

From: Chancellor, Career and Adult Ed.

Sent: Monday, July 18, 2016 11:42 AM

Subject: AGE for Adults with Disabilities Program and the Vocational Rehabilitation Adults with Disabilities Grant

Statewide Email: Adult Education Directors

Dear Colleagues:

Please find the enclosed memorandum regarding guidance for the Adult General Education for Adults with Disabilities Program and the Vocational Rehabilitation Adults with Disabilities Grant.

If you have any questions, please contact Zelda Rogers at Zelda.Rogers@fldoe.org or by phone at 850-245-9906.

Thank you,

Rod Duckworth
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MEMORANDUM

TO: Adult Education Directors

FROM: Rod Duckworth *RWD*

DATE: July 18, 2016

SUBJECT: Guidance for the Adult General Education for Adults with Disabilities Program and the Vocational Rehabilitation Adults with Disabilities Grant

The purpose of this memorandum and accompanying attachment is to provide guidance to adult education directors on the appropriate use of the Adult General Education (AGE) for Adults with Disabilities program (Program Code #9900100/CIP # 1532.010204). It is also intended to provide necessary information to districts/colleges who had been receiving funding through the state Adults with Disabilities Grants through the Division of Vocational Rehabilitation (VR). In the 2016-17 General Appropriations Act, the funding for special programs to serve adults with disabilities was restored for some agencies, after being eliminated in the 2015-16 fiscal year. The funded agencies for the VR program are available here: <http://laws.flrules.org/2016/66> (see page 10, Specific Appropriation 33).

The AGE for Adults with Disabilities program is not the same program as the VR grant. In addition, programs whose direct costs are funded with the VR Adults with Disabilities Grant program may not be reported for state funding in accordance with the requirements in s. 1011.80(5)(d), Florida Statutes (F.S).

The statutory framework for this program falls under the AGE program in section 1004.93, F.S. and the intent of this section of law is to encourage the provision of educational services that enable adults to acquire literacy skills necessary to attain basic and functional literacy, a high school diploma or successfully complete the high school equivalency examination, and an educational foundation that will enable them to become more employable, productive, and self-sufficient.

AGE is further defined in section 1004.02(3), Florida Statutes, as a comprehensive instructional program designed to improve the employability of the state's workforce through adult basic education, adult secondary education, English for Speakers of Other Languages, and instruction for adults with disabilities.

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As such, the curriculum framework is designed to assist adults with disabilities acquire literacy, employability and work-related skills based upon individually determined outcomes and student performance standards recorded in the student's educational plan. Upon mastery of outcomes, the student will transition to employment or another educational program. The instructional standards must be implemented with fidelity and the current curriculum framework may be accessed at <http://fldoe.org/academics/career-adult-edu/adult-edu/>.

Many of the VR grant programs may have students who could be enrolled in the AGE for Adults with Disabilities state framework or other AGE programs. However, districts and colleges that operate programs whose direct instructional costs are funded by the VR Adults with Disabilities grant may not report those students in any curriculum framework, including the AGE for Adults with Disabilities.

Please see the attached "Frequently Asked Questions" for additional information and specific guidance.

If you need additional information about the AGE for Adults with Disabilities program, please contact Zelda Rogers at Zelda.Rogers@fldoe.org or Kathleen Taylor at Kathleen.Taylor@fldoe.org. If you have reporting questions, contact Tara McLarnon at Tara.McLarnon@fldoe.org.

RD/kt

Attachment

Frequently Asked Questions

Adult General Education for Adults with Disabilities

Program #9900100/CIP # 1532.010204

Q1: What is the purpose of the AGE for Adults with Disabilities program?

The purpose of this program is to provide specialized adult general education for adult students with disabilities. Instruction is designed to assist students in developing literacy, employability, and work skills with the outcome for future employment.

Q2: What students are eligible to be enrolled in this program?

Adult students with disabilities who require individualized literacy, employability, and work-related skills are eligible to enroll in this program. Section 1004.02(5), Florida Statutes (F.S.) defines an adult student as *a student who is beyond the compulsory school age and who has legally left elementary or secondary school*. Section 1004.02(3), F. S., defines an adult with a disability as an *individual who has a physical or mental impairment that substantially limits one or more major life activities, has a record of such impairment, or is regarded as having such an impairment, and who requires modifications to the educational program, adaptive equipment, or specialized instructional methods and services in order to participate in workforce development programs that lead to employment*.

Q3: How are students placed into this program?

Students must be assessed to determine an initial functioning level as indicated in Rule [6A-6.014](#), Florida Administrative Code. Provisions for accommodations for adult students with disabilities for assessment purposes are specified in the rule.

Q4: What instruction must be delivered in the program?

This adult general education program must primarily include instruction in basic literacy skills: reading, writing and/or math and documentation of educational gains for the purpose of employment. Supplemental instruction may be provided in life and employability skills. Districts and colleges offering this program may refer to the Adult General Education for Adults with Disabilities program framework found at <http://fldoe.org/core/fileparse.php/7522/urlt/AdultsDisabilities-2015.pdf> for additional guidance.

Q5: What performance outcomes should be reported for students? Should Literacy Completion Points (LCPs) be reported?

The literacy and other outcomes must be specified in the student's plan of study. When the student masters these outcomes and performance standards, the student is reported as a completer of LCP A.

Q6: Can a student continue to be enrolled after being reported with LCP A?

No. It is expected that the student is transitioning to employment or another education program after completing their plan of study and being reported with LCP A.

Q7: How are instructional hours for students in this program reported?

Adult General Education Instructional hours must be reported in accordance with the adult general education reporting procedures.¹ See the following links for information regarding these procedures:

http://info.fldoe.org/docushare/dsweb/Get/Document-3722/06_14memo.pdf

http://info.fldoe.org/docushare/dsweb/Get/Document-3724/06_14att2.pdf

http://info.fldoe.org/docushare/dsweb/Get/Document-3723/06_14att1.pdf

Q8: Is the block tuition required for students enrolled in this program?

Yes. This is an adult general education program and students enrolled are subject to the tuition requirements in law. Section 1009.22(2), F.S., provides that “all students shall be charged fees except students who are exempt from fees or students whose fees are waived.” A block tuition of \$45 per half year or \$30 per term must be assessed to students.²

There is not a statutory fee exemption for students with disabilities. Districts and colleges are permitted to use their discretionary waiver authority for any student enrolled in adult general education.³ For 2016-17 the General Appropriations Act sets this waiver value at 8 percent of the revenue that would otherwise be collected.

Q9: Are activities that are primarily recreational allowed to be reported using this program?

No. Recreational activities are not adult general education instruction.⁴

Q10: What is the difference between this program and the program called Career and Technical Education for Adults with Disabilities?

While there are similarities, Career Education for Students with Disabilities (Program #S990002/CIP#13990002SN) is a career certificate program that is exclusively focused on providing competencies in job preparatory instruction that will enable students to enter an occupation for which they have been trained. The program is individualized for each student through the Individual Educational Plan (IEP) process and includes selected competencies from one or more occupations. The program is a planned sequence of instruction consisting of two occupational completion points. A student enrolled in the

¹ The DOE has authority in s. 1008.385(2), F.S., and Rule 6A-1.0014, F.A.C., to develop reporting requirements for school districts to report data for the purposes of implementing state or federal laws.

² s. 1009.22(3)(c), F.S.

³ s. 1009.26(1), F.S.

⁴ s. 1004.93, F.S.

postsecondary career and technical education programs would be assessed a clock hour tuition in accordance with s. 1009.22, F.S., unless the tuition and fees were waived or the student was exempt.

Q11. If a district or college receives a VR adults with disabilities grant that fully funds the direct instructional cost of the program or course, may the district report the instructional activity for that course/program to the state?

No.⁵ According to Florida Statutes, “for a public educational institution that has been fully funded by an external agency for direct instructional costs of any course or program, the FTE generated shall not be reported for state funding.” While districts and colleges do not report data in an FTE data element, instructional hours are reported and converted to FTE for state funding purposes. If a course or program is fully funded by the VR Adults with Disabilities Grant for the direct instructional costs, students enrolled in this courses or program shall not be reported in Workforce Development Information System (WDIS) or the Florida College System student database.

⁵ s. 1011.80(5)(d), F.S.