

**Proposal for Adult Learning Center  
Student Tuition and Charges**

**For Consideration by the  
Alexandria City School Board**

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## Executive Summary

The Adult Learning Centers adult education program is a vital link to providing adult education and literacy to Alexandrians. The primary purpose is to raise the literacy levels of adults who do not have a high school credential or adequate English language proficiency speaking and writing skills. Over the past year the Adult Learning Center has transformed and corrected compliance and programmatic issues identified by the Virginia Department of Education's Office of Adult Education and Literacy. The new leadership, changes to the instructional team, and development of programmatic structures to ensure VDOE standards of accountability are met have created a strong Adult Education program for Alexandria.

The Adult Learning Center (ALC) offers Adult Basic Education, GED classes, English Language Learners classes and GED testing at the Stonewall campus during the day. Evening programs include the Adult High School diploma, GED classes and English Language Learners classes at T.C. Williams High School and the Phase II License Practical Nursing program at George Washington Middle School. This coming fall the Adult Learning Center will implement the PluggedInVA GED program serving Northern Virginia (Region 8) which consists of Alexandria, Arlington, Fairfax, Prince William and Loudoun County adult education programs.

The costs of instructors, in the adult education program, are covered by student tuition. Some of the costs of the new PluggedInVA program will be covered by a grant. The rest of the costs will need to be covered by student tuition. This proposal outlines recommended tuition charges for the 2013-14 school year for both regular adult education classes and PluggedInVA classes.

## Adult Education Course Tuition

The current regular adult education tuition rate is \$65 per course for Alexandria residents and \$235 for non-Alexandria residents, implemented in 2005. During the FY 2013 instructor salaries increased from \$20.75 per hour to \$25 per hour for non-licensed and \$30 per hour for licensed instructors. (Adult education instructors are not required by VDOE to hold a license unless they are teaching a high school course, but are strongly encouraged to work toward earning their Adult Education certification.) Regionally, adult education program tuition rates out pace ACPS significantly as seen in the chart below.

Locality	Course	Length	Tuition
ACPS	ELL/GED daily M-F	11 weeks- per quarter	\$65
ACPS	ELL/GED 2 days per week evenings	15 weeks per semester	\$65
Arlington	ELL/GED 2 days per week evenings	11 weeks per quarter	\$185
Loudoun	ELL/GED 3 days per week evenings	11 weeks per quarter	\$130
Prince William	ELL/GED 2 days per week evenings	11 weeks per quarter	\$160

Due to the increase costs for adult education instructors, we propose increasing Adult Learning Center tuition for SY 2013-14 as follows:

<b>Location</b>	<b>Course</b>	<b>Length</b>	<b>Tuition Currently</b>	<b>Tuition Increase Proposed</b>
Stonewall - Day	ELL - M-F	12 weeks per quarter	\$65	\$85
Stonewall - Day	GED - M-F	12 weeks per quarter	\$65	\$85
T.C. William's - Evenings	Adult High School diploma on-line 2 days per week	15 weeks per semester  2 online courses	\$65  \$90	\$85  \$100
T.C. Williams - Evenings	ELL - 2 days per week	15 weeks per semester	\$65	\$100
T.C. Williams - Evenings	GED - 2 days per week	15 weeks per semester	\$65	\$100
All non-Alexandria residents	All courses except PIVA		\$235	\$260

### **PluggedInVA**

PluggedInVA (PIVA) is a career pathways workforce development program. Central to the PIVA curriculum is the development of digital literacy skills, 21st century skills, and professional soft skills preparing learners for employment. Students will earn a variety of industry certificates to include, the GED® credential, Career Readiness Certificate (CRC), and Microsoft digital literacy certification. We have selected the field of Healthcare Information Technology (HIT) for our PluggedInVA program because of its potential job growth in Metropolitan Washington D.C. area giving students the opportunity to work for higher wages in a high demand profession. It is expected that new HIT jobs will increase by 21% creating 217,300 jobs nationwide.

PIVA business partners include Inova Hospital Alexandria and Kaiser Permanente Healthcare who will provide job shadowing, site tours and monthly “Lunch & Chats” where students interface with key industry personnel. In addition the Northern Virginia Urban League, JobLink and our Region 8 adult education partners will assist with recruitment and retention.

PIVA instructional partners include Saylor.org and Northern Virginia Community College (NVCC) Allied Health Springfield campus. Saylor.org will provide workplace and job readiness on-line curriculum at no charge. NVCC will provide 5 on-line HIT courses; students will earn 12 credit hours toward their HIT certification on site in the Adult Learning Center PIVA lab.

ACPS will receive a first time implementation grant for FY 2014 PluggedInVA of \$50,000 that will cover the instructional staff salaries and benefits as well as start-up costs. Future maintenance grants will be approximately \$35,000 which will cover staff salary and benefits.

The first 15-20 student cohort is scheduled to start classes August 19 with program completion on May 30, 2014. The PIVA grant does not cover tuition for the 12 credit on-line courses offered by NVCC, books, and testing fees. All students will be vetted in accordance with industry practices (background check and drug testing). The individual student costs not covered by the grant include:

- Five 12 credit online NVCC courses - \$145.25 per credit hour total \$1,743
- Refundable text book rental \$150
- Assessments: GAIN pre and post placement test and GED exam \$72
- Background fingerprint check \$39
- Drug testing \$50

We recommend that students from Region 8 participating in the PIVA program be charged a tuition and fees payment of \$2,054. This payment may be paid in semester payments or as a one-time payment.

### **Outcome**

Upon approval, these tuition rates will begin August 1, 2013 for PIVA student registration and the proposed tuition increase for regular adult education classes will begin for the fall registration cycle on August 23, 2013.

Increasing the tuition is reasonable and timely, our current tuition has been in effect since 2005. Compared to other localities similar in size and course offerings our program is an excellent value with a price point lower than surrounding programs. The adults who choose Alexandria City Public Schools adult education program choose us for convenience and the reputation of our instructional team. Our goal is to continue to offer Alexandrians a quality program that is compatible in scope, service and standards that VDOE and the Northern Virginia region are known to provide. This tuition increase will allow us to secure the instructors and online courses needed to meet the needs of our adult students.