

# California Department of Education

**Date:** August 29, 2023

**To:** Julie Vo  
Mountain View-Los Altos Adult  
School

**CDS:43 - 69609**

**From:** Adult Education Office  
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**Subject:** Course Approval for 2023-2324

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Your request for approval of the following 55 courses have been received, recorded, and approved for the 2023 - 2024 school year.

Number	Name	Course Outline Year	Study Date
9987	Academic ESL	2022	
9980	Advanced ESL	2022	
7932	Advanced Healthcare Administrative Services (Capstone)	2023	2022
7922	Advanced Patient Care (Capstone)	2023	2022
2403	Algebra 1	2023	
2404	Algebra II	2023	
2816	Art Appreciation	2023	
2803	Art History	2023	
9982	Beginning ESL	2022	
2603	Biology	2023	
2607	Chemistry	2023	
2618	Earth Science	2023	
2701	Economics	2023	
2131	English 10	2023	
2132	English 11	2023	
2133	English 12	2023	
2130	English 9	2023	
2198	English Elective	2023	
9986	ESL MultiLevel	2022	
2204	French	2023	
2823	Fundamentals of Art	2023	
9979	General Elective	2023	
9983	General ESL	2022	
2413	Geometry	2023	
9972	Government	2023	

9995	Government and History (Citizenship Preparation)	2022	
2535	Health	2023	
2425	Integrated Mathematics I	2023	
7410	Intermediate Business Communication Technologies (Concentrator)	2023	2022
9981	Intermediate ESL	2022	
7931	Intermediate Healthcare Administrative Services (Concentrator)	2023	2022
7921	Intermediate Patient Care (Concentrator)	2023	2022
8134	Intermediate Web and Social Media Programming and Design (Concentrator)	2023	2022
7400	Introduction to Business and Finance	2023	2022
7930	Introduction to Healthcare Administrative Services	2023	2022
8120	Introduction to Networking	2023	2022
7920	Introduction to Patient Care	2023	2022
8130	Introduction to Systems Programming	2023	2022
8133	Introduction to Web and Social Media Programming and Design	2023	2022
2621	Life Science	2023	
2498	Mathematics Elective	2023	
2307	Music Appreciation	2023	
2500	Physical Education	2023	
2610	Physical Science	2023	
2613	Physics	2023	
2424	Pre-Algebra	2023	
2414	Pre-Calculus	2023	
2714	Psychology	2023	
2698	Science Elective	2023	
2798	Social Science Elective	2023	
2206	Spanish	2023	
2407	Trigonometry	2023	
2709	United States History	2023	
9985	VESL (Vocational ESL)	2023	
2711	World History: Survey	2023	

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

[ED 51056; 52504; 52506; 5CCR 10508 (b)  
Adult Education Handbook for California (2023)

**Career Technical Education:** Before establishing a career technical education training program, each member of a local adult education consortium, or the consortium as a whole, shall conduct a job market study of the labor market area in which it proposes to establish the career technical education training program or rely upon the most recent job market study of the labor market area conducted by the local workforce development board. The study shall use local labor market information and consider a supply analysis of existing career technical education training programs for adults maintained by high schools, community colleges, and other postsecondary educational institutions in the geographic area to ensure that the anticipated employment demand for adults enrolled in the proposed training program justifies the establishment of the proposed courses of instruction (EC 84906(a)(3)(A).

After completing the job market study and before establishing the career technical education training program, the governing body of a member of a local adult education consortium, or the consortium as a whole, as applicable, shall determine if the job market study justifies the proposed career technical education program (EC 84906(a)(3)(B).

Refer to the Job Market Study in 84906(a) for more information. Education Codes: 1900; 41976; 52506; 52515; 52518; 52570.