

## Chapter A-V 2

## STATE AID POLICIES

## A-V 2.01 Policies for adult education classes

**A-V 2.01 Policies for adult education classes.** (1) **APPROVAL REQUIREMENTS.** To meet the approval of the state board an adult education class must be a part of a program of adult education which is operated under the authority and responsibility of the local board, is directed and supervised by a qualified person, and is taught by a competent instructor using good educational methods and procedures.

(2) **PROGRAM LIMITATIONS.** (a) *Athletic tournament.* Competitive athletic events, exhibits, and classes such as bridge, social dancing (including square dancing), golf, bowling, and the like would not be approved for state aid. Such activities are not always worthy of public educational support because of their restricted recreational objectives and limited use of good educational methods and procedures.

(b) *Music and drama activities.* Meetings of musical and drama activities and sessions for rehearsal and practice by such groups will not be approved for state aid. However, regularly organized classes for adults may be established in music and dramatics and receive state aid. Such classes may present musical and dramatic productions outside recognized class time.

(c) *Physical education.* 1. Physical education classes for adults will be approved for state aid providing they are not of a physical recreational character and an outline is submitted to the state board for approval. The outline must include purpose of the course, outline of instructional units, number of sessions planned, methods and procedures used and the name and related experience of the teacher.

2. Prior approval should be made to prevent possible financial embarrassment if the request is denied.

(d) *Craft classes.* A craft course is defined as a course which teaches basic handicraft skills, primarily for personal, creative satisfaction. To be eligible for state aid:

1. An outline must be submitted (only once) showing the units of instruction, a statement of maximum hours allowed for completion.

2. No person shall be allowed to re-enroll for more than 2 consecutive sessions unless their attendance is necessary for entrance to or upgrading in an occupation.

(e) *Forums and lecture series.* Forums and lecture series may qualify for state aid providing the following conditions are met:

1. A lecture or forum series will comprise at least 4 sessions.

2. Attendance will be limited to 300 persons per session to permit participation in discussion by the audience.

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3. State aid will be paid only towards the first \$50 of local expenditure for each session.

*Note:* The following are examples of lecture series that will be approved and encouraged:

- Conferences on family living
- Lectures on physical science
- Lectures on citizenship problems
- Lectures on leadership training
- Lectures on people of a country or a group of related countries
- Lectures on the American Heritage and Great Books Series

The following will not be met with approval:

- Unrelated travelogue films
- Unrelated nature films and lectures
- Unrelated sport films and lectures
- Individual music presentations not related to an organized course

(f) *Attendance regulations.* All courses to be eligible for state aid must maintain an average attendance of 8 or more persons beyond the compulsory school age and not enrolled in private or public secondary schools. The following are exceptions to this policy:

1. Classes of less than 8 in average attendance for the Americanization of the foreign-born or the elementary education for illiterate adults may be approved upon application.
2. Classes of less than 8 in average attendance of physically handicapped adults may be approved upon application.
3. Classes of less than 8 in average attendance for the vocational education of apprentices may be approved upon application.
4. In the behind-the-wheel portion of the driver education a class will be automatically approved for less than 8 in attendance.
5. Classes of less than 8 in average attendance for the education of compulsory aged youth may be approved upon application.

(g) *Classes open to the public.* No class for adults shall be maintained by any school of vocational and adult education if such class is not open to the general public. This does not mean that there cannot be reasonable prerequisites for entrance into a class. It does mean, however, that anyone that possesses the prerequisites shall be allowed to enter the class up to the limit of enrollment permitted. Any prerequisite must not involve fees to or membership in an organization.

*Note:* The following are examples of reasonable requisites for entering a course:

1. In an apprenticeship course the person seeking enrollment must qualify under the rules and regulations set up by the appropriate apprenticeship agency.
2. In a trade extension course a person seeking enrollment in the class may be required to present evidence that he has been engaged in the trade or occupation in which the instruction is given.
3. In an academic and other courses the enrollees can be required to have the prerequisites established for admission.

These examples are illustrative in character. The class is deemed to be open to the public if any person seeking enrollment is admitted when he meets the general prerequisites for the course of instruction.

**History:** Cr. Register, December, 1956, No. 12, eff. 1-1-57.