



# WELCOME TO GARDEN GROVE ADULT EDUCATION

## SPRING 2023 COURSE CATALOG

Lincoln Education Center  
11262 Garden Grove Blvd., Garden Grove, CA 92843  
Phone: (714) 663-6291  
[www.ae.ggusd.us](http://www.ae.ggusd.us)

**First Semester Courses Begin August 22, 2022**

Register NOW at: [GGAE Registration](http://www.ae.ggusd.us/registration)

[ae.ggusd.us](http://ae.ggusd.us)



Follow us on Facebook: Garden Grove Adult Education @LinconEducationCenter



Follow us on Instagram: @lincolneducationcenter

## **GGUSD Vision Statement:**

*We are committed to preparing all students to be successful and responsible citizens who contribute and thrive in a diverse society.*

## **GGAE Mission Statement:**

*To provide its diverse community with life-long educational opportunities, including the academic, vocational and digital skills needed to fulfill personal, academic and career goals*

Why take **adult education** courses?

Adult education offers you a stronger path to **better employment**, the opportunity to earn a **higher wage**, increased involvement with your children's education, sharper **technical skills**, greater cultural understanding, and overall higher **personal satisfaction**. Garden Grove Adult School's highly experienced and supportive staff and instructors will help you achieve your goals to get you on your path to success .


*Don't just follow, LEAD! GGAE students LEAD* by becoming:

- *Lifelong learners*
- *Effective communicators*
- *Analytical thinkers*
- *Digital navigators*

*Brighten your future with Garden Grove Adult Education.*

## GGAE Is Proud To Be WASC Accredited For 6 Years!

Garden Grove Adult Education is fully accredited through Western Association of Schools and Colleges (W.A.S.C.). W.A.S.C. Accreditation ensures that students receive a quality instructional program and that staff continually seek to improve educational services offered to ensure that we are meeting student needs. W.A.S.C. Accreditation includes a review of school operations, teaching practices, course offerings, and staffing among other areas. At the end of the accreditation process, an action plan is developed which guides the school for the next few years.



### Accrediting Commission for Schools

### Western Association of Schools and Colleges

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Hawaii Association of Independent Schools

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Association of California School Administrators

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National Lutheran School Accreditation

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Hawaii State Department of Education

ESTHER KANEHAILUA  
Hawaii State Department of Education

CINDY KAZANIS  
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California Congress of Parents and Teachers, Inc. (PTA)

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California Federation of Teachers

MATTHEW RUSSO, Ed.D.  
Postsecondary Education

JASON SAMPLE  
Charter Schools

JONATHAN SCHILD, Ed.D.  
Western Catholic Educational Association

DAVID SCIARRETTA, Ed.D.  
Charter Schools

LAURA STEFANSKI  
Public Member, California

February 15, 2022

M'Liss Patterson, Director  
Garden Grove Adult Education  
11262 Garden Grove Blvd.  
Garden Grove, California 92843

Dear M'Liss Patterson:

The Accrediting Commission for Schools, Western Association of Schools and Colleges (ACS WASC) announces the action taken at the Winter 2022 Commission Meeting. The ACS WASC Commissioners have determined Garden Grove Adult Education (AD) meets the ACS WASC criteria for accreditation. This accreditation status is based on all of the information provided by the school, including the school's report, and the satisfactory completion of the accreditation visit.


It is the decision of the Commission to grant six-year accreditation status through June 30, 2028 with a mid-cycle visit during the 2024-2025 school year.

Garden Grove Adult Education is required to prepare an in-depth progress report for the mid-cycle visit. The report and visit should demonstrate that the school has: 1) addressed the critical areas for follow-up through the schoolwide action plan; 2) made appropriate progress on the implementation of the schoolwide action plan; and 3) improved student achievement relative to the schoolwide learner outcomes and the academic standards.

Accreditation status is conditioned upon Garden Grove Adult Education's continued adherence with the ACS WASC policies, procedures, and criteria for accreditation. This includes a requirement that an accredited school annually contribute members to participate on visiting committees. Failure to maintain compliance with said policies, procedures, and standards is grounds for modification and/or withdrawal of the accreditation.

The Commission looks forward to Garden Grove Adult Education's anticipated success and continuing improvement in keeping with ACS WASC's pursuit of excellence in elementary, secondary, and adult education.

Sincerely,



R. David Gaudi Jr., Ed.D.  
Commission Chairperson

cc: Visiting Committee Chairperson  
Superintendent

## Director's Message



Welcome to Garden Grove Adult Education (GGAE)!

I have been involved in Garden Grove's Adult Education program since 2003, and I am proud to be a part of this dedicated team of teachers and support staff. GGAE programs include English as a Second Language (ESL), Career and Technical Education (CTE), Citizenship, High School Equivalency Certificate Preparation (HiSET, GED), High School Diploma, Adults with Disabilities, and more. Classes are offered during the day, afternoon, and evenings in order to help our adult students create a schedule that blends with their work and family obligations. This catalog includes additional resources, and our community liaisons are available to assist students who speak Spanish and Vietnamese.

Congratulations for choosing GGAE! We are here to help you achieve your academic, professional, and personal goals!

**#yourfutureisbright@GGAE**

M'Liss Patterson, Director of Garden Grove Adult Education

### GARDEN GROVE ADULT EDUCATION MISSION STATEMENT

The mission of Garden Grove Unified School District's Adult Education Program is to provide its diverse community with life-long educational opportunities, including the academic, vocational and digital skills needed to fulfill personal, academic and career goals.



## STUDENT LEARNING OUTCOMES - GGAE Students LEAD

### Lifelong Learners

- Students will demonstrate Lifelong Learning by:
  - *Setting and achieving career, educational and personal goals*
  - *Growing through self-direction, motivation, and discipline*

### Effective Communicators

- Students will Communicate Effectively by:
  - *Demonstrating effective speaking, listening, reading and writing across disciplines*
  - *Exhibiting articulate, effective and persuasive communication to diverse audiences*

### Analytical Thinkers

- Students will demonstrate the skills of Critical Thinking by:
  - *Analyzing and applying new information to real life situations*
  - *Acquiring and demonstrating active problem-solving skills*

### Digital Navigators

- Students will demonstrate digital skills by:
  - *Navigating online systems to acquire and communicate Information*
  - *Using digital tools to broaden their perspectives, enrich their learning and work effectively as global collaborators*

The Garden Grove Unified School District prohibits discrimination, harassment, intimidation and bullying in educational programs, activities or employment on the basis of actual or perceived ancestry, age, color, disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sex, sexual orientation, parental, pregnancy, family, or marital status or association with a person or a group with one or more of these actual or perceived characteristics.

# GGAE Online Catalog Course Descriptions 2022 -2023 Year



**Orientation:** *In order to help adult learners be successful at GGAE, all students must attend an in-person orientation. At the orientation, students will learn about the school's policies and procedures, take the CASAS test, and meet with the counselor or staff member to discuss academic goals and news of the students.*

**Please note,** as a WIOA Title II Funded Agency, Garden Grove Adult School requires students to participate in on-campus CASAS testing throughout the year. The CASAS test will help us understand how to place you in academic programs including ESL classes and High School programs as well as track progress of reading, math, and listening skills. No children or minors are allowed on campus.

## English as a Second Language Classes

Learn English for employment, for college, or to become a U.S. citizen. Gain technology skills and cultural knowledge, and make lifelong friends! Our English as a Second Language (ESL) Courses are non-credit, open enrollment courses. In all ESL courses, the use of technology (computers and the Internet) is taught as part of instruction. Students will be placed into the appropriate ESL classes based on their placement test results. Everyone must take a placement test prior to registration. All ESL classes are held both here on our campus and with Zoom following our flexible model of instruction with our supportive teachers. Additionally, all students who do not have a basic knowledge of computers will be given an orientation.

### 1. Beginning ESL Literacy

This course is designed for students with little or no ability in English and who need to start at the beginning. Students will build their understanding and develop basic English life skills vocabulary through listening, speaking, reading, writing and basic grammar activities. In addition to classroom activities, students will use computers and the Internet to learn English.

#### Days and Times

Mornings: Mon-Thurs. 8:30am–11:00am

Afternoons: Mon-Thurs 12:30pm–3:00pm

Evenings: Mon-Thurs 6:00pm–8:30pm

### 2. Low Beginning ESL

This course is designed for students who are beginning to build skills in English. Students will practice communication skills in everyday situations and build a larger vocabulary through listening, speaking, reading, writing and grammar activities. In addition to classroom activities, students will use computers and the Internet to learn English.

#### Days and Times

Mornings: Mon-Thurs. 8:30am–11:00am



Afternoons: Mon-Thurs 12:30pm–3:00pm

Evenings: Mon-Thurs 6:00pm–8:30pm

### 3. High Beginning ESL

This course is designed for students who have basic English language abilities. Students will practice communication skills in everyday situations and build a larger vocabulary through listening, speaking, reading, writing and grammar activities. In addition to classroom activities, students will use computers and the Internet to learn English.

#### Days and Times

Mornings: Mon-Thurs. 8:30am–11:00am

Afternoons: Mon-Thurs. 12:30pm–3:00pm

Evenings: Mon-Thurs. 6:00pm–8:30pm

### 4. Low Intermediate ESL

This course is designed for students with intermediate English language abilities. Students will practice communication skills in everyday situations and build a larger vocabulary through listening, speaking, reading, writing and grammar activities. In addition to classroom activities, students will use computers and the Internet to learn English.

#### Days and Times

Mornings: Mon-Thurs. 8:30am–11:00am

Afternoons: Mon-Thurs. 12:30pm–3:00pm

Evenings: Mon-Thurs 6:00pm–8:30pm

### 5. High Intermediate ESL

This course is designed for students with high intermediate English language abilities. Students will practice communication skills in everyday situations and build a larger vocabulary through listening, speaking, reading, writing and grammar activities. In addition to classroom activities, students will use computers and the Internet to learn English.

#### Days and Times

Mornings: Mon-Thurs. 8:30am–11:00am

Afternoons: Mon-Thurs 12:30pm–3:00pm

Evenings: Mon-Thurs 6:00pm–8:30pm

### 6. Advanced ESL for Careers

This course is designed for students who have some advanced English language abilities. Students will practice communication skills in everyday situations and build a larger vocabulary through listening, speaking, reading, writing and grammar activities. The focus of this course is on developing advanced English for careers/occupations. Students will use computers and the Internet to do research and complete their projects.

#### Days and Times

Mornings: Mon-Thurs. 8:30am–11:00am

Evenings: Mon-Thurs 6:00pm–8:30pm

### 7. Advanced ESL for College

This course is designed for students who have some advanced English language skills. Students will practice communication skills in everyday situations and build a larger vocabulary through listening, speaking, reading, writing and grammar activities. The focus of this course is on developing advanced English for college courses. Students will use computers and the Internet to do research and complete their projects.

#### **Days and Times**

Mon-Thurs.: 8:30am–11:00am

### **8. Pronunciation and Conversation for College/Careers**

Do you want to improve your pronunciation in English and become a better communicator for work or for college? Students in this course will learn pronunciation rules and speaking strategies to participate in conversations more easily. They will also record and analyze their own voices, improve their listening skills, and learn occupational and academic vocabulary. This course is best for students at intermediate and advanced levels of English.

This is a multi-level course for students from high beginning to low advanced skill levels.

#### **Days and Times**

Mon - Thurs.: 12:30-3:00PM

Fridays: 8:30-11:00 AM

### **9. Citizenship: N-400**

Students will build the skills in English needed to complete the U.S. Citizenship N-400 form and pass the speaking interview for the naturalization exam. They will use computers and the Internet as part of instruction. Students in this course may also enroll in Citizenship: Civics.

#### **Days and Times**

Fridays 8am-10:30am

### **10. Citizenship: Civics**

Students will build the skills in English needed to pass the civics portion of the naturalization exam. They will use computers and the Internet as part of instruction. Students in this course may also enroll in Citizenship: N-400.

#### **Days and Times**

Fridays 10:45am-1:15pm





## Digital Literacy and Computer Basics Classes



### 11. Computer Basics 1/2

Do you need to learn how to use a computer? Do you need help to use the Internet? This introductory course will teach you the basics of using computers and the Internet. Students will build technology skills to use to find, evaluate, create and communicate information safely.

#### Days and Times

Mornings: Mon-Thurs 8:30am-11am

Evenings: Mon-Thurs 6:00pm-8:30pm

### 12. Computers Basics 3/4

If you already know the basics of computers and the Internet, this course will develop and advance your computer skills. Students will continue to build technology skills to use to find, evaluate, create and communicate information responsibly and safely. They will also create an online resume for job searching.

#### Days and Times

Mornings: Mon-Thurs 8:30am-11am

### 13. Business Office Technology Certification

This course verifies individuals have acquired the technical computer skills necessary to be competitive in today's modern workplace. Those who earn the certification are more qualified and prepared to implement core technology and business skills.

- Office Technology Skills
- Database Applications
- Word Processing Applications
- Digital Presentation Applications
- Workplace Communication Strategies
- Spreadsheet Applications
- Desktop Publishing Programs

#### Days and Times

Mon-Thurs 6:00pm-8:30

# Adult Basic Education (ABE), High School Diploma, and High School Equivalency Preparation (GED/HiSET)

## 1. Adult Basic Education (ABE)

Do you need to improve your math, reading and/or writing skills? Would you like to transition to career and college training or the High School Diploma program or GED/HiSET preparation courses? These classes provide teacher-directed instruction as well as an individualized study plan. Computer-based and online programs will be offered as appropriate to your academic levels, needs, and goals.

Knowledge of and ability in the English language is highly recommended for enrollment in these classes.

**Please note**, as a WIOA Title II Funded Agency, Garden Grove Adult School requires ABE students to participate in on-campus CASAS testing throughout the year.

### Days and Times

Mornings: Mon-Thurs 8:30am–11:00am

Afternoons: 12:30-3:00pm

Evenings: Mon-Thurs 6:00pm–8:30pm

## 2. High School Diploma Program

**Learn more and earn more!** A person with a high school diploma can earn several thousand dollars more per year than a high school dropout. Having a high school diploma is a priority if you are applying for jobs or thinking about attending college. Our High School Diploma Program is self-paced and individualized. Students will need to complete 190 credits to earn a high school diploma. Students earn their diplomas by completing specific courses in subjects such as math, English, science and social sciences.

GGAE Online Catalog Course Descriptions 2022 -2023 Year

You must be 18 years old or older in order to enroll. Our program currently offers online courses on Edgenuity. Students must have transcripts from the last school they attended.

Interested? Make an appointment with our school counselor by calling (714) 663-6291 to have your transcripts reviewed in order to find out which courses you will need to take.

**Please note**, as a WIOA Title II Funded Agency, Garden Grove Adult School requires HSD students to participate in on-campus CASAS testing throughout the year.

### Days and Times

Mornings: Mon-Thurs 8:30am–11:00am

Evenings: Mon-Thurs 6:00pm–8:30pm



### 3. High School Equivalency Preparation (GED/HiSET)

Earn a high school equivalency certificate by passing the GED or HiSET! This exam preparation course is designed to prepare students to pass all sections of the GED (General Education Development) and HiSET exams. Upon passage of one of those exams, students will be granted a California High School Equivalency (HSE) Certificate. Students who are enrolled in the program will begin by taking an assessment of their academic strengths and weaknesses. Coursework is assigned based on those results. Students will have access to an online preparation program and multi-level materials to assist them with their individual needs. This course is open to everyone with English ability at the low intermediate level or higher.

**Please note**, as a WIOA Title II Funded Agency, Garden Grove Adult School requires GED/HiSET students to participate in on-campus CASAS testing throughout the year.

#### Days and Times

Mornings: Mon-Thurs 8:30am–11:00am

Afternoons: Mon-Thurs 12:30pm–3:00pm

Evenings: Mon-Thurs 6:00pm–8:30pm

### Adults with Disabilities Program

This supportive community-based program is designed to meet the needs of adults with disabilities who are 21 years of age or older. The program offers a friendly school environment where students grow socially, emotionally, and intellectually. Students develop academic, social, independent living, computer, and pre employment skills. They also gain greater community mobility and participate in neighborhood activities such as dining out, shopping, and recycling. Students may attend daily or follow an individualized schedule that suits their needs. **Please note**, families interested in registering their family members should speak to their Regional Center case manager about registration in our program.

#### Days and Times

Mon-Thu 9:00am-1:30pm

Friday 9:00am-3:00pm

## Career Technical Education (CTE) Classes

Are you ready to start a new career or gain skills to help you in your current employment? We offer courses in automotive. Please register at Santa Anna College School Of Continuing Education

<https://www.sac.edu/StudentServices/AdmissionsRecords>

### 1. VAUTO 668 Introduction to Automotive Vehicle Systems (This class is taught by Santa Ana College) (1/27/2023 – 5/26/2023)

These courses prepare students to transition to Santa Ana College's Automotive Technology Program or obtain entry-level employment in the automotive technology field. Students will learn about the primary automotive systems used in modern vehicles, such as electrical, ignition, fuel, braking, and other systems. Students will be equipped with the skills and theory necessary to perform maintenance on these systems.

The High School Math 160 for College and Career Readiness course is designed to help students learn and apply basic math skills in the context of automotive service. In VBUS 243 Introduction to Customer Service Skills, VBUS 400 Employability Skills, or ESL 520 English for Work 2, students learn soft skills that are beneficial in working in any automotive technology environment.

### **Days and Times**

Fridays 8:00-10:00 AM (Auto English Support Class)

Fridays 10:00-1:00 PM (Intro Training Class)

Classroom: M1/M2

