



Student financial aid available.  
Education without debt!

# ABC

## ADULT SCHOOL

*Learning for Success*

### 2023 - 2024 CATALOG OF CLASSES & PROGRAMS



*The First Step  
to the Next Step*



Fully Accredited by  
**WASC**  
ACCREDITING COMMISSION FOR SCHOOLS

**PAACE** SOUTHEAST LOS ANGELES  
Partnership for Adult Academic and Career Education  
[www.paace.net](http://www.paace.net)



# WELCOME to ABC Adult School!

## MAIN CAMPUSES:

(See map of locations on page 55.)



WELCOME TO ABC ADULT SCHOOL!



### MAIN CAMPUS

#### Cuesta Campus

**(562) 229-7960**

12254 Cuesta Drive, Cerritos, CA 90703

Monday - Thursday 7:30 am - 8:00 pm  
Friday 7:30 am - 3:30 pm

#### Counseling Hours:

Monday - Friday 7:30 am - 3:30 pm

### EXTENSION CAMPUS

#### Cabrillo Lane Campus

**(562) 229-7965**

20122 Cabrillo Lane, Cerritos, CA 90703

Monday - Thursday 8:00 am - 8:00 pm  
Friday 8:00 am - 3:30 pm



### 2023-2024 START DATES:

**Fall Semester** — August 14 - December 21, 2023

**First Trimester** — August 14 - November 17, 2023

**First Quarter** — August 14 - October 13, 2023

**Second Quarter** — October 16 - December 21, 2023

**Second Trimester** — November 27, 2023 - March 1, 2024

**Spring Semester** — January 8 - May 23, 2024

**Third Quarter** — January 8 - March 15, 2024

**Third Trimester** — March 4 - May 23, 2024

**Fourth Quarter** — March 18 - May 23, 2024

### WHY ENROLL AT ABC ADULT SCHOOL?

▪ **Financial Aid Available. School Code: 042270**

- Low cost compared to private schools and colleges
- Professional & friendly staff
- Convenient locations
- Free and safe parking
- Dual Accredited School
- Wide range of classes offered (career preparation, leisure classes, high school diploma program, English/Citizenship classes, parent education, program for senior citizens)

**CHECK-OUT  
OUR LOW  
PRICES!**

## HOW TO REGISTER FOR CLASSES?

### Online Registration for Fall 2023

1. **Online registration is convenient, easy and no extra charge for all classes!**
2. Online registration begins on Friday, June 30, 2023 at 9 am. Go to: **www.abcadultschool.edu**
3. Enter the class(es) you want to enroll in. You must be at least 18 years old to enroll in an adult school. **All students must print and bring their confirmation receipt to the first class meeting.** If you need additional information or experience any problems, please call (562) 229-7960 for assistance.

No online registration for classes held at the Cerritos Senior Center. Sign-up must be done on site. For more information call: (562) 916-8550.

### Online Registration Dates for 2023-2024

**Fall 2023:** Friday, June 30, 2023, 9:00 am

**Second Quarter:** Monday, September 25, 2023, 8:00 am

**Third Quarter:** Monday, November 13, 2023, 8:00 am

**Fourth Quarter:** Monday, February 26, 2024, 8:00 am

### Walk-in Registration

**Monday, August 7, 2023, 8 am**

#### Cuesta Campus:

- Career and Technical Education – Cuesta, Main Office
- Fine Arts/Home Economics/ABC Fitness – Cuesta, Main Office
- English as a Second Language – Cuesta, Main Office
- Parent Education – Cuesta, Main Office
- Academics – Cuesta, Main Office

#### Cabrillo Lane Campus:

- Fine Arts/Home Economics/ABC Fitness – Cabrillo Lane Office
- Parent Education – Cabrillo Lane Office
- Career and Technical Education – Cabrillo Lane Office
- English as a Second Language – Cabrillo Lane Office

### Walk-in Registration Dates for 2023-2024

**Fall 2023:** Monday, August 7, 2023, 8:00 am

**Second Quarter:** Monday, September 25, 2023, 8:00 am

**Third Quarter:** Monday, November 13, 2023, 8:00 am

**Fourth Quarter:** Monday, February 26, 2024, 8:00 am

WE ACCEPT VISA - MASTERCARD - ATM - CASH



**\*PLEASE NOTE:** Prices listed in the brochure do not include the cost of books, supplies and/or materials.

## CAREER CENTER FOR STUDENTS!

*Our goal is not only to prepare you for a job, but also to help you find a career! The ABC Adult School Career Center is located on the Cuesta Campus and employs a full time Job Developer to assist students in the following areas:*

### Career Counseling

- Guidance in career decisions and assessments available to insure the best educational path to success.
- Recommendations for Career Tech Diplomas and Industry Certifications to enhance employment skills.
- Resume building seminars and coaching focused on your particular career choice.

### Search for Jobs

- Career Center computers available to students for job search, resume construction and on-line job applications.
- Job posting and announcement boards inside and outside Career Center. Job leads book is located in Career Center.
- Library and reference materials.
- Job search skills covering: resume writing and critique, interviewing, utilizing internet employment databases, etc.

### Attend a Job Fair

- ABC Adult School hosts a Spring Job Fair with invited employers who match our student's employment targets.

### J.O.B. (Join Our Business) Day

- Come hear representatives from many different careers talk about what it takes to make it in the job world. Make connections and network. The third Wednesday of every month from 2:45 - 3:45 pm at Career Center. See page 17.

### New Student Orientation

- If you are new or just have some questions about ABC Adult School, Career Paths or your future in general, come to one of our orientation sessions. See page 17 for dates and times.

**ABC Adult School provides job search assistance; there is no implied promise of employment.**

### MISSION STATEMENT

The Mission of the ABC Adult School is to provide quality education to our diverse community with meaningful opportunities for success in career, academic, and personal goals.



## STUDENT FINANCIAL AID AVAILABLE!

PELL GRANT OF UP TO \$7,395 IS AVAILABLE FOR THOSE WHO QUALIFY.

Fill out the 23-24 FAFSA at [www.studentaid.gov](http://www.studentaid.gov). Our school code: 042270.

FOR A COMPLETE LIST OF OUR POLICIES AND PROCEDURES THAT RELATE TO STUDENTS, PLEASE SEE OUR STUDENT HANDBOOK AVAILABLE IN THE MAIN OFFICE OR ON OUR WEBSITE.

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# "PARENT & ME"

## PARENT PARTICIPATION PRESCHOOL / PARENT EDUCATION

Register online at [www.abcadultschool.edu](http://www.abcadultschool.edu) Click on the online Parent Education registration link.



### Learn, Understand and Grow with Your Child!

The Parent Education Program is based on the premise that learning is a natural ongoing process. Classes are designed to train parents to create supportive and positive learning environments for their children that will stimulate their physical, intellectual, social and emotional growth. This is done through participation, observation and discussion. The curriculum is a readiness program that includes pre-reading, math concepts, science, music and motor skill development, in addition to various parenting topics. Children and parents learn together.

#### Registration for Fall 2023\*

The Fall semester is August 14, 2023 through December 21, 2023.

Due to limited enrollment, registration is on a first come, first served basis. Online Fall registration begins June 30 at 9:00 am. Onsite Fall registration will start on August 7 at 8:00 am at the Cuesta site, 12254 Cuesta Drive, Cerritos. (See map toward the back of brochure.)

#### Registration for Spring 2024\*

The Spring semester is January 8, 2024 through May 23, 2024.

Due to limited enrollment, registration is on a first come, first served basis. Online Spring registration begins November 13 at 9:00 am. Onsite Spring registration will start on November 13 at 8:00 am at the Cuesta site, 12254 Cuesta Drive, Cerritos. (See map toward the back of brochure.)

**\*Choose your classes carefully!** There will be a charge of \$5 to transfer or \$10 processing fee to drop a class before the first day of class. **No refunds will be given after the first class meeting.** The adult is the student so the person that will be bringing the child is the one that should be enrolled.

#### Requirements for Registration

It is **NOT** necessary for children to be potty trained. Children **must** meet the age requirement of the class. **Second adult from the same family must register in the Cuesta office in order to get the 2<sup>nd</sup> adult discount. FEE FOR THE SECOND ADULT WILL BE \$40 PER SEMESTER.**

#### Immunization

Proof of current immunizations is required before a child may attend a Parent Education class. The immunizations required for school enrollment are: DPT or DT, MMR, Hepatitis B, Hib and Varicella. Adult must have proof of Pertussis, Measles and Influenza Immunity and a current Tuberculosis clearance.

#### Registration Fee

2 hour per week online classes = \$57 per Semester

2.5 hour per week online classes = \$72 per Semester

2 hour per week classes \$72 + \$10 material fee = \$82 per Semester

2.5 hour per week classes \$90 + \$10 material fee = \$100 per Semester

3 hour per week classes \$108 + \$10 material fee = \$118 per Semester

4 hour classes \$192 + \$20 material fee = \$212 per Semester

*4 hour classes are limited to 15 students.*

6 hour per week classes \$216 + \$20 material fee = \$236 per Semester

7 hour per week classes \$252 + \$20 material fee = \$272 per Semester

9 hour per week classes \$324 + \$30 material fee = \$354 per Semester

10.5 hour per week classes \$348 + \$30 material fee = \$378 per Semester

**NOTE:** \$10 - \$30 material fee is per child. An additional fee will be charged for an extra child and this fee will be collected in class on the first day.

#### Important Policies

- All adults attending class must be registered. This is not negotiable.
- All children must be accompanied by a registered adult.
- A second adult may register at a reduced fee. This registration must be done at the Cuesta office.
- A visitor must fill out the required forms and may stay to observe only for up to 30 minutes.
- An adult that would like to participate in an entire class may do so by filling out the appropriate forms and paying a \$5 fee. This quest must be accompanied by a registered adult.
- All students must sign waiver forms that apply to scheduled classroom time and field trip activities.

### PARENT LEADERSHIP ACADEMY WORKSHOPS 2023 – 2024

See page 49 for workshops schedule.



## PARENT & ME FALL SEMESTER: August 14, 2023 - December 21, 2023

### MORNING SCHEDULE OF CLASSES

#### GROWING TOGETHER: PARENT AND CHILD

These classes meet two or three times a week to give parents and children a consistent preschool experience, where friendships are made and academic concepts are learned! Each year there is a focus on healthy routines, growing independence, and positive self-esteem. It is amazing to see the progress as the months and years together go by!

Age	Section	Day	Time	Place	Room	Teacher	Fee
Parenting the 1.0 - 2.0 year old	7011011	T/Th	8:30 am – 10:30 am	Damron Parent Ed Center	2	Cohen-Doron	\$212
	<i>This class will be limited to 15 students.</i>						
Parenting the 1.0 - 2.0 year old	7011012	T/Th	10:30 am – 12:30 pm	Damron Parent Ed Center	2	Cohen-Doron	\$212
	<i>This class will be limited to 15 students.</i>						
Parenting the 2.0 - 3.0 year old	7020011	T/Th	9:00 am – 12:00 pm	Damron Parent Ed Center	1	Hom	\$236
Parenting the 2.0 - 3.0 year old	7020061	W/F	9:00 am – 12:30 pm	Gonsalves Parent Ed Center		Cham	\$272
Parenting the 2.0 - 3.5 year old	7021062	M/T/Th	9:00 am – 12:30 pm	Gonsalves Parent Ed Center		Cham	\$378
Parenting the 3.0 - 4.0 year old	7030012	M/W/F	8:30 am – 12:00 pm	Damron Parent Ed Center	2	Cohen-Doron	\$378

#### KINDERGARTEN READY! PREPPY K CLASS

Give your child the precious gift of time and prepare them for success in Kindergarten. The curriculum focuses on Kindergarten State Standards including Math and Reading readiness, as well as Social/Emotional readiness to build confidence and independence.

Parenting the 4.0 - 5.5 year old	7041012	M/W/F	9:00 am – 12:30 pm	Damron Parent Ed Center	1	Hom	\$378
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#### PARENT EDUCATION EXTRA-CURRICULAR CLASS - ONLINE

Come join us as we create delicious recipes that the whole family will enjoy! Our little chefs will mix, chop and roll while they learn valuable skills like math, measuring, and sharing. We will be making a cookbook with all of the recipes included as well!

Little Chefs 3.0 - 6.0 year old	7062031	T	12:30 pm – 2:30 pm	ONLINE		Cohen-Doron	\$57
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#### PARENT EDUCATION EXTRA-CURRICULAR CLASSES - SENSORY IN BLOOM: FOR SPROUTING TODDLERS

Come join an exciting class offering unique ways that parents and children can grow together to develop cognitive, social, emotional, and physical skills. Hands-on, sensory experiences and imaginative play encourage a curious and creative environment where story time, experiments, games, art, music, and dance will help both parent and child continue to develop their love for learning and develop skills that will last them a lifetime.

2.0 - 5.0 year old	7051011	M	9:00 am – 11:30 am	Burbank Bungalow		Hoover	\$100
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## PARENT EDUCATION EXTRA-CURRICULAR CLASSES - PEQUEÑOS EXPLORADORES

The Pequeños Exploradores (Little Explorers) class is for families who want to explore the Spanish language alongside their child(ren) and for families who already speak Spanish but want to expose their children to more Spanish. We will be exploring and learning the language through songs, movement games, hands-on activities, sensory play, and nature. This class will meet once a week. We will go on a field trip on the last Tuesday of each month.

2.5 - 5.5 year old	7053011	T	9:30 am – 12:00 pm	Burbank Bungalow	Volodchenkov	\$100
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## PARENT EDUCATION EXTRA-CURRICULAR CLASSES - SCIENCE EXPLORATIONS

Explore your child's curiosity for life! Learn about insects, chemical reactions, physics, and more as we take a hands-on approach with experimentation and observation. Each week's experiment will lead to extended home play. Watch as your child's knowledge about the world grows in a fun and safe way.

3.0 - 6.0 year old	7051703	Th	12:00 pm – 2:00 pm	Damron Parent Ed Center	1 Cottrell	\$82
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## PARENT EDUCATION EXTRA-CURRICULAR CLASSES - KIDS AND CANVAS

Unleash your inner Artist at Home! Learn about and explore different artists and artwork of various mediums through teacher-made presentations, videos, and art activities. Each week will focus on a different artist and create a unique piece of art based on that artist. Both of you will learn to construct these pieces of art while building self-confidence and new skills.

3 - 6 year old	7063062	Th	3:30 pm – 5:30 pm	Damron Parent Ed Center	1 Cottrell	\$82
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## ADVENTURES IN HOMESCHOOL

Are you a new or returning homeschooler that wants to meet with other homeschooled children to learn and develop? Join our homeschool class and explore history, math, and writing in a fun and engaging way. This 18-week course will cover important topics for your child's individual learning and growth such as counting, addition and subtraction, famous ancient historical figures and places, writing development, and more. Students will participate in interactive activities and group discussions to build a strong foundation in these fundamental subjects. Don't miss out on this exciting opportunity to enhance your child's educational journey.

Age	Section	Day	Time	Place	Room	Teacher	Fee
K - 2+	7050811	Th	8:45 am – 11:45 am	Burbank Bungalow		Cottrell	\$118



## EVENING SCHEDULE OF CLASSES

This evening class gives working parents an opportunity to interact with their children in a classroom setting while they learn about the ABC's, math readiness, holidays, and more!

Age	Section	Day	Time	Place	Room	Teacher	Fee
Parenting the 2.0 - 5.0 year old	7022026	T/Th	5:30 pm – 8:00 pm	Gonzalves Parent Ed Center		Cham	\$164

## SENSORY IN BLOOM: FOR SPROUTING TODDLERS

Come join an exciting class offering unique ways that parents and children can grow together to develop cognitive, social, emotional, and physical skills. Hands-on, sensory experiences and imaginative play encourage a curious and creative environment where story time, experiments, games, art, music, and dance will help both parent and child continue to develop their love for learning and develop skills that will last them a lifetime.

Age	Section	Day	Time	Place	Room	Teacher	Fee
2.0 - 5.0 year old	7051012	M	4:00 pm – 6:00 pm	Damron Parent Ed Center	1	Hoover	\$82



## PARENT & ME SPRING SEMESTER

### January 8, 2024 - May 23, 2024

#### MORNING SCHEDULE OF CLASSES

##### GROWING TOGETHER, PARENT AND CHILD

These classes meet two or three times a week to give parents and children a consistent preschool experience, where friendships are made and academic concepts are learned! Each year there is a focus on healthy routines, growing independence, and positive self-esteem. It is amazing to see the progress as the months and years together go by!

Age	Section	Day	Time	Place	Room	Teacher	Fee
Parenting the 1.0 -2.5 year old	7011531	T/Th	8:30 am – 10:30 am	Damron Parent Ed Center	2	Cohen-Doron	\$212
<i>This class will be limited to 15 students.</i>							
Parenting the 1.0 - 2.5 year old	7011013	T/Th	10:30 am – 12:30 pm	Damron Parent Ed Center	2	Cohen-Doron	\$212
<i>This class will be limited to 15 students.</i>							
Parenting the 2.5 - 3.5 year old	7023031	T/Th	9:00 am – 12:00 pm	Damron Parent Ed Center	1	Hom	\$236
Parenting the 2.0 - 3.0 year old	7020062	W/F	9:00 am – 12:30 pm	Gonsalves Parent Ed Center		Cham	\$272
Parenting the 2.0 - 3.5 year old	7021062	M/T/Th	9:00 am – 12:30 pm	Gonsalves Parent Ed Center		Cham	\$378
Parenting the 3.5 - 4.5 year old	7033032	M/W/F	8:30 am – 12:00 pm	Damron Parent Ed Center	2	Cohen-Doron	\$378

##### KINDERGARTEN READY! PREPPY K CLASS

Give your child the precious gift of time and prepare them for success in Kindergarten. The curriculum focuses on Kindergarten State Standards including Math and Reading readiness, as well as Social / Emotional readiness to build confidence and independence.

Age	Section	Day	Time	Place	Room	Teacher	Fee
Parenting the 4.5 - 5.5 year old	7042032	M/W/F	9:00 am – 12:30 pm	Damron Parent Ed Center	1	Hom	\$378

##### PARENT EDUCATION EXTRA-CURRICULAR CLASS - ONLINE

Come join us as we create delicious recipes that the whole family will enjoy! Our little chefs will mix, chop and roll while they learn valuable skills like math, measuring, and sharing. We will be making a cookbook with all of the recipes included as well!

Age	Section	Day	Time	Place	Room	Teacher	Fee
Little Chefs 3.0 - 6.0 year old	7062032	T	12:30 pm – 2:30 pm	ONLINE		Cohen-Doron	\$57

##### PARENT EDUCATION EXTRA-CURRICULAR CLASSES - PEQUEÑOS EXPLORADORES

The Pequeños Exploradores (Little Explorers) class is for families who want to explore the Spanish language alongside their child(ren) and for families who already speak Spanish but want to expose their children to more Spanish. We will be exploring and learning the language through songs, movement games, hands-on activities, sensory play, and nature. This class will meet once a week. We will go on a field trip on the last Tuesday of each month.

Age	Section	Day	Time	Place	Room	Teacher	Fee
2.5 - 5.5 year old	7053012	T	9:30 am – 12:00 pm	Burbank Bungalow		Volodchenkov	\$100



## PARENT EDUCATION EXTRA-CURRICULAR CLASSES - SCIENCE EXPLORATIONS

Explore your child's curiosity for life! Learn about insects, chemical reactions, physics, and more as we take a hands-on approach with experimentation and observation. Each week's experiment will lead to extended home play. Watch as your child's knowledge about the world grows in a fun and safe way.

Age	Section	Day	Time	Place	Room	Teacher	Fee
3.0 - 6.0 year old	7051704	Th	12:00 pm – 2:00 pm	Damron Parent Ed Center	1	Cottrell	\$82

## PARENT EDUCATION EXTRA-CURRICULAR CLASSES - KIDS AND CANVAS - ONLINE

Unleash your inner Artist at Home! Learn about and explore different artists and artwork of various mediums through teacher-made presentations, videos, and art activities. Each week will focus on a different artist and create a unique piece of art based on that artist. Both of you will learn to construct these pieces of art while building self-confidence and new skills.

Age	Section	Day	Time	Place	Room	Teacher	Fee
3.0 - 6.0 year old	7063082	Th	3:30 pm – 5:30 pm	Online	1	Cottrell	\$57

## PARENT EDUCATION EXTRA-CURRICULAR CLASSES - SENSORY IN BLOOM: FOR SPROUTING TODDLERS

Come join an exciting class offering unique ways that parents and children can grow together to develop cognitive, social, emotional, and physical skills. Hands-on, sensory experiences and imaginative play encourage a curious and creative environment where story time, experiments, games, art, music, and dance will help both parent and child continue to develop their love for learning and develop skills that will last them a lifetime.

Age	Section	Day	Time	Place	Room	Teacher	Fee
2.0 - 5.0 year old	7051013	M	8:45 am – 11:00 am	Burbank Bungalow		Hoover	\$92
2.0 - 5.0 year old	7051014	M	11:00 am – 1:15 pm	Burbank Bungalow		Hoover	\$92

## ADVENTURES IN HOMESCHOOL - SUPPORT FOR PARENTS

Are you a new or returning homeschooler that wants to meet with other homeschooled children to learn and develop? Join our homeschool class and explore history, math, and writing in a fun and engaging way. This 18-week course will cover important topics for your child's individual learning and growth such as counting, addition and subtraction, famous ancient historical figures and places, writing development, and more. Students will participate in interactive activities and group discussions to build a strong foundation in these fundamental subjects. Don't miss out on this exciting opportunity to enhance your child's educational journey.

Age	Section	Day	Time	Place	Room	Teacher	Fee
K - 2+	7050812	Th	8:45 am – 11:45 am	Burbank Bungalow		Cottrell	\$118

## EVENING SCHEDULE OF CLASSES

This evening class gives working parents an opportunity to interact with their children in a classroom setting while they learn about the ABC's, math readiness, holidays, and more!

Age	Section	Day	Time	Place	Room	Teacher	Fee
Parenting the 2.0 - 5.0 year old	7022036	T/Th	5:30 pm – 8:00 pm	Gonzalves Parent Ed Center		Cham	\$164

## ABC Adult School's Parent Ed Department: OUTSTANDING INSTRUCTORS - OUTSTANDING PROGRAM

**Nancy Cham** received a M.A. in Library Science from SUNY in Albany. She has been a Parent Education Instructor at ABC Adult School since 1979. Languages spoken: English, Mandarin, Tagalog.

**Jill Cohen-Doron** participated as a parent in the program with her 2 children over a span of 8 years. She enjoyed it so much that she went back and earned her Parent Education Teaching Credential from Cal State Long Beach, where she had also earned her Liberal Arts Degree. She feels strongly that the Parent Education program provides a positive experience for both parent and child.

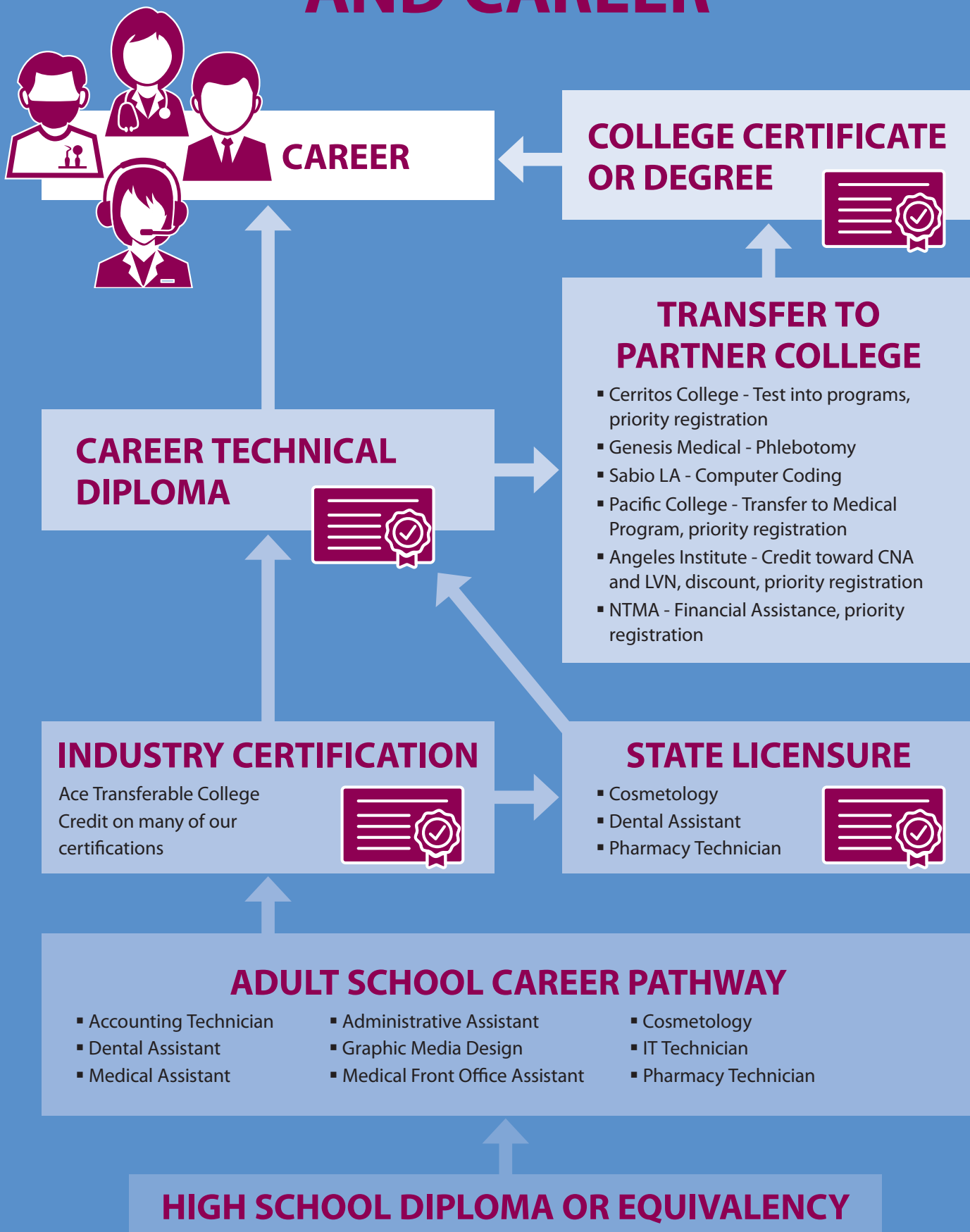
**Genna Cottrell** is a current student in the Parent Education Program, as well as a teacher, and has been attending the program since 2017 with her two sons. She most enjoys learning from each other and sharing ideas for parenting, teaching, outings, and just having fun with our children. She believes the highest reward that this program has to offer is discovering how your child learns and to help foster that love of learning in and out of the classroom, while strengthening the relationship with your child. Genna earned her BA and Credential from CSU Long Beach and a MA in English Literature.

**Nancy Hom** has been involved in the Parent Education Program at ABC Adult School since 1986. She attended the program for nine years as a parent. Believing strongly that parents, as well as children, gain so much from the program, she has been a Parent Education teacher since 1994. She teaches classes for two-year-olds and parents, as well as a class for pre-kindergarten children and parents. She received her Bachelor's degree from UCLA and her Teaching Credential from CSU Northridge.

**Marcela Hoover** received her Bachelors of Fine Arts degree and her Multiple Subject Teaching Credential from Chapman University as well as her Masters in Fine Art degree from Otis College of Art and Design. She currently participates in the Parent Education program with her two young daughters. Marcela's artistic background lends to creating unique, collaborative lessons where adults and children can feel safe to be creative and develop skills to become life-long learners.

**Grissel Volodchenkov** received a Bachelor's degree in Spanish and Studio Art, a Master's in Education, and a single-subject credential in Spanish from the University of California, Riverside. She currently participates in the Parent Education program with her daughter and son. She believes that it is beneficial for all students to learn a second language. Her goal is to continue to inspire children and their families to explore the Spanish language and culture.

# PATHWAYS TO COLLEGE AND CAREER





# CAREER PATH TECHNICAL DIPLOMA PROGRAMS

## Earn a Career Path Vocational Diploma!

Earn a Career Path Technical Diploma by taking a prescribed number of professional courses directed to specific careers. The Career Path Technical Diploma is designed to verify to business and industry that you have the skills required for entry-level positions. *The ABC Adult Education Program is accredited by the Western Association of Schools and Colleges (WASC), and the Council on Occupational Education (COE), and exclusively employs State of California certificated teachers and qualified consultants.*

- The order of the classes is the suggested sequence. Some classes may be taken concurrently.
- When the Career Program core classes are completed, additional classes may be added if time permits.
- To qualify for a course certificate, students must get a passing grade of 70% or better and attend class according to the course syllabus (at least 90% of the scheduled time).
- To qualify for a diploma all attendance must add up to the total number of hours required for the program.
- Not all classes are offered each nine-week session.
- Most Career Programs can be completed in 12 months or less by most full-time students.
- Certain certificates over 6 months old may require a basic test to ensure skills are current prior to issuance of Career Technical Diploma (Keyboarding and Data Entry).
- Students without a high school diploma or a GED will receive a Certificate of Proficiency in lieu of the Career Technical Diploma.
- Students must meet all the general admission requirements for ABC Adult School as stated on our website.
- Students must meet the requirement of keyboarding at 35-40 words per minute (depending on the program), less than 5 errors before graduation.
- Students must meet certain individual requirements set forth for each program. These requirements may be found on our website in the Program of Study Data Sheet.



## CTEC students qualify to sit for National Certification in:

- A+ Certification
- Microsoft Specialist
- Medical Assistant National Certification Exam (CMAA)
- Pharmacy Technician Certification Board (PTCB) and State Certified License
- Certified Billing and Coding Specialist (CBCS)
- Adobe Certification (Photoshop, InDesign, Lightroom)
- Cosmetology (State Certified License)
- Dental State Board License

### Graduation Ceremony

Wednesday, May 22, 2024

In June, ABC Adult School celebrates commencement. Adult students who have completed the district requirements for a high school diploma, passed the GED or HiSET examination, or completed a Career Technical Education Diploma are encouraged to participate wearing the traditional cap and gown in the presence of family and friends.



## STUDENT FINANCIAL AID AVAILABLE!

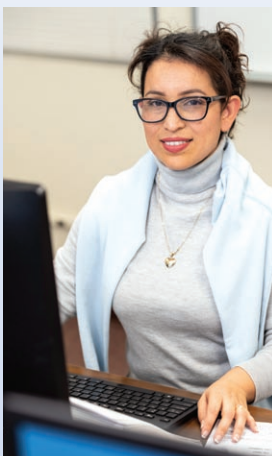
PELL GRANT OF UP TO \$7,395 IS AVAILABLE FOR THOSE WHO QUALIFY.

Fill out the 23-24 FAFSA at [www.studentaid.gov](http://www.studentaid.gov). Our school code: 042270.

# OFFICE OCCUPATIONS

## ADMINISTRATIVE ASSISTANT

An Administrative Assistant graduate will be able to work in a business office as a manager, executive secretary, or as the right hand of the administrator. He/she will be able to use all components of the Office Suite to create all business correspondence, including spreadsheets, presentations, and to perform basic accounting tasks. He/she can assist the administrator with planning his/her calendar, check and answer emails and keep the office organized. This program will also prepare students to pass the Microsoft Industry Certification Core and Expert Level Certification exam.



- Are you organized?
- Are you a take charge kind of person?
- Do you enjoy talking on the telephone?
- Do you enjoy working with the public?
- Do you like working with computers?
- Do you use social media?

**Get  
Certified!**

**THIS CAREER MAY BE FOR YOU!**

*The median wage is \$20.14 an hour State wide. (Secretary)*

*Source: EDD/LMID Occupational Employment Statistics Survey 2021. Wages and actual employment are not guaranteed. Wages do not reflect self-employment.*

Certain classes may be offered at night.

### CLASSES INCLUDE:

- Keyboarding/Data Entry . . . . . 84 hours
- Computer Essentials . . . . . 84 hours
- Social Media for Business . . . . . 84 hours
- Word Essentials . . . . . 84 hours
- Word Advanced . . . . . 84 hours
- Excel Essentials . . . . . 84 hours
- Excel Advanced . . . . . 84 hours
- Financial Accounting. . . . . 84 hours
- Access . . . . . 84 hours
- PowerPoint . . . . . 84 hours
- Apprenticeship/Job Prep . . . . . 20+ hours

**TOTAL HOURS. . . . . 860**

### POSSIBLE JOB OPPORTUNITIES:

- Office Manager
- Administrative Assistant
- Secretary
- Personal Assistant

### CERTIFICATIONS AVAILABLE:

Microsoft Word, Microsoft Excel, Microsoft Access, Microsoft PowerPoint, QuickBooks

### COST FOR PROGRAM:

*Payment is made to ABC Adult School when you register for an individual course. This means you "pay as you go". Your cost per quarter depends on the number of courses you choose to take each quarter. The average cost per course in this program is only \$40. We recommend you take a minimum of 3 courses per quarter to finish in a reasonable amount of time. For total cost of this program, please see the Program Cost section on page 16.*

## ACCOUNTING TECHNICIAN

A graduate of the Accounting Program will be able to work in accounting firms, banks, and small businesses. They will be able to perform duties such as accounts payable and receivable, payroll for small companies, use QuickBooks software program efficiently, track inventory, audit accounts, balance sheets, and create spreadsheets. Also this program will prepare students to pass the industry certification for QuickBooks.

- Do you enjoy working with numbers?
- Are you a puzzle/problem solver?
- Do you like working with computers?
- Are you organized?

**Get  
Certified!**

**THIS CAREER MAY BE FOR YOU!**

*The median wage is \$24.07 an hour State wide.*

*Source: EDD/LMID Occupational Employment Statistics Survey 2021. Wages and actual employment are not guaranteed. Wages do not reflect self-employment.*

Certain classes may be offered at night.

### CLASSES INCLUDE:

- Keyboarding/Data Entry . . . . . 84 hours
- Computer Essentials . . . . . 84 hours
- Social Media for Business . . . . . 84 hours
- Excel Essentials . . . . . 84 hours
- Excel Advanced . . . . . 84 hours
- Financial Accounting. . . . . 84 hours
- Managerial Accounting . . . . . 84 hours
- QuickBooks. . . . . 84 hours
- Tax Preparation or Payroll . . . . . 84 hours
- Job Prep. . . . . 20 hours

**TOTAL HOURS. . . . . 776**

### POSSIBLE JOB OPPORTUNITIES:

- Accounting Clerk
- Office Clerk
- Purchasing Clerk
- Accounts Payable/Receivable

### CERTIFICATIONS AVAILABLE:

Microsoft Excel, QuickBooks

### COST FOR PROGRAM:

*Payment is made to ABC Adult School when you register for an individual course. This means you "pay as you go". Your cost per quarter depends on the number of courses you choose to take each quarter. The average cost per course in this program is only \$40. We recommend you take a minimum of 3 courses per quarter to finish in a reasonable amount of time. For total cost of this program, please see the Program Cost section on page 16.*





# GRAPHIC DESIGN

## GRAPHIC MEDIA DESIGN



The program objective of the Graphic Media Design is to give students an understanding of the printing industry fundamentals, and to train students to create professional publications for advertising and marketing products or services. Students are trained to become a successful Design Technician, Graphic Designer, or Desktop Publisher. The training includes creating newsletters, publications, fliers, design logos, brand products and services. This program also trains them to earn an industry certification (ACA) Adobe Certified Associate.

- Are you creative or artistic?
- Do you appreciate something laid out well?
- Are you a visual person?
- Do you like to communicate with others?
- Do you like working with computers?

**THIS CAREER MAY BE FOR YOU!**

**Get Certified!**

**The median wage is \$33.70 an hour State wide. (Graphic Design)**

Source: EDD/LMID Occupational Employment Statistics Survey 2021. Wages and actual employment are not guaranteed. Wages do not reflect self-employment.

Day classes available.

### CLASSES INCLUDE:

- Keyboarding . . . . . 84 hours
- Social Media for Business . . . . . 84 hours
- Adobe Photoshop Fundamentals . . . . . 84 hours
- Adobe Photoshop Advanced . . . . . 84 hours
- Adobe Illustrator (Business Branding) . . . . . 84 hours
- Adobe Illustrator (Vector Graphics) . . . . . 84 hours
- Digital Photography . . . . . 84 hours
- Adobe InDesign I . . . . . 84 hours
- Adobe InDesign II . . . . . 84 hours
- Job Prep/Portfolio . . . . . 84 hours

**TOTAL HOURS. . . . . 776**

### POSSIBLE JOB OPPORTUNITIES:

- Graphic Designer
- Photographer
- Advertising Agency
- Any business incorporating printed and electronic media

### CERTIFICATIONS AVAILABLE:

Adobe Photoshop, Adobe Illustrator, Adobe InDesign

### COST FOR PROGRAM:

Payment is made to ABC Adult School when you register for an individual course. This means you "pay as you go". Your cost per quarter depends on the number of courses you choose to take each quarter. The average cost per course in this program is only \$40. We recommend you take a minimum of 3 courses per quarter to finish in a reasonable amount of time. For total cost of this program, please see the Program Cost section on page 16.

# IT TECHNICIAN

## IT TECHNICIAN

This program prepares and trains students to become an A+ Certified Technician, Computer Repair Technician, and a Computer Systems Hardware Analyst. Students will be able to build, identify, and troubleshoot hardware and software, upgrade computers, install and configure a computer network. Also students will be able to pass the A+ test and be certified.

- Do you like taking things apart and putting them back together again?
- Do you like technology?
- Do you like problem solving?
- Do you like working with computers?

**Get Certified!**

**THIS CAREER MAY BE FOR YOU!**

**The median wage is \$22.34 an hour State wide.**

**(Computer Repair)**

Source: EDD/LMID Occupational Employment Statistics Survey 2021. Wages and actual employment are not guaranteed. Wages do not reflect self-employment.

Day classes available.

### CLASSES INCLUDE:

- Keyboarding . . . . . 84 hours
- CompTIA A+ Computer Hardware, Networking and Mobile Devices . . . . . 168 hours
- CompTIA A+ Software, Security and Scripting . . . . . 168 hours
- Python Programming for Game creation . . . . . 84 hours
- CompTIA Cloud+ Guide to Cloud Computing . . . . . 84 hours
- Network + . . . . . 84 hours
- Security + . . . . . 84 hours
- Internship / Tech 1 . . . . . 84 hours
- Internship / Tech 2 . . . . . 84 hours

**TOTAL HOURS. . . . . 924**



### POSSIBLE JOB OPPORTUNITIES:

- Computer Repair
- Computer Troubleshooter
- Computer Installer
- Network Technician
- Electronic Retail
- Computer Infrastructure

### CERTIFICATIONS AVAILABLE:

A+, Server+, Network+, Security+

### COST FOR PROGRAM:

Payment is made to ABC Adult School when you register for an individual course. This means you "pay as you go". Your cost per quarter depends on the number of courses you choose to take each quarter. The cost of courses in this program range from \$40 to \$100. We recommend you take a minimum of 3 courses per quarter to finish in a reasonable amount of time. For total cost of this program, please see the Program Cost section on page 16.



## STUDENT FINANCIAL AID AVAILABLE!

PELL GRANT OF UP TO \$7,395 IS AVAILABLE FOR THOSE WHO QUALIFY. Fill out the 23-24 FAFSA at [www.studentaid.gov](http://www.studentaid.gov). Our school code: 042270.

# MEDICAL OCCUPATIONS

## DENTAL ASSISTANT

The Dental Assistant program trains individuals in a broad range of clinical and administrative skills such as preparing patients for dental exams and treatments, performing radiographic procedures, scheduling and appointment procedures, maintenance of dental records, performing basic front office skills, professional communication and public relations skills. Dental Assistants typically work chair side with dentists as they treat patients. Students pay by the module. \$667 per module plus \$150 Background check and drug screening divided into 6 modules, or \$25 additional a module. Required textbooks, (3) Uniforms and Scrub Jacket, certification and licensure fees are NOT included.

- Do you admire the medical field?
- Do you enjoy helping people?
- Are you a people person?
- Are you detail oriented?

### THIS CAREER MAY BE FOR YOU!

**The median wage is \$21.41 an hour State wide.**

Source: EDD/LMID Occupational Employment Statistics Survey 2021. Wages and actual employment are not guaranteed. Wages do not reflect self-employment.

Day classes available.



### CLASSES INCLUDE:

- Infection Control . . . . . 20 hours
- Introduction to Dental Assisting . . . . . 130 hours
- Clinical Dentistry & Dental Materials . . . . . 130 hours
- Preventative Dentistry/Dental Health . . . . . 130 hours
- Dental Radiology & Safety . . . . . 130 hours
- Dental Laboratory Procedures . . . . . 130 hours
- Dental Specialties & Administrative Assistant/  
Dental Billing & Coding . . . . . 130 hours
- Externship . . . . . 210 hours

**TOTAL HOURS. . . . . 1010**

### POSSIBLE JOB OPPORTUNITIES:

- Dental Assistant

### CERTIFICATIONS AVAILABLE:

State Licensure

### COST FOR PROGRAM:

Payment is made to ABC Adult School is made when you register for an individual course. For total cost see the Program Cost Section on page 16.

## MEDICAL ASSISTANT

The Medical Assistant Program is a competency-based program which provides students with skills necessary to be able to work in a medical office or medical group. The program includes instructions on medical and surgical asepsis, physical exam of the patient, electrocardiography, and administration of medication, nutrition, vital signs and medical terminology. Students will also get training on the National Certification Exam.

- Do you like healing people?
- Do you enjoy helping people?
- Are you "hands on"?
- Are you a problem solver?

### THIS CAREER MAY BE FOR YOU!

**Get  
Certified!**

**The median wage is \$19.68 an hour State wide.**

Source: EDD/LMID Occupational Employment Statistics Survey 2021. Wages and actual employment are not guaranteed. Wages do not reflect self-employment.

Day classes available.



### CLASSES INCLUDE:

- Keyboarding . . . . . 84 hours
- Computer Essentials . . . . . 84 hours
- Administration of Medication . . . . . 132 hours
- Back Office Procedure . . . . . 132 hours
- Laboratory Procedures . . . . . 132 hours
- Electronic Health Records . . . . . 84 hours
- Externship . . . . . 160 hours

**TOTAL HOURS. . . . . 808**

### POSSIBLE JOB OPPORTUNITIES:

- Medical Assistant
- Medical Assistant Front Office
- Phlebotomist

### CERTIFICATIONS AVAILABLE:

National Medical Assistant Clinical Certification (CMAA), Phlebotomy

### COST FOR PROGRAM:

Payment is made to ABC Adult School when you register for an individual course. This means you "pay as you go". Your cost per quarter depends on the number of courses you choose to take each quarter. The cost of courses in this program range from \$40 to \$435. We recommend you take a minimum of 2 courses per quarter to finish in a reasonable amount of time. For total cost of this program, please see the Program Cost section on page 16.



# MEDICAL OCCUPATIONS

## MEDICAL FRONT OFFICE ASSISTANT

The Medical Front Office Assistant Program prepares students to find a career, or a job in small medical offices, clinics, or a billing service company. Upon completion of the program students will be able to perform the following tasks: maintain office records, billing and correspondence, make appointments, customer service, greet patients, access and maintain/update patient medical health records.

- Do you enjoy helping people?
- Are you organized?
- Are you a problem solver?
- Do you like numbers?

**Get  
Certified!**

**THIS CAREER MAY BE FOR YOU!**

*The median wage is \$21.80 an hour State wide.  
(Medical Secretary)*

*Source: EDD/LMID Occupational Employment Statistics Survey 2021. Wages and actual employment are not guaranteed. Wages do not reflect self-employment.*

Day classes available.

### CLASSES INCLUDE:

- Keyboarding/Data Entry . . . . . 84 hours
- Computer Essentials . . . . . 84 hours
- Financial Accounting. . . . . 84 hours
- Medical Terminology and Anatomy . . . . . 168 hours
- Medical Billing and Office Specialist . . . . . 168 hours
- Electronic Health Records . . . . . 84 hours
- Job Prep. . . . . 20 hours

**TOTAL HOURS. . . . . 692**

### POSSIBLE JOB OPPORTUNITIES:

- Medical Billing in a Doctor's Office
- Medical Office Receptionist
- Medical Office Manager
- Medical Billing as an independent contractor

### CERTIFICATIONS AVAILABLE:

Medical Coding, Electronic Medical Records

### COST FOR PROGRAM:

*Payment is made to ABC Adult School when you register for an individual course. This means you "pay as you go". Your cost per quarter depends on the number of courses you choose to take each quarter. The cost of courses in this program range from \$40 to \$115. We recommend you take a minimum of 3 courses per quarter to finish in a reasonable amount of time. For total cost of this program, please see the Program Cost section on page 16. Licensure including Live Scan is highly recommended. These costs are not covered as part of ABC Adult School Program cost.*



## PHARMACY TECHNICIAN

Pharmacy Technician Program prepares students to successfully attain training and qualifications to become a Pharmacy Technician. Students will learn the basic concepts of Pharmacology, knowledge of practice settings, standards and ethics, State Board of Pharmacy laws and regulations, basic pharmacy calculations, drug dosages, forms, record keeping, labeling and customer service. Students are also trained to pass the Pharmacy Technician State License.



- Are you a problem solver?
- Do you like science?
- Do you enjoy helping people?
- Are you "hands on"?

**Get  
Licensed!**

**THIS CAREER MAY BE FOR YOU!**

*The median wage is \$22.12 an hour State wide.*

*Source: EDD/LMID Occupational Employment Statistics Survey 2021. Wages and actual employment are not guaranteed. Wages do not reflect self-employment.*

Evening classes available.

### CLASSES INCLUDE:

- Keyboarding/Data Entry . . . . . 84 hours
- Computer Essentials . . . . . 84 hours
- Pharmacy Practice . . . . . 104 hours
- Pharmacy Calculation . . . . . 104 hours
- Pharmacology and Medication . . . . . 104 hours
- Electronic Health Records . . . . . 84 hours
- Externship . . . . . 160 hours

**TOTAL HOURS. . . . . 724**

### POSSIBLE JOB OPPORTUNITIES:

- Pharmacy Technician Retail
- Pharmacy Technician Nursing Home
- Pharmacy Technician Hospital

### CERTIFICATIONS AVAILABLE:

National Pharmacy Technician (PTCB), State of California Licensure

### COST FOR PROGRAM:

*Payment is made to ABC Adult School when you register for an individual course. This means you "pay as you go". Your cost per quarter depends on the number of courses you choose to take each quarter. The cost of courses in this program range from \$40 to \$415. We recommend you take a minimum of 2 courses per quarter to finish in a reasonable amount of time. For total cost of this program, please see the Program Cost section on page 16.*

*Licensure including Live Scan is highly recommended. These costs are not covered as part of ABC Adult School Program Costs.*



## STUDENT FINANCIAL AID AVAILABLE!

PELL GRANT OF UP TO \$7,395 IS AVAILABLE FOR THOSE WHO QUALIFY. Fill out the 23-24 FAFSA at [www.studentaid.gov](http://www.studentaid.gov). Our school code: 042270.

# COSMETOLOGY

## COSMETOLOGY

**Get  
Licensed!**



The cosmetology program will prepare you to pass the written and practical state board exam for a cosmetology license as well as the 1000 hours of instruction required by the State of California. With a cosmetology license a student will be able to work in a beauty salon cutting and styling hair, and performing the latest hair coloring trends. With a license you can also own your beauty salon.

Every aspect of modern Cosmetology is taught and these courses are designed to prepare you for the State License Exam by professional instructors for a career in the industry.

- Are you artistic or creative?
- Do you enjoy working with the public?
- Do you enjoy working with your hands?
- Are you intrigued by beauty and makeup?
- Do you like making people feel better about themselves?

**THIS CAREER MAY BE FOR YOU!**

*The median wage is \$14.99 an hour State wide.*

*(Hairdressers, Hairstylists, and Cosmetologists)*

*Source: EDD/LMID Occupational Employment Statistics Survey 2021. Wages and actual employment are not guaranteed. Wages do not reflect self-employment.*

### CLASSES INCLUDE:

Classes Include 1000 hours of state mandated training in Skin Care and Services, Nail care and Services, Hair Cutting and Styling Services, Chemical Hair Services and Business Skills.

### POSSIBLE JOB OPPORTUNITIES:

- Hairdresser
- Hairstylist
- Cosmetologist
- Salon Receptionist

### CERTIFICATIONS AND LICENSURE AVAILABLE:

California Cosmetology License, Cosmetology, Esthetician, Barber

### COST FOR PROGRAM:

Program cost is \$960 per module. Students attending full time with minimal absences will be able to finish the program in 5 modules. Cost of the program is \$4,800 (including books, Cosmetology kit, and uniform jacket). State License Fee and any Board Preparation Classes are NOT included. If you take longer than 5 modules, the cost is an additional \$960 per module until you reach the state mandated 1000 hours of training. It is in your best interest to be at every class and not miss or our cost of attendance will rise accordingly. For total cost, please see the Program Cost section on page 16.

## PROGRAM COSTS

Listed below is the total estimated cost for each of our 9 programs/pathways. This is an estimate. Your costs may vary. Additional fees may apply. Program cost includes books, industry certification test fees, and administration fees except Cosmetology which requires additional licensing fees. Some fees are paid directly to an outside vendor. Unless otherwise stated, programs are paid for at registration each quarter as courses are taken. Your immediate costs depend on how many courses you take each quarter and the cost of books and materials. Program costs below do not include extra courses you decide to take during summer session (except Cosmetology) or make up of failed or incomplete courses. For more specific questions, please contact the Office on the Cuesta Campus of ABC Adult School. Months listed below are estimates assuming a student is taking 3 to 4 courses a quarter.

- **Accounting Technician**  
776 total hours      \$1,100 over 9-12 months
- **Administrative Assistant**  
860 total hours      \$1,103 over 12 months
- **Cosmetology**  
1000 total hours      \$4,800 over 9-12 months
- **Dental Assistant**  
1010 total hours      \$4,680 over 9-12 months
- **Graphic Media Design**  
776 total hours      \$710 over 9-12 months
- **IT Technician**  
924 total hours      \$1,806 over 12 months
- **Medical Assistant**  
808 total hours      \$2,737 over 12 months
- **Medical Front Office Assistant**  
692 total hours      \$1,139 over 12 months
- **Pharmacy Technician**  
724 total hours      \$2,062 over 12 months



## STUDENT FINANCIAL AID AVAILABLE!

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## ORIENTATION NEW STUDENTS/ TRANSITION STUDENTS

All new students, transition students, financial aid students, should attend one of our orientations held each month throughout the year. Get insight in how to navigate ABC Adult School in the best way and how to be successful. Even learn how to apply for financial aid.

### Orientation Schedule:

M	August 21, 2023	6:00 - 7:00 pm	Cuesta
T	August 22, 2023	9:30 - 10:30 am	Cuesta
M	September 25, 2023	6:00 - 7:00 pm	Cabrillo Lane
T	September 26, 2023	9:30 - 10:30 am	Cabrillo Lane
M	October 23, 2023	6:00 - 7:00 pm	Cuesta
T	October 24, 2023	9:30 - 10:30 am	Cuesta
M	November 27, 2023	6:00 - 7:00 pm	Cabrillo Lane
T	November 28, 2023	9:30 - 10:30 am	Cabrillo Lane
M	December 18, 2023	6:00 - 7:00 pm	Cuesta
T	December 19, 2023	9:30 - 10:30 am	Cuesta
M	January 22, 2024	6:00 - 7:00 pm	Cabrillo Lane
T	January 23, 2024	9:30 - 10:30 am	Cabrillo Lane
M	February 26, 2024	6:00 - 7:00 pm	Cuesta
T	February 27, 2024	9:30 - 10:30 am	Cuesta
M	March 25, 2024	6:00 - 7:00 pm	Cabrillo Lane
T	March 26, 2024	9:30 - 10:30 am	Cabrillo Lane
M	April 22, 2024	6:00 - 7:00 pm	Cuesta
T	April 23, 2024	9:30 - 10:30 am	Cuesta
M	May 20, 2024	6:00 - 7:00 pm	Cabrillo Lane
T	May 21, 2024	9:30 - 10:30 am	Cabrillo Lane
T	June 18, 2024	9:30 - 10:30 am	Cuesta

## JOB DAYS

Come hear representatives from many different careers talk about what it takes to make it in the job world. Make connections and network. The third Wednesday of every month from 2:45 pm - 3:45 pm in the Career Center in room H7.

## JOB SEARCH WORKSHOPS

These are **free** workshops where students work on many facets of the job search process, write their resume, fill out job applications, access job leads and get advice and feedback from our Job Developer. All workshops are offered at the Cuesta site and free for our students.

**Location:** Career Center at Cuesta, H6

**Day / Time:** Wednesdays, 2:45 - 3:45 pm

- **Self-Assessment – Strengths and skills that help you become a stronger candidate. Developing your resume and cover letter. (Bring your existing resume and cover letters if you have them.)**
- **Accessing Job Leads and Job Search**
- **Tailoring Your Job Applications**
- **Present Your Best Self and Interview Skills**

*Dates will be announced in classes in advance and posted in the Career Center.*

## CAREER TECHNICAL EDUCATION FACULTY

### FULL TIME

<b>Barbosa, Rosalba</b>	Multiple Subjects with BCLAD Authorization Teaching Credential, California Department of Education <i>(BA, Communications, BA, Spanish – Language &amp; Literature) (Bachelor &amp; Masters – Cal State Dominguez, Credential – San Diego State)</i>
<b>Grissom, Georgia</b>	Designated Subjects Vocational Education Teaching Credential, California Department of Education
<b>Mares, Lorena</b>	Designated Subjects Vocational Education Teaching Credential, California Department of Education
<b>Muto, Kevin</b>	Career Technical Education Teaching Credential, California Department of Education
<b>Nguyen, Esther</b>	Designated Subjects Vocational Education Teaching Credential, California Department of Education <i>(BA, Accounting, MBA) (Bachelors – Cal State Fullerton, Masters – Webster University)</i>
<b>Ortega, Marta</b>	Designated Subjects Vocational Education Teaching Credential, California Department of Education <i>(AA, Arts) (BA – Los Angeles Trade-Tech College LATTC)</i>
<b>Somers, Regina</b>	Career Technical Education Teaching Credential, Department of Education
<b>Takhar, Bob</b>	Designated Subjects Vocational Education Teaching Credential, California Department of Education <i>(BS, Computer Science – University of Westminster)</i>
<b>Teh, Manolita Abby</b>	Designated Subjects Career Technical Education Teaching Credential, California Department of Education <i>(DMD, De Ocampo Memorial College, Philippines)</i>

### PART TIME

<b>Demaisip, Steve</b>	Professional Expert <i>(BS – West Negros College)</i>
<b>Echols, Elaine</b>	Designated Subjects Vocational Education Teaching Credential, California Department of Education <i>(AA, Political Science) (AA – Compton College)</i>
<b>Im, Tai</b>	Single Subject Teaching Credential - Authorization: Computer Concepts Applications, Foreign Language: Korean, Introductory Mathematics, Department of Education <i>(BS, Computer Science, MA) (BS – CSULA, MA – CSULB)</i>
<b>Poirier, Brady</b>	Designated Subjects Career Technical Education Teaching Credential, California Department of Education
<b>Quick, Ramona</b>	Career Technical Education Teaching Credential
<b>Scott, Rochelle</b>	Career Technical Education Teaching Credential, Health Science and Medical Technology



## CAREER TECHNICAL EDUCATION CENTER - OFFICIAL TESTING CENTER FOR ADOBE & MICROSOFT CERTIFICATION

### Why should I get Certified?

- Certification provides an industry recognized standard for measuring the mastery of Microsoft and Adobe applications.
- Proficiency is demonstrated to employers.
- Certification is recognized by employers as valuable in the selection process for new employees and for internal promotions.
- Certification is a challenge and a personal accomplishment.

Please call Georgia Grissom at (562) 229-7960 ext. 25027  
or email: georgia.grissom@abcusd.us for more information.  
Pre-registration, payment and reservations required for each test.

Microsoft, QuickBooks, AutoCAD, A+ Certification, CompTIA, and Adobe vouchers can be purchased online from Certiport website <http://certiport.com> or from PearsonVue at <http://www.pearsonvue.com/>

- \$5 for each practice test or enroll in the Office Skill Lab for \$40
- \$25 proctoring fee for vouchers purchased from Certiport
- \$20 proctoring fee for typing test



### A Smart Life with the Internet - Part I (인터넷과 하는 스마트한 삶 - 초급)

**This class is taught on-line.**

Taught in Korean, this is the first section of the 4-quarter series course. This class is designed for students who have little to no knowledge of how to operate smartphones and/or the computer. Students will learn how to use Zoom as a participant. They will also learn how to effectively communicate using Gmail, and operate Windows, and browse the Internet. This class also teaches how to transfer data from a smartphone to a computer by linking a smartphone and a computer. PC, NOT MAC IS REQUIRED.

한국어로 진행되는 이 클래스는 컴퓨터 초보자를 위한 클래스로 Zoom을 참가자로 사용하는 방법을 배우며 컴퓨터의 구조와 파일(file) 및 폴더(folder) 만드는 방법에서부터 컴퓨터의 기본 작동, Gmail과 인터넷을 효과적으로 사용하는 방법을 배운다. 또한 문서작성 프로그램인 Microsoft Word의 기본 사용까지 배운다. 스마트폰과 컴퓨터를 연동하여 사용함으로 스마트폰의 자료를 컴퓨터에 옮기는 방법도 다룬다.

T/Th	6048063	Im	4:30 pm - 6:30 pm	Online	\$40	8/15 - 10/12
T/Th	6048086	Im	7:00 pm - 9:00 pm	Online	\$40	1/9 - 3/14

### A Smart Life with the Internet - Part II (인터넷과 하는 스마트한 삶 - 중급)

**This class is taught on-line.**

Taught in Korean, this is the second section of the 4-quarter series course. This class is suitable for those who have finished the 2<sup>nd</sup> quarter of this series or possess the equivalent abilities. This class is designed to master Google Drive and Google Docs as well as advanced functions of Microsoft Word such as mail merge and inserting a picture, a table, and/or shapes. Students also will incorporate Paint and Word applications and to customize the Google Chrome app for users' needs.

한국어로 진행되는 이 클래스는 모두 4학기 중의 세 번째 학기 수업으로 두 번째 학기까지 마쳤거나 동급의 수준을 가진 학생을 위한 클래스이다. Word의 편지 병합, 사진 넣기 및 표를 사용하는 방법을 배운다. 아울러 Paint 프로그램과 Word를 사용하여 카드 만들기를 하며 Chrome을 스스로의 필요에 맞게 사용하는 방법을 배운다. 또한 Google Drive와 Google Docs를 완전정복하여 Google Docs와 Word와 PDF의 호환관계를 배운다.

T/Th	6048273	Im	4:30 pm - 6:30 pm	Online	\$40	10/17 - 12/21
T/Th	6048296	Im	7:00 pm - 9:00 pm	Online	\$40	3/19 - 5/21

### A Smart Life with the Internet - Part III (인터넷과 하는 스마트한 삶 - 중고급)

**This class is taught on-line.**

Taught in Korean, this is the third section of the 4-quarter series course. This class is designed for students who have little to no knowledge of how to operate smartphones and/or the computer. Students will learn how to use Zoom as a participant. They will also learn how to effectively communicate using Gmail, and operate Windows, and browse the Internet. This class also teaches how to transfer data from a smartphone to a computer by linking a smartphone and a computer.

한국어로 진행되는 이 클래스는 컴퓨터 초보자를 위한 클래스로 Zoom을 참가자로 사용하는 방법을 배우며 컴퓨터의 구조와 파일(file) 및 폴더(folder) 만드는 방법에서부터 컴퓨터의 기본 작동, Gmail과 인터넷을 효과적으로 사용하는 방법을 배운다. 또한 문서작성 프로그램인 Microsoft Word의 기본 사용까지 배운다. 스마트폰과 컴퓨터를 연동하여 사용함으로 스마트폰의 자료를 컴퓨터에 옮기는 방법도 다룬다.)

T/Th	6048366	Im	7:00 pm - 9:00 pm	Online	\$40	8/15 - 10/12
T/Th	6048383	Im	4:30 pm - 6:30 pm	Online	\$40	1/9 - 3/14

## A Smart Life with the Internet - Part IV (인터넷과 하는 스마트한 삶 - 고급)

**This class is taught on-line.**

Taught in Korean, this is the final section of the 4-quarter series course. This class is suitable for those who have finished the 2<sup>nd</sup> quarter of this series or possess the equivalent abilities. This class is designed to master Google Drive and Google Docs as well as advanced functions of Microsoft Word such as mail merge and inserting a picture, a table, and/or shapes. Students also will incorporate Paint and Word applications and to customize the Google Chrome app for users' needs.

한국어로 진행되는 이 클래스는 모두 4 학기 중의 세 번째 학기 수업으로 두 번째 학기까지 마쳤거나 동급의 수준을 가진 학생을 위한 클래스이다. Word 의 편집 병합, 사진 넣기 및 표를 사용하는 방법을 배운다. 아울러 Paint 프로그램과 Word 를 사용하여 카드 만들기를 하며 Chrome 을 스스로의 필요에 맞게 사용하는 방법을 배운다. 또한 Google Drive 와 Google Docs 를 완전정복하여 Google Docs 과 Word 와 PDF 의 호환관계를 배운다.

T/Th	6048476	Im	7:00 pm – 9:00 pm	Online	\$40	10/17 – 12/21
T/Th	6048493	Im	4:30 pm – 6:30 pm	Online	\$40	3/19 – 5/21

## A+ COMPTIA Computer Hardware

This course shows how to work with users as well as install, maintain, troubleshoot, and network computer hardware. Its step-by-step, highly visual, approach uses CompTIA A+ exam objectives as a framework to prepare students for 220-1101 and 220-1102 certification exams. Each module covers core and advanced topics while emphasizing practical application of the most current technology, techniques, and industry standards. **Prerequisite:** Windows OS, Computer Essentials, or equivalent knowledge. **(Additional fee for book)**

M – F	6010810	Takhar	8:00 am – 12:10 pm	Cuesta	\$50 + \$50	8/14 – 10/13
M – F	6010830	Takhar	8:00 am – 12:10 pm	Cuesta	\$50 + \$50	1/8 – 3/15

(Teacher is A+ Certified)

## A+ COMPTIA Computer Software

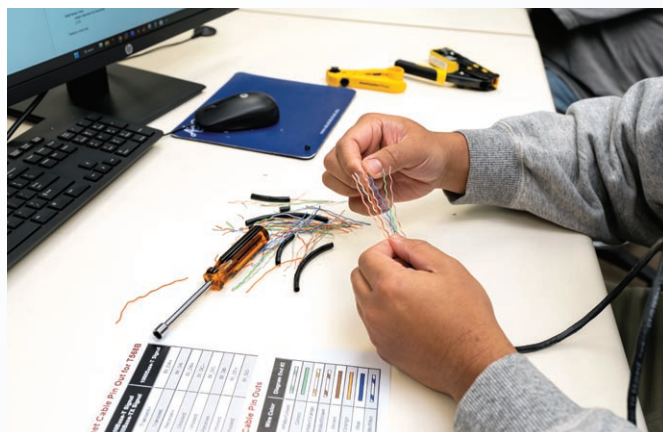
This course shows how to work with users as well as install, maintain, troubleshoot, and network computer software. Its step-by-step, highly visual, approach uses CompTIA A+ exam objectives as a framework to prepare students for 220-1101 and 220-1102 certification exams. Each module covers core and advanced topics while emphasizing practical application of the most current technology, techniques, and industry standards.

M – F	6010920	Takhar	8:00 am – 12:10 pm	Cuesta	\$50 + \$50	10/16 – 12/21
M – F	6010940	Takhar	8:00 am – 12:10 pm	Cuesta	\$50 + \$50	3/18 – 5/22

(Teacher is A+ Certified)

## A+ Internship/Technician

Practical, hands-on practice of the concepts learned in the A+ courses. Preparation for the A+ Certification Exam. Students must have completed A+ Part 2 or Internship to enroll in this course. SEE CTEC OFFICE FOR TIMES AND AVAILABILITY WITH INSTRUCTOR APPROVAL.



## Accounting 1 - Financial

This is a beginning course in practical accounting for small businesses. Hands-on manual training includes the accounting cycle, debit/credit rules, journalizing and posting business transactions, accounts payable, accounts receivable, preparing financial statements, performing closing entries, reconciling bank statements, and processing payroll. **(Additional fee for books)**

M – F	6000710	Nguyen	8:00 am – 10:00 am	Cuesta	\$40	8/14 – 10/13
M – F	6000731	Nguyen	10:10 am – 12:10 pm	Cuesta	\$40	1/8 – 3/15

## Accounting 2 - Managerial

This is an advanced course in practical accounting. Hands-on manual training includes accounting cycle for merchandising, accounting for publicly held corporations, cash funds, plant assets and depreciation, uncollectible accounts receivable, inventories, notes payable and receivable. **Prerequisite:** Completion of Accounting 1.

M – F	6000820	Nguyen	8:00 am – 10:00 am	Cuesta	\$40	10/16 – 12/21
M – F	6000841	Nguyen	10:10 am – 12:10 pm	Cuesta	\$40	3/18 – 5/22



## Adobe Illustrator CC - Introduction to Vector Graphics - Part I

Learn the ultimate industry standard drawing and illustration program. This is a beginning course devoted to helping students achieve a basic comfort level working in the Illustrator environment. It is project based and covers printing industry fundamentals, raster vs. vector art, color theory, typography, vector drawing and logo designs. **(Additional fee for book)**

M - F	6076611	Muto	10:10 am - 12:10 pm	Cuesta	\$40	8/14 - 10/13
M - F	6076631	Muto	10:10 am - 12:10 pm	Cuesta	\$40	1/8 - 3/15

## Adobe Illustrator CC - Business Branding and Web Portfolio - Part II

Learn the ultimate industry standard drawing and illustration program. This course introduces students to using the tools and workspace of Illustrator to create unique graphics for print and web-based projects. Students will learn printing industry fundamentals. **(Additional fee for book)**

M - F	6076321	Muto	10:10 am - 12:10 pm	Cuesta	\$40	10/16 - 12/21
M - F	6076341	Muto	10:10 am - 12:10 pm	Cuesta	\$40	3/18 - 5/22

## Adobe InDesign CC - Part I

Learn how to design books, magazines and other print documents. This is a beginning class, which covers printing industry fundamentals, desktop publishing basics, page layout, and color theory. Projects include designing business cards, menus, brochures, and forms. **(Additional fee for book)**

M - F	6077210	Muto	8:00 am - 10:00 am	Cuesta	\$40	8/14 - 10/13
M - F	6077220	Muto	8:00 am - 10:00 am	Cuesta	\$40	10/16 - 12/21
M - F	6077230	Muto	8:00 am - 10:00 am	Cuesta	\$40	1/8 - 3/15
M - F	6077240	Muto	8:00 am - 10:00 am	Cuesta	\$40	3/18 - 5/22

## Adobe InDesign CC - Part II

InDesign Part II will help students achieve a basic comfort level working in the InDesign environment. It will give a basic understanding of printing industry fundamentals, desktop publishing basics, page layout, raster vs vector art, and color theory. Students will work on individual projects designed to improve their page layout and production skills. **(Additional fee for book)**

M - F	6077420	Muto	8:00 am - 10:00 am	Cuesta	\$40	10/16 - 12/21
M - F	6077430	Muto	8:00 am - 10:00 am	Cuesta	\$40	1/8 - 3/15
M - F	6077440	Muto	8:00 am - 10:00 am	Cuesta	\$40	3/18 - 5/22



## Adobe Lab

Use this class as a study lab to catch up and/or practice with assignments from other classes. Instructor is knowledgeable in Adobe InDesign, Adobe Illustrator, Adobe Photoshop, Mac OSX and more. If you have some questions, our instructor can help you! **Format:** MAC (Apple Computer) and PC.

M - F	6070510	Muto	8:00 am - 10:00 am	Cuesta	\$40	8/14 - 10/13
M - F	6070511	Muto	10:10 am - 12:10 pm	Cuesta	\$40	8/14 - 10/13
M - F	6070520	Muto	8:00 am - 10:00 am	Cuesta	\$40	10/16 - 12/21
M - F	6070521	Muto	10:10 am - 12:10 pm	Cuesta	\$40	10/16 - 12/21
M - F	6070530	Muto	8:00 am - 10:00 am	Cuesta	\$40	1/8 - 3/15
M - F	6070531	Muto	10:10 am - 12:10 pm	Cuesta	\$40	1/8 - 3/15
M - F	6070540	Muto	8:00 am - 10:00 am	Cuesta	\$40	3/18 - 5/22
M - F	6070541	Muto	10:10 am - 12:10 pm	Cuesta	\$40	3/18 - 5/22



## Adobe Photoshop - Fundamentals and Image Manipulation

This is a beginning course for photographers, future graphic designers, and hobbyists. No experience in Photoshop is necessary. Projects will focus on individual tools, tonal corrections, and manipulating text. For the final project, students will colorize their own black and white photographs. **(Additional fee for book)**

M – F	6078211	Poirier	10:10 am – 12:10 pm	Cuesta	\$40	8/14 – 10/13
M – F	6078232	Poirier	12:40 pm – 2:40 pm	Cuesta	\$40	1/8 – 3/15

## Adobe Photoshop CC - Advanced Graphic Design Techniques

This is the second part of a beginning course. It builds on concepts already mastered in Photoshop Fundamentals. Projects will focus on the remaining tools, Layer Masks, Color Correction Techniques, Filters and Optimizing files to the web. **Prerequisite:** Photoshop Fundamentals or comparable knowledge. **(Additional fee for book)**

M – F	6078421	Poirier	10:10 am – 12:10 pm	Cuesta	\$40	10/16 – 12/21
M – F	6078442	Poirier	12:40 pm – 2:40 pm	Cuesta	\$40	3/18 – 5/22

## AutoCAD 2D

**This class is taught on-line.**

Learn the essentials necessary to begin your own design and drafting tasks. Learn to develop working drawings with projects in both mechanical and architectural design. **(Additional fee for book)**

T/Th	6015016	Demaisip	5:50 pm – 9:00 pm	Cuesta	\$40	8/15 – 10/12
T/Th	6015036	Demaisip	5:50 pm – 9:00 pm	Cuesta	\$40	1/9 – 3/14

## AutoCAD 3D

**This class is taught on-line.**

Learn the essentials necessary to begin your own design and drafting tasks in 3D. Learn to develop working drawings with projects in both mechanical and architectural design. **Recommended:** AutoCAD 2D. **(Additional fee for book)**

T/Th	6015526	Demaisip	5:50 pm – 9:00 pm	Cuesta	\$40	10/17 – 12/21
T/Th	6015546	Demaisip	5:50 pm – 9:00 pm	Cuesta	\$40	3/19 – 5/21

## Certified Tax Preparer

Want to become a certified tax preparer? Nothing is as certain as an ever-changing tax code which makes mastering taxes confusing and frustrating. This course will guide you through the maze of tax preparation and help achieve your tax certification. The curriculum is designed to cover the fundamentals of income tax preparation. The course covers topics such as income, adjustments, tax credits, other taxes, depreciation, business taxes, ACA/Health Care and State filing requirements. The course is approved by the CTEC, which fulfills the mandated 60 hours of “qualifying education” (45 hours of Federal Tax Law and 15 Hours of California Tax Law) to become a certified tax preparer. Disclosure: CTEC Course #2097-QE-0001. A listing of additional requirements to register as a tax preparer may be obtained by contacting CTEC at P.O. Box 2890, Sacramento, CA 95812-2890, toll-free by phone at (877) 850-2883, or on the Internet at [www.ctec.org](http://www.ctec.org)

M/W	6002026	Le	5:50 pm – 9:00 pm	Cuesta	\$40	10/16 – 12/20
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## Chat GPT: Exploring Artificial Intelligence

Dive into the fascinating world of AI in our new course, “Exploring AI with OpenAI’s ChatGPT”. Understand the fundamentals of AI, Machine Learning, and Natural Language Processing, and explore the workings of ChatGPT, one of the world’s most advanced language models. Engage in stimulating discussions, hands-on projects, and dive into the ethical aspects of AI. Ideal for students interested in technology, linguistics, and ethics. Prior programming knowledge is beneficial but not required. Unravel the mysteries of AI with us!

**NEW!**

M/W	6072236	Takhar	5:50 pm – 9:00 pm	Cuesta	\$40	1/8 – 3/13
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## CompTIA Cloud+ Guide to Cloud Computing

CompTIA Cloud + is the only performance based IT certification that views cloud-based infrastructure services in the context of broader IT systems operations regardless of the platform. Migrating to the cloud presents opportunities to deploy, optimize, and protect mission critical applications and data storage. CompTIA Cloud + validates the technical skills needed to secure these valuable assets.

M – F	6018222	Takhar	12:40 pm – 2:40 pm	Cuesta	\$40	10/16 – 12/21
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## Cloud Computing

Simply put, cloud computing is the delivery of computing services—including servers, storage, databases, networking, software, analytics, and intelligence—over the Internet (“the cloud”) to offer faster innovation, flexible resources, and economies of scale. You typically pay only for cloud services you use, helping you lower your operating costs, run your infrastructure more efficiently, and scale as your business needs change.

M/W	6018026	Takhar	5:50 pm – 9:00 pm	Cuesta	\$40	10/16 – 12/20
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## STUDENT FINANCIAL AID AVAILABLE!

PELL GRANT OF UP TO \$7,395 IS AVAILABLE FOR THOSE WHO QUALIFY. Fill out the 23-24 FAFSA at [www.studentaid.gov](http://www.studentaid.gov). Our school code: 042270.

## Computer Essentials

Designed for those who know nothing or very little about computers. This class will cover hardware, software and the basics of Windows, Internet, Gmail, Google Apps (Google docs, sheets, slides, forms, and much more). **Prerequisite:** Keyboard at 20 wpm for day classes. **(Additional fee for book)**

M - F	6032060	Barbosa	8:00 am - 10:00 am	Cabrillo Lane	\$40	8/14 - 10/13
M - F	6032011	Mares	10:10 am - 12:10 pm	Cuesta	\$40	8/14 - 10/13
M - F	6032022	Barbosa	12:40 pm - 2:40 pm	Cuesta	\$40	10/16 - 12/21
M - F	6032031	Mares	10:10 am - 12:10 pm	Cuesta	\$40	1/8 - 3/15
M - F	6032080	Barbosa	8:00 am - 10:00 am	Cabrillo Lane	\$40	1/8 - 3/15
M - F	6032042	Barbosa	12:40 pm - 2:40 pm	Cuesta	\$40	3/18 - 5/22

## Computer and Network Security

This course introduces the fundamentals of network security, including compliance and operational security; threats and vulnerabilities; application data and host security; access control and identity management; and cryptography. The course covers new topics in network security as well, including psychological approaches to social engineering attacks, web application attacks, penetration testing, data loss prevention, cloud computing, security, and application programming development security. **(Additional fee for book)**

M/W	6018436	Takhar	5:50 pm - 9:00 pm	Cuesta	\$40	3/18 - 5/22
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## Cosmetology

**Join the career that helps the world become a more beautiful place!** The cosmetology program will prepare students to pass the written and practical state board exam for a cosmetology license as well as complete the 1000 hours of instruction required by the State of California. With a cosmetology license, a student will be able to work in a beauty salon cutting and styling hair, and performing the latest hair coloring techniques. With a license, you can also own your beauty salon. These certificated courses are designed, by professional instructors, to prepare you for a State license and a career in the industry. Students will need to take all 5 modules to complete the 1000 hours. These modules may be taken in any order. **New classes begin every six weeks. Students may start at the beginning of any module.**

**Module 1 - Skin Care and Services**

**Module 2 - Nails Care and Services**

**Module 3 - Haircutting and Styling Services**

**Module 4 - Chemical Hair Services**

**Module 5 - Business Skills**

**Cost of Program: \$4800 (Price includes Fee for 5 Modules, Books, Cosmetology Kit, and Uniform Fee.)**

### Cosmetology NEW STUDENT

M - Th	6091060	Staff	8:00 am - 4:30 pm	Cabrillo Lane	\$960	8/14 - 9/22/23
F			8:00 am - 12:00 pm			
M - Th	6091061	Staff	8:00 am - 4:30 pm	Cabrillo Lane	\$960	9/25 - 11/3/23
F			8:00 am - 12:00 pm			
M - Th	6091070	Staff	8:00 am - 4:30 pm	Cabrillo Lane	\$960	11/6 - 12/21/23
F			8:00 am - 12:00 pm			
M - Th	6091080	Staff	8:00 am - 4:30 pm	Cabrillo Lane	\$960	1/8 - 2/16/24
F			8:00 am - 12:00 pm			
M - Th	6091081	Staff	8:00 am - 4:30 pm	Cabrillo Lane	\$960	2/19 - 3/29/24
F			8:00 am - 12:00 pm			
M - Th	6091090	Staff	8:00 am - 4:30 pm	Cabrillo Lane	\$960	4/8 - 5/22/24
F			8:00 am - 12:00 pm			

**Cosmetology CONTINUING STUDENTS will need to register in the office in-person.**







## Dental Assistant

The Dental Assistant program trains individuals in a broad range of clinical and administrative skills such as preparing patients for dental exams and treatments, performing radiographic procedures, scheduling and appointment procedures, maintenance of dental records, performing basic front office skills, professional communication and public relations skills.

**Costs: Students pay by the module. \$667 per module. Additional fees for (3) uniforms, scrub jacket and supplies.**

**Certification and licensure fees are not included.**

**All students must complete 20 hours of Infection control before starting the program. Infection Control is 3:00 - 5:00 pm M-Th and 4 hours for 3 Fridays which totals 20 hours. See dates below.**

**NEW!**

M - Th	6156060	Dental Specialties & Administrative Assistant/Dental Billing and Coding (Module 6) Infection Control done the first week of class Teh 8:00 am - 3:00 pm	Cabrillo Lane	\$667	8/14 - 9/14/2023
M - Th	6153061	Introduction to Dental Assisting (Module 1) Infection Control starts 9/11. Teh 8:00 am - 3:00 pm	Cabrillo Lane	\$667	9/18 - 10/19/23
M - Th	6152070	Clinical Dentistry and Dental Materials (Module 2) Infection Control starts 10/16 Teh 8:00 am - 3:00 pm	Cabrillo Lane	\$667	10/23 - 11/30/23
M - Th	6157071	Preventive Dentistry and Dental Health (Module 3) Infection Control starts 11/27 Teh 8:00 am - 3:00 pm	Cabrillo Lane	\$667	12/4 - 1/18/24
M - Th	6155080	Dental Radiology and Safety (Module 4) Infection Control starts 1/16 Teh 8:00 am - 3:00 pm	Cabrillo Lane	\$667	1/22 - 2/22/24
M - Th	6154081	Dental Laboratory Procedures (Module 5) Infection Control starts 2/26 Teh 8:00 am - 3:00 pm	Cabrillo Lane	\$667	2/26 - 3/28/24
M - Th	6156090	Dental Specialties & Administrative Assistant/Dental Billing and Coding (Module 6) Infection Control starts 3/25 Teh 8:00 am - 3:00 pm	Cabrillo Lane	\$667	4/8 - 5/9/24
M - Th	6153091	Introduction to Dental Assisting (Module 1) Infection Control starts 5/6 Teh 8:00 am - 3:00 pm	Cabrillo Lane	\$667	5/13 - 6/20/24

## Dental Assistant Externship

210 hours of training at one of our professional sites with hand-on training will prepare you for moving forward and finding a job. Externship fee is \$210. **Upon completion of the Modules student will enroll in Extern and the Instructor will place you at a site.**



## Digital Photography/Lightroom CC

The Digital Photography – Adobe Lightroom class is a multi-learning course that includes instruction on current digital camera technology, terminology and function. In addition you will learn how to improve your photography skills through composition, lighting and exposure techniques that include multiple photo shoots on and off campus. You will also learn how to professionally edit your photos through Adobe Lightroom CC's powerful software. (This is the companion to Adobe Photoshop CC.) NO CAMERA IS REQUIRED, but a mobile phone with a camera is recommended. **(Additional fee for book)**

M – F	6073312	Poirier	12:40 pm – 2:40 pm	Cuesta	\$40	8/14 – 10/13
M – F	6073322	Poirier	12:40 pm – 2:40 pm	Cuesta	\$40	10/16 – 12/21
M – F	6073331	Poirier	10:10 am – 12:10 pm	Cuesta	\$40	1/8 – 3/15
M – F	6073341	Poirier	10:10 am – 12:10 pm	Cuesta	\$40	3/18 – 5/22

## Electronic Health Records - EHR

With the explosive growth of electronic health records, medical support personnel need to understand and attain practical knowledge of the electronic health records field. This 9-week course will review the field's history, standards and provide practical training in patient data, insurance data, appointments, charting and clinical tools using EHR software. **Prerequisite:** Computer Skills and knowledge in the medical field. **(Additional fee for book)**

M – F	6131070	Staff	8:00 am – 10:00 am	Cabrillo Lane	\$40	10/16 – 12/21
M – F	6131090	Staff	8:00 am – 10:00 am	Cabrillo Lane	\$40	3/18 – 5/22

## Google Suite

With so many companies using Google for everything in the office this Google Suite class will help with that. This suite of collaborative productivity apps such as Gmail, Calendar, Docs, Sheets, Slides and Google meet will truly help with everyday projects. **(Additional fee for book)**

T – Th	6046516	Barbosa	5:50 pm – 9:00 pm	Cuesta	\$40	8/15 – 10/12
T – Th	6046526	Barbosa	5:50 pm – 9:00 pm	Cuesta	\$40	10/17 – 12/21
T – Th	6046536	Barbosa	5:50 pm – 9:00 pm	Cuesta	\$40	1/9 – 3/14
T – Th	6046546	Barbosa	5:50 pm – 9:00 pm	Cuesta	\$40	3/19 – 5/21

## Keyboarding/Data Entry/Office Skill Lab

Learn how to type by touch on the computer with an individualized, self-paced program. Ten-key program also taught for quick data entry of numbers. Learn alpha and numeric data entry with real life scenarios including invoices, time logs, and statistical information. Students will use Access forms for data entry and OPAC testing for ten-key training and keyboarding practice.

Have extra time to work on class assignments and/or work on your own to learn new software. You can also use the lab to practice for Industry Certification tests Office 2019, Adobe CC Suite, QuickBooks, IT Technician/CompTIA, and other programs available in the lab. Learn how to type by touch on the computer with an individualized, self-paced program. Ten-key program also taught for quick data entry of numbers. Certificates for Keyboarding, and Data Entry only.

**Open/Entry class. Call for more information and availability.**

M – F	6050560	Barbosa	8:00 am – 10:00 am	Cabrillo Lane	\$40	8/14 – 10/13
M – F	6050510	Mares	8:00 am – 10:00 am	Cuesta	\$40	8/14 – 10/13
M – F	6050512	Mares	12:40 pm – 2:40 pm	Cuesta	\$40	8/14 – 10/13
M – W	6050516	Mares	5:50 pm – 9:00 pm	Cuesta	\$40	8/14 – 10/11
M – F	6050570	Barbosa	8:00 am – 10:00 am	Cabrillo Lane	\$40	10/16 – 12/21
M – F	6050520	Mares	8:00 am – 10:00 am	Cuesta	\$40	10/16 – 12/21
M – F	6050521	Mares	10:10 am – 12:10 pm	Cuesta	\$40	10/16 – 12/21
M – F	6050522	Mares	12:40 pm – 2:40 pm	Cuesta	\$40	10/16 – 12/21
M/W	6050526	Mares	5:50 pm – 9:00 pm	Cuesta	\$40	10/16 – 12/20
M – F	6050580	Barbosa	8:00 am – 10:00 am	Cabrillo Lane	\$40	1/8 – 3/15
M – F	6050530	Mares	8:00 am – 10:00 am	Cuesta	\$40	1/8 – 3/15
M – F	6050532	Mares	12:40 pm – 2:40 pm	Cuesta	\$40	1/8 – 3/15
M/W	6050536	Mares	5:50 pm – 9:00 pm	Cuesta	\$40	1/8 – 3/13
M – F	6050590	Barbosa	8:00 am – 10:00 am	Cabrillo Lane	\$40	3/18 – 5/22
M – F	6050540	Mares	8:00 am – 10:00 am	Cuesta	\$40	3/18 – 5/22
M – F	6050541	Mares	10:10 am – 12:10 pm	Cuesta	\$40	3/18 – 5/22
M – F	6050542	Mares	12:40 pm – 2:40 pm	Cuesta	\$40	3/18 – 5/22
M/W	6050546	Mares	5:50 pm – 9:00 pm	Cuesta	\$40	3/18 – 5/22





## Medical Assistant - Clinical

Start a new and exciting career in the medical field as a Medical Assistant Clinical and learn the skills to work in a medical office or medical group. This class prepares you for employment in that field including patient care, office procedures and national certification. **Externships require a background check and Drug Screen – additional fees of \$32 for each module. Cost: \$40 Reg, \$363 Lab per module. (Additional fee for books and uniforms)**

M – Th	6125061 (Back Office Procedures)	Quick	10:10 am – 2:40 pm	Cabrillo Lane	\$403 + \$32	8/14 – 10/13
M – Th	6126071 (Laboratory Procedures)	Quick	10:10 am – 2:40 pm	Cabrillo Lane	\$403 + \$32	10/16 – 12/21
M – Th	6124081 (Administration of Medicine)	Quick	10:10 am – 2:40 pm	Cabrillo Lane	\$403 + \$32	1/8 – 3/15
M – Th	6124091 (Back Office Procedures)	Quick	10:10 am – 2:40 pm	Cabrillo Lane	\$403 + \$32	3/18 – 5/22

## Medical Assistant - Clinical Externship

160 Hours of training at one of our many professional sites with hands-on clinical training. **Prerequisite:** Passing of Medical Assistant-Clinical all sections, Administration of Medication, Back Office Procedures, and Lab Procedures. Completion of background check and drug test. **Instructor will place you at a site upon completion. Cost: \$40 Reg, \$120 Lab. (\$160)**

## Medical Billing and Coding (18 week course)

The focus of this class is for students to learn the basics with an emphasis on billing and coding. Medical Front Office Assistants are responsible for a multitude of tasks that include communicating with patients, scheduling appointments, electronic medical coding, filing insurance claims, maintaining records, as well as accounting and billing. Medical Front Office Assistants are key players in providing healthcare facility support services. They are responsible for everything from making sure medical records are accurate to ensuring that medical facilities run smoothly. **(Additional fee for books) (Semester Class)**

M – F	6135061	Barbosa	10:10 am – 12:10 pm	Cabrillo Lane	\$115	8/14 – 12/21
M – F	6135081	Barbosa	10:10 am – 12:10 pm	Cabrillo Lane	\$115	1/8 – 5/22

## Medical Terminology and Anatomy (18 week course)

This 18-week class will benefit both the new Medical Terminology student, as well as the student with prior Medical Terminology education. The class starts with a review of medical word building and dividing medical terms into easily defined parts. After creating a foundation of basic word parts, anatomy and physiology of a different body system will be added every week. Current health issues, medical tests and procedures will also be covered. Students will learn to identify abbreviations for basic terms and procedures, word patterns, root stems, prefixes, and suffixes, medical terms recognition both by sight and sound. **(Additional fee for books) (Semester Class)**

M – F	6136060	Quick	8:00 am – 10:00 am	Cabrillo Lane	\$100	8/14 – 12/21
M – F	6136080	Quick	8:00 am – 10:00 am	Cabrillo Lane	\$100	1/8 – 5/22



## Microsoft Office 365

Microsoft 365 (formerly Office 365), is a cloud-based suite of productivity applications. With Office 365 you have access to a plethora of applications like Outlook, Word, PowerPoint, OneDrive, Teams, SharePoint and more, that work across multiple devices - all under one license. This class will focus on Word, Excel and PowerPoint.

M/W	6048516	Caliz	5:50 pm – 9:00 pm	Cuesta	\$40	8/14 – 10/11
M/W	6048536	Caliz	5:50 pm – 9:00 pm	Cuesta	\$40	1/8 – 3/13

## Microsoft Access

This course is designed for students who wish to establish a foundational understanding of Microsoft Office Access, including the skills necessary to create a new database, construct data tables, design forms and reports, build relationships between tables, and create queries.

**Prerequisites:** Keyboarding at 20 – 25 wpm and Computer Essentials or Social Media for Business. *(Additional fee for book)* **Industry Certification is available.**

M – F	6013041	Mares	10:10 am – 12:10 pm	Cuesta	\$40	3/18 – 5/22
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## Microsoft Excel - Essentials (Daytime)

This exciting class will cover the powerful features of computerized spreadsheets. Before you know it, you will be creating spreadsheets, entering data, and recording macros. **Prerequisite:** Keyboard 20-25 wpm. *(Additional fee for book)*

M – F	6043012 (Beg)	Muto	12:40 pm – 2:40 pm	Cuesta	\$40	8/14 – 10/13
M – F	6043022 (Beg)	Muto	12:40 pm – 2:40 pm	Cuesta	\$40	10/16 – 12/21
M – F	6043023 (Beg)	Muto	12:40 pm – 2:40 pm	Cuesta	\$40	1/8 – 3/15
M – F	6043024 (Beg)	Muto	12:40 pm – 2:40 pm	Cuesta	\$40	3/18 – 5/22

## Microsoft Excel - Advanced (Daytime)

This exciting class will cover the powerful features of computerized spreadsheets. Before you know it, you will be creating spreadsheets, entering data, recording macros, working with scenarios, using Vlookup and Hlookup, Pivot tables, entering formulas and creating impressive looking charts and reports. **Prerequisite:** Keyboard 20-25 wpm and successful completion of Microsoft Excel Essentials. *(Additional fee for book)*

M – F	6044012 (Adv)	Muto	12:40 pm – 2:40 pm	Cuesta	\$40	8/14 – 10/13
M – F	6044022 (Adv)	Muto	12:40 pm – 2:40 pm	Cuesta	\$40	10/16 – 1/2/21
M – F	6044032 (Adv)	Muto	12:40 pm – 2:40 pm	Cuesta	\$40	1/8 – 3/15
M – F	6044042 (Adv)	Muto	12:40 pm – 2:40 pm	Cuesta	\$40	3/18 – 5/22

## Microsoft Excel - Level 1 & 2 (Nighttime)

These exciting classes will cover the powerful features of computerized spreadsheets. Before you know it, you will be creating spreadsheets, entering data, recording macros, working with scenarios, using Vlookup and Hlookup, Pivot tables, entering formulas and creating impressive looking charts and reports. **Prerequisite:** Keyboard 20-25 wpm and Level 1 or equivalent experience for Level 2. *(Additional fee for book)*

T/Th	6042016 (Level 1)	Echols	5:50 pm – 9:00 pm	Cuesta	\$40	8/15 – 10/12
T/Th	6042526 (Level 2)	Echols	5:50 pm – 9:00 pm	Cuesta	\$40	10/17 – 12/21
T/Th	6042036 (Level 1)	Echols	5:50 pm – 9:00 pm	Cuesta	\$40	1/9 – 3/14
T/Th	6042546 (Level 2)	Echols	5:50 pm – 9:00 pm	Cuesta	\$40	3/19 – 5/21

## Microsoft Outlook

This course introduces students to Microsoft Outlook 365, which is a popular email and personal information management application. Students will learn how to use Outlook effectively for email communication, managing calendars, organizing tasks, and maintaining contacts. The course will cover the web-based version of Outlook 365. **Prerequisite:** Keyboarding 20 - 25 wpm. *(Additional fee for book)*

M/W	6048526	Caliz	5:50 pm – 9:00 pm	Cuesta	\$40	10/16 – 12/20
M/W	6048546	Caliz	5:50 pm – 9:00 pm	Cuesta	\$40	3/18 – 5/22

## Microsoft PowerPoint

PowerPoint is Microsoft's industry-standard software application for designing and conducting presentations in any professional context. Students can create professional business and personal presentations. Learn numerous skills including how to add graphics, charts, sounds, animated clips and many other design elements. **Prerequisite:** Keyboarding 20 - 25 wpm. *(Additional fee for book)*

M – F	6054521	Mares	10:10 am – 12:10 pm	Cuesta	\$40	10/16 – 12/21
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## Microsoft Word - Essentials

Learn to use the world's most powerful word processing program to create letters, reports, flyers and much more. **Prerequisite:** Keyboard at 25 wpm. *(Additional fee for book)*

M – F	6063010	Mares	8:00 am – 10:00 am	Cuesta	\$40	8/14 – 10/13
M – F	6063021	Mares	10:10 am – 12:10 pm	Cuesta	\$40	10/13 – 12/21
M – F	6063030	Mares	8:00 am – 10:00 am	Cuesta	\$40	1/8 – 3/15
M – F	6063040	Mares	8:00 am – 10:00 am	Cuesta	\$40	3/18 – 5/22



## STUDENT FINANCIAL AID AVAILABLE!

PELL GRANT OF UP TO \$7,395 IS AVAILABLE FOR THOSE WHO QUALIFY. Fill out the 23-24 FAFSA at [www.studentaid.gov](http://www.studentaid.gov). Our school code: 042270.



## Microsoft Word - Advanced

Continuing students will learn additional advanced features such as tables, macros, importing graphics, formatting columns and more.

**Prerequisite:** Completion of Microsoft Word – Essentials or have equivalent knowledge and Keyboarding at 25 wpm. *(Additional fee for book)*

M – F	6064010	Mares	8:00 am – 10:00 am	Cuesta	\$40	8/14 – 10/13
M – F	6064021	Mares	8:00 am – 10:00 am	Cuesta	\$40	10/16 – 12/21
M – F	6064030	Mares	8:00 am – 10:00 am	Cuesta	\$40	1/8 – 3/15
M – F	6064040	Mares	8:00 am – 10:00 am	Cuesta	\$40	3/18 – 5/22

## Network +

Knowing how to install, configure, and troubleshoot a computer network is a highly marketable and exciting skill. This class first introduces the fundamental building blocks that form a modern network, such as protocols, topologies, hardware, and network operating systems. It then provides in-depth coverage of the most important concepts in contemporary networking, such as TCP/IP, Ethernet, wireless transmission, and security. *(Additional fee for book)*

M – F	6049032	Takhar	12:40 pm – 2:40 pm	Cuesta	\$40	1/8 – 3/15
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## Office Skills Lab *Please see class information on page 24.*

## Payroll Tax Accounting

This course is designed for those students seeking immediate employment as payroll clerks. The course will cover fundamental principles of payroll tax law as defined by the Federal, State, and Local government. It will also include discussion of Social Security, Federal and State income taxes, Federal and State Unemployment Insurance, workmen's Compensation Insurance, and journal entries to record payroll information. It also includes personnel records requirements, data processing, and payroll systems. It is intended to provide business students with a working knowledge of current tax laws and practical applications. Students gain experience in input, processing, and reporting of payroll tax-related transactions and events within the context of both manual and computerized payroll systems. *(Additional fee for book)*

M – F	6005012	Nguyen	12:40 pm – 2:40 pm	Cuesta	\$40	8/14 – 10/11
T/Th	6005016	Nguyen	5:50 pm – 9:00 pm	Cuesta	\$40	8/15 – 12/21
<i>(Semester Class)</i>						
M – F	6005022	Nguyen	12:40 pm – 2:40 pm	Cuesta	\$40	1/8 – 3/13
M – F	6005040	Nguyen	8:00 am – 10:00 am	Cuesta	\$40	3/18 – 5/22



## Pharmacy Technician: Modules 1-3

Join the ever-growing pharmaceutical field. This 3-quarter class prepares you to successfully attain training and qualifications to become an entry level Pharmacy Technician. Students will learn the basic concepts of Pharmacology, knowledge of practice settings, standards and ethics, State Board of Pharmacy laws and regulations, basic pharmacy calculations, drug dosages, forms, record keeping, labeling and customer service. **Cost:** \$40 Reg, \$343 Lab per module. **We require background check and drug screen – additional fees of \$32 for each module.** *(Additional fee for books, and uniform)*

T/W/Th	6145066 (Pharmacology and Medication)	Scott	4:50 pm – 9:00 pm	Cabrillo Lane	\$383 + \$32	8/15 – 10/12
T/W/Th	6147076 (Pharmacy Practice)	Scott	4:50 pm – 9:00 pm	Cabrillo Lane	\$383 + \$32	10/17 – 12/21
T/W/Th	6145086 (Pharmacy Calculation)	Scott	4:50 pm – 9:00 pm	Cabrillo Lane	\$383 + \$32	1/9 – 3/14
T/W/Th	6146096 (Pharmacology and Medication)	Scott	4:50 pm – 9:00 pm	Cabrillo Lane	\$383 + \$32	3/19 – 5/21

## Pharmacy Technician Internship

160 Hours of on site, hands on clinical training to prepare for employment. **Prerequisite:** Passing of Pharmacy Technician modules 1-3 and clear Drug and Background check. **Fee for Extern (Instructor will place you at a site upon completion)** **Cost:** \$40 Reg, \$120 Lab. (\$160)

## Python Programming for the Absolute Beginner

This course will teach you the basics of Python programming through simple game creation. Python syntax is easy to learn, making it a rather simple programming language for beginners to pick up. Python as a multi platform language enables it to integrate well with other Programming languages. It doesn't need to be compiled before running, as it is an interpreted language. **(Additional fee for book)**

M – F	6056012	Takhar	12:40 pm – 2:40 pm	Cuesta	\$40	8/14 – 10/13
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## Programming with Python for Gaming

Jump into the fulfilling and lucrative world of programming. This Course will teach you the basics of Python programming through simple game creation. Python syntax is easy to learn, making it a rather simple programming language for beginners to pick up. Python as a multi-platform language enables it to integrate well with other Programming languages. It doesn't need to be compiled before running, as it is an interpreted language. **(Additional fee for book)**

M/W	6056016	Takhar	5:50 pm – 9:00 pm	Cuesta	\$40	8/14 – 10/11
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## QuickBooks

Hands-on training in the use of QuickBooks Online accounting software. Topics include Accounts Receivable, Accounts Payable, Bank and Credit Cards transactions, Bank reconciliation. Transactions include creating invoices, paying bills, writing checks, and receiving payments. **(Additional fee for book)**

M – F	6006311	Nguyen	10:10 am – 12:10 pm	Cuesta	\$40	8/14 – 10/13
M – F	6006322	Nguyen	12:40 pm – 2:40 pm	Cuesta	\$40	10/16 – 12/21
M – F	6006330	Nguyen	8:00 am – 10:00 am	Cuesta	\$40	1/18 – 3/15

**(Teacher is QuickBooks Certified)**

## Security +

This course offers a comprehensive guide for anyone wishing to take the CompTIA + SY0-401 Certification Exam. It introduces the fundamentals of network security, including compliance and operational security; threats and vulnerabilities; application data and host security; access control and identity management; and cryptography. The course covers new topics in network security as well, including psychological approaches to social engineering attacks, Web application attacks, penetration testing, data loss prevention, cloud computing, security, and application programming development security. **(Additional fee for book)**

M – F	6055342	Takhar	12:40 pm – 2:40 pm	Cuesta	\$40	3/18 – 5/22
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## Social Media for Business

Learn how to use the latest social networking websites such as Facebook, Twitter, WordPress, YouTube, LinkedIn, Google Apps, and more to create your own space on the web. This class will guide you to promote yourself in the job market, advertise your own business, learn how to use Google Applications, sell items online, and/or just reconnect with friends and family. Additionally, you will attain a greater understanding of social networking sites, and how to control privacy settings, while enjoying positive online experiences. **(Additional fee for book)**

M – F	6057512	Barbosa	12:40 pm – 2:40 pm	Cuesta	\$40	8/14 – 10/13
M – F	6057532	Barbosa	12:40 pm – 2:40 pm	Cuesta	\$40	1/8 – 3/15

## Tax Preparer Essential

Students will learn basic federal income tax theory and concepts. Learn manual and computer-assisted programs to prepare tax returns. An introductory course designed to prepare you for career opportunities in the tax preparation field. **(Additional fee for book)**

M – F	6008521	Nguyen	10:10 am – 12:10 pm	Cuesta	\$40	10/16 – 12/21
M – F	6008542	Nguyen	12:40 pm – 2:40 pm	Cuesta	\$40	3/18 – 5/22
T/Th	6008536	Nguyen	5:50 pm – 9:00 pm	Cuesta	\$40	1/8 – 5/22

**(Semester Class)**





# PHLEBOTOMY TECHNICIAN I PROGRAM – LICENSURE OPTIONS

## ECG/EKG TECHNICIAN – CERTIFICATION OPTIONS

Complete requirements to be eligible for CPTI State License and ECG/EKG Technician Certification!  
Special Partnership with ABC Adult School



A phlebotomist is licensed to draw blood a highly sought after skill in the medical field.

from patients for various tests. Phlebotomy is a highly sought after skill in the medical field. ABC Adult School is pleased to announce the opportunity for our students to add Phlebotomy to their Adult School experience, through a partnership with Genesis Medical College. Genesis Medical College is licensed by the State of California to provide the necessary training to receive a Phlebotomy State License or further education to renew a license. Genesis will be using our campus to hold their classes and they have agreed to provide a discount to ABC Adult School Students. Since Genesis is running the course, these hours will not count toward a career technical diploma and we cannot offer Financial Aid through the Adult School, but it will add additional certification to your learning which should greatly increase your chance to be hired in the Medical Field. For more information, please call the Adult School Office and we can direct you to Genesis.

ABC Medical Assistants will take the 48 hours of classroom work and may be able to do their externship at the same time as they do their Medical Assistant training. ABC Students from another Medical Field or new students take the 48 hours of classroom work and Genesis will assign their externship work for an additional minimum 40 hours to meet the state licensing requirements.

CURRENT ABC STUDENTS	Phlebotomy	ECG/EKG Technician
ABC Medical Assistant Student	\$1,790 16% savings	\$1,150
ABC Student, Other Program	\$1,890 12% savings	\$1,200
ABC Graduate	\$1,990 7% savings	\$1,250
Non-ABC Student Referral	\$2,140 regular tuition	\$1,350

### ABC MA GRADUATES – Earn your CPTI License

If you are currently working in the field and have completed more than 40 hours of phlebotomy related work and blood draws you may be eligible to earn your state licensure as a CPTI. \$1,250 7% savings

*Tuition includes application, supplies and equipment, textbook, National Certification Exam voucher, and CLIA laboratory rotation.*

Registration through Genesis Medical College. Please call (714) 577-0187 or visit [genesismec.com](http://genesismec.com) for more information or to enroll.

6162066	TWTh	Phlebotomy	5:30 pm – 9:00 pm	Cabrillo Lane	8/29/23 – 9/21/23
6162067	TWTh	Phlebotomy	5:30 pm – 9:00 pm	Cabrillo Lane	10/24/23 – 11/16/23
6162076	TWTh	ECG/EKG	5:30 pm – 9:00 pm	Cabrillo Lane	11/28/23 – 12/21/23
6162086	TWTh	Phlebotomy	5:30 pm – 9:00 pm	Cabrillo Lane	1/23/24 – 2/15/24
6162087	TWTh	Phlebotomy	5:30 pm – 9:00 pm	Cabrillo Lane	3/12/24 – 4/11/24
6162096	TWTh	Phlebotomy	5:30 pm – 9:00 pm	Cabrillo Lane	5/28/24 – 6/20/24

**Classes Start Each Month – Enroll today call (714) 577-0187.**



# COMMUNITY EDUCATION

ABC Adult School is committed to offering community-based enrichment classes designed to promote learning and social development and to improve the quality of life for students of all ages. We offer a diverse selection of workshops and classes designed for personal enrichment, professional development, and enhancing body and mind health. These classes are self-supporting and are **not** funded by taxpayer dollars.

**Note:** The Adult School will make every effort to get a substitute for community-based classes that are canceled due to teacher absence (there will be no make-up classes). It may not be possible to find a substitute. There will be no refunds, make-ups, or credit given unless the class is canceled by ABC Adult School. Class substitutions may occur without notice. If this occurs, credit will not be given. If a class is canceled more than two times per session a credit may be offered. Cash cannot be offered in place of credit.

There will be no class on the following dates: 9/4, 11/10, 11/20, 11/21, 11/22, 11/23, 11/24, 12/22, 12/25, 12/26, 12/27, 12/28, 12/29, 1/1, 1/2, 1/3, 1/4, 1/5, 1/15, 2/12, 2/19, 3/29, 4/1, 4/2, 4/3, 4/4, 4/5. There will be no evening classes on 10/31. Class fees are adjusted for any class dates that fall on a holiday.

Quarterly Registration Fee is based on a **minimum of 20 students enrolled per hour\***

- 1-hour per week classes: \$36 per quarter
- 1.5-hour per week classes: \$54 per quarter
- 2-hour per week classes: \$72 per quarter
- 2.5-hour per week classes: \$90 per quarter
- 3-hour per week classes: \$108 per quarter

\*Fees are higher for Upholstery and Music classes.



## PAINTING CLASSES

### Flower Art in Watercolor

**Skill level:** Beginning and up. Flowers art watercolor painting is a line, color, lighting combination. It is a simple, easy art. Everyone will be able to paint it! In this class students will learn to draw flowers from simple to detailed or abstract.

Color theory includes color mixing, tonal value, and the role of light form-light, dark, shape.

With each class demonstration and personal practice, students will be able to draw flowers from simple to detailed or abstract styles, use watercolors, paint-match nature flower colors, and apply light shape to create a flower art painting. This class allows students to develop their own art style and create their potential drawing ability. Students will enjoy the nature around them. **Students must purchase for their own supplies.**

Th	9140611	Teng	10:00 am – 12:00 pm	Cabrillo Lane	2	\$72	8/17 – 10/12
Th	9140621	Teng	10:00 am – 12:00 pm	Cabrillo Lane	2	\$72	10/19 – 12/21
Th	9140631	Teng	10:00 am – 12:00 pm	Cabrillo Lane	2	\$72	1/11 – 3/14
Th	9140641	Teng	10:00 am – 12:00 pm	Cabrillo Lane	2	\$72	3/21 – 5/23

### Folk Art and Decorative Painting - Beginner

This class is for **beginning** and up skill level students. Learn how to paint all the different strokes, techniques, and more, associated with folk art known as Tole painting. Students will supply their own brushes, paints, palette, supplies, and surface to paint on. Supply list will be available online. **Students must purchase for their own supplies.**

Th	9144011	Wilson	9:30 am – 12:00 pm	Cabrillo Lane	25	\$90	8/17 – 10/12
Th	9144021	Wilson	9:30 am – 12:00 pm	Cabrillo Lane	25	\$90	10/19 – 12/21
Th	9144031	Wilson	9:30 am – 12:00 pm	Cabrillo Lane	25	\$90	1/11 – 3/14
Th	9144041	Wilson	9:30 am – 12:00 pm	Cabrillo Lane	25	\$90	3/21 – 5/23

### Folk Art and Decorative Painting - Intermediate

This class is for **intermediate** and up skill level students. Learn creative decorative painting on various surfaces. Step-by-step instructions are given and you will use a variety of techniques to include blending and stroke work. Students will supply their own acrylic paints, surfaces and painting supplies. Supply list will be available online. **Students must purchase for their own supplies.**

W	9144010	Wilson	9:30 am – 12:00 pm	Cabrillo Lane	25	\$90	8/16 – 10/11
W	9144020	Wilson	9:30 am – 12:00 pm	Cabrillo Lane	25	\$90	10/18 – 12/20
W	9144030	Wilson	9:30 am – 12:00 pm	Cabrillo Lane	25	\$90	1/10 – 3/13
W	9144040	Wilson	9:30 am – 12:00 pm	Cabrillo Lane	25	\$90	3/20 – 5/22

**Fran Wilson** is a member of the Society of Decorative Painters. She belongs to three local chapters and teaches classes for them too. She has painted with many well known folk and decorative painting artists in a variety of different styles and has been teaching for over 30 years.

## Greeting Cards-Painting

Greeting cards are a personal way to express interest and love for relatives and friends in modern society. This class welcomes all skill levels. Students will learn, through demonstration, how to use watercolor and ink combinations to create flower landscapes, all in the simple easy way. This class will cover seasonal, holidays and celebrations for students to make their own greeting cards. **Students must purchase for their own supplies.**

**NEW!**

Th	9103211	Teng	12:30 pm – 2:30 pm	Cabrillo Lane	2	\$72	8/17 – 10/12
Th	9103221	Teng	12:30 pm – 2:30 pm	Cabrillo Lane	2	\$72	10/19 – 12/21
Th	9103231	Teng	12:30 pm – 2:30 pm	Cabrillo Lane	2	\$72	1/11 – 3/14
Th	9103241	Teng	12:30 pm – 2:30 pm	Cabrillo Lane	2	\$72	3/21 – 5/23

**Gloria Whea-Fun Teng** has taught at Arcadia Los Angeles Arboretum, Manhattan Beach Art Creative Center, Lakewood OASIS, Lakewood Weingart Senior Center, and the Westminster Art Wheelhouse. She has been teaching for 20 years in different media including watercolor, botanical watercolor, and chinese brush painting. In 2016 she won Best of Show in watercolor and first place in Chinese brush painting at the City of Paramount TAG Art Show. In 2020, her watercolor artwork was displayed at the Orange County Chinese Art Association (OCCAA) in Irvine, CA.

## Oil Painting Principles and Techniques

All levels are welcome. Beginner and experienced students will enjoy the satisfying and rewarding experience of working with oil paints in a welcoming and supportive classroom atmosphere. Students will learn through detailed demonstrations and personal guidance. Advanced students may choose their own projects. Course will present principles of perspective, color, color-value perspective, color mixing, and painting techniques. Subjects may include landscape, seascape, figure, still life, as well as representation of different light conditions, surfaces, and textures. Sketch of class projects will be available. Supply list will be available online. **Students must purchase their own supplies.**

W	9146013	Armiento	12:30 pm – 3:30 pm	Cabrillo Lane	2	\$108	8/16 – 10/11
W	9146023	Armiento	12:30 pm – 3:30 pm	Cabrillo Lane	2	\$108	10/18 – 12/20
W	9146033	Armiento	12:30 pm – 3:30 pm	Cabrillo Lane	2	\$108	1/10 – 3/13
W	9146043	Armiento	12:30 pm – 3:30 pm	Cabrillo Lane	2	\$108	3/20 – 5/22

**Carmen Armiento** has taught at Bellflower Adult School and Azusa Adult School. She has over 20 years of teaching drawing, painting and different media including: oils, watercolor, acrylics, pastel and mixed media, covering every subject matter, including portrait. As a professional artist, she has designed and executed a mural for an elementary school in ABCUSD. The theme was based on the books used in the school reading program for that year. She also designed and executed five portable murals for two local residential facilities. She has designed, worked on, directed, and supervised the construction of five "Theme of the Year" floats, entered in different years at the City of Bellflower Annual Floats Competition. Three of the floats earned First Place, and two earned Second Place. Awards were based on Best Design and Execution of Theme. She loves teaching and enjoys seeing a student conquer each milestone of the learning process.



## Watercolor Painting

Explore the exciting world of watercolor and mixed media in a relaxed, supportive environment. Learn techniques and tips to help you develop your unique self-expression through this versatile medium. Sketches, examples and individualized instruction will meet the needs of all students. From the beginner who may need much assistance to the advanced student ready to explore their own ideas; all are welcome. **Students must purchase their own supplies.**

F	9148011	Poole	9:00 am – 12:00 pm	Cabrillo Lane	25	\$108	8/18 – 10/13
F	9148021	Poole	9:00 am – 12:00 pm	Cabrillo Lane	25	\$84	10/20 – 12/15
F	9148031	Poole	9:00 am – 12:00 pm	Cabrillo Lane	25	\$108	1/12 – 3/15
F	9148041	Poole	9:00 am – 12:00 pm	Cabrillo Lane	25	\$84	3/22 – 5/17

**Janis Poole** has a Master of Fine Arts (MFA) degree from California State University, Long Beach and over 20 years of teaching experience. She has exhibited, sold and won awards in numerous solo and group exhibitions.

## ARTS, CRAFTS, AND MORE

## Beading Class

This is a class for all levels of students. Non-loom beading uses a needle and beading thread. In this class you will learn peyote, right angle weave, herringbone, and netting along with the use of specialty two-hole and shaped beads. Other techniques that will be taught are pearl knotting, Kumihimo, and use of crimps and beading wire. Also taught, is what findings are needed with different techniques. Beginners are welcome! Previous experience is helpful, but not necessary. Beginner kits available. **Students must purchase their own supplies.**

Th	9101514H 9101514D	Doshay	6:00 pm – 9:00 pm	Cabrillo Lane	25 In Class \$108 Virtual \$108	8/17 – 10/12
Th	9101524H 9101524D	Doshay	6:00 pm – 9:00 pm	Cabrillo Lane	25 In Class \$108 Virtual \$108	10/19 – 12/21
Th	9101534H 9101534D	Doshay	6:00 pm – 9:00 pm	Cabrillo Lane	25 In Class \$108 Virtual \$108	1/11 – 3/14
Th	9101544H 9101544D	Doshay	6:00 pm – 9:00 pm	Cabrillo Lane	25 In Class \$108 Virtual \$108	3/21 – 5/23

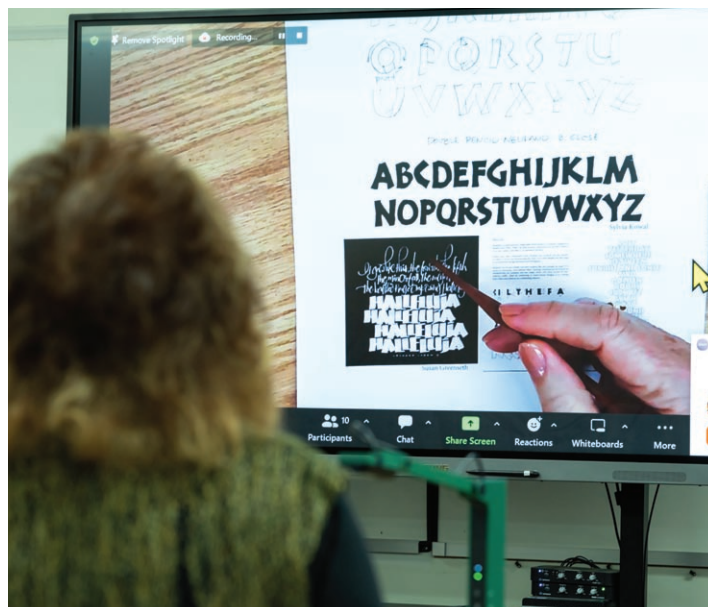
**Mona Doshay** has a Bachelor of Arts degree from California State University, Fullerton with a specialty in jewelry, fiber arts and woodworking. She is a vowed “beading and jewelry-making junkie.” She has over 30 years experience working in many different art media such as metal/jewelry arts, woodworking, all forms of embroidery, felting, ceramics, weaving, basketry, printmaking, and papermaking.

## Calligraphy

The calligraphy class will be studying several calligraphy hands. This class is a great atmosphere for the beginner and trained calligrapher who wants to have practice time. Join us! **Students must purchase their own supplies.**

W	9103011H 9103011D	Close	9:00 am – 12:00 pm	Cabrillo Lane	2 In Class \$108 Virtual \$108	8/16 – 10/11
W	9103021H 9103021D	Close	9:00 am – 12:00 pm	Cabrillo Lane	2 In Class \$108 Virtual \$108	10/18 – 12/20
W	9103031H 9103031D	Close	9:00 am – 12:00 pm	Cabrillo Lane	2 In Class \$108 Virtual \$108	1/10 – 3/13
W	9103041H 9103041D	Close	9:00 am – 12:00 pm	Cabrillo Lane	2 In Class \$108 Virtual \$108	3/20 – 5/22

**Barbara Close** has taught calligraphy at ABC Adult School since the mid-eighties. Her accomplishments include designing the logo mast-head for Sommerset Studio Magazine, a font cartridge for Provocraft’s Cricut die-cut machine, and several greeting cards for Papyrus/Marcel Schurman Co. She has taught art and calligraphy throughout the United States and Canada and was invited in 2014 to be the keynote speaker for the Letters of Joy conference in Edmonds, WA. She was invited to teach at the International Lettering Conference in Sonoma, California during the summer in 2015 and at the 2017 conference in Utah as well as several other conferences.





## Floral Design

In this class you will learn all the information and skills to earn California Certified Florist (CCF) by the California State Floral Association. This class will cover floral design terms, techniques, and traditions. **\$25 material fee due each week. Students must purchase their own supplies.**

W	9107516	Park	6:00 pm – 9:00 pm	Cabrillo Lane	25	\$108	8/16 – 10/11
W	9107526	Park	6:00 pm – 9:00 pm	Cabrillo Lane	25	\$108	10/18 – 12/20
W	9107536	Park	6:00 pm – 9:00 pm	Cabrillo Lane	25	\$108	1/10 – 3/13
W	9107546	Park	6:00 pm – 9:00 pm	Cabrillo Lane	25	\$108	3/20 – 5/22

**Charlene Park** placed in the top ten in the Floral Design Competition 2011 with the California State Floral Association. She published a Wedding Bouquet book in 2011. She has been recognized as a Certified Floral Designer (CFD) by the American Institute of Floral Designers (AIFD).



## Glass Fusing – Beginning and Advanced

In this class you will learn how to “fuse glass” by melting it in a kiln to make one-of-a-kind pieces. You’ll practice glass cutting skills and learn different construction and decoration techniques which can be applied to all sorts of glass whether you love to make jewelry pieces, panels or plates. We’ll cover working with fusible glass as well as try our hands at melting bottles and old window glass. **Please wear closed-toed shoes to class. Bring a pair of safety glasses, pencil, ruler, sharpie and scissors to the first class. Depending on the projects selected by each student, materials cost approximately \$12 - \$18 each week. A limited assortment of glass will be available for purchase in the classroom.**

M	9109260H 9109260D	Tanis	8:00 am – 11:00 am	Cuesta Upholstery Center			8/14 – 10/9
				In Class	\$96		
				Virtual	\$96		
M	9109266	Tanis	5:00 pm – 8:00 pm	Cuesta Upholstery Center			8/14 – 10/9
				In Class	\$96		
M	9109270H 9109270D	Tanis	8:00 am – 11:00 am	Cuesta Upholstery Center			10/16 – 12/18
				In Class	\$108		
				Virtual	\$108		
M	9109276	Tanis	5:00 pm – 8:00 pm	Cuesta Upholstery Center			10/16 – 12/18
				In Class	\$108		
M	9109280H 9109280D	Tanis	8:00 am – 11:00 am	Cuesta Upholstery Center			1/8 – 3/11
				In Class	\$84		
				Virtual	\$84		
M	9109286	Tanis	5:00 pm – 8:00 pm	Cuesta Upholstery Center			1/8 – 3/11
				In Class	\$84		
M	9109290H 9109290D	Tanis	8:00 am – 11:00 am	Cuesta Upholstery Center			3/18 – 5/20
				In Class	\$108		
				Virtual	\$108		
M	9109296	Tanis	5:00 pm – 8:00 pm	Cuesta Upholstery Center			3/18 – 5/20
				In Class	\$108		

**Carmen Flores Tanis** has been working with glass for over 25 years and has been crafting for as long as she can remember. She designs projects for craft supply manufacturers and glass magazines. Carmen’s knowledge and experience is extensive and she loves to teach and share what she knows with others.

## Jewelry Making

Discover the latest techniques in non-soldering jewelry making, while you are guided through the fundamental steps. A variety of techniques will be covered over the course of the year including wire wrapping, chain maille, cabochon wrapping, wire weaving, use of crimps and beading wire, and metal forming. Learn what findings you need to use to properly finish your work. This class is designed for all levels of students. Beginners are welcome! Projects are created to inspire all students from beginners to advanced level students. Previous experience is not necessary. **Students must purchase their own supplies.**

Th	9111014H 9111014D	Doshay	2:00 pm – 5:00 pm	Cabrillo Lane	25 In Class Virtual	\$108 \$108	8/17 – 10/12
Th	9111024H 9111024D	Doshay	2:00 pm – 5:00 pm	Cabrillo Lane	25 In Class Virtual	\$108 \$108	10/19 – 12/21
Th	9111034H 9111034D	Doshay	2:00 pm – 5:00 pm	Cabrillo Lane	25 In Class Virtual	\$108 \$108	1/11 – 3/14
Th	9111044H 9111044D	Doshay	2:00 pm – 5:00 pm	Cabrillo Lane	25 In Class Virtual	\$108 \$108	3/21 – 5/23



## Marketing for Artmakers

**NEW!**

If you've ever dreamed about starting your own business, launching a product line or selling your creations online, this class is for you! Learn the essentials of Adobe Illustrator to develop a logo and build a business brand for print and the web. This class will empower and enable you to unleash your creativity to optimize your marketing strategies and build a far reaching public network. You will be learning how to make use of the free available tools through WordPress.com to create a website that will be well integrated with the social media platforms where you will be building your client base. You will learn to generate and incorporate QR codes on your business cards so that you get your website in the palms of the hands of your potential clients. You will also learn Adobe After Effects to create animated promotions for the web and YouTube. By the end of the course you will have your own website that is fully functional and ready to connect with the world, live online, without paying any additional fees.

M	9143511	Elsoudani	12:40 pm – 2:40 pm	Cuesta	F4	\$64	8/14 – 10/11
M	9143521	Elsoudani	12:40 pm – 2:40 pm	Cuesta	F4	\$72	10/16 – 12/20
M	9143531	Elsoudani	12:40 pm – 2:40 pm	Cuesta	F4	\$56	1/8 – 3/13
M	9143541	Elsoudani	12:40 pm – 2:40 pm	Cuesta	F4	\$72	3/18 – 5/20

## THE SEWING ARTS

### Hand Bags and Purse Design

This class will cover all basic training subjects in pattern-making and sewing of handbags. You will learn how to master technical and creative skills such as constructing lining, pockets, and zippers in designing handbags. A limited number of sewing machines is available. **Students must purchase their own supplies.**

T	9152516	Lebron	6:00 pm – 9:00 pm	Cuesta Upholstery Center	\$108	8/15 – 10/10
T	9152526	Lebron	6:00 pm – 9:00 pm	Cuesta Upholstery Center	\$96	10/17 – 12/19
T	9152536	Lebron	6:00 pm – 9:00 pm	Cuesta Upholstery Center	\$108	1/9 – 3/12
T	9152546	Lebron	6:00 pm – 9:00 pm	Cuesta Upholstery Center	\$108	3/19 – 5/21

### Pattern Making/Sewing

Students will learn basic sewing and pattern making with a professional twist as you are guided through the process of making patterns from existing garments. Students will learn to draft a skirt from their own measurement and re-design their own style from existing garments. Students will learn step-by-step in sewing their garments with industrial techniques. **Students must purchase their own supplies.**

T	9157013	Lebron	1:00 pm – 4:00 pm	Cabrillo Lane	2	\$108	8/15 – 10/10
T	9157023	Lebron	1:00 pm – 4:00 pm	Cabrillo Lane	2	\$108	10/17 – 12/19
T	9157033	Lebron	1:00 pm – 4:00 pm	Cabrillo Lane	2	\$108	1/9 – 3/12
T	9157043	Lebron	1:00 pm – 4:00 pm	Cabrillo Lane	2	\$108	3/19 – 5/21



## Quilts and Beyond (7 week class)

Join our fun and educational class as we work on basic quilt making skills, along with decorative and holiday items including placemats, zipper bags, table runners, gift items, and more. Angela will introduce you to the modern world of customer fabrics and hardware. Learn how to “bling” your creations. We will use modern machine methods along with traditional techniques. Creativity is encouraged. All quilters from complete beginners to experienced are welcomed. All patterns will be provided by the instructor. **Students must purchase their own supplies.**

T	9158011	Dean	8:30 am – 11:30 am	Cabrillo Lane	24	\$84	8/15 – 9/26
T	9158013	Dean	12:00 pm – 3:00 pm	Cabrillo Lane	24	\$84	8/15 – 9/26
W	9158012	Dean	8:30 am – 11:30 am	Cabrillo Lane	24	\$84	8/16 – 9/27
T	9158021	Dean	8:30 am – 11:30 am	Cabrillo Lane	24	\$84	10/17 – 12/5
T	9158023	Dean	12:00 pm – 3:00 pm	Cabrillo Lane	24	\$84	10/17 – 12/5
W	9158022	Dean	8:30 am – 11:30 am	Cabrillo Lane	24	\$84	10/18 – 12/6
T	9158031	Dean	8:30 am – 11:30 am	Cabrillo Lane	24	\$84	1/9 – 2/20
T	9158033	Dean	12:00 pm – 3:00 pm	Cabrillo Lane	24	\$84	1/9 – 2/20
W	9158032	Dean	8:30 am – 11:30 am	Cabrillo Lane	24	\$84	1/10 – 2/21
T	9158041	Dean	8:30 am – 11:30 am	Cabrillo Lane	24	\$84	3/19 – 5/7
T	9158043	Dean	12:00 pm – 3:00 pm	Cabrillo Lane	24	\$84	3/19 – 5/7
W	9158042	Dean	8:30 am – 11:30 am	Cabrillo Lane	24	\$84	3/20 – 5/8



## UPHOLSTERY

### Upholstery - Basic Techniques

This class teaches the fundamentals of upholstery with a decorative flair, including instruction on frame construction repair, restoration, restyling, and fabric selection. This class is structured as a workshop-students work individually on projects with instructor assistance. **Students must purchase their own supplies.** Cost: \$234 registration + \$10 lab fee.

W	9170567	Quezada	4:00 pm – 8:00 pm	Cuesta Upholstery Center	\$244	8/16 – 10/11
Th	9170565	Quezada	4:00 pm – 8:00 pm	Cuesta Upholstery Center	\$244	8/17 – 10/12
W	9170577	Quezada	4:00 pm – 8:00 pm	Cuesta Upholstery Center	\$244	10/18 – 12/20
Th	9170575	Quezada	4:00 pm – 8:00 pm	Cuesta Upholstery Center	\$244	10/19 – 12/21
W	9170587	Quezada	4:00 pm – 8:00 pm	Cuesta Upholstery Center	\$218	1/17 – 3/13*
Th	9170585	Quezada	4:00 pm – 8:00 pm	Cuesta Upholstery Center	\$218	1/18 – 3/14*
*No class on 1/10 or 1/11						
W	9170597	Quezada	4:00 pm – 8:00 pm	Cuesta Upholstery Center	\$244	3/20 – 5/22
Th	9170595	Quezada	4:00 pm – 8:00 pm	Cuesta Upholstery Center	\$244	3/21 – 5/23



## COOKING AND BAKING ARTS

### Cake Decorating & Sugar Art

This is a beginner class; no previous experience is necessary. In this course, students will learn how to fill a cake, how to frost a cake, how to make icing to decorate cakes and cupcakes. Students to learn how to use piping tips and difference techniques to decorate their cakes/cupcakes and decorating from basic to fancy style. Students will bring to class their cake/cupcake and icing and will decorate in class. COME, LEARN AND ENJOY!

**NEW!**

T	9123066	Skube	6:00 pm – 8:30 pm	Cuesta	E7	\$90	1/9 – 3/12
Th	9123061	Skube	9:00 am – 11:30 am	Cuesta	E7	\$90	1/11 – 3/14

### BAKING/DECORATING AND WORKSHOPS

Come and join Chef Margaret to make a variety of desserts for you, your family and friends to enjoy. For ALL WORKSHOPS, instructor will provide majority of equipment and will purchase some ingredients for a fee for students to use. Instructor will email you when the workshop is full and the price of ingredients will be sent also. The fee will be paid to instructor the day of the workshop. *(No vouchers, refund, cancellation or exchanges 7 days prior to the workshop start date).*

#### Decorating Cupcakes (3-week workshop)

This is a beginning-level workshop; no previous experience is necessary. This workshop is all about piping icing. Students will learn how to make icing and will decorate cupcakes using a variety of piping tips and decorating techniques. Students will bring cupcakes and icing for weeks 2 & 3 and learn different decorations. (12 student max)

T	9123186	Skube	6:00 pm – 8:00 pm	Cuesta	E7	\$40	8/15 – 8/29
Th	9123181	Skube	9:30 am – 11:30 am	Cuesta	E7	\$40	8/17 – 8/31

#### Apple Pie

Everyone will enjoy making apple pie, excellent for family dinners and holidays. You will love the flaky pie crust and the apple pie filling will surprise you. (8 students max)

T	9124176	Skube	6:00 pm – 9:00 pm	Cuesta	E7	\$30	9/12
F	9124171	Skube	9:00 am – 12:00 pm	Cuesta	E7	\$30	9/15

#### Baking Cream Puffs

Cream Puffs are a light and delicate treat, with cream filling and garnish. (8 student max)

T	9124886	Skube	6:00 pm – 8:30 pm	Cuesta	E7	\$25	9/26
F	9124881	Skube	9:30 am – 12:00 pm	Cuesta	E7	\$25	9/29



### HOLIDAY WORKSHOPS

#### Halloween Finger Cookies

Come and enjoy making these cookies. They will be a big hit in a Halloween party, and your guests will be dying to eat these cookies. (8 student max)

F	9126567	Skube	9:30 am – 12:00 pm	Cuesta	E7	\$25	10/20
T	9126562	Skube	6:00 pm – 8:30 pm	Cuesta	E7	\$25	10/24

#### Thanksgiving Cranberry Tart

Come and join Chef Margaret and have fun making a holiday treatment for your family and friends to enjoy. Instructor will provide all ingredients and some equipment for you to use and you can take the tart home to brighten your holiday. The fee for the ingredients will be between \$6 - \$7 for students to pay instructor the day of the workshop. (8 student max)

M	9126872	Skube	9:00 am – 12:30 pm	Cuesta	E7	\$35	11/13
T	9126876	Skube	5:30 pm – 9:00 pm	Cuesta	E7	\$35	11/14

## Sprinkle Cookies for Holiday

Soft and chewy homemade sugar cookies are covered in your favorite holiday sprinkles. These cookies are perfect for Santa's cookie plate! Children love to get involved with decorating these cookies. (8 student max)

T	9125986	Skube	6:00 pm – 8:00 pm	Cuesta	E7	\$20	12/5
F	9125981	Skube	9:30 am – 11:30 am	Cuesta	E7	\$20	12/8

## Gingerbread Cookies

These easy gingerbread cookies are soft, chewy and full of holiday goodness! A classic Christmas cookie recipe that's perfect for decorating will be given to students to make, plus icing to decorate the cookies. Instructor will have cookie cutters to share, equipment for students to use and will shop for cookie ingredients and icing. **Additional fee for ingredients.** Instructor will inform students of the fee via email. (8 student max)

T	9125786	Skube	6:00 pm – 8:30 pm	Cuesta	E7	\$25	12/12
F	9125781	Skube	9:30 am – 12:00 pm	Cuesta	E7	\$25	12/15

## Valentine's Cookies

Students will make and bake cookies and will make royal icing to decorate their cookies in a fun and unique way. Instructor will provide heart shape cookie cutters to share with students. Instructor will provide colors, equipment (except baking sheets), ingredients and icing materials for a fee. (8 student max)

W	9123986	Skube	6:00 pm – 8:30 pm	Cuesta	E7	\$25	2/7
F	9123981	Skube	9:00 am – 11:30 am	Cuesta	E7	\$25	2/9

## Panorama Easter Eggs (3-week workshop)

Panoramic Easter Eggs are the perfect way to have a fun craft and special time with your loved ones! These are a fun Easter tradition and a great memory for years to come! They are so pretty and fun to make. You will use a mold to make the egg and then use royal icing to make the figures and decorations. (13 student max)

W	9136176	Skube	(Times Vary, See Below)	Cuesta	E7	\$40	3/6 – 3/20
		Week 1	6:00 pm – 7:30 pm				3/6
		Week 2	6:00 pm – 8:00 pm				3/13
		Week 3	6:00 pm – 9:00 pm				3/20

## Mini Cheesecakes

Delicious and the perfect size for 6 small desserts for home or "to go". Instructor will provide ingredients for an additional fee and will include working equipment for students to use. Students need to bring a standard size muffin/cupcake tin. (10 students)

T	9135586	Skube	6:00 pm – 8:00 pm	Cuesta	E7	\$16	4/16
Th	9135581	Skube	9:30 am – 11:30 am	Cuesta	E7	\$16	4/25

**Margaret Skube** has over 40 years experience in the field of cake decorating and artistic sugar art. As a pastry chef, professional cake stylist and instructor, her expertise includes the arts of buttercream layer cakes, tiered wedding cakes, royal icing methods, blown and pulled-sugar displays, decorated cookies and cookie bouquets, rolled fondant including 3-D character figures, modeling chocolate, gum paste flowers and edible 3-D floral gelatin desserts. She attended schools abroad and in the United States under well-known instructors. She has won awards for her work and many of her students have won ribbons at fairs and cake shows.

## MUSIC CLASSES

### Guitar & Bass: Beginning and Intermediate

Enjoy the wonderful world of music by learning guitar and bass in a classroom setting. All levels are welcome, whether you've never played before or if you have some experience with playing songs and bands. You'll learn chords, scales, songs, solos and improvisation, practicing techniques and fretboard geography. You'll also learn reading skills such as tablature, rhythms and notation to help you play and learn your favorite music. ¡Se habla español también! **Students must bring their own instrument. Acoustic instruments and electric instruments with small amplifiers are welcome! Students must purchase their own textbook/s.**

**Hal Leonard Guitar Method Complete Edition**

**Hal Leonard Bass Method Complete Edition**

M	9084517	Rodriguez	6:00 pm – 8:00 pm	Cabrillo Lane	24	\$80	8/14 – 10/9
M	9084527	Rodriguez	6:00 pm – 8:00 pm	Cabrillo Lane	24	\$90	10/16 – 12/18
M	9084537	Rodriguez	6:00 pm – 8:00 pm	Cabrillo Lane	24	\$60	1/8 – 3/11
M	9084547	Rodriguez	6:00 pm – 8:00 pm	Cabrillo Lane	24	\$90	3/18 – 5/20

**NEW!**





## HEALTH AND FITNESS

### Aerobics for Seniors

This class uses fun and challenging body sculpting choreography to keep you active and young at heart while improving muscle tone, strength, flexibility, and coordination. Instructor is a licensed physical therapist assistant. **Please bring hand weights, exercise tube, water, and exercise mat. This class is designed for seniors 50 years and older.**

T/Th	9090760	Tabon	7:35 am – 8:35 am	*Cerritos Senior Center	\$72	8/15 – 10/12
T/Th	9090770	Tabon	7:35 am – 8:35 am	*Cerritos Senior Center	\$72	10/17 – 12/21
T/Th	9090780	Tabon	7:35 am – 8:35 am	*Cerritos Senior Center	\$72	1/9 – 3/14
T/Th	9090790	Tabon	7:35 am – 8:35 am	*Cerritos Senior Center	\$72	3/19 – 5/23

### Aqua Cardio Fitness

Increase strength, flexibility, and endurance while releasing stress, completing a full body workout using water to benefit your life. Classes are conducted in approximately 3-4 feet of water. No refund after the first day of class. **Cerritos Park East pool is subject to close without notice. An alternative class will be provided when the pool is not available. No refund or credits will be issued. Please provide a current email address when registering. The Cerritos Park East Pool is not available for Aqua Cardio Fitness classes until the week of 9/11. There will be alternate classes offered from 8/14 – 9/8.**

M/W/F	9091370	Jhun	8:00 am – 9:00 am	Cerritos Park East Pool	\$60	9/11 – 10/13
T/Th	9091371	Jhun	8:00 am – 9:00 am	Cerritos Park East Pool	\$40	9/12 – 10/12
M/W/F	9091372	Tabon	9:00 am – 10:00 am	Cerritos Park East Pool	\$60	9/11 – 10/13
T/Th	9091373	Tabon	9:00 am – 10:00 am	Cerritos Park East Pool	\$40	9/12 – 10/12
M/W/F	9091374	Tabon	10:00 am – 11:00 am	Cerritos Park East Pool	\$60	9/11 – 10/13
T/Th	9091375	Tabon	10:00 am – 11:00 am	Cerritos Park East Pool	\$40	9/12 – 10/12
M/W/F	9091376	Tabon	11:00 am – 12:00 pm	Cerritos Park East Pool	\$60	9/11 – 10/13
T/Th	9091377	Tabon	11:00 am – 12:00 pm	Cerritos Park East Pool	\$40	9/12 – 10/12
M/W/F	9091360	Jhun	8:00 am – 9:00 am	Cerritos Park East Pool	\$100	10/16 – 12/20
T/Th	9091361	Jhun	8:00 am – 9:00 am	Cerritos Park East Pool	\$72	10/17 – 12/21
M/W/F	9091362	Tabon	9:00 am – 10:00 am	Cerritos Park East Pool	\$100	10/16 – 12/20
T/Th	9091363	Tabon	9:00 am – 10:00 am	Cerritos Park East Pool	\$72	10/17 – 12/21
M/W/F	9091364	Tabon	10:00 am – 11:00 am	Cerritos Park East Pool	\$100	10/16 – 12/20
T/Th	9091365	Tabon	10:00 am – 11:00 am	Cerritos Park East Pool	\$72	10/17 – 12/21
M/W/F	9091366	Tabon	11:00 am – 12:00 pm	Cerritos Park East Pool	\$100	10/16 – 12/20
T/Th	9091367	Tabon	11:00 am – 12:00 pm	Cerritos Park East Pool	\$72	10/17 – 12/21
M/W/F	9091380	Jhun	8:00 am – 9:00 am	Cerritos Park East Pool	\$100	1/8 – 3/15
T/Th	9091381	Jhun	8:00 am – 9:00 am	Cerritos Park East Pool	\$72	1/9 – 3/14
M/W/F	9091382	Tabon	9:00 am – 10:00 am	Cerritos Park East Pool	\$100	1/8 – 3/15
T/Th	9091383	Tabon	9:00 am – 10:00 am	Cerritos Park East Pool	\$72	1/9 – 3/14
M/W/F	9091384	Tabon	10:00 am – 11:00 am	Cerritos Park East Pool	\$100	1/8 – 3/15
T/Th	9091385	Tabon	10:00 am – 11:00 am	Cerritos Park East Pool	\$72	1/9 – 3/14
M/W/F	9091386	Tabon	11:00 am – 12:00 pm	Cerritos Park East Pool	\$100	1/8 – 3/15
T/Th	9091387	Tabon	11:00 am – 12:00 pm	Cerritos Park East Pool	\$72	1/9 – 3/14
M/W/F	9091390	Jhun	8:00 am – 9:00 am	Cerritos Park East Pool	\$100	3/18 – 5/22
T/Th	9091391	Jhun	8:00 am – 9:00 am	Cerritos Park East Pool	\$72	3/19 – 5/23
M/W/F	9091392	Tabon	9:00 am – 10:00 am	Cerritos Park East Pool	\$100	3/18 – 5/22
T/Th	9091393	Tabon	9:00 am – 10:00 am	Cerritos Park East Pool	\$72	3/19 – 5/23
M/W/F	9091394	Tabon	10:00 am – 11:00 am	Cerritos Park East Pool	\$100	3/18 – 5/22
T/Th	9091395	Tabon	10:00 am – 11:00 am	Cerritos Park East Pool	\$72	3/19 – 5/23
M/W/F	9091396	Tabon	11:00 am – 12:00 pm	Cerritos Park East Pool	\$100	3/18 – 5/22
T/Th	9091397	Tabon	11:00 am – 12:00 pm	Cerritos Park East Pool	\$72	3/19 – 5/23



## Ballroom Dancing

Join this fun class and build up your body strength while moving to the music of Cha Cha, Jitterbug, Tango and Waltz. No partner necessary.

W	9092012	Yao	5:30 pm – 7:00 pm	Cabrillo Lane	26	\$54	8/16 – 10/11
W	9092022	Yao	5:30 pm – 7:00 pm	Cabrillo Lane	26	\$54	10/18 – 12/20
W	9092032	Yao	5:30 pm – 7:00 pm	Cabrillo Lane	26	\$54	1/10 – 3/13
W	9092042	Yao	5:30 pm – 7:00 pm	Cabrillo Lane	26	\$54	3/20 – 5/22

## Bollywood Beats & Rhythm

Join our Bollywood Beats & Rhythm class for an energetic and fun-filled dance experience that combines the vibrant beats of Bollywood music with the expressive and rhythmic movements of traditional Indian dance styles.

M	9098011	Dhyani	6:00 pm – 8:00 pm	Cabrillo Lane	26	\$64	8/14 – 10/9
M	9098021	Dhyani	6:00 pm – 8:00 pm	Cabrillo Lane	26	\$72	10/16 – 12/18
M	9098031	Dhyani	6:00 pm – 8:00 pm	Cabrillo Lane	26	\$56	1/8 – 3/11
M	9098041	Dhyani	6:00 pm – 8:00 pm	Cabrillo Lane	26	\$72	3/18 – 5/20

**NEW!**

## Cardio Kickboxing

Learn proper punches along with different kicking formats and combinations to provide you with a complete body workout. Tone and strengthen muscles as well as burn calories. Teaching is done step-by-step to guide all levels from total beginners to advanced. All levels are welcome. Come and join the fun! **Please bring mat, water, and towel.**

T/Th	9093016	Jhun	6:00 pm – 7:00 pm	Cabrillo Lane	26	\$72	8/15 – 10/12
T/Th	9093026	Jhun	6:00 pm – 7:00 pm	Cabrillo Lane	26	\$68	10/17 – 12/21
T/Th	9093036	Jhun	6:00 pm – 7:00 pm	Cabrillo Lane	26	\$72	1/9 – 3/14
T/Th	9093046	Jhun	6:00 pm – 7:00 pm	Cabrillo Lane	26	\$72	3/19 – 5/23

**NEW!**

## Chair Aerobics and Chair Yoga with Diane (4 week class)

Sit or stand, this class is a perfect mix of gentle cardio and gentle yoga to reduce joint stiffness and relieve tension. A practical approach to full body workout to help increase the range of motion, strength, flexibility, and balance while offering stress reduction and improving posture.

T/Th	9093716	Jhun	8:00 am – 9:00 am	Cabrillo Lane	Auditorium	\$32	8/15 – 9/7
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## Chinese Folk Dancing

Join this fun class and build up your body strength while practicing the graceful movements of many ethnic dances.

W	9094018	Yao	7:30 pm – 9:00 pm	Cabrillo Lane	26	\$54	8/16 – 10/11
W	9094028	Yao	7:30 pm – 9:00 pm	Cabrillo Lane	26	\$54	10/18 – 12/20
W	9094038	Yao	7:30 pm – 9:00 pm	Cabrillo Lane	26	\$54	1/10 – 3/13
W	9094048	Yao	7:30 pm – 9:00 pm	Cabrillo Lane	26	\$54	3/20 – 5/22

## Fit Camp

This class is designed to help you lose body fat. It's the perfect combination of cardio and strength training, incorporating body weight exercises and using a variety of equipment to boost metabolism. This class is tailored to active senior students and the instructor is a licensed physical therapist assistant. **Please bring your own hand weights, water and workout towel.**

M/W/Th	9094714	Tabon	3:15 pm – 4:15 pm	Cabrillo Lane	26	\$104	8/14 – 10/12
M/W/Th	9094724	Tabon	3:15 pm – 4:15 pm	Cabrillo Lane	26	\$108	10/16 – 12/21
M/W/Th	9094734	Tabon	3:15 pm – 4:15 pm	Cabrillo Lane	26	\$108	1/8 – 3/14
M/W/Th	9094744	Tabon	3:15 pm – 4:15 pm	Cabrillo Lane	26	\$108	3/18 – 5/23



## Fitness Foundations (4 week class)

This four-week low impact and chair exercise class will help students awaken muscles, tendons and joints that have not been used in awhile. Light hand weights are provided. Movements will be done standing and sitting

M/W/F	9094211	Tabon	9:00 am – 10:00 am	Cabrillo Lane	26	\$44	8/14 – 9/8
T/Th	9094221	Tabon	9:00 am – 10:00 am	Cabrillo Lane	26	\$32	8/15 – 9/7
M/W/F	9094231	Tabon	10:00 am – 11:00 am	Cabrillo Lane	26	\$44	8/14 – 9/8
T/Th	9094241	Tabon	10:00 am – 11:00 am	Cabrillo Lane	26	\$32	8/15 – 9/7
M/W/F	9094251	Tabon	11:00 am – 12:00 pm	Cabrillo Lane	26	\$44	8/14 – 9/8
T/Th	9094261	Tabon	11:00 am – 12:00 pm	Cabrillo Lane	26	\$32	8/15 – 9/7

## Line Dance for Health – Total Beginner (4 week class)

Line Dance is a great way to exercise your mind and body! This fun workout helps to improve your memory and concentration. It's simple and easy to learn, and will combine line dance with light fitness and flexibility exercises. Please bring water and a towel. Come and join the fun!

M/W/F	9095011	Jhun	8:00 am – 9:00 am	Cabrillo Lane	Auditorium	\$44	8/14 – 9/8
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## Morning Workout with Todd

This outdoor strength and body sculpting class pairs upper and lower body exercises with various walking workouts to help keep your walking routine fresh and challenging. Instructor is a licensed physical therapist assistant. **Please bring dumbbells, exercise tube and water. This class is designed for seniors 50 years and older.**

M/W	9096360	Tabon	7:35 am – 8:35 am	*Cerritos Senior Center	\$68	8/14 – 10/11
M/W	9096370	Tabon	7:35 am – 8:35 am	*Cerritos Senior Center	\$72	10/16 – 12/20
M/W	9096380	Tabon	7:35 am – 8:35 am	*Cerritos Senior Center	\$68	1/8 – 3/13
M/W	9096390	Tabon	7:35 am – 8:35 am	*Cerritos Senior Center	\$72	3/18 – 5/22

**Todd Tabon** has been teaching fitness classes at the Adult School since 2000 and has over 25 years experience in the fitness and rehabilitation profession. He is a licensed Physical Therapist Assistant from Cerritos College and has his Bachelor of Arts degree in Physical Education with an emphasis in Athletic Training from California State University, Long Beach. He has taken additional courses in balance, stroke rehabilitation, and geriatrics, and specializes in working with the senior population. He enjoys fishing, spartan racing, and gardening.

## Pilates and Yoga with Diane

A practical approach to pilates and yoga that recognizes individual anatomy, flexibility and skill level. Pilates and yoga will help to increase the participant's strength, flexibility and balance while offering stress reduction and improving posture. Teaching is done step-by-step to guide all levels from total beginners to advanced. All levels are welcome. **Please bring a yoga mat, water and towel.**

M/W	9096511	Jhun	9:30 am – 10:30 am	Cabrillo Lane	26	\$68	8/14 – 10/11
M/W	9096521	Jhun	9:30 am – 10:30 am	Cabrillo Lane	26	\$72	10/16 – 12/20
M/W	9096531	Jhun	9:30 am – 10:30 am	Cabrillo Lane	26	\$68	1/8 – 3/13
M/W	9096541	Jhun	9:30 am – 10:30 am	Cabrillo Lane	26	\$72	3/18 – 5/22

**Diane Jhun** graduated from The Ohio State University with a physical education degree. She has been an ABC Adult School Health and Fitness teacher since 2003. Diane is certified in Kickboxing by the Aerobics and Fitness Association of America.



### \*Cerritos Senior Center Registration Information:

Classes held at the Cerritos Senior Center are designed for seniors 50 years and older. If you need more information, seniors should call the Cerritos Senior Center at (562) 916-8550.

**First quarter** registration for Cerritos residents begins Monday, July 10, 2023 and non-residents Monday, July 17, 2023.

**Second quarter** registration for Cerritos residents begins Monday, September 4, 2023 and non-residents Monday, September 11, 2023.

**Third quarter** registration for Cerritos residents begins Monday, December 4, 2023 and non-residents Monday, December 11, 2023.

**Fourth quarter** registration for Cerritos residents begins Monday, February 12, 2024 and non-residents Monday, February 19, 2024.

Please call the Cerritos Senior Center at (562) 916-8550 to confirm registration dates.



# PROGRAMS FOR ADULTS WITH DISABILITIES

## Life Skills and Functional Academics

This course is designed to provide adults with disabilities students with an educational foundation to manage their personal care and hygiene. This may include, but not limited to, subjects such as health and safety, grooming, hygiene, social skills and budgeting and purchasing of personal care products. ***Class is for facility residents only.***

M-F	5020060	Cervantes	8:00 am – 10:00 am	*CMA	8/14 – 12/20
M-F	5020062	Cervantes	10:00 am – 12:00 pm	*CMA	8/14 – 12/20
M-F	5020080	Cervantes	8:00 am – 10:00 am	*CMA	1/8 – 5/22
M-F	5020082	Cervantes	10:00 am – 12:00 pm	*CMA	1/8 – 5/22

## Work Skills and Functional Academics

This class will help students gain problem solving and critical thinking skills necessary to operate in the workplace and other social environments by creating stimulating physical, cognitive, and relational environments which will be both personalized and in group settings. ***Class is for facility residents only.***

M-Th	5030061	Cervantes	12:40 pm – 3:00 pm	*Ivy Park	8/14 – 12/20
M-F	5030062	Tabon	1:00 pm – 3:00 pm	*CMA	8/14 – 12/20
M-Th	5030063	Jhun	1:00 pm – 2:30 pm	*Founders House of Hope	8/14 – 12/20
M-Th	5030065	Cervantes	3:15 pm – 4:35 pm	*CMA	8/14 – 12/20
M-Th	5030081	Cervantes	12:40 pm – 3:00 pm	*Ivy Park	1/8 – 5/22
M-F	5030082	Tabon	1:00 pm – 3:00 pm	*CMA	1/8 – 5/22
M-Th	5030083	Jhun	1:00 pm – 2:30 pm	*Founders House of Hope	1/8 – 5/22
M-Th	5030085	Cervantes	3:15 pm – 4:35 pm	*CMA	1/8 – 5/22

\* **CMA Site:** 18432 South Gridley Road, Artesia, CA 90701 (562) 860-2479

\* **Founders House of Hope Site:** 18025 Pioneer Blvd., Artesia, CA 90701 (562) 860-3351

\* **Ivy Park at Cerritos Site:** 1100 New Falcon Way, Cerritos, CA 90703 (562)865-9509



# ENGLISH AS A SECOND LANGUAGE

**FREE!**

Whether you want to get a job, get a promotion, go to college, prepare for the citizenship interview or just communicate better with your neighbors and friends, improving your English skills is an important way to achieve your goals. We have English classes in the morning, afternoon, and evening for all levels from Beginning to Advanced. Enrollment is open all year, but space is limited. Don't wait any longer!

*Mejorar sus habilidades de inglés es un medio importante para alcanzar sus metas. Tenemos clases de inglés por la mañana, tarde y noche, para todos los niveles desde principiantes hasta avanzados. La inscripción está abierta todo el año, pero el espacio es limitado!*

당신이 직장을 구하고, 승진을 하고 대학에 가고 시민권 인터뷰를 준비하고 이웃과 또 친구와의 더 좋은 소통을 위해 당신의 영어 실력을 향상 시키십시오. 기초부터 고급반까지 모든 단계별 수업이 준비되어 있습니다. 수시 입학 가능하며 자리는 제한되어 있습니다. 미루지 마시고 지금 등록하십시오.

## CLASS LOCATIONS AND OFFICE HOURS

### Cuesta Campus

12254 Cuesta Drive, Cerritos  
(562) 229-7960, Ext. 25015

#### Office Hours:

Monday - Thursday	7:30 am – 8:00 pm
Friday	8:00 am – 3:30 pm

#### Assessment Center Hours:

Monday - Thursday	8:00 am – 5:30 pm
Friday	8:00 am – 2:30 pm

### Cabrillo Lane Campus

20122 Cabrillo Lane, Cerritos  
(562) 229-7965

#### Office Hours:

Monday - Thursday	8:00 am – 8:00 pm
Friday	8:00 am – 3:30 pm

### Helen Rosas Center

22150 Wardham Street, Hawaiian Gardens  
(562) 229-7960

## REGISTRATION

**FREE UNLIMITED ESL CLASSES!**

**Online Registration Begins**

Friday, June 30, 2023 at 9 am

**Testing Appointments Begin**

Monday, July 10, 2023 at 8 am

**All classes will be held in-person and on-site.**

## ESL Trimester Dates

### 1<sup>st</sup> Trimester

August 14, 2023 to November 17, 2023  
Last day to register: October 20, 2023

### 2<sup>nd</sup> Trimester

November 27, 2023 to March 1, 2024  
Last day to register: February 2, 2024

### 3<sup>rd</sup> Trimester

March 4, 2024 to May 23, 2024  
Last day to register: May 3, 2024

## Registration Process for ESL Classes

- Register in office or online.
- Bring government-issued identification (if available).
- Take the CASAS test and placement test in our Assessment Center.

## Choosing a Class

- The CASAS test and placement test will determine your language level and class placement.
- The tests take about one hour in our Assessment Center.

*For more registration information, call  
Cuesta campus at (562) 229-7960 ext. 25015, 25052  
or Cabrillo Lane campus at (562) 229-7965 or  
go online at [www.abcadultschool.edu/esl/](http://www.abcadultschool.edu/esl/)*

## OFFERED ENGLISH AS A SECOND LANGUAGE CLASSES

### ESL Beginning-Literacy and Beginning-Low

These classes are for students who cannot read or write and have limited or no English language skills. Students will develop vocabulary, listening comprehension, speaking, basic literacy skills and life skills necessary for the beginning level.

#### Pronunciation and Grammar 100

Students will practice essential elements of English pronunciation through a variety of exercises, dialogs, and basic conversations. This class provides activities that help students overcome pronunciation difficulties.

M – F 8:30 am – 9:45 am Cuesta

#### Vocabulary Development 100

Students will improve basic English skills through vocabulary, pronunciation exercises and general conversation. Students will gain confidence by practicing day-to-day vocabulary for formal and informal conversations.

M – F 8:30 am – 9:45 am Cabrillo Lane

#### Civics Education 100

Students will practice life skills, grammar, speaking and listening. Students will develop reading comprehension and learn new vocabulary. They will learn EL Civics COAAPs and test preparation.

M – F 9:45 am – 11:15 am Cuesta

M – F 9:45 am – 11:15 am Cabrillo Lane

#### Listening and Speaking 100

Students will improve listening and speaking skills in order to communicate effectively in English. Students will engage in cooperative learning and pair work on a daily basis.

M – F 11:25 am – 12:40 pm Cuesta

M – F 11:25 am – 12:40 pm Cabrillo Lane

### ESL Beginning-High

These classes are for students with limited understanding of English. Students will develop vocabulary, listening comprehension, reading, writing, conversation skills and life skills needed to function in day-to-day situations.

#### Pronunciation 200

Students will improve vocabulary, pronunciation and conversation skills. Students will learn how to communicate in everyday life in the United States.

M – F 8:30 am – 9:45 am Cuesta

#### Civics Education 200

Students will focus on life skills, conversation, grammar, reading, writing, vocabulary and Internet breaking stories. Students will also learn EL Civics COAAPs and test preparation. They will participate in cooperative learning.

M – F 9:45 am – 11:15 am Cuesta

#### Grammar 200

Students will learn and practice grammar tense forms and basic grammatical structures needed to improve writing skills. Students will apply grammar in partner conversations and prepare for real life situations.

M – F 11:25 am – 12:40 pm Cuesta

### ESL Multi-level Beginning

These classes combine the Beginning levels: Beginning-Literacy, Beginning-Low and Beginning-High. Students will develop reading, writing, speaking and listening skills.

#### Civics Education Multi-level

Students will practice the essentials of English conversation, grammar, reading and writing. Each two week period will cover one life skill theme. Students will also learn EL Civics COAAPs and test preparation.

M – F 8:30 am – 12:40 pm Helen Rosas Center

#### Civics Education 150

Students will practice vocabulary, basic grammar, speaking, listening and writing. Students will increase their ability in using English at work and in the community. They will also learn EL Civics COAAPs and test preparation.

M – Th 6:00 pm – 9:00 pm Cuesta

### ESL Beginning-High/Intermediate-Low

These classes combine the Beginning-High and Intermediate-Low levels. Students will develop and improve listening, speaking, reading, and writing skills to achieve their academic and career goals.

#### Listening, Speaking and Vocabulary 250

Students will learn about stress, intonation, pronunciation, blends and reductions. Students will participate in communicative activities and learn conversation strategies. They will also learn new vocabulary.

M – F 8:30 am – 9:45 am Cabrillo Lane

#### Civics Education 250

Students will improve grammar, listening, vocabulary, reading and writing. Students will learn life skills. They will also learn EL Civics COAAPs and test preparation.

M – F 9:45 am – 11:15 am Cabrillo Lane

#### Conversation and Grammar 250

Students will learn beginning and intermediate grammar necessary to build on reading, writing, speaking and listening skills. Students will focus on verb tenses and sentence structure.

M – F 11:25 am – 12:40 pm Cabrillo Lane



## OFFERED ENGLISH AS A SECOND LANGUAGE CLASSES



### ESL Intermediate-Low

These classes are for students who have completed ESL Beginning-High or equivalent and have a basic knowledge of survival English. Students will develop greater fluency and oral communication as well as listening, reading, writing, and life skills.

#### Civics Education 300

Students will practice vocabulary, reading, intermediate grammar, listening, speaking and life skills. Students will engage in critical thinking and develop interpersonal skills. They will learn EL Civics COAAPs and test preparation.

M – F 9:45 am – 11:15 am Cuesta

#### ESL and Technology Skills CE 300

Students will practice life skills, formal and informal conversations, vocabulary, and pronunciation. Students will also use computers to improve, typing, Internet research and online communication skills. They will learn EL Civics COAAPs and test preparation.

M – Th 6:00 pm – 9:00 pm Cuesta

### ESL Intermediate-Low/High

These classes combine the Intermediate-Low and Intermediate-High levels. Students will improve academic skills. Students will continue to develop fluency and build confidence to speak everyday English.

#### Idioms, Speaking and Vocabulary 350

Students will improve their knowledge and use of idioms and vocabulary. Students will focus on the meanings and appropriate usage of popular idioms and apply them in everyday conversation. They will engage in cooperative learning and role-play.

M – F 8:30 am – 9:45 am Cuesta

#### Conversation and Grammar 350

Students will review basic grammar and learn intermediate grammar, such as clauses, perfect verb tenses and tag questions. Students will practice independently and with partners. They will build grammar skills and confidence.

M – F 11:25 am – 12:40 pm Cuesta

### ESL Intermediate-High/Advanced

These classes combine the Intermediate-High and Advanced levels. Students will continue to develop fluency and academic skills. They will receive the tools to achieve success in community, life and career.

#### Vocabulary and Conversation 450

Students will develop a knowledge of advanced vocabulary to discuss a wide-range of topics. Students will apply their knowledge to real life situations, especially conversation. Workforce and college readiness skills are integrated into this course.

M – F 8:30 am – 9:45 am Cabrillo Lane

#### Civics Education 450

Students will practice life skills, conversation, vocabulary, pronunciation, and discuss current events and news. Focus is placed on accuracy and appropriate forms of expression. They will learn EL Civics COAAPs and test preparation.

M – F 9:45 am – 11:15 am Cabrillo Lane

#### Current Events 450

Students will learn about current news events, new vocabulary and improve listening comprehension. Students will discuss news issues, and formulate and defend opinions. They will increase reading and writing skills.

M – F 11:25 am – 12:40 pm Cabrillo Lane

#### ESL and Technology Skills CE 450

Students will practice life skills, formal and informal conversations, vocabulary, and pronunciation. Students will also use computers to improve, typing, Internet research and online communication skills. They will learn EL Civics COAAPs and test preparation.

M – Th 6:00 pm – 9:00 pm Cuesta

### ESL Advanced

These classes are for students who have completed ESL Intermediate-High or equivalent. Students will expand oral language skills and refine reading and writing skills. Students are prepared for academic studies and a broader range of educational and/or vocational opportunities.

#### Movies, Idioms and Pronunciation 500

Students will learn new vocabulary, idioms, phrases, pronunciation and American culture through the use of movie media and teacher guided lessons.

M – F 8:30 am – 9:45 am Cuesta

#### Pronunciation and Conversation 500

Students will have opportunities to practice English effectively and with confidence. Students will further develop and improve pronunciation and conversation abilities.

M – F 11:25 am – 12:40 pm Cuesta

### Multi-Level ESL

Students of all levels are combined in these classes. Students will develop listening comprehension, reading, speaking and conversation skills needed to function in day to day situations.

#### Language Life Skills

Students will focus on life skills, conversation, grammar, reading, writing and vocabulary. Students will engage in cooperative learning. Workforce and college readiness skills are integrated into this class.

M – Th 1:10 pm – 4:10 pm Cuesta

#### ESL and Technology Skills CE

Students will practice life skills, formal and informal conversations, vocabulary, and pronunciation. Students will also use computers to improve, typing, Internet research and online communication skills. They will learn EL Civics COAAPs and test preparation.

M – Th 6:00 pm – 9:00 pm Cabrillo Lane



# BURLINGTON ENGLISH – UNLIMITED ONLINE ACCESS!

This class is for students of all ESL levels. Practice 24/7 at home on your computer, tablet or cell phone. Meet with the teacher in-person during office hours.

BurlingtonEnglish will help you explore career options, gain workplace skills, learn about educational and training opportunities and develop vital digital literacy skills. It also combines content and context for various career fields providing a bridge for you to move into a career pathway. You will get the practical, real-life language skills that result in English proficiency.

Teacher office hours: M – Th 1:15 pm – 2:15 pm Cuesta Room H-1



## WORKFORCE PREPARATION

### Integrated Education and Training (IET) Class

- Train for a new career! Be job ready within a year!
- Start a career pathway while you take ESL classes. Take a free IET Medical Assistant class.
- You must be registered in an ESL Civics Education class to be eligible to take a free IET class.

Take a free  
Medical Assistant  
Clinical class!

#### IET - Medical Assistant-Clinical

Start a new and exciting career in the medical field. You will learn the skills to work in a medical office or medical group. You will learn patient care, administration of medicine, and laboratory and office procedures. \$430 fee waived for ESL students. Additional fee for books and uniform. Background check and drug screen required for each module.

M – Th 10:10 am – 2:40 pm Cabrillo Lane



## CITIZENSHIP

Become a United States citizen! Our Citizenship class prepares you for the newest version of the Citizenship Test. You will increase your knowledge of American civics and history. You will learn and understand the American citizenship application and process. You will prepare for the interview by improving your English reading, writing, listening and speaking skills. U.S. Citizen and Immigration Service requires: Five years of legal residency in the United States or three years legal residency in the United States if married to a U.S. citizen.

W/Th 6:00 pm – 8:00 pm Cuesta





# ACADEMICS

*We did it.  
You can too!*



# ACADEMICS

## Choose the Learning Option that's right for you!

Adult students are welcome to attend ABC Adult School:

- for credit towards a high school diploma
- to prepare for a high school equivalency test (GED or HiSET)
- to improve basic skills

## Getting Started:

1. Come to the Cuesta Main Office with picture identification and official, unopened transcripts.
2. Meet with the Dean, who will help you determine the best educational path and will create a custom learning plan for you.
3. Take the required assessment called the CASAS test.
4. Plan to spend about 1-2 hours for transcript evaluation, testing, orientation, and class scheduling.

### Cuesta Office Hours:

Monday – Thursday 7:30 am – 8:00 pm  
Friday 7:30 am – 3:30 pm

### Learning Center (Room E4) Hours:

Monday – Thursday 8:00 am – 5:30 pm  
Friday 8:00 am – 2:30 pm

If you have further questions or want to know about our current class offerings, please call 562-229-7960 ext. 25053. or see the in-person class schedule on the next page.

## High School Diploma

Students can complete their coursework toward a high school diploma:

- through in-person or live Zoom classes with friendly, qualified teachers
- in our state-of-the-art learning center lab
- from home, using online classes

Earn your diploma with the help of our highly qualified, credentialed staff. You can complete as many classes in each session as your schedule permits. The recommended course load is 2-3 classes, depending on your work schedule and/or family obligations.

**ABC Adult School requires 180 Credits to obtain your diploma. The Dean will evaluate your transcripts from high school(s) and/or other adult schools to determine the credits you need.**

## High School Diploma Requirements

English .....	40 credits
US History A .....	5 credits
US History B .....	5 credits
Civics/Government .....	5 credits
Economics .....	5 credits
Social Studies .....	10 credits
Math .....	10 credits
Algebra .....	10 credits
Biological Science .....	10 credits
Physical Science .....	10 credits
Health .....	5 credits
Fine Arts/Foreign Language .....	10 credits
Electives .....	54 credits
Technology .....	1 credit
<b>Total: .....</b>	<b>180 Credits</b>

## GED/HiSET Preparation

Students can study English, Math, Social Studies, and Science subjects at the High School Equivalency level.

- through in-person classes (in Spanish or English) with friendly, qualified teachers
- in our state-of-the-art learning center lab
- from home, using online classes

## High School Equivalency Exam

California has approved the use of the GED® and HiSET® high school equivalency tests for students 18 years old and older for the purpose of receiving a California High School Equivalency Certificate. ABC Adult School offers preparation and testing for both the GED and HiSET exams.

Before signing up for the official GED or HiSET exam, most adults find it helpful to enroll in a preparation program. Choose the study option from above that best meets your needs and schedule. In-person classes guide students through the process of preparing and registering for their high school equivalency exams. Classes feature test-taking tips, the most common multiple-choice question types, and scored essay feedback.

When you are ready, you can make an appointment to take your official exam(s) at ABC Adult School's convenient, certified Assessment Center.

## Fall Semester: August 14 - December 21, 2023

### HS LAB – All Subjects

T Staff 5:30 pm – 8:30 pm

### HiSET/GED – All Subjects

M/W Lizarde 9:00 am – 12:30 pm

W Lizarde 5:30 pm – 8:30 pm

### HiSET/GED Spanish – All Subjects

T/Th Lizarde 9:00 am – 12:30 pm

W Lizarde 5:30 pm – 8:30 pm

## Spring Semester: January 8 - May 23, 2024

### HS LAB – All Subjects

T Staff 5:30 pm – 8:30 pm

### HiSET/GED – All Subjects

M/W Lizarde 9:00 am – 12:30 pm

W Lizarde 5:30 pm – 8:30 pm

### HiSET/GED Spanish – All Subjects

T/Th Lizarde 9:00 am – 12:30 pm

W Lizarde 5:30 pm – 8:30 pm

## HiSET Test Info

- Offered in English and Spanish
- Subject Areas Tested: Reading, Writing, Science, Social Studies, Mathematics
- Computer-based: Cost: \$32 per test/ \$160 total; 2 free retakes
- Website: <https://hiset.ets.org/>

## GED Test Info

- Offered in English and Spanish
- Subject Areas Tested: Reasoning through Language Arts, Science, Mathematical Reasoning, Social studies
- Computer-based: Cost: \$140; \$15 per retake
- Website: <https://ged.com/>

# ACADEMICS

We offer in-person classes for the most in-demand subjects each quarter. Classes such as Government, Economics, Algebra, English, U.S. History, and Science are scheduled throughout the year. These classes are streamlined to be completed in just 9 weeks with Discussions and Activities removed. Live Zoom options may also be available.

## 1<sup>st</sup> Quarter:

**August 14, 2023 - October 13, 2023**

### Government

M – F 8:00 am – 10:00 am Cuesta E-4A J. Aasness

### Math Lab

M – F 10:10 am – 12:10 pm Cuesta E-4A J. Aasness

### English

M – F 12:40 pm – 2:40 pm Cuesta E-4A J. Aasness

### Social Studies

M – Th 2:45 pm – 5:15 pm Cuesta E-4A N. Hom

## 2<sup>nd</sup> Quarter:

**October 16, 2023 - December 21, 2023**

### Economics

M – F 8:00 am – 10:00 am Cuesta E-4A J. Aasness

### Math Lab

M – F 10:10 am – 12:10 pm Cuesta E-4A J. Aasness

### English

M – F 12:40 pm – 2:40 pm Cuesta E-4A J. Aasness

### Social Studies

M – Th 2:45 pm – 5:15 pm Cuesta E-4A N. Hom

## 3<sup>rd</sup> Quarter:

**January 8, 2024 - March 15, 2024**

### Government

M – F 8:00 am – 10:00 am Cuesta E-4A J. Aasness

### Math Lab

M – F 10:10 am – 12:10 pm Cuesta E-4A J. Aasness

### English

M – F 12:40 pm – 2:40 pm Cuesta E-4A J. Aasness

### US History

M – Th 2:45 pm – 5:15 pm Cuesta E-4A N. Hom

## 4<sup>th</sup> Quarter:

**March 18, 2024 - May 23, 2024**

### Economics

M – F 8:00 am – 10:00 am Cuesta E-4A J. Aasness

### Math Lab

M – F 10:10 am – 12:10 pm Cuesta E-4A J. Aasness

### English

M – F 12:40 pm – 2:40 pm Cuesta E-4A J. Aasness

### Science

M – Th 2:45 pm – 5:15 pm Cuesta E-4A N. Hom

## Adult Basic Education/Enrichment (Audit)

Online, self-paced study programs are available for students who want to:

- review Basic Reading, Math, or Writing Skills
- be able to help their child with homework
- enhance personal growth
- brush up on a subject of their choice.



## GRADUATION CEREMONY

**ABC Adult School will celebrate commencement on Wednesday, May 22, 2024 at 5 pm.**

Adult students who have completed the district requirements for a high school diploma or passed the GED or HiSET examination are encouraged to participate wearing the traditional cap and gown in the presence of family and friends.





(562) 229-7960

PARENT LEADERSHIP ACADEMY WORKSHOPS

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# PARENT LEADERSHIP ACADEMY WORKSHOPS 2023–2024

*"Become an active partner in your child's education."*

**All Workshops are Free and Open to All Parents in the District!**

Please join us for our "Parent Café" workshops! All "Parent Café" workshops will be from 6:00 pm to 7:30 pm and will be held at the **Adult School Cabrillo Lane Campus, 20122 Cabrillo Lane, unless otherwise indicated.** Workshops are FREE and open to all parents/caregivers in the ABCUSD community! Learn about important parenting issues and meet other involved parents at the same time!

"Parent Cafés" are safe, non-judgmental workshops meant to provide encouragement, information, and resources to help parents and caregivers support their students' learning and well-being. "Parent Café" workshops are a safe space to listen, learn and find a support system within the District. The goal is to build on parents' strengths and for parents to use their strengths in daily parenting. ALL PARENTS can benefit from "Parent Cafés".

Please register on-line at ABC Adult School. Please register early! For more information, please call (562) 229-7965, ext. 25200.

**Wednesday, August 30, 2023**

College is Coming: The Crucial 4-year Plan

**Wednesday, September 6, 2023**

College is Coming: Preparing Applications and Financial Resources

**Wednesday, September 20, 2023**

Drug Education/Life Skills for Teens

**Wednesday, October 18, 2023**

Homework Help and At-Home Activities for Reading

**Wednesday, October 25, 2023**

Homework Help and At-Home Activities for Writing

**Wednesday November 8, 2023**

ABCUSD and Beyond for Students

**Wednesday, December 6, 2023**

Navigating Schools of Choice

**Wednesday, December 13, 2023**

Drug Education/Life Skills for Teens

**Wednesday, January 17, 2024**

Help Your Elementary Student with Math

**Wednesday, January 24, 2024**

Help Your Secondary Student with Math

**Wednesday, February 7, 2024**

ABC Adult School Programs for After High School

**Wednesday, February 21, 2024**

Resume & Job Search Skills for Teens

**Wednesday, February 28, 2024**

Drug Education/Life Skills for Teens

**Wednesday, March 6, 2024**

Summer Activities to Prepare Your Teen for College or Career

**Wednesday, March 13, 2024**

Summer Activities to Keep Your Mind Sharp

**Wednesday April 17, 2024**

Getting Kids Out and About in Your Neighborhood

**Wednesday, April 24, 2024**

Healthy Parents: Let's Learn About Exercise

**Wednesday, May 1, 2024**

Drug Education/Life Skills for Teens

## ABCUSD COMMUNITY SHOWCASE:

*Celebrating ABC Students and Schools*

**OCTOBER 7, 2023**

The ABC Unified School District and the ABC Adult School, will host the award winning 25<sup>th</sup> Annual ABCUSD Community Showcase (formerly the Parent Leadership Conference). This year's event will also include the District's College and Career Fair. More than 600 parents from ABC Unified Schools in the Cerritos, Artesia, Hawaiian Gardens and Lakewood area will be invited. Call ABC Adult School at (562) 229-7965, ext. 25200 for details.

# WELCOME!

ABC Adult School is a comprehensive school, serving more than 23,000 duplicated adult and high school students annually.

ABC Adult School is a post-secondary institution offering entry-level and advanced courses in Office Occupations, Medical Occupations, Web/Graphic Design, IT Technician, and Cosmetology Training programs. We also offer English as a Second Language, citizenship, basic academic skills, preparation for GED/HiSET, high school diploma, parent education, Adults with Disabilities, and enrichment programs. ABC Adult School is accredited by the Council on Occupational Education (COE) for post-secondary training to provide Title IV Financial Aid to qualified students and is accredited by the Western Association of Schools and Colleges (WASC) for secondary academic programs. ABC Adult School also receiving other State and National accreditations for individual programs. We are a state-approved Pearson VUE Testing Center and is an official authorized testing center for Adobe, Microsoft, IC3, QuickBook, NHA, Evaluation System, CompTIA, GED, HiSET, TOEFL, typing certificate, and many industry certifications.

Council on Occupational Education (COE): 1 (800) 917-2081  
7840 Roswell Rd., Building 300, Suite 325, Atlanta, Georgia 30350

ABC Adult School provides job training for adults with disabilities, a variety of courses parenting classes, and a broad selection of enrichment courses. We offer extensive customized training programs and services for businesses and State/County agencies.

## ABC FITNESS CLASSES

For your well-being, ABC Adult School recommends that you see your doctor before enrolling in fitness classes. Teachers may require medical clearance before enrolling.

## ACCIDENT INSURANCE

Student Accident Insurance is a requirement for all students enrolled in career technical education (CTEC) courses containing a clinical component and other programs with a safety requirement. Fee must be paid \$15 per quarter, \$40 per year (August to June).

## AMERICAN DISABILITY ACT (ADA)

We are in compliance with the ADA. If you require reasonable disability accommodations. Please request your needs in writing at least 30 days prior to the beginning of class. Contact the school office at (562) 229-7960 for additional information.

## ACCEPTABLE USE POLICY

ABC Adult School believes in providing all students with powerful technology tools to promote educational excellence while complying with the District policy. ABC Adult School provides students access to the District's electronic information network which includes Internet access, wi-fi access, computer services, student e-mail, and computer-related equipment for educational purposes. Users must be aware that some information found on the Internet may contain items that are illegal, defamatory, inaccurate or offensive. While ABC Adult School works to balance the need for appropriate Internet filtering and the need for access to information for research and instruction, ABC Adult School cannot guarantee that student may not encounter inappropriate materials. Further, ABC Adult School makes no guarantee of availability of networks or the quality or accuracy of information that is obtained. By student signature on the registration form or by clicking on the "terms and conditions" online, student agrees to follow the rules and procedures indicated in the ABC Unified School District Student Acceptable Use Policy.

## ATTENDANCE

In order for an adult education class to remain open, sufficient regular student attendance in class is required. Classes with low enrollment will be canceled. Regular attendance is required for students to complete the program.

*For complete detailed list of policies and procedures, please refer to the Student Handbook on our website.*

## BABY-SITTING

No baby-sitting is offered at ABC Adult School.

## CLASS CANCELLATION POLICY

ABC Adult School reserves the right to cancel any class in which the enrollment and attendance is not sufficient to warrant continuation, and to change class hours and/or days as necessity demands.

## COUNSELING

ABC Adult School counseling staff provides a variety of support services for students and the campus community including educational planning, career counseling, transfer counseling, scholarships, financial aid and personal counseling to help students establish, pursue and attain their educational and career goals. Students should make an appointment in advance of registration to meet with a counselor. Please contact our counselors at the Cuesta campus (562) 229-7960.

## CHILDREN'S ATTENDANCE

Children may not attend class or be left unattended on campus unless it is specifically permitted as part of the course and accompanied by an adult.

## DRESS CODE

Students are expected to adhere to the established dress and grooming standards for the school in order to prevent distractions and disruption in the classroom and to ensure the physical well-being and safety of students and staff. Please visit website at [www.abcadultschool.edu](http://www.abcadultschool.edu) for the complete Student Handbook of Rules & Regulations and Discipline Policy.

## DRUG FREE SCHOOLS

It shall be the policy of this school district to keep schools alcohol and drug free by taking positive action through education, counseling, parental involvement, medical referral and police referral, and by handling incidents in the schools involving possession, sale, distribution and/or use of any controlled substance, alcoholic beverage, intoxicant of any kind, tobacco or products containing tobacco or nicotine.

## EQUAL OPPORTUNITY DISTRICT

ABC Unified School District is in compliance with Title VII of the Civil Rights Act of 1964, Title IX of the Education amendments of 1972 and the Rehabilitation Act of 1973. The district does not discriminate in matters of employment or admission to educational programs and activities because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, or sexual orientation. Complaint Contact: Dr. Joe Fraser, Assistant Superintendent, Human Resources, 16700 Norwalk Blvd., Cerritos, CA 90703 (562) 926-5566.

## ELIGIBILITY/PRIORITY ENROLLMENT

Persons 18 years of age or older that can benefit from instruction are eligible to enroll in ABC Adult School. Preference is given to continuing students and residents of the district providing they register during the priority pre-registration period. High school students may attend if space is available and all Educational Code requirements are met. (See "High School Students" for details.)

## FEES

**Fees must be paid when registering** and vary by the class. ATM/Debit, credit cards, and money orders are also accepted. Make money orders or checks payable to "ABC Adult School". **All fees must be paid prior to attending class. We do not accept Discover card or American Express.**



# FINANCIAL AID

(562) 229-7960

GENERAL INFORMATION / FINANCIAL AID

## STUDENT FINANCIAL AID AVAILABLE!

Federal PELL grants are available to eligible students. If you are interested in Financial Aid please fill out the FAFSA at [www.studentaid.gov](http://www.studentaid.gov). Our school code: 042270.



## Financial Aid Office

### PLAN AHEAD FOR FALL 2023 AND SPRING 2024!

Financial Aid Office (562) 229-7960  
Monday – Friday 8:00 am - 3:30 pm

APPLY EARLY TO SECURE YOUR FINANCIAL AID AND ENROLLMENT FOR 2023!

ABC Adult School Code: 042270

## ABC Adult School Financial Aid Information

ABC Adult School offers grants to full-time and part-time students. Most financial aid resources are intended to supplement, not replace, the financial resource of the family. We have financial aid available to help you with the cost of education, which includes fees, books, supplies, miscellaneous cost, housing, and transportation. If you are interested in an eligible program please apply immediately at [www.studentaid.gov](http://www.studentaid.gov).

## Minimum Requirements

Minimum requirements to receive Federal Student Aid are as follow:

- Meet U.S. Citizenship or eligible non-citizenship requirements. (Note: Deferred Action recipients are not eligible for Federal Student Aid)
- Student must possess a High School Diploma or State issued High School Equivalency Certificate from a regionally accredited institution (<http://ope.ed.gov/accreditation/>). Examples are: GED®, HiSET, TASC. (Foreign High School Diploma must be notarized, translated and is the responsibility of the student.)
- Plan to enroll in any one of our Title IV Approved Career Technical Education Programs. (See list below\*)
- Demonstrate a need.

## Financial Aid Process

Financial Aid applications take time to process so begin early. Application must be approved and processed prior to attending class. **To get started apply online by visiting the Federal Student Aid website: [www.studentaid.gov](http://www.studentaid.gov). Once you have applied, you will need to call ABC Adult School financial aid office at (562) 229-7960 to turn in additional documents needed to determine Financial Aid.**

## Return of Title IV Funds (R2T4) Policy

When a student withdraws or is dismissed from ABC Adult School, a determination of the earned and unearned portion of Title IV aid will be determined. The date of withdrawal or last date attended will be used according to attendance records generated by the School's Attendance System (ASAP).

## Financial Aid Eligible Programs

The following ABC Adult School Career Technical Education Programs are eligible for Financial Aid Benefits (PELL Grant) for students who qualify:

- Accounting Technician
- Administrative Assistant
- Cosmetology
- Dental Assistant
- Graphic Media Design
- IT Technician
- Medical Assistant
- Medical Front Office Assistant
- Pharmacy Technician

## Planning for Fall 2023 & Spring 2024 Registration:

1. **Apply online by filling out the Free Application for Federal Student Aid (FAFSA) go to [www.studentaid.gov](http://www.studentaid.gov)**
2. **Allow a minimum of 5 days for the ESAR (Electronic Student Aid Report) to be received by the financial aid office.**  
In order to be eligible to receive federal student aid for the 2023-24, only classes that are Title IV approved are eligible for financial aid. No Enrichment Classes are eligible. To be eligible for funding for the Fall 2023 programs, please fill out the 2023-24 Federal Application for Federal Student Aid ([www.studentaid.gov](http://www.studentaid.gov)). Do not forget to use our School Pell Code (042270) when you apply. Application for Federal Student Aid please visit [www.studentaid.gov](http://www.studentaid.gov). Please apply as early as possible and do not forget to add our school Pell Code (042270) when submitting your application online.
3. **The following items and printouts will be needed to schedule an appointment once a student's FAFSA is processed.**  
In order to process your financial aid you will need to bring in the following documents to the financial aid office after you have applied on line. Please allow 3-5 days for your FAFSA to process otherwise the school will have not received your Student Aid Report in time:
  - a. Valid California Driver's License or CA Identification
  - b. Social Security Card
  - c. Official sealed High School transcript, High School Diploma or State recognized equivalent i.e. (GED or HiSET). Original documents needed. Foreign High School Diplomas need to be translated and notarized.
  - f. Bring items a-c to the financial aid office.
  - g. An appointment will be made for you. Space is limited! Make an appointment NOW!

**Please note:** a student defined as Dependent on the FAFSA will need to have their parent create their own FSA ID to sign the FAFSA. A Dependent Status on the FAFSA is defined as someone who needs to provide parent income information to determine a student's eligibility.

If you have questions please call or email the financial aid office at (562) 229-7960 and [finaid@abccadulthoodschool.com](mailto:finaid@abccadulthoodschool.com).

FOR MORE  
INFORMATION  
SCAN ME!



## FREE TRAINING BENEFITS & FINANCIAL AID

- Are you between the ages of 18-24 years old with need of training?
- Are you unemployed?
- Are you low income? Is your present company going out of business?
- Are you a veteran?
- Do you need job counseling?
- Do you currently receive EDD benefits of any kind?
- Have you exhausted your unemployment benefits?
- Are you a foster child? Are you working with the Department of Rehabilitation or Social Services?
- Do you need re-training to enter a new profession?
- I-train referrals website: <https://wioa.i-train.org>



*If you answered "Yes" to any of these questions then you may be eligible for Free Training Benefits or Financial Aid. Call ABC Adult School Career Center immediately! (562) 229-7960*

## FINDING CLASS LOCATIONS

Each course listing indicates where the class is held. Location, address, telephone number, and map to all sites are listed on the back inside page and on the website.

## FIRST CLASS MEETING

You must be present at the first meeting of the class or you may be dropped and lose your space to others who are present and wish to enter. Refund will not be given.

## INSTITUTIONS GRIEVANCE PROCEDURE

Grievance Procedure - Every member of the community shall have the right for prompt and orderly redress of a grievance relating to an alleged violation of federal or state laws or regulations of educational programs. Therefore, pursuant to California Code of Regulations, Title 5, Section 4600, the district has procedures to process a complaint regarding educational services provided by the adult school. A copy of the uniform complaint policy is available at each site where adult education courses are offered. Complaint Contact: Dr. Joe Fraser, Assistant Superintendent, Human Resources, 16700 Norwalk Blvd., Cerritos, CA 90703 (562) 926-5566.

Council on Occupational Education (COE): 1 (800) 917-2081  
7840 Roswell Rd., Building 300, Suite 325, Atlanta, Georgia 30350  
[www.council.org](http://www.council.org)

## HIGH SCHOOL STUDENTS

The enrollment of concurrent high school students in Adult Education classes is subject to the limitations imposed by Section 52500.1 of the California Education Code. Each of the following conditions must be met:

- (1) There must be a conference involving the student, the high school counselor and the student's parent or guardian.
- (2) There must be written documentation of the conference.
- (3) There must be a statement that the student is voluntarily enrolling in the Adult Education class and that the enrollment form is to be placed in the student's cumulative file.

Students must bring a completed Concurrent High School Enrollment Form, a copy of their current class schedule and a high school photo I.D. to enroll. Hours are Monday through Thursday from 8:00 am to 8:00 pm and Friday from 8:00 am to 3:00 pm. The completed enrollment form must bear the signatures of the high school counselor, the parent or guardian, and the student to certify that the above conditions have been met.

(Concurrent High School Enrollment Forms are available at each of the district high schools in the counseling offices. Enrollment is contingent upon full-time enrollment at the high school.)

Concurrent high school students may not take adult education in any of these areas: (1) Adults with Disabilities, (2) Apprenticeships, (3) Parent Education, (4) Enrichment, and (5) Fitness.

Enrollment of high school concurrent students is limited to residents of the ABC Unified School District. Concurrent students living outside of the district are not eligible to enroll in the ABC Adult School.

## INSURANCE

ABC Adult School does not provide medical insurance coverage for students. Medical insurance is a student responsibility.

## NOTICE TO PARENTS OF HIGH SCHOOL STUDENTS

All adult school classes meet in portable facilities that do not meet the new earthquake safety requirements of the Field Act (Rev. 9/89). Adult education classes meet at various locations throughout the community. Transportation to and from these classes is the responsibility of the student and/or the parent/guardian. The ABC Unified School District is not liable for the safety or for the transportation of students that attend classes in these facilities.

## ONLINE REGISTRATION INFORMATION

Online registration is convenient, easy and no extra charge. Simply click on the online link. Once you are on the welcome page, simply follow the online prompts.

## PARKING (HANDICAPPED PARKING)

On campus parking is available at no charge. Handicapped parking is available. **Students park at their own risk.**

Parking at ABC Adult School is free, however, we do have a few simple rules for the safety and convenience of our students and staff:

- Please obey signs, directional arrows and NO PARKING areas including fire lane markings.
- Parking spaces marked STAFF are for employees only. No students or visitors are to park in these spaces. It is imperative that teachers and staff are able to park and get to their assigned classes on time.
- Visitor parking spaces are available near the Adult School office for 20 minute parking. Other parking is available on the street or in the marked lots adjacent to and across from Cuesta Drive.
- Observe the 5 miles per hour speed limit. Bicycles must be locked in bike racks and are not permitted in buildings. Do not ride bicycles on campus.
- Head in parking only.
- Parking code violations can result in ticketing and/or towing of your vehicle.

## PERSONAL PROPERTY DISCLAIMER

ABC Unified School District is not responsible for the loss or damage of personal property.

*El Distrito Unificado de ABC no es responsable por la perdida de, o por cualquier daño que pueda sufrir, la propiedad personal que traen los estudiantes a la escuela.*

## POLICIES AND PROCEDURES

- Students must go to the Assessment Center to complete the pre-assessment prior to attending classes.
- **Due to limited capacity in assessment rooms, arrive early to ensure your space.**
- Students who do not meet the basic skill level requirement for the CTE Program will be referred to a counselor to discuss options.
- Students must be 18 years of age or older to enroll in any program.
- Childcare is not available at ABC Adult School.
- **Test times and locations are subject to change without notice.**
- No minors are allowed without parental/adult supervision in the Assessment Center or on any of our campuses.



## REFUND POLICY

ABC Adult School follows a fair and equitable refund policy for the refund of fees and other institutional charges as adopted by the Council on Occupational Education (COE). Refunds are given if the class is canceled. If the student requests a refund, it must be prior to the second class meeting, whether attended or not. Student initiated refunds will be reduced by a \$10 service charge for each class. To receive a refund, students request a refund form from the Front Office. Once the form is completed by the student and an explanation is provided, it must be approved by the Administrator. Once approved, the refund request form is sent to the ABC Adult School Accounting Office where the refund is processed. The refund check is then mailed to the student. The process may take up to six weeks. **No refunds will be given for missed classes, insurance fee, books, materials fee, equipment or cosmetology/barbering kits.**

## REFUND POLICY

There are 3 types of refunds processed through ABC Adult School:

1. **Non-Program Students - NOT officially enrolled in a CTE program, ESL, Academics and Older Adults Individual Course Refunds and Community Education**
2. **CTE Program Students - Program withdrawal (students officially enrolled in a program)**
3. **CTE Program Students - Course withdrawal (students officially enrolled in a program)**

### Non - Program Students

Students who enroll in a non state funded community education course or do not enroll in a program of study are subject to the following refund policy:

ABC Adult School will refund class and lab fees if a regular class is cancelled by ABC Adult School. Individual requests for refunds must be made at the Adult School office prior to the second class meeting or within two weeks of registration. ABC Adult School reserves the right to cancel any class due to low or declining enrollment.

Students in Community Education classes must decide by the start of the second session whether they wish to continue in the class. NO REFUNDS for Community Education Class will be given after the start of the second session. Student initiated drops and refund requests are subject to a \$10 per class processing fee (or up to \$10 if the class is less than \$10).

It is the student's responsibility to apply for a refund. A student is eligible for a refund after classes have been officially dropped, within the refund policy timeline. Classes must be dropped by the appropriate deadline for the session in order to be eligible for a refund. To request a refund, please go to the office before the second class meeting begins, drop the class and fill out the Refund Request Form. The refund request form is also available online at ABCAdultSchool.edu and can be mailed to the Main Office (Cuesta or Cabrillo campus). It must be postmarked by the appropriate deadline. Stated deadlines are not adjusted due to late enrollment.

If a student paid by credit or debit card and the student has their receipt, an electronic refund will be made to their credit or debit card. Any other form of payment will be refunded by check. Approved refunds will be mailed in approximately four to six weeks. Be sure your current mailing address is on file with the school. All refund checks are made payable to the student.

### Community Education, ESL, Academics and Older Adults, CTE Individual Course Refunds (Students not enrolled in a program)

Students who enroll in an Academics, Older Adults, ESL Community Education or CTE individual course and are NOT officially enrolled in one of the 12 CTE recognized programs (enrollment in an official CTEC Program is done after meeting with the TOSA, Job Developer or Financial Aid Secretary and filling out a declaration form) are subject to the following refund policy:

ABC Adult School will refund class and lab fees if a regular class is cancelled by ABC Adult School. Individual requests for refunds must be made at the Adult School office prior to the second class meeting or within two weeks of registration. ABC Adult School reserves the right to cancel any class due to low or declining enrollment.

Students who enroll in an Academics, Older Adults, ESL Community Education or CTE individual course and are NOT officially enrolled in one of the 9 CTE recognized programs, must decide by the start of the second class meeting whether they wish to continue in the class to receive any

type of refund. Students who decide to drop before the first session begins will be given a refund less a \$10 processing fee per class. Students who cancel up to the start of the second class session can get a school credit minus a \$10 processing fee per class. NO REFUNDS will be given after the start of the second session. No exceptions. All student initiated drops and refund requests are subject to a \$10 per class processing fee (or up to \$10 if the class is less than \$10). A refund will not be processed if academic credit has been awarded for the class. Refunds are not automatically processed.

It is the student's responsibility to apply for a refund. A student is eligible for a refund after classes have been officially dropped, within the refund policy timeline stated in the paragraph above. Classes must be dropped by the appropriate deadline for the session in order to be eligible for a refund. Stated deadlines are not adjusted due to late enrollment. To request a refund, please go to the office before the second session begins, drop the class and fill out the Refund Request Form. The refund request form is also available online at ABCAdultSchool.edu and can be mailed to the Main Office (Cuesta or Cabrillo campus). It must be postmarked by the appropriate deadline as determined by the guidelines in the last paragraph. It is the student's responsibility to apply for a refund.

If a student paid by credit or debit card and the student has their receipt, an electronic refund will be made to their credit or debit card. Any other form of payment will be refunded by check. Approved refunds will be mailed in approximately four to six weeks. Be sure your current mailing address is on file with the school. All refund checks are made payable to the student.

### Program Refunds - Program Withdrawal (Students officially enrolled in a CTE program)

Students may withdraw at any time during a term. Refund amounts will be determined by the formulas listed below whether or not the student is receiving financial aid.

We realize that outside circumstances may sometimes impact a student's ability to complete the program of study. When a student stops attending all of his or her classes, depending on the circumstances, it may be classified as a "withdrawal," or "dismissal" from the institution. For the purpose of charges assessed and financial aid eligibility listed below, a dismissal will be handled the same as a withdrawal from the Institution. Students who do not complete at least 60% of the hours of each **pay period listed in the financial aid calendar**, must repay the unearned portion of all awarded aid. This unearned portion is based on the total number of hours scheduled to be completed and divided by the total hours in the pay period (Title IV Refund Process below). Students must repay the amount received as an overpayment. Students who owe repayments or overpayments are ineligible for additional Federal and/or State Aid. When learning of an over-award, ABC Adult School ("ABC Adult") will report the over-award to the funding source.

### Program Refunds - Course Withdrawal (Students officially enrolled in a CTE program)

Students who are withdrawing from an individual course but not the entire program may withdraw at any time during a term. Refund amounts will be determined by the formulas listed below whether or not the student is receiving financial aid. If 60% or more of the course has been completed, there is no refund. If 59% or less of the course has been completed, the refund is based on the total number of hours scheduled to be completed and divided by the total hours in the course.

**No refunds will be given for missed classes, insurance fee, books, materials fee, equipment or cosmetology/barbering kits.**

### Refund Policy-Fee-Based Community Education Classes

**Make your decisions carefully**, refunds will be given only if:

- a class is filled prior to receiving registration
- a class is canceled by the school

Allow 4-6 weeks for processing refund.

### Return of Title IV Funds (R2T4) Policy

When a student withdraws or is dismissed from ABC Adult School, a determination of the earned and unearned portion of Title IV aid will be determined. The date of withdrawal or last date attended will be used according to attendance records generated by the School's Attendance System (ASAP). See Student Financial Aid section or the Financial Aid page on the website for further information.

## RETURNED CHECKS

There will be a \$35 charge for all returned checks.

## NO SMOKING POLICY

Smoking is prohibited on campuses and in school parking lots.

## SEXUAL HARASSMENT

Sexual harassment of or by any employee or student shall not be tolerated. The governing board considers sexual harassment to be a major offense which can result in disciplinary action of the offending employee or suspension, or expulsion of students. Sexual harassment is defined in the Education Code section 212.5 and the legal requirements affecting students are found in sections 48900 and 48900.2. Complaint Contact: Dr. Joe Fraser, Assistant Superintendent, Human Resources, 16700 Norwalk Blvd., Cerritos, CA 90703 (562) 926-5566.

## IDENTIFICATION CARDS

Students ID cards are available in the Main Office at the Cuesta front office, and Cabrillo Lane front office. Current registration form is required. Must show proof of registration. CTEC, ESL, and Academics Students are required to wear ID during class at all times! (\$15 ID replacement fee.)

## STUDENT SERVICES

ABC Adult School offers ability and aptitude assessment screening, career guidance counseling, job placement, and student financial aid services. The school works in close association with the State of California Employment Development Department (EDD). Special support is provided for clients referred from the State Department of Rehabilitation. Please visit Career Center for more information.

## SERVICES TO BUSINESS

Businesses may contract with ABC Adult School to provide customized computer training and retraining for their employees, English Language Work Place Literacy training and services in support of business operation. Please contact Career Center at (562) 229-7960 Ext. 25022 for more information.

## TOBACCO FREE/WEAPON FREE/DRUG FREE

The ABC Unified School District has enacted a tobacco free district and workplace environment policy. California Health and Safety Code, Section 24167, requires that all school districts receiving Tobacco Use Prevention Education Funds adopt a tobacco free policy. Current policy prohibits the use of tobacco on school property owned, leased or rented and within all school vehicles in order to provide a tobacco free environment.

## WAIVER AND RELEASE AGREEMENT

As a student in the ABC Adult School, you may be photographed or filmed for campus or district displays and for other publicity and public relations purposes. Signature on the registration form or by completing your registration online indicates your agreement for these purposes and you also hereby agree to indemnify and hold harmless the ABC Unified School District, Council members of Artesia, Cerritos, and Hawaiian Gardens, its agents, officers, employees and volunteers from all harm, accidents, personal injury or property damage which may be suffered by the aforementioned individual, arising out of, or in any way connected with, participation in the class or activity. By your signature on the registration form or by clicking on the "terms and conditions" online, you verify that all information is true and also have read and agreed to the District Acceptable Use Policy, terms and conditions of the above mentioned agreement.

## MISSION STATEMENT

The Mission of the ABC Adult School is to provide quality education to our diverse community with meaningful opportunities for success in career, academic, and personal goals.

## SCHOOLWIDE LEARNER OUTCOMES (SLOs)

### Self-Directed Lifelong Learners who:

- acquire knowledge and skills appropriate to their goals in life
- set and achieve career, educational, and/or personal goals
- seek continuing career training and/or educational opportunities

### Effective Communicators who:

- demonstrate appropriate language, digital literacy, computational skills and/or technical skills
- apply communication skills to professional, technical, creative, and other real-life situations
- enhance and improve their ability to understand and be understood by others

### Critical Thinkers and Problem-Solvers who:

- exercise their powers of judgment, perception, and inference
- assess and fulfill their own needs by finding appropriate resources.
- apply knowledge to professional, technical, and other real-life situations



## ABC Adult School Assessment Center

**Become Certified!**

Looking for a Pearson VUE Testing Center near you? ABC Adult School Assessment Center is the best choice! Conveniently located in the City of Cerritos by the 605/91 freeways with free parking!!!

ABC Adult School has established a new Assessment Center which is approved as a Pearson VUE Testing Center and fully equipped for the Computer-Based GED test.

As a Pearson VUE Authorized Testing Center, the Assessment Center offers various standardized tests required by state regulations or as part of industry certifications. Currently, Adult School is an authorized official testing center for Adobe, Microsoft Certification, IC3 (Internet and Computer Core Certification), QuickBooks, Medical Services National Exams (Medical Assistant), GED, Evaluation Systems, CompTIA Testing, Cisco Systems, CBEST, RICA, VMware, and we have expanded our offerings to industry examinations in information technology, construction, finance, legal services, real estate, etc. The Assessment Center is also available for HiSET (for High School Equivalency tests), typing speed certification certificates, and TOEFL exams.

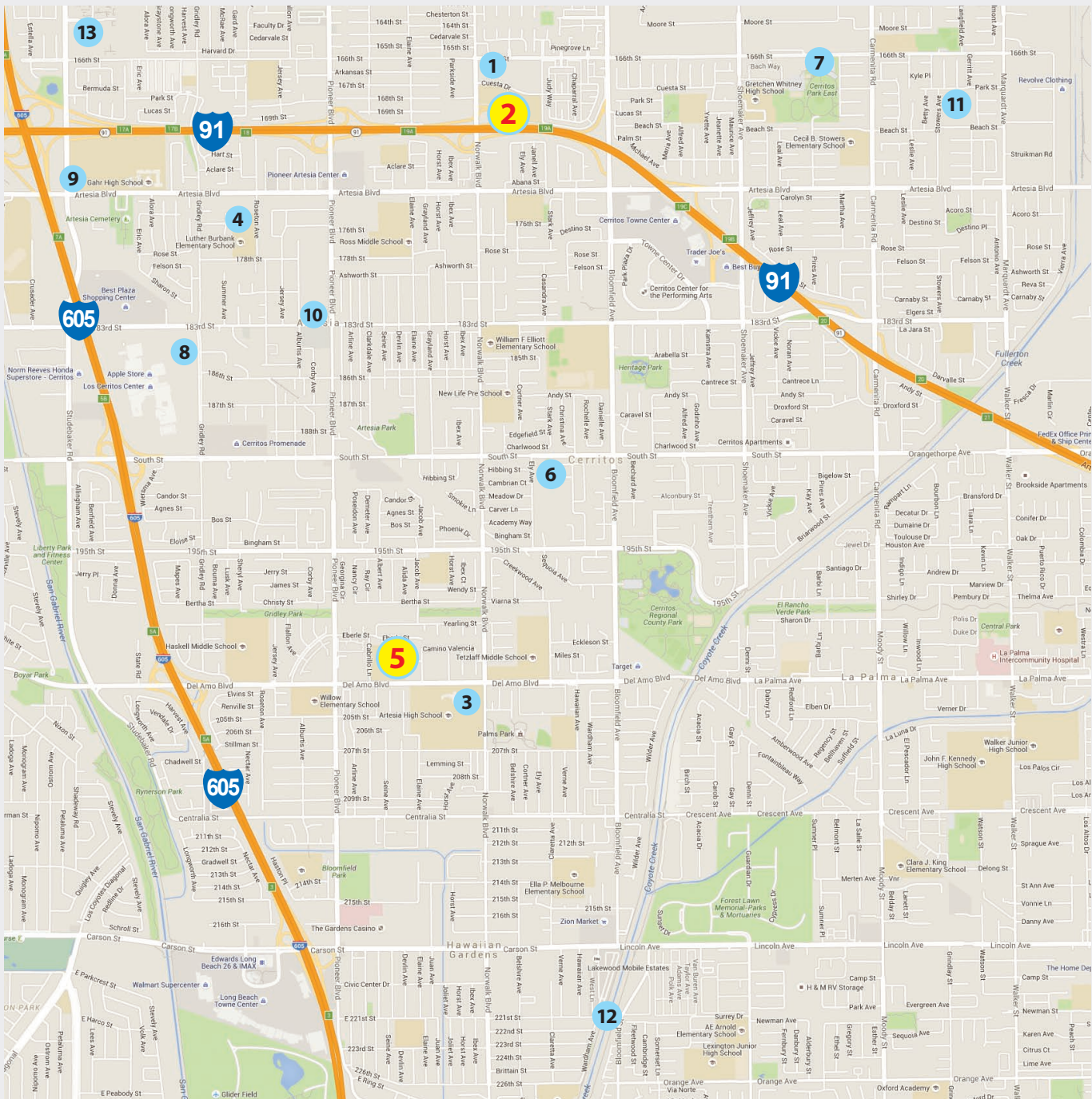
No minors are allowed without parental/adult supervision in the Assessment Center or on any of our campuses.

### ABC Adult School Assessment Center:

12254 Cuesta Drive, Cerritos, CA 90703 • (562) 229-7960.







1. ABCUSD Central Offices ..... 16700 Norwalk Blvd., Cerritos
2. **Cuesta Adult Education Center..... 12254 Cuesta Dr., Cerritos**
3. Artesia High School ..... 12108 Del Amo, Lakewood
4. Burbank Elementary ..... 17711 Roseton Ave., Artesia
5. **Cabrillo Lane Education Center .. 20122 Cabrillo Lane, Cerritos**
6. Cerritos Senior Center..... 12340 South St., Cerritos
7. Cerritos Park East ..... 13234 166th St., Cerritos
8. Clontarf Manor ..... 18432 Gridley Rd., Cerritos
9. Damron Parent Education Center (Damron PEC) ..... 11111 Artesia Blvd., Cerritos
10. Founders House of Hope..... 18025 Pioneer Blvd., Artesia
11. Gonsalves Elementary ..... 13650 Park St., Cerritos
12. Helen Rosas Center ..... 22150 Wardham St., Hawaiian Gardens
13. Ivy Park..... 11000 New Falcon Way, Cerritos



## STUDENT FINANCIAL AID AVAILABLE!

PELL GRANT OF UP TO \$7,395 IS AVAILABLE FOR THOSE WHO QUALIFY. Fill out the 23-24 FAFSA at [www.studentaid.gov](http://www.studentaid.gov). Our school code:042270.





ABC Unified School District  
16700 Norwalk Boulevard  
Cerritos, CA 90703



California Adult Schools

Non-Profit Org  
U.S. Postage

**PAID**

Artesia, CA 90701  
Permit No. 72

\*\*\*\*\*ECRWSEDDM\*\*\*\*\*

Residential Customer

**Register  
Online!**

**www.abcadulthoodschool.edu**

**Online Registration Begins: Friday, June 30, 2023, 9 am**

**Walk-in Registration Begins: Monday, August 7, 2023, 8 am**

*Cuesta Campus: 8 am – 4 pm | Cabrillo Lane Campus: 8 am – 4 pm*

**Classes Begin: Monday, August 14, 2023**



## 2023-2024 School Year Calendar

Fall Online Registration Begins ..... June 30, 2023 @ 9:00 a.m.

Legal Holiday ..... July 4, 2023

Fall Walk-in Registration Begins ..... August 7, 2023 @ 8:00 a.m.

**Fall Semester ..... August 14 – December 21, 2023**

**First Quarter ..... August 14 – October 13, 2023**

**First Trimester ..... August 14 – November 17, 2023**

Legal Holiday ..... September 4, 2023

**2<sup>nd</sup> Quarter Registration Begins ..... September 25, 2023 @ 8:00 am**

Student Free Day (CTE, HSD) ..... October 13, 2023

**Second Quarter ..... October 16 – December 21, 2023**

Legal Holiday ..... November 10, 2023

**3<sup>rd</sup> Quarter Registration Begins ..... November 13, 2023 @ 8:00 am**

Student Free Day (ESL) ..... November 17, 2023

Class Not in Session ..... November 20 – 22, 2023

Thanksgiving Holiday ..... November 23 – 24, 2023

**Second Trimester ..... November 27, 2023 – March 1, 2024**

Student Free Day (Academics, AWD, CTE) ..... December 21, 2023

Winter Break ..... December 22, 2023 – January 5, 2024

**Spring Semester ..... January 8 – May 23, 2024**

**Third Quarter ..... January 8 – March 15, 2024**

Legal Holiday ..... January 15, 2024

Legal Holiday ..... February 12, 2024

Legal Holiday ..... February 19, 2024

**4<sup>th</sup> Quarter Registration Begins ..... February 26, 2024 @ 8:00 am**

Student Free Day (ESL) ..... March 1, 2024

**Third Trimester ..... March 4 – May 23, 2024**

Student Free Day (CTE, HSD) ..... March 15, 2024

**Fourth Quarter ..... March 18 – May 23, 2024**

Local Holiday ..... March 29, 2024

Spring Break ..... April 1 – 5, 2024

Graduation ..... May 22, 2024

Last Day for All Teachers ..... May 23, 2024

(Student Free Day - Academics, AWD, CTE, ESL)

**Summer School ..... June 3 – June 27, 2024**

Legal Holiday ..... June 17, 2024

ABC Adult School is accredited by the Western  
Association of Schools and Colleges.

ABC Adult School is accredited by the  
Commission of the Council on Occupational Education,  
7840 Roswell Road, Building 300, Suite 325,  
Atlanta, GA 30350,

Telephone: 770-396-3898 Fax: 770-396-3790 www.council.org

## ABC Adult School Main Campuses

### CUESTA CAMPUS ▪ (562) 229-7960

12254 Cuesta Drive, Cerritos, CA 90703

Monday - Thursday 7:30 am - 8:00 pm

Friday 7:30 am - 3:30 pm

### CABRILLO LANE CAMPUS ▪ (562) 229-7965

20122 Cabrillo Lane, Cerritos, CA 90703

Monday - Thursday 8:00 am - 8:00 pm

Friday 8:00 am - 3:30 pm

## ABC Unified School District

### Board of Education

Mr. Brad Beach

Dr. Michael Ray Eugenio

Mr. Ernie Nishii

Mr. Francisco Noyola

Dr. Olga Rios

Mrs. Sophia Tse

Mrs. Soo Yoo

**Dr. Gina Zietlow, Superintendent**

### ABC Adult School Administrators

Mrs. Nancy Amara, Principal

Mrs. Melissa Baumunk, Assistant Principal

Mrs. Kathy Evans, Assistant Principal

Mr. Sergio Gumucio, Assistant Principal

Mr. Jose Torices, Secondary School Dean