuant to N.J.A.C. 6A:20-2.6, graduation requirements, and a proposed schedule of courses for the current school year leading to completion of graduation requirements.

A. Eligibility for Enrollment – N.J.A.C. 6A:20-2.2

1. To qualify for enrollment in the adult high school, a person shall:

a. Be a New Jersey resident at least sixteen years of age:

- (1) A student enrolled in secondary school with senior standing who lacks an opportunity to take at their secondary school courses that are available in an adult high school shall be eligible to take courses at the adult high school provided the Superintendents of both the sending and receiving school districts approve in a written joint agreement the participation of the student on a space-available basis in the adult high school. The written approval shall explicitly state the course(s) to be taken, the credits offered for each subject, and the time frame covered by the agreement. Tuition established by the receiving school district on a cost-recovery basis may be charged to the sending school district for students enrolled under this exception, if applicable;



- b. Have not earned a State-endorsed or State-issued high school diploma:
 - (1) Persons holding State-endorsed high school diplomas may enroll in an adult high school on a space-available basis for the express purpose of supplementing their high school record. Tuition established by the host school district on a cost-recovery basis may be charged to persons enrolling under this exception; and
 - c. Complete and sign a locally created application for enrollment, including a statement of responsibilities.
- B. English Language Learners – N.J.A.C. 6A:20-2.3
- 1. English language learners (ELLs) shall be required to demonstrate language proficiency on a State-approved English proficiency assessment at a score level determined by the New Jersey State Board of Education.
 - a. ELLs shall be referred to appropriate classes in the adult high school to attain English language proficiency.
 - (1) If the language improvement needs of the individual cannot be met by the adult high school, then the Principal shall refer the person to a New Jersey Department of Labor and Workforce Development Career Connections website.
- C. Individuals with Disabilities – N.J.A.C. 6A:20-2.4
- 1. For an individual with a previous Individualized Education Program (IEP) seeking similar services at an adult high school, the Principal of the adult high school shall request, with the written consent of the individual, the most recent evaluation and IEP for the individual from the high school of last attendance, provided the evaluation was made within the last three years.
 - a. The Principal and/or the Special Education Supervisor shall review the IEP to determine the services required by the plan and the availability of such services at the adult high school.
 - (1) If the IEP can be carried out, it shall serve as the instructional guide for the individual.



POLICY

TOWNSHIP OF UNION BOARD OF EDUCATION

PROGRAM
2451/page 5 of 5
Adult High School

G. Maintaining Student Records – N.J.A.C. 6A:20-2.8

The adult high school shall have the responsibility to compile, maintain, and retain student records, including daily attendance records, and to regulate access to and security of such records.

H. Staffing – N.J.A.C. 6A:20-2.9

1. The adult high school shall have an adequate number of professional staff, properly certified for their respective assignments; however, persons involved in adult advisement shall be certified as either a Principal, supervisor, counselor, or teacher.
2. The Board shall assign to professional staff members only position titles recognized in N.J.A.C. 6A:9B – State Board of Examiners and Certification.

I. Special Conditions – N.J.A.C. 6A:20-2.10

The rules set forth elsewhere in N.J.A.C. 6A governing the operation of a high school within the school district shall govern the operation of an adult high school, unless otherwise explicitly stated in N.J.A.C. 6A:20-2 and this Policy.

N.J.S.A. 18A:7C-8; 18A:38-16; 18A:48-1; 18A:50-1 et seq.
N.J.A.C. 6A:20-2.1 et seq.

Adopted: March 22, 2022

