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MEMORANDUM

TO: LW Partner Agencies and CHS staff
FROM: Armando Vilaseca *AV*
SUBJECT: Referral of non-Corrections students from Community High School of Vermont to Learning Works, Vermont's Adult Education and Literacy System
DATE: 02/22/2013

Recent discussions have clarified the statutory restrictions placed on Community High School of Vermont (CHSVT) in serving students who do not fall under the authority of the Department of Corrections. Typically, these students are served through the Adult Education and Literacy (AEL) system. Operated under the supervision of the Agency of Education, the AEL system already serves over 3,800 students per year. In order to ensure that all students have access to the most appropriate services to remain or re-engage, in their education, the following protocols are established.

Students currently receiving services from CHSVT will continue until such time as they complete their course of study and earn their high school credential.

Effective from the date of this memorandum, students seeking admission to any CHSVT community site with no previous connection to the Department of Corrections will be referred to the local provider of adult education and literacy (AEL) services.

The Agency of Education expects that local programs will coordinate the processes and mechanisms for ensuring this will happen in a timely, effective and supportive manner in order to facilitate the student's entry into services.

Those member providers of Learning Works identified below will be responsible for the full range of adult education services including; orientation and assessment, personalized learning plans, basic skills instruction, access (as appropriate) to the full range of high school credentialing programs, and career and college readiness.

Students requiring basic skills instruction or who otherwise do not qualify for access to secondary credential funding will be served under the existing adult basic education infrastructure – the impact of these additional students will be monitored to determine if there will need to be an increase in AEL resources.

AEL Contact information, by region, is provided below:

Barre P&P
Barre

Central Vermont ABE
Barre Center

Edward W. Pirie
802-476-4588
epirie@cvabe.org

Bennington P&P
Bennington

The Tutorial Center
Bennington Center

Jan Leslie
802-447-0111
janl@tutorialcenter.org

Brattleboro P&P
North Brattleboro

Vermont Adult Learning
Brattleboro Regional Office

Cathryn Hayes
802-275-4083
chayes@vtadultlearning.org

Burlington P&P
Burlington

Vermont Adult Learning
Chittenden Regional Office

Cindy Mills
802-735-2761
cmills@vtadultlearning.org

Newport P&P
Newport

Northeast Kingdom Learning Services
Newport Center

Markus Vogt
802-334-2839
markus.vogt@neklsvt.org



Rutland P&P
Rutland

Vermont Adult Learning
Rutland Regional Office

Michelle Folger
802-282-4310
mfolger@vtadultlearning.org

St. Albans P&P
St. Albans

Vermont Adult Learning
Franklin/Grand Isle Regional Office

Lenny Rosenberg
802-752-4977
lrosenberg@vtadultlearning.org

Springfield P&P
Springfield

Vermont Adult Learning
Windsor Regional Office

Kristin Andrade
802-281-4312
kandrade@vtadultlearning.org

St. Johnsbury P&P
St. Johnsbury

Northeast Kingdom Learning Services
St. Johnsbury Center

Jen Adams
802-748-5624
jennifer.adams@neklsvt.org

