

CAREER TRAINING CLASSES

Register online at www.goldenoakadulthoodschool.com

Certified Medical Assistant (18 weeks) Fee \$1,950
 Medical assistants provide direct patient care and perform clerical duties in physician offices, urgent care, and other ambulatory settings. This course teaches administrative skills, EMR, clinical skills, (phlebotomy, injections, vital signs, minor surgical procedures, and more), medical terminology, and externships. Upon completion of the course, with satisfactory grades and attendance, students may sit for the National Healthcareer Association's clinical and administrative certification exams: a \$272 value at no additional cost. Externships are 160 hours following 18 weeks of classroom instruction. Students must possess valid state issued identification and a recent TB test (within 12 months of the start date of externship). **Prerequisite:** High school diploma or equivalency & 10th grade reading level*. (Completion of class does not guarantee employment.)
No class 2/18, 4/1-4, 5/27.

2/4-6/6 M-Th 8:45 am-3:00 pm GOAS Training Center / B Longworth

Certified Pharmacy Technician (18 weeks) Fee \$1,450
Prices are increasing! Register by 1/13/19 for a \$500 discount! This course prepares students for entry level employment in various pharmacy settings and practices, such as: assisting the pharmacist with mixing/packaging prescriptions, inventory control, and purchasing, collecting payment, and coordinating billing. Theoretical and clinical components include: medical terminology, pharmacy law, anatomy/physiology, resume prep, and job interview techniques. Externships are provided to eligible students. Upon completion of the course with satisfactory grades and attendance, students may sit for the National Healthcareer Association's CPhT certification exam (A \$115 value at no additional cost). Students must possess valid state issued identification. **Prerequisite:** High school diploma or equivalency & 10th grade reading level*. Background and drug screening is required for externships and provided at no additional charge. (Completion of class does not guarantee employment.) *No class 2/18, 4/1-4.*

2/4-5/23 M-Th 9:00 am-3:00 pm GOAS Training Center / A Reynolds

Certified Phlebotomy Technician (8 weeks) Fee \$1,995
 This program meets all California requirements for students to become a California Licensed Phlebotomist (CPT1). The program will introduce students to the field of phlebotomy and provide them with basic and advanced skills in both theory and clinical practice to prepare the students for the National Certification exam. This program is for anyone who does not have prior phlebotomy experience, and those who already have on-the-job phlebotomy experience who would like to be licensed as a CPT1. There are 3 additional fees associated with the course: The National Certification Exam fee of \$115. Paid directly to the NHA (National Healthcareer Association) about 2 weeks before the last day of class. The California State CPT1 license fee of \$100. Paid directly to the State of California upon completion of the Externship. Scrub uniforms: top and bottom. It may be any color or pattern. (Walmart has scrubs for less than \$20 per set.) **Prerequisite:** High school diploma or equivalency & 10th grade reading level*. (Completion of class does not guarantee employment.) *No class 2/16, 4/6.*

2/9-4/13 Saturday 9:00 am-3:30 pm GOAS Training Center / A Fuselier

*See www.goldenoakadulthoodschool.com for assessment testing dates.

COMMUNITY INTEREST CLASSES

Register online at www.goldenoakadulthoodschool.com

Ceramics (8 meetings) Fee \$165
 Learn the forming techniques it takes to become a skilled potter. In a fun, stress free studio environment students will work on a variety of hand building projects. Continuing and intermediate students will also work on the potter's wheel. A 25 lb bag of clay is included in the registration fee. Each student is required to purchase their own under glazes or glazes from a ceramic site. More information on supplies will be given in the first class meeting. *No class 4/3.*

2/20-4/17 Wednesday 6:30 pm-9:00 pm Hart HS / M6 Bub

Stock Market Boot Camp (3 meetings) Fee \$60
 During this course you will learn key terminology used in financial discussions, understand levels and types of investment risks, understand financial statements, create your own investment objectives and corresponding portfolio, and you'll select three companies with which to apply your newly learned research methods!

2/27-3/13 Wednesday 6:30 pm-8:30 pm GOAS / 4 Breverman

CELEBRATE ADULT EDUCATION WEEK! Join us at our Open House on March 28, 2019, from 4:00 pm to 7:00 pm.

MISSION STATEMENT

The mission of Golden Oak Adult School is to meet the educational needs of the community by empowering learners with academic, career, and technical skills, preparing them for post-secondary education, today's changing workforce, and civic and community involvement.

SCHOOLWIDE LEARNER OUTCOMES

Golden Oak Adult School students demonstrate:

- Critical thinking and problem solving
- Goal setting skills
- Effective communication
- Global citizenship

LOCATIONS

Golden Oak Adult School Main Campus
 23201 Dalbey Drive, Santa Clarita, CA 91355

GOAS Training Center
 21445 Centre Pointe Parkway, Santa Clarita, CA 91350



Like and Follow us @GoldenOakSCV



GENERAL INFORMATION

Schedule Changes

Golden Oak Adult School reserves the right to make changes in fees and assignments, and to cancel any course that does not have sufficient enrollment.

Fees and Refunds

Checks, money orders, credit cards, and cash will be accepted. Returned checks will be charged a \$15 fee payable in cash. No refunds will be issued after the first class session (including no shows). There are no refunds for class materials and/or books purchased by students.

William S. Hart Union High School District Governing Board

Bob Jensen
 Joe Messina
 Cherise Moore
 Linda Storli
 Steven M. Sturgeon



Administration

Victoria Engbrecht, Superintendent
 Mike Kuhlman, Deputy Superintendent
 Mariane Doyle, Ph.D., Director, CTE & Adult Education
 Jodie Hoffman, Principal

William S. Hart Union High School District
Golden Oak Adult School
 23201 Dalbey Drive
 Santa Clarita, CA 91355
 PHONE (661) 253-0583
 FAX (661) 260-1371
www.goldenoakadulthoodschool.com

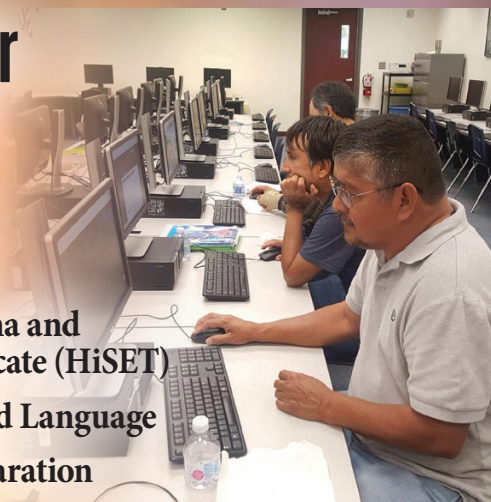
*****ECRWSSDDM*****
 Residential Customer

NON-PROFIT ORGANIZATION U.S. POSTAGE
PAID
 SANTA CLARITA, CA PERMIT NO. 6

Your Next Step Starts Here!

What We Offer

- Certification Training
 - Medical Assistant
 - Pharmacy Technician
 - Phlebotomy Technician
 - And more...
- High School Diploma and Equivalency Certificate (HiSET)
- English as a Second Language
- Citizenship Preparation



Golden Oak Adult School
 Serving the Community of Santa Clarita and surrounding areas for 70 years!

Contact us Today
 661-253-0583

www.goldenoakadulthoodschool.com
 23201 Dalbey Dr. • Santa Clarita, CA 91355

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



SPRING 2019

WORKFORCE PREPARATION CLASSES

Register online at www.goldenoakadulthood.com

American Heart Association Basic Life Support (BLS) CPR Fee \$70

The American Heart Association's BLS CPR course is for healthcare providers or anyone who wants to learn to promptly recognize several life-threatening emergencies, administer high-quality chest compressions, deliver appropriate ventilations, and provide early use of an AED. In this instructor-led course, students participate in simulated clinical scenarios and learning stations. Students work with an AHA BLS Instructor to complete BLS skills practice and testing. Course content includes:



- High-quality CPR for adults, children, and infants
- The AHA Chain of Survival, specifically the BLS components
- Use of an AED
- Effective ventilations using a barrier device
- Importance of teams in multi-rescuer resuscitation and performance as an effective team member during multi-rescuer CPR
- Relief of foreign-body airway obstruction (choking) for adults, children, and infants

***To be eligible to receive a BLS CPR card, students must pass a written exam.**

3/16 Saturday 9:00 am-3:00 pm GOAS @ Centre Pointe Longworth

Excel I (7 meetings) Fee \$85

Learn how Excel spreadsheets are used across businesses to analyze and display financial and other relevant data. Enter and format data, manage worksheets, use functions, and format worksheets professionally. Pair this course with Excel II to earn MOS core Excel certification. Knowledge of Windows environment required; electronic text must be purchased prior to start of class and covers both Excel I and II (need only be purchased one time). "CCI Excel 2016 Certification Guide ebook". tinyurl.com/GOASExcel, coupon code HEDCA25D.

1/29-3/12 Tuesday 6:30 pm-8:30 pm Sierra Vista JHS / 1101 Smalley

Excel II (8 meetings) Fee \$95

Boost your resume and prepare for the MOS Excel core certification! Use Excel's advanced features to streamline your work. Learn to work with tables, ranges, charts, and other data tools. Use subtotals, apply filtering, create tables, and work with objects, images, and hyperlinks. Intro to Excel course or equivalent required; electronic text must be purchased prior to start of class and covers both Excel I and II (need only be purchased one time). "CCI Excel 2016 Certification Guide ebook". tinyurl.com/GOASExcel, coupon code HEDCA25D. No class 4/2.

3/19-5/14 Tuesday 6:30 pm-8:30 pm Sierra Vista JHS / 1101 Smalley

Hotel & Restaurant Operations / ServSafe Food Handler (4 weeks) FREE (\$8 for ServSafe Certification)

Do you need a job? This class will give you the training you need and the opportunity to intern in restaurant or hotel in four weeks! Become a ServSafe Certified Food Handler and learn the skills you need to begin a career in the hospitality industry. Prerequisite: Intermediate English skills as verified through ESL registration process. No Classes on 1/21, 2/18, 4/1-4.

1/29-2/21 T / Th 1:30 pm-3:30 pm Job Center (20730 Soledad St.) Nevius
4/9-5/2 T / Th 1:30 pm-3:30 pm Job Center (20730 Soledad St.) Nevius

Spanish for the Workplace I (5 meetings) Fee \$65

Would you like to learn basic Spanish skills you can use to communicate with Spanish speaking people in the workplace? This class is designed to help non-Spanish speaking people communicate with Spanish speakers on a day-to-day basis.

1/29-2/26 Tuesday 6:00 pm-8:00 pm Saugus HS / M1308 Riedeman

Spanish for the Workplace II (5 meetings) Fee \$65

Take it to the next level! Tackle verbs, descriptions, and a little more grammar than in Spanish for the Workplace I. This class builds on vocabulary skills while keeping it fun! No class 4/2.

3/5-4/9 Tuesday 6:00 pm-8:00 pm Saugus HS / M1308 Riedeman

Golden Oak Adult School is a member of Gateway SCV Consortium with Canyons Extension: Continuing Education/Noncredit Program



Partnering to provide seamless pathways to education for careers.

For further information please visit Canyons Extension: Continuing Education/ Noncredit Programs www.canyons.edu/ce or visit the Gateway SCV Consortium website at www.gatewayscv.org

Golden Oak has opened new doors for me with endless possibilities to further my educational and career goals for that I am forever thankful. - Vini, Diploma Graduate



ACADEMIC COURSES

Registration ongoing; classes begin January 14, 2019.

Register online for a registration/orientation session at www.goldenoakadulthood.com.

Adult High School Diploma & Basic Skills

Complete courses to earn your diploma at your own pace! Improve your reading, writing and math skills to prepare for the High School Diploma program. Work with our instructors through computer based instruction and distance learning. Applicants must have official copies of transcript and valid state issued identification at the registration/orientation appointment (mandatory).

Instructors available: Monday-Thursday 10:00 am-1:00 pm 5:30 pm - 8:30 pm
and Saturday 9:00 am-12:00 pm

High School Equivalency Certificate Preparation (HiSET)

Do you want to obtain a high school equivalency certificate? These classes will help you prepare for the HiSET exams (reading, writing, math, science, social studies). No class 4/2, 4/4.

Mathematics	1/15-2/21	T / Th	5:30 pm-8:30 pm	GOAS / 2	Ehrhart
Social Studies	2/26-3/21	T / Th	5:30 pm-8:30 pm	GOAS / 2	Ehrhart
Natural Sciences	3/26-4/25	T / Th	5:30 pm-8:30 pm	GOAS / 2	Ehrhart
Writing/Reading	4/30-6/6	T / Th	5:30 pm-8:30 pm	GOAS / 2	Ehrhart

Certificado de equivalencia del diploma de la escuela secundaria (HiSET)

¿Sabía usted que puede obtener un certificado de equivalencia al diploma de la escuela secundaria? Clases de preparación en español en las cinco materias (lectura, escritura, matemáticas, ciencia, estudios sociales), incluyendo pruebas de práctica. Inscripción prioritaria para los estudiantes que están inscritos conjuntamente o que han completado un programa de ESL. No hay clase 1/19, 1/21, 2/16, 2/18, 3/30, 4/1-6, 5/25, 5/27.



Escritura/Lectura	1/14-2/20	Lu / Mi sábado	4:30 pm-7:30 pm 8:00 am-12:00 pm	GOAS / 2 GOAS / 4	Mendez Mendez
Estudios sociales	2/25-3/20	Lu / Mi sábado	4:30 pm-7:30 pm 8:00 am-12:00 pm	GOAS / 2 GOAS / 4	Mendez Mendez
Ciencias Naturales	3/25-4/24	Lu / Mi sábado	4:30 pm-7:30 pm 8:00 am-12:00 pm	GOAS / 2 GOAS / 4	Mendez Mendez
Matemáticas	4/29-6/5	Lu / Mi sábado	4:30 pm-7:30 pm 8:00 am-12:00 pm	GOAS / 2 GOAS / 4	Mendez Mendez

We are a HiSET High School Equivalency Test Center!

Earn your High School Equivalency Certificate!!! Testing takes place monthly. Take that first step and register today! \$175 fee for testing.

HiSET Test Registration Schedule: 4:30 pm-7:00 pm at Golden Oak Adult School
February 19, March 19, April 23, and May 28.

Students must be registered to test on these dates.

Testing Dates: February 25, 26 April 29, 30
March 25, 26 June 3, 4

Would you like to help a student in need cover costs for books or tuition in one of our career training programs or transfer institution? Donate today through the California Council for Adult Education Golden Oak Chapter @ paypal.me/GOASScholarship. 100% of donations go directly to student scholarships. Contact goldenoakccae@gmail.com for more information.



ENGLISH AS A SECOND LANGUAGE CLASSES

The English as a Second Language (ESL) program offers instruction from foundational through intermediate/advanced levels to improve reading, writing, math, and English proficiency skills required for pathways in general workforce preparation and/or hospitality or healthcare careers. Attendance in a registration session is mandatory. Classes are free!

Registration Information:

Session	Location	Date	Time
Session III 1/14-3/16	Golden Oak Adult School 23201 Dalbey Drive	January 7, 8, 12, 15	9 am - 12 pm
	Golden Oak Adult School 23201 Dalbey Drive	January 7, 8, 15	3 pm - 7 pm
	Golden Oak Adult School 23201 Dalbey Drive	January 14, 22, 23	5 pm - 7 pm
	Sierra Vista JHS 19425 Stillmore Street	January 9	5 pm - 7 pm
Session IV 3/18 - 5/16	Golden Oak Adult School 23201 Dalbey Drive	March 4, 5, 11, 12, 19, 25, 26	9 am - 12 pm & 3 pm - 7 pm
	Golden Oak Adult School 23201 Dalbey Drive	March 18	5 pm - 7 pm
	Sierra Vista JHS 19425 Stillmore Street	March 13	5 pm - 7 pm

Class Meeting Dates: Q3: January 14 - March 16 Q4: March 18 - May 23

Locations: Placerita Junior High School, Sierra Vista Junior High School, Canyon Country Community Center, Old Town Newhall Library, and Golden Oak Adult School.

Class Meeting Times: Monday/Wednesday 9:00 am-12:00 pm
or Tuesday/Thursday 9:00 am-12:00 pm
or Tuesday-Thursday 6:30 pm-9:00 pm
or Saturday 8:00 am-12:00 pm

See our website at www.goldenoakadulthood.com for more information.

ESL FOR CITIZENSHIP PREPARATION

Register online at www.goldenoakadulthood.com.

ESL for Citizenship Preparation FREE

Learn the reading, writing, listening, and speaking skills, as well as the U.S. history and government information required to complete naturalization forms and pass the naturalization interview. Priority to students co-enrolled in ESL. No class 2/18, 4/1.

2/4-5/12 Monday 5:30 pm-8:30 pm GOAS / 4 Schardein

FREE WORKSHOPS

Register online at www.goldenoakadulthood.com

Insurance Boot Camp FREE (Registration required.) (3 sessions)

Learn from an insurance agent with 25 years of experience all about the auto/homeowner policies you own. Understand coverage, limits, how to get the best rates, and more! Bring your policies and your questions. No Class 2/18.

2/11-3/4 Mondays 6:30 pm-8:30 pm GOAS / 4 Clark

Credit Building Tools FREE (Registration required.) (1 session)

Learn practical money skills needed to spend and save smarter, setting you on a path to financial fitness.

2/4 Monday 7:00 pm-8:30 pm Placerita JHS / 101 Tweddell
or 2/9 Saturday 12:00 pm-1:30 pm GOAS / 1 Tweddell

Test Anxiety Workshop FREE (Registration required.) (1 session)

Do you bomb on tests even when you've prepared? Do you need help preparing? This workshop is for you! Learn tips and tricks to ace your next exam.

2/13 Wednesday 10:00 am-1:00 pm GOAS / 1 Hawm