

William S. Hart Union High School District

Golden Oak Adult School

23201 Dalbey Drive
Santa Clarita, CA 91355
(661) 253-0583
www.goldenoakadulthoodschool.com

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

*****ECRWSSSEDDM*****
Residential Customer

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



LOCATION

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

NON-DISCRIMINATION POLICY

The William S. Hart Union High School District prohibits unlawful discrimination against and/or harassment of any student, employee or job applicant on the basis of actual or perceived race, color, ethnicity, national origin, immigration status, ancestry, religion, age, marital status, pregnancy, parental status, physical or mental disability, medical condition, military or veteran status, political affiliation, sex, gender, gender identity, gender expression, genetic information, sexual orientation, or any other basis prohibited by state and federal nondiscrimination laws respectively at any District site and/or activity. All inquiries regarding discrimination, civil rights, and/or Title IX should be directed to the Director of Human Resources and Equity Services, William S. Hart Union High School District, 21380 Centre Pointe Pkwy, Santa Clarita, CA 91350, or by phone (661) 259-0033, ext. 316, or by email: UCP@hartdistrict.org.

GENERAL INFORMATION

COVID-19 Due to COVID-19 all Spring 2021 courses will be conducted entirely online through distance learning. To participate, you will need a personal computer, laptop, or tablet and internet access. Golden Oak Adult School may be able to provide Chromebooks to students in need.

COVID-19 Debido a COVID-19, todos los cursos de primavera 2021 se realizarán completamente en línea a través del aprendizaje a distancia. Para participar, necesitará una computadora personal, computadora portátil o tableta y acceso a Internet. Golden Oak Adult School puede proporcionar Chromebooks a los estudiantes necesitados.

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.

Cambios de horario Golden Oak Adult School se reserva el derecho de realizar cambios en las tarifas y asignaciones, y de cancelar cualquier curso con insuficientes inscripciones.

Fees & Refunds All payments must be made online through the www.goldenoakadulthoodschool.com website. 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.

Tarifas y reembolsos Todos los pagos deben hacerse en línea a través del sitio web www.goldenoakadulthoodschool.com. No se harán reembolsos después de la primera sesión de clase (inasistencias no excluidas). No hay reembolsos por materiales de clase y / o libros comprados por los estudiantes.

William S. Hart Union High School District Governing Board

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

Administration

Mike Kuhlman, Superintendent
Donna Manfredi, Principal

Hilary Schardein, Adult Education Program Specialist



SPRING
2021

*Serving the community of Santa Clarita
and surrounding areas for 70 years!*



- High School Diploma and Equivalency Certificate (HiSET)
- English as a Second Language
- Citizenship Preparation
- Certification Training
- Low Cost Career Training

(661) 253-0583

**23201 Dalbey Drive,
Santa Clarita, CA 91355**

Register online today!
www.goldenoakadulthoodschool.com



CAREER TRAINING CLASSES (CTE)

Register online at www.goldenoakadulthoodschool.com

Certified Medical Assistant I (18 weeks) Fee \$900

Medical Assistants provide direct patient care and perform clerical duties in physician offices, urgent care, and other ambulatory settings. This course teaches administrative skills, and medical terminology. Upon completion of the course students may sit for the National Healthcareer Association's administrative certification exams, a \$272 value at no additional cost. **Prerequisite:** High School diploma or equivalency & 10th grade reading level. (Completion of class does not guarantee employment.)

1/19-5/27 M 4:30 pm-7:30 pm
plus 2 hours self-paced online work

Certified Pharmacy Technician

(18 weeks) Fee \$1,450

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. Upon completion of the course with satisfactory grades and attendance, students may sit for a national 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. (Completion of class does not guarantee employment.)

1/19-5/27 M-Th 7:00 pm-9:00 pm
plus 8 hours self-paced online work per week

In-Home Caregiver Basics

(5 weeks) Fee \$85 (textbook fee not included)

Learn the basic skills to assist older adults so that they can live comfortably and independently in their own homes. Prepare to perform duties including light housekeeping, meals, shopping, transportation, and personal care including bathing and dressing. Intermediate ESL and above welcome. (Completion of class does not guarantee employment.)

1/19-2/18 T / Th 7:00 pm-9:00 pm

Hospitality Management (14 weeks) Fee \$500

Prepare for 7 hospitality industry certifications! Students will prepare for the American Hotel and Lodging Educational Institute: Certified Guest Services Professional Exam in addition to certification in Tourism, Front Desk Representative, Guest Room Attendant, Restaurant Server, and Breakfast Attendant. Students will also prepare to earn their ServSafe Certified Food Handler permit. **Prerequisite:** High School diploma & 10th grade reading level. (Completion of class does not guarantee employment.)

1/26-4/29 T / Th 6:00 pm-8:00 pm

CTE Support

This course is for students currently enrolled in a CTE program or preparing for enrollment within the next year. Students preparing for a CTE course will develop the basic academic and workplace skills necessary for success. *This course is a MANDATORY co-requisite for students enrolled in CTE courses who do not score at or above a 10th grade reading level during enrollment testing.*

1/19-5/27 T / Th 6:00 pm-7:00 pm
plus 2 hours self-paced online work

Due to COVID-19 all programs will be conducted entirely online. To participate, you will need a personal computer, laptop, or tablet and internet access.

FREE ACADEMIC COURSES

Registration ongoing; classes begin January 11, 2021.

Register online at www.goldenoakadulthoodschool.com

Adult High School Diploma

Complete courses to earn your diploma at your own pace! Work with our teachers independently using computer based instruction. Applicants must submit official copies of transcript and valid state issued identification before the registration/orientation appointment (mandatory). Days and times vary and will be determined during orientation appointments.

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).

1/12-5/27 T / Th 6:30 pm-8:30 pm
plus 4 hours self-paced online work

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.

1/13-5/26 miércoles 5:00 pm-7:00 pm
y 4 horas de tarea independiente
1/23-5/22 sabado 9:00 am-11:00 am
y 4 horas de tarea independiente

HiSET Foundations

Improve your math, reading, and writing skills to prepare for the HiSET program.

1/12-5/27 T / Th 6:30 pm-7:30 pm Math
1/12-5/27 T / Th 7:30 pm-8:30 pm Math

WORKSHOPS & BOOT CAMPS

Register online at www.goldenoakadulthoodschool.com

Custodial Workshop

Train to become a skilled custodian! This four-session workshop will teach you the skills used by Hart District custodians. Sessions include environmental inspection, custodial supplies/tools, cleaning processes, and safety procedures. Course participants will have the opportunity to demonstrate skills and earn a certificate to qualify for employment as a Substitute Custodian within the William S. Hart Union High School District. ***No Class: 1/18 Demonstrations: 2/8 or 2/10**

1/11-2/1 Monday 6:00 pm-8:00 pm

DIY Home Repair Made Easy (6 weeks) Fee \$45

Are you at a loss when things break around your house? Tired of having to pay people for basic maintenance? Become your own handyman or handywoman! Learn basic repair skills including plumbing, electrical, paint, drywall, windows, doors, and sprinklers.

2/22-3/29 Monday 7:00 pm-8:30 pm

DIY Auto Repair Made Easy (5 weeks) Fee \$30

Never worry about getting stuck on the side of the road again! Learn basic car maintenance and repair including changing and patching tires, windshield wiper replacement, fixing tail lights and more!

4/12-5/10 Monday 7:00 pm-8:30 pm

WORKFORCE PREPARATION CLASSES

Register online at www.goldenoakadulthoodschool.com

Computer Skills for Working from Home

(4 weeks) Fee \$35

Learn the technology and collaboration skills for working from home. By the end of this class you will be familiar with collaborating via the Google suite of tools, Zoom, and Slack. You will be ready to give presentations, share your screen, and work from home like a pro! ***No class 2/15.**

1/25-2/22 Monday 6:00 pm-8:00 pm

Spanish for the Workplace I (10 meetings) Fee \$130

Would you like to learn basic 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. (Two sessions available)

1/12-3/16 Tuesday 6:00 pm-8:00 pm
3/23-5/25 Tuesday 6:00 pm-8:00 pm

FREE ENGLISH AS A SECOND LANGUAGE (ESL)

Register online at www.goldenoakadulthoodschool.com

English as a Second Language is offered at no cost to students at Golden Oak Adult School. Five levels of instruction are offered and range from Beginning Literacy to Advanced Integrated English for the Workplace addressing all language skill areas. In addition, civics education with a focus on workforce preparation and training are included in all levels. Upon completion of the ESL program and qualifying entrance tests, pupils may advance to classes in High School Equivalency, Diploma, or Career Training Programs.

El inglés como segundo idioma se ofrece sin costo alguno a los estudiantes de Golden Oak Adult School. Se ofrecen cinco niveles de instrucción y van desde Alfabetización Inicial hasta Inglés Integrado Avanzado Laboral que aborda todas las áreas de habilidades lingüísticas. Además, la educación cívica con un enfoque en la preparación y capacitación de la fuerza laboral se incluye en todos los niveles. Al completar el programa de ESL y las pruebas de ingreso que califican, los alumnos pueden avanzar a clases en Equivalencia de Escuela Secundaria, Diploma, o Programas de Capacitación Profesional.

Classes available mornings, and evenings. See our website www.goldenoakadulthoodschool.com for full details and to register.

Todos los niveles de clase estarán disponibles mañanas, tardes y fines de semana. Visite nuestro sitio web www.goldenoakadulthoodschool.com para obtener más detalles y para registrarse.

FREE ESL FOR CITIZENSHIP PREPARATION

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.

1/11-5/17 Monday 5:30 pm-6:30 pm
plus 2 hours self-paced online work

Debido al COVID-19, todos los programas se llevarán a cabo completamente en línea. Para participar, necesitarás una computadora personal, computadora portátil o tableta y acceso a Internet.