

California Department of Education

Date: June 23, 2020
To: Brenda Harris
Mountain View-Los Altos Union High
School District
CDS:43 - 69609
From: Cliff Moss
Education Programs Consultant
Adult Education Office
916-327-6378
Subject: Course Approval for 2020-21



Your request for approval of the following 73 courses have been received, recorded, and approved for the 2020 - 2021 school year.

Number	Name	Course Outline Year	Study Date
4607	3D Media Design 1	2018	2020
4600	Accounting	2020	2020
9980	Advanced ESL	2012	
2403	Algebra 1	2012	
2404	Algebra II	2012	
2816	Art Appreciation	2012	
2803	Art History	2012	
2102	Basic English	2016	
2402	Basic Mathematics	2016	
9982	Beginning ESL	2012	
2603	Biology	2012	
4638	Business Communications	2018	2020
4612	Business Financial Management	2018	2020
4602	Business Fundamentals	2018	2020
4637	Business Management	2018	2020
4623	Business Technology	2020	2020
2607	Chemistry	2012	
9997	Community Access Skills and Functional Academics	2016	
4606	Computer Graphics and Media Technology	2018	2020
2450	Computer Literacy	2012	
4616	Computer Programming and Game Design	2019	2020
4633	Computer Repair and Support	2018	2020
2401	Consumer Mathematics	2012	
4631	Database Design and SQL Programming	2018	2020

4250	Diagnostic Services	2020	2020
2618	Earth Science	2012	
2701	Economics	2012	
2131	English 10	2012	
2132	English 11	2012	
2133	English 12	2012	
2130	English 9	2012	
2198	English Elective	2012	
9986	ESL MultiLevel	2012	
2823	Fundamentals of Art	2012	
9983	General ESL	2012	
2400	General Mathematics	2012	
2611	General Science	2012	
2413	Geometry	2012	
9972	Government	2012	
9995	Government and History (Citizenship Preparation)	2012	
2535	Health	2018	
4253	Health Science Preparation	2020	2020
4257	Healthcare Occupations	2018	2020
4258	Healthcare Occupations Supplemental	2018	2020
4441	Hospitality, Tourism, and Recreation	2018	2020
9981	Intermediate ESL	2012	
4263	Introduction to Health Information and Records System	2018	2020
4264	Introduction to Healthcare Administrative Services	2018	2020
2621	Life Science	2012	
9998	Life Skills and functional Academics	2016	
2498	Mathematics Elective	2012	
4274	Medical Insurance Billing and Coding	2018	2020
4273	Medical Terminology	2020	2020
2307	Music Appreciation	2012	
4646	Network Security	2018	2020
4279	Nursing Service	2020	2020
4281	Nutrition Services for Healthcare	2020	2020
2610	Physical Science	2012	
2613	Physics	2012	
2424	Pre-Algebra	2012	
2414	Pre-Calculus	2012	
2714	Psychology	2012	
2698	Science Elective	2012	
2798	Social Science Elective	2012	
2206	Spanish	2012	

9969	Test Preparation	2012	
4284	Therapeutic Services	2020	2020
2709	United States History	2012	
4605	Web Site Development	2018	2020
9996	Workplace Skills and Functional Academics	2016	
2728	World Cultures	2012	
2711	World History: Survey	2012	
2724	World Regional Geography	2012	

You are authorized to expend California Adult Education Program funds for the above courses. It is recommended that you use these Course Titles with additional supporting classes listed when communicating program offerings to the public.

Course Outlines for all apportionment classes shall be on file and available for review at the adult school or the district office (5 CCR 10508).

To meet optimum educational standards, these course outlines should contain:

- Goals and purposes
- Performance objectives or competencies
- Instructional strategies
- Units of study, with approximate hours allotted for each unit
- Evaluation procedures
- Clear course completion requirements of established goals and objectives

Career Technical Education: Before establishing a Career Technical Education or Occupational Education Program, a job market study of your region must be conducted and reviewed every two years to justify the need for the program being offered. Refer to the Job Market Study in EC 52519; 52520 for more information.

Education Codes: 1900; 41976; 52506; 52515; 52518; 52570.

For Vocational Education courses:

Before establishing a Vocational or Occupational Education Program, you must conduct a job market study in your market area and have it reviewed every two years to justify the vocational program. Refer to the Job Market Study in EC 52519; 52520 for more information.

