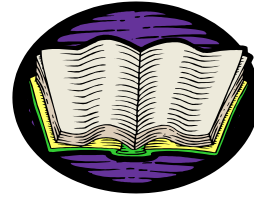




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# DISTANCE LEARNING NEWS

## Adult Education & Workforce Development Distance Learning Update September 2006

### Revised Distance Learning Policy Guidelines

The Office of Adult Education and Workforce Development in response to the input from the field has revised the distance learning policy to include:

1. All distance learning programs will use the packet delivery modality on a two week cycle that will provide each student with 12 hours worth of work over a two week period. Packets must be received and reviewed by the teacher and a new packet sent out to consider the student ACTIVE for the generation of EPE funding. There are two types of packet delivery modalities that include the traditional packet and the electronic packet delivery modality when using the Career Achieve administrative platform.

2. Packets may consist of all academic ABE, GED, or ESL content-area materials or may be a combination of academic and nonacademic materials. The nonacademic component of the packet must be limited to align closely with the students individual educational needs as determined by their NRS

goals for performance and short and long term goals in their Individual Education and Employment Preparation Plan (IEEPP). Nonacademic content should never be more than 50% of the work assigned. A learner is allowed one packet at a time.

3. No person enrolled in a traditional literacy or ESL program can be enrolled in a distance learning program.

4. There are three adult literacy programs which include: Adult Basic Education (ABE) for students who are below a ninth grade level in reading, Adult Secondary Education (ASE) for students who are at a ninth grade level or above in reading, and English as a Second Language (ESL). For distance learning, agencies may choose Pre-GED Connection (reading level 6-8.9; supplement for level 5), Learn to Read (reading level 0-4) and Skills to Make Adults Ready to Succeed (SMART) for ABE students; GRASP and GED Connection (reading level 9 and higher) for ASE students; and Crossroads Café (NRS level 4 and higher) and ESL Home Study for lower level ESL students. Nonacademic resources include: Workplace Essential Skills

(WES); Career, Family, and Life Skills (CFLS); Citizenship Home Study; Health Promotion Home Study; and TV411.

5. Students in a distance learning program can be tutored in person for a maximum of three hours in a two week period for the generation of EPE. The tutoring must be outside the instructional hours claimed for the distance learning program in order to claim traditional EPE. A tutoring roster must be maintained.

6. Implementation of these distance learning policies is effective January 1, 2007.

Career Achieve teacher training - Contact your RAEN Director to schedule training  
GED Connection/PreGED Connection-  
Use a 2 Week Packet Model  
Pre GED Connection Pilot - Continue  
Another Page - Discontinued - replace with Pre GED Connection Pilot - supplement for reading level 5.  
Skills to Make Adults Ready To Succeed (SMART) Pilot - Will evaluate for statewide implementation - will replace CFLS - goal is training Fall 2006.  
Math Basics (4-7) discontinue  
Training on Learn to Read (0-4) will not resume until data is analyzed for effectiveness of program.  
GRASP Training - new GRASP teachers - Fall 2006

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