

**ATTACHMENT 24. Adult
Education and Literacy Policy
(AEL Policy)**



**KANSAS CITY & VICINITY
WORKFORCE DEVELOPMENT BOARD**



Serving the city of Kansas City, Mo. and Cass,
Clay, Platte, and Ray counties.

The Full Employment Council, Inc. (FEC) is the fiscal
agent and workforce support organization for the
Kansas City & Vicinity Workforce Development Board.

Workforce Opportunity and Innovation Act (WIOA) Policy

**COORDINATION OF WORKFORCE DEVELOPMENT ACTIVITIES WITH ADULT
EDUCATION AND LITERACY PARTNERS POLICY**

POLICY NUMBER: 2020-003

EFFECTIVE DATE: 5-29-2020

APPROVED BY

DocuSigned by:

Shelley Penn

For Clyde McQueen, President/CEO
Full Employment Council, Inc.,
Managing Entity/Fiscal Agent
Kansas City and Vicinity Workforce Development Board

INQUIRIES

Questions about this issuance should be addressed by email to Andrea Robins, Senior Director of Planning and Management Information Systems, at arobins@feckc.org, who shall disseminate the agency response after consultation with Workforce Development Board Officers.

BACKGROUND

The purpose of this Issuance is to specify how the Workforce Development Board will coordinate workforce development activities with the Missouri Department of Elementary and Secondary Education (DESE) Title II providers—those providing Adult Education and Literacy (AEL) services. WIOA mandates that the partner's activities, programs, services, and contributions to the effort be coordinated and formalized in a Memorandum of Understanding (MOU) to ensure that Customers have access to these programs, services, and activities during regular business hours. This Issuance is based upon Missouri Office of Workforce Development (OWD) Issuance No. 26-2015, Adult Education Classes to Prepare Workforce Customers to Achieve a High School Equivalency, or other current guidance on the topic located at jobs.mo.gov/dwdissuances.

POLICY

I. TITLE II: ADULT EDUCATION AND LITERACY (AEL) POLICY

Coordination of workforce development activities with the Missouri Department of Elementary and Secondary Education (DESE) Title II provider(s) of Adult Education and Literacy (AEL)

Adult Education and Literacy (AEL) services will be co-located either adjacent to or within a Missouri Job Center site. As established in OWD Issuance 26-2015, Adult Education Classes to Prepare Workforce Customers to Achieve a High School Equivalency, the AEL Office of the Missouri Department of Elementary and Secondary Education (DESE) is the authority to certify provider eligibility.

The Full Employment Council will use providers designated by DESE for AEL to provide AEL services in accordance with all applicable guidelines of the Missouri Office of Workforce Development, or other current guidance on the topic located at jobs.mo.gov/dwdissuances.