

# ASSURANCES

## Adult High School Programs

### General

1. The local school district will assure that Adult High School funds will be used to provide education programs to students as provided in NAC 387.190.
2. The local school district will assure that no funds made available under this Adult High School funding will be used to require any secondary school student to choose or pursue an Adult Education.

### Management and Accountability

3. The local school district will assure supporting documents for expenditures will be maintained for audit. Funds will not be co-mingled with other state and local funds, and will be accounted for in a manner which will prevent loss of their identity as funds supporting specific Adult High School education goals.
4. The fiscal and statistical records are subject to and upon request will be made available for audit by the State of Nevada to determine whether the recipient has properly accounted for funds expended for Adult Education and related services.
5. Records will be kept which fully disclose the amount and disposition of state funds allocated, as well as the total expenditures of funds for Adult Education programs and services supplied by funds from other sources. Any substantive change in budget expenditures will be reported to the State via a submitted budget amendment. Changes to the original budget will not be enacted until notification of approval.

### Personnel

6. School district instructors, counselors, supervisors, and other professional personnel involved in Adult Education who participate in state funded Adult Education programs, will be licensed in accordance with current Rules and Regulations established by the Commission on Professional Standards in Education.

### Data Management

7. All school districts participating in state funded programs will participate in, maintain, and utilize a performance accountability system in the reporting of all Adult High School Programs and provide the verified data required for reporting the performance measures designated by the State's performance indicators.
8. All participating School Districts will provide sufficient information to the State to allow compliance with the requirements of allocating funds to Adult Education programs. All reported data must be verified by school district personnel prior to submittal.

### Evaluation

10. An assurance that the applicant will comply with reporting procedures required by the Nevada Department of Education, which will assess the progress of its Adult High School education programs and will include a review of outcomes related to the quality criteria indicators.
11. An assurance that the evaluation and review of programs will include the full participation of representatives of individuals who are members of special populations. This review shall be used to identify and adopt strategies to overcome any barriers which are resulting in lower rates of access to Adult Education programs.
12. An assurance that the eligible recipient will comply with the Department of Education's requirements for State monitoring.

\_\_\_\_\_  
(Printed Name and Title of Authorized Representative)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)