

Pontiac Adult Education

Student Handbook

2019-2020

Pontiac High School

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Pontiac Adult Education

The Pontiac Adult Education curriculum is aligned with Michigan's Common Core Standards. All of the program's course offerings are approved by the School District of the City of Pontiac. We provide flexible and individualized learning programs to meet our students' demanding schedules.

Our classes are structured in various methods, such as:

- Traditional teacher led /Direct Instruction
- On-line courses in our computer labs/Blended Learning
- Small group instruction that incorporates one-on-one instruction

Students are administered a placement test TABE, (Test of Adult Basic Education) to determine academic strengths and weaknesses in the four core areas. Once deficit areas are identified, an Adult Learning Plan is created by the counselor, student and teacher. After completing forty hours of class time students will be administered a post-test.

Classes	Time	Days
ABE/GED	4:30PM TO 7:30PM	Tuesday - Thursday
HIGH SCHOOL COMPLETIONS	4:30PM TO 7:30PM	Tuesday - Thursday
ADULT BASIC EDUCATION	4:30PM TO 7:30PM	Tuesday - Thursday
ESL	4:30PM TO 7:30PM	Tuesday - Thursday

IMPORTANT DATES TO REMEMBER
2019-2020 SCHOOL YEAR CALENDAR

Tuesday	September 10	First Day of Class
Wednesday	October 2	Count Day
Tuesday	November 20	No School - High School Conference
Wednesday	November 21	No School - High School Conference
Wednesday	November 27	No School
Thursday/Friday	November 28 & 29	No School - Thanksgiving Break
Tuesday	December 18 th -Jan 4 th	Holiday - Christmas Break
Tuesday	January 7	Classes Resume
Monday	January 20	No School - Martin Luther King Holiday
Monday	January 27	First Day of the Second Semester
Wednesday	February 12	2 nd Count Day
Monday-Friday	March 30 th -April 3	No School Spring Break
Tuesday & Wednesday	April 21	No School - High School Conference
Wednesday	April 22	No School - High School Conference
Monday	May 25	No School - Memorial Day
Thursday	June 12	Last Day for Students

GED TESTING DATES
2019-2020 SCHOOL YEAR CALENDAR

Wednesday	September 18
Wednesday	October 16
Wednesday	November 13
Wednesday	December 11 & 18
Wednesday	January 22
Wednesday	February 19
Wednesday	March 18

Wednesday	April 8
Wednesday	May 13
Wednesday	June 10 & 17

Note: Additional dates may be added.

To Register for GED Testing: go to MYGED.COM

Vouchers will be available for the first time students.

Student Conduct

Students are expected to abide by all of the following policies while they are in school, on school grounds, or attending school sponsored activities or field trips. Failure to comply with these will result in disciplinary action up to and including dismissal from the program.

Students are expected to conduct themselves in a respectful, professional and courteous manner at all times towards students and staff. Participation in the Adult Education and English as a Second Language program is a privilege and not to be considered a right. Deviation from expected behaviors can lead to the removal of a student, at any time, at the discretion of district administration.

Transportation and Parking

Students are responsible for their own transportation. Arrangements for rides to and from school should be made prior to arriving at school. Students not driving must arrange to be picked up immediately after class. Students must park in the teachers parking lot located in the back of the High School.



MISSION

The mission of the School District of Pontiac, in partnership with students, parents, and community is to create a learning/teaching environment that ensures quality and equity for all to succeed in a rapidly changing world.