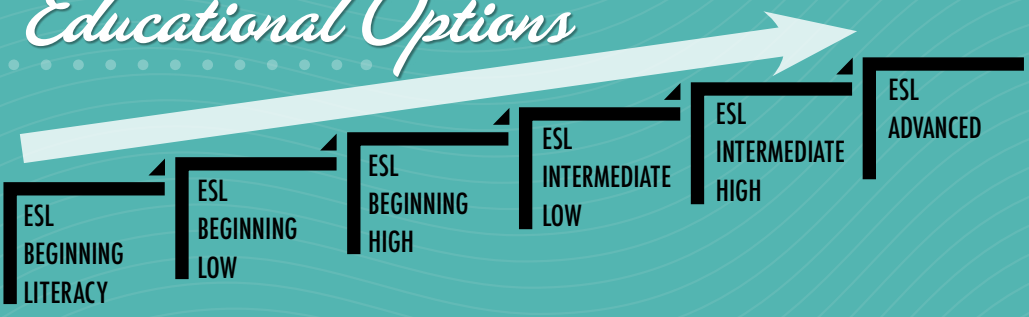


# Educational Options



ADULT CTE	VOCATIONAL ESL	TRANSITIONAL ESL
<ul style="list-style-type: none"> <li>AUTO BODY/COLLISION REPAIR</li> <li>AUTO SPRAY PAINTING</li> <li>AUTOMOTIVE CAREERS</li> <li>AUTOCAD (2D)</li> <li>CUSTOM SEWING AND TAILORING</li> <li>GRAPHIC DESIGN</li> <li>INTRO TO BUSINESS</li> <li>SOLIDWORKS (3D) DESIGN</li> <li>HEATING/AIR CONDITIONING(HVAC)</li> <li>PERSONAL FITNESS TRAINER</li> </ul> <p>FEE BASED COURSES</p>	<ul style="list-style-type: none"> <li>VESL BUSINESS</li> <li>COMPUTER LITERACY</li> <li>MS OFFICE</li> </ul> <p><b>ESL ENRICHMENT</b></p> <ul style="list-style-type: none"> <li>CITIZENSHIP</li> <li>PRONUNCIATION</li> </ul>	<ul style="list-style-type: none"> <li>ACADEMIC ESL</li> </ul> <p><b>ACADEMICS</b></p> <ul style="list-style-type: none"> <li>ACADEMIC ESL</li> <li>ABE READING</li> <li>ABE MATH</li> <li>GED/HIGH SCHOOL EQUIVALENCY PREP</li> <li>HIGH SCHOOL DIPLOMA</li> </ul>

REVISED NOVEMBER 2016

## Preparing Students to Be...

- CAREER READY**
- LIFELONG LEARNERS**  
(COMMUNITY PARTICIPANTS)
- COLLEGE READY**

## Schoolwide Learner Outcomes

### "KEYS TO SUCCESS"

As Garden Grove Adult Education Students you will:

#### GAIN KNOWLEDGE IN PROBLEM SOLVING

- Decision Making
- Goal Setting
- Responsibility

#### BECOME EFFECTIVE COMMUNICATORS WHO

- Acquire and improve speaking, listening, reading and writing skills
- Work collaboratively
- Utilize technology

#### LEARN TO RESPECT YOURSELVES AND OTHERS

- By demonstrating, understanding and accepting cultural differences
- By acquiring greater self-esteem, confidence and determination to deal with life's challenges

#### MEET SCHOOLWIDE EXPECTATIONS BY BEING ACTIVE PARTICIPANTS IN THE COMMUNITY

- Pursuing lifelong learning
- Achieving personal, academic, and career goals



# Spring Session School Calendar

FIRST DAY OF 2 <sup>ND</sup> SEMESTER	MONDAY, FEBRUARY 4, 2019
LINCOLN'S BIRTHDAY	MONDAY, FEBRUARY 11, 2019
PRESIDENT'S DAY	MONDAY, FEBRUARY 18, 2019
SPRING RECESS	MONDAY, APRIL 1 TO FRIDAY, APRIL 5, 2019
MEMORIAL DAY	MONDAY, MAY 27, 2019
LAST DAY OF 2 <sup>ND</sup> SEMESTER	THURSDAY, JUNE 13, 2019



**Garden Grove Unified School District**

## Welcome to GARDEN GROVE ADULT EDUCATION *Lincoln Education Center*

11262 Garden Grove Blvd., Garden Grove, CA. 92843  
714-663-6291

Hours: 8:00 a.m. - 7:45 p.m. (MTuWTh) & 8:00 a.m. - 3:45 p.m. (F)

## *Clinton Corner Family Campus*

13581 Clinton St., Garden Grove, CA. 92843  
714-663-6298

Hours: 7:30 a.m. - 4:00 p.m. (MTuWThF)

### *Administration*

Robin Patterson, Director, Adult and Alternative Education

### *Guidance*

Jesus Ugarte Magana, Counselor on Special Assignment, Adult and Alternative Education  
714-663-6539

### *District Administration*

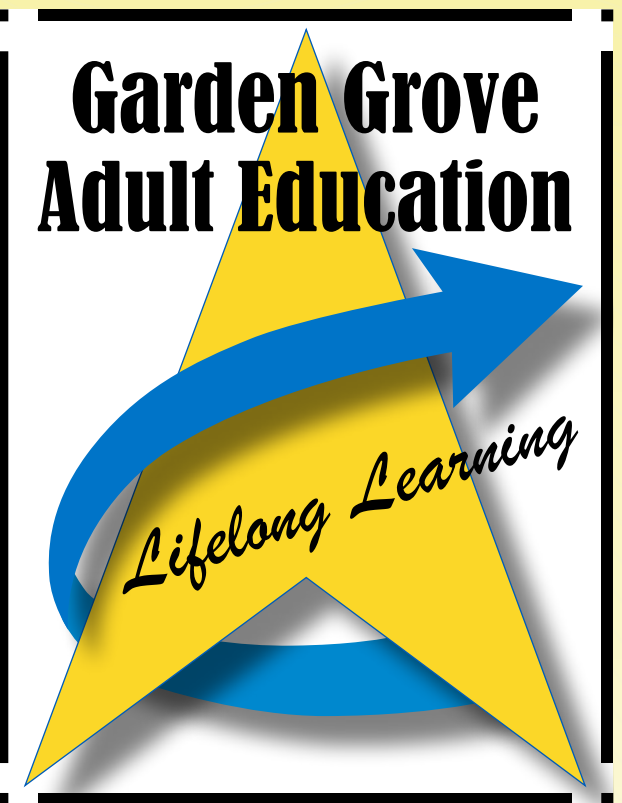
Gabriela Mafi, Ed.D., Superintendent  
Kelly McAmis, Assistant Superintendent, Secondary Education

### *Board of Education*

Lan Quoc Nguyen, President  
Walter Muneton  
Dina L. Nguyen  
Teri Rocco, Vice President  
Bob Harden

### MISSION STATEMENT

The Mission of Garden Grove's Adult Education program is to provide its multicultural, multilingual community with lifelong educational opportunities needed to fulfill personal, academic, and career goals, and to facilitate active participation in an evolving diversified society.



## Spring 2019

**REGISTRATION BEGINS  
TUESDAY, JANUARY 22, 2019**

**SPRING SESSION:  
FEBRUARY 4, 2019 - JUNE 13, 2019**

**AE.GGUSD.US  
714-663-6291**

# COLLEGE CAREER



WRITING  
ESL  
CITIZENSHIP

GRAMMAR  
High School Diploma



GED/HISET  
VESL  
ABE

ESL  
CAREER



Microsoft Office  
CPR

## Lincoln Education Center Classes

### ESL

#### ABE/BASIC WRITING AND GRAMMAR:

Improve writing skills and use of English grammar by practicing various types of writing such as: creative writing (journaling, short stories, poems), personal and business letters, resumes and job applications, memos, essay writing for school, and personal choice writing activities. Materials Fee

Morning: 11:45-12:45 p.m. (Writing and Grammar) TuWTh no cost

#### ESL/PRONUNCIATION:

This course focuses on sentence stress, rhythm and intonation. Students use pronunciation rules to increase their ability to control pronunciation in a variety of situations and to make their speech more comprehensible and engaging.

Morning: 8:30-12:30 p.m. (Beginning High & Above) TuWTh no cost

#### ESL CITIZENSHIP – DISTANCE LEARNING:

Students must be Intermediate to Advanced-level ESL and have high-speed internet. Students meet with the teacher once a week, and are expected to spend approximately 9.5 hours weekly completing internet assignments and tests at home. Students will learn about U.S. government, history and civics, as well as practice interviews, reading, videos, writing, quizzes and tests. The teacher will be available by phone and/or online conferencing during additional office hours.

Morning: 8:30-10:30 a.m. (Intermediate Low & Above - Distance Learning) F no cost

\*\*\*Online distance learning class. Students meet M-Th with teacher, 2:00-3:30 p.m.

#### ESL/ACADEMIC ESL:

Limited and non-English speaking students will learn to communicate effectively in the English language. Students are placed in appropriate classes according to their English-speaking abilities, which are measured by a placement test scheduled before registration.

Morning: 8:30-12:30 p.m. (Beginning Literacy) WThF no cost

8:30-12:30 p.m. (Beginning Low) TuWTh no cost

8:30-11:30 a.m. (Academic ESL) MTuWTh no cost

8:30-11:30 a.m. (All Levels) MTuWTh/TWThF no cost

Afternoon: 2:00-4:00 p.m. (Beginning Literacy) MTuWThF no cost

12:00-3:00 p.m. (Beginning Low) MTuWTh no cost

11:45-2:45 p.m. (Beginning High) MTuWTh no cost

11:30-2:00 p.m. (Intermediate Low) MTuWTh no cost

2:00-4:00 p.m. (Intermediate High) MTuWThF no cost

Evening: 6:00-8:30 p.m. (All Levels) MTuWTh no cost

## Clinton Corner Classes

### ESL

Limited and non-English speaking students will learn to communicate effectively in the English language.

Morning: 8:15-11:15 a.m. (Beginning Literacy/Low) MTuWTh no cost

8:15-11:15 a.m. (Int. Low & Above) MTuWTh no cost

12:00-2:30 p.m. (Pronunciation) MTuWTh no cost

## Lincoln Education Center Classes

### CAREER and TECHNICAL

Only the following, fee based classes are offered quarterly. Dates are noted below:

Session 3: February 4, 2019 – April 12, 2019 | Session 4: April 15, 2019 – June 13, 2019

#### BEGINNING WORD: Offered Session 3

Students will learn to select and edit text, format text and paragraphs, insert page borders and footers, use spell and grammar check, indent, create columns, create bullet and numbers lists, find and replace text, and more.

Evening: 6:00-8:00 p.m. Tu \$65

#### BEGINNING EXCEL: Offered Session 3

Prerequisite: Working knowledge of Microsoft Word with basic computer skills.

Students will create and format spreadsheets, use borders and shading, create basic charts, manipulate columns and rows, print the formula view of a spreadsheet, create basic formulas and use common functions, use the IF functions and Conditional Formatting, use Auto-Fill/Fill Handle to copy formulas, work with Absolute and Relative cell references and work with Excel tables to simplify formatting and formula usage.

Evening: 6:00-8:30 p.m. W \$65

#### COMPUTER LITERACY: Offered Session 3

This class is designed to teach computer basics, including internet and email.

Evening: 6:00-8:00 p.m. Th \$50

#### ADVANCED WORD: Offered Session 4

Prerequisite: Students enrolling in this class should be familiar with basic Word Functions.

The class will focus on tables and mail merge; creating forms; using and creating templates; styles, themes, quick parts and building blocks; tracking changes; saving as PDF's; customizing outlines; using hyperlinks; using pictures, shapes, text boxes, smart art graphics & borders and shading.

Evening: 6:00-8:00 p.m. Tu \$65

#### ADVANCED EXCEL: Offered Session 4

Prerequisite: Students enrolling in this class should be familiar with basic Word and Excel functions.

This class focuses on mastering formulas and functions, customizing charts and resolving chart problems, working with large spreadsheets, locking cells and protecting worksheets. Students will practice using IF, VLOOKUP and two dozen other functions, linking cells within sheets and between files, and importing and exporting data to and from Excel.

Evening: 6:00-8:30 p.m. W \$65

#### COMPUTER LITERACY: Offered Session 4

This class is designed to teach computer basics, including internet and email.

Evening: 6:00-8:00 p.m. Th \$50

### CPR & FIRST AID

#### AMERICAN HEART ASSOC. CPR/AED (AUTOMATED EXTERNAL DEFIBRILLATOR)

Class is 8:00-1:00 p.m. and First Aid class is 1:30-5:00 p.m.

Dates: 2/23, 3/23, 4/27, 5/18, 6/8

Fee: \$65 for both classes

or \$40 for CPR/AED and \$25 for First Aid.

## Lincoln Education Center Classes

### VESL/BUSINESS

#### ESL VOCATIONAL/WORKPLACE TRANSITION COURSES:

ESL students improve English language and workplace literacy skills through computer applications.

Morning: 8:30-11:30 a.m. MTuWTh Materials Fee no cost

Afternoon: 12:00-3:00 p.m. MTuWTh no cost

### ADULT BASIC EDUCATION / HIGH SCHOOL EQUIVALENCY PREP

All students are initially placed into the ABE program, which is designed to develop reading, writing and/or math skills. With teacher recommendation, students can be placed in HSE Prep which promotes confidence and skill building necessary to prepare for the GED/HiSet test. \*Both programs are taught in each session.

Morning: 8:30-10:30 a.m. (ABE & GED/HiSET) MTuWThF no cost

10:30-12:30 p.m. (ABE & GED/HiSET) MTuWThF no cost

Evening: 5:30-8:00 p.m. (ABE & GED/HiSET) TuW no cost

### HIGH SCHOOL DIPLOMA

#### REQUIRED ATTENDANCE:

Students work in a classroom setting to complete the credits necessary to earn a high school diploma.

Morning: 9:00-12:00 p.m. (High School Diploma Program) MTuWTh no cost

#### INDEPENDENT STUDY:

Students earn credits for a high school diploma by studying and completing assignments at home.

Students attend school once a week. Students will pay a refundable book deposit fee of \$40. Fee is returned to student upon return of book.

Afternoon: 1:00-3:00 p.m. (High School Diploma Program) TuWTh no cost

#### GGUSD CONCURRENT HIGH SCHOOL STUDENTS:

Current high school students must have a referral from their GGUSD high school counselor.

Afternoon: 3:00-5:00 p.m. TuWTh no cost

Evening: 5:30-7:30 p.m. TuWTh no cost

4:30-7:30 p.m. M (only) no cost

### ADULTS WITH DISABILITIES

#### FUNCTIONAL ACADEMICS, LIFE, COMMUNITY ACCESS AND WORKPLACE SKILLS:

The curriculum deals with life skills, functional academics, and community access and workplace skills for mentally challenged adults. (NOTE: Families interested in registering their family members should speak to their Regional Center case manager about coordinating registration into our program.)

Morning: 10:00-2:00 p.m. M

10:00-3:00 p.m. TuWThF