



Castro Valley

Adult & Career Education

Learn • Grow • Achieve

SPRING • SUMMER 2019

Find Your Class Inside:

- 7 Special Ed. Paraprofessional
- 10 Google Tools
- 31 Zumba



Meet Linette
and learn how to
speak English

page 20

LEARN. GROW. ACHIEVE.

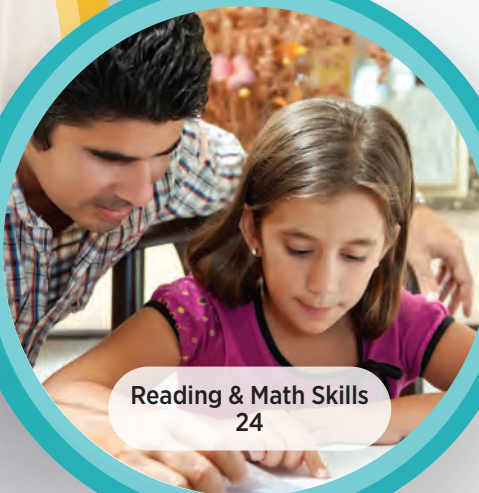
www.cvadult.org | 510.886.1000



**Medical Administrative
Specialist**
4



Watercolor Flowers
27



Reading & Math Skills
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Spring, a Fresh Start!

Spring is all about growth and change—and Castro Valley Adult & Career Education is here to help you do just that!

Ready for a new career? We're excited to announce our new Sterile Processing Technician certificate program. It's an in-demand career that offers a competitive wage in a growth industry and a portable skill-set that graduates can use nationally. Want to brush up on your math or reading skills so you can help your kids with year-end projects or to get a better job? Come join our Basic Skills class. Is it time to earn your high school diploma or GED? We're here to help.

Or maybe you'd like spring to be a time for fun and exploration. Sign up for one of our community interest classes! Take yoga, Zumba or pilates now so you're in-shape for summer. Take Spanish or Italian and order tapas in Barcelona or a cappuccino in Rome with flair. Hone your artistic or culinary skills in our watercolor flowers painting or baking classes. Whether big or small, make spring a time of new beginnings for you at Castro Valley Adult & Career Education—we've got something for everyone!

Susie Pasceggi
Susie Pasceggi
Director

Sharon Travers
Sharon Travers
Assistant Principal

Keith Nauman
Keith Nauman
Assistant Principal

Learn to Speak English 20



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WHAT'S NEW

Community Interest

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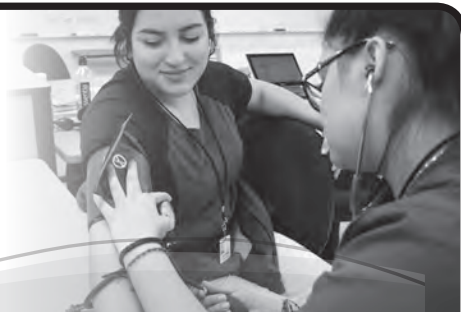
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In my country I stopped school in 5th grade. I want to get myself an education. I want to give my children something I missed... If you have education you can be where you want to be."

- Former ESL Student

MEDICAL ACADEMY



MEDICAL TRAINING PROGRAMS

**Fast, effective, and highly-regarded certificate programs
Start a new career in only 6 months!**



CLINICAL MEDICAL ASSISTANT (CMA)



MEDICAL ADMINISTRATIVE SPECIALIST



STERILE PROCESSING TECHNICIAN



CORE SKILLS FOR THE HEALTHCARE PROFESSIONAL

**PREREQUISITE COURSE FOR ALL MEDICAL ACADEMY PROGRAMS*

PRE-PROGRAM OPTION:

Medical Terminology - Hybrid

During the 2017/2018 school year, 81% of academy students obtained a job and/or pursued further education in a related field.

All Certificate Courses are NOT the Same!

CVACE medical courses are taught by our own credentialed teachers with years of relevant industry experience. You will receive high-quality training and education that prepares you for employment in a rigorous industry at an affordable price.

To **register** for the **CMA, Medical Administrative Specialist** and/or **Sterile Processing Technician Programs for FALL QUARTER** you must attend one of the following **mandatory** orientations:

Thursday, September 12

6 - 9 pm

Room 10

Saturday, September 14

9 am - noon

Room 10

Tuesday, September 17

6 - 9 pm

Room 10

Call 510.886.1000 to reserve your spot!

JUST A FEW OF THE HEALTHCARE FACILITIES WHERE OUR STUDENTS HAVE BEEN HIRED:

- John Muir Medical Center
- ValleyCare Health System
- Sutter East Bay Medical Foundation
- University HealthCare Alliance
- UCSF
- Palo Alto Medical Foundation
- Kaiser Permanente
- Offices in the Bay Area

MEDICAL ACADEMY

CERTIFICATE PROGRAMS



NEW Sterile Processing Technician

A Sterile Processing Technician plays a critical role in all surgical procedures. The technician is responsible for decontaminating, sterilizing, inspecting, and assembling surgical instrument packs and surgical trays. This comprehensive 200 hour program prepares students with the knowledge to sit for the Certified Registered Central Service Technician Certification through IAHCSCMM. Professionally trained and certified technicians can work in the following healthcare settings:

- Dental Surgery Clinics
- Hospital or Surgery Centers
- Outpatient Surgery Clinics
- Veterinary Hospitals

Prerequisite(s): Students must attend a mandatory orientation, and pass math and reading assessments. Students must have earned high school diploma or GED. Students must pass Core Skills for the Healthcare Professional, prior to beginning the program.

No Class: 5/27, 7/1, 7/3, 7/8, 7/10, 8/5, 8/7, 9/2

Instructor: Rishell

Textbook required. Information provided at registration.

Course No: 630500

Date	Day	Time	Site	Sess.	Fee
4/29-10/9	M/W	10am-3pm	Rm 16	40	\$1275+txt

Note: Call: (510) 886-1000 on March 11th for possible availability for classes beginning in April.

SEE PAGE 4 FOR FALL 2019 MANDATORY ORIENTATION DATES

MEDICAL ACADEMY

CERTIFICATE PROGRAMS

Clinical Medical Assistant Program

Medical Office

Become a Clinical Medical Assistant in the growing and demanding field of healthcare! This program will prepare you to sit for the CCBMA and NCCT certification exams. Test prep included. Students will learn to perform clinical procedures including taking vital signs, preparing and administering injections, drawing blood, collecting specimens, taking electrocardiograms, recording and charting patient history, learning the practical applications of Electronic Health Records, preparing patients for x-rays and examinations, applying bandages and dressings, learning medical terminology and career development.

Prerequisite(s): Students must have earned high school diploma or GED. Students must attend orientation (see below). As a prerequisite for Clinical Medical Assistant, students must completed and pass "Core Skills for the Healthcare Professional."

Note: Successful students will be offered the opportunity to enroll in an optional Clinical Medical Assistant Externship Program.

Textbook required. Information provided at registration.

No Class: 7/2, 7/4, 7/9, 7/11, 8/6, 8/8

Instructor: Dasalla, Sherman

Course No: 610105

Date	Day	Time	Site	Sess.	Fee
4/30-10/17	T/Th	9am-4:30pm	Rm 16	44	\$1850+txt

Medical Administrative Specialist

Certificate Program

This program will prepare students for entry-level administrative work in the growing field of healthcare, by providing instruction and skill development in the daily operations of a medical office.

Students will develop front office customer service skills such as: greeting patients, scheduling appointments, telephone management, and drafting correspondence.

Students will also develop basic skills in billing (healthcare insurance processing), coding, medical records management, medical law and ethics, and career development.

Prerequisite(s): Students must have earned high school diploma or GED. Students must attend orientation (see below). Student must have basic computer and keyboarding skills. As a prerequisite for Medical Administrative Specialist, students must completed and pass "Core Skills for the Healthcare Professional."

Textbook required. Information provided at registration.

No Class: 5/27, 7/1, 7/3, 7/8, 7/10, 8/5, 8/7, 9/2

Instructor: Dasalla, Sherman

Course No: 630300

Date	Day	Time	Site	Sess.	Fee
4/29-10/16	M/W	9am-4:30pm	Rm 19	44	\$995+txt

Core Skills for the Healthcare Professional

This mandatory four-session course prepares students for the rigor of their Medical Academy program. Students will learn the importance of effective communication, self-management, and interpersonal skills.

Note: This course is a prerequisite for Clinical Medical Assistant, Medical Administrative Specialist, and Sterile Processing Technician.

	Date	Day	Time	Site	Sess.	Fee	Course No
Clinical Medical Assistant	4/9-4/18	T/Th	9am-4:30pm	Rm 16	4	\$55	630700
Medical Administrative Specialist	4/8-4/17	M/W	9-4:30pm	Rm 19	4	\$55	630800
Sterile Processing Technician	4/8-4/17	M/W	9-4:30pm	Rm 16	4	\$55	630900

MANDATORY ORIENTATION

Clinical Medical Assistant/Medical Administrative Specialist/Sterile Processing Technician for Fall 2019



Are you interested in a career in the medical field? Learn about our Medical Academy Certificate Programs – Clinical Medical Assistant, Medical Administrative Specialist and Sterile Processing Technician – by attending one of the following mandatory orientation dates:

Thursday, Sept 12 – from 6-9 pm, Room 10

Saturday, Sept 14 – from 9 am - 12pm, Room 10

Tuesday, Sept 17 – from 6-9 pm, Room 10

If interested in CMA/MAS/SPT, you will take a reading and math assessment. Upon successful completion, you will receive a registration appointment. Meet our instructors, ask questions, review course descriptions, and learn about the employment outlook and entrance requirements. **Call to reserve your spot. Call: (510) 886-1000 Cost: Free**

MEDICAL ACADEMY

CERTIFICATE COURSES



Medical Terminology - Hybrid

In this comprehensive hybrid course, students attend classes two days each week for traditional classroom instruction with an additional assignment to be completed at home. Students will be introduced to the language of medicine and will gain an understanding of basic elements, rules of building and analyzing medical words and terms associated with the body as a whole. Utilizing a systems approach, the student will define, interpret, and pronounce medical terms relating to structure and function, pathology, and pharmacology. A competency-based certificate is awarded upon successful completion.

This course is transferable to Las Positas and fulfills their requirements for:

- EMS 62 – Basic Medical Terminology
- HSCI 52 – Basic Medical Terminology

No Class: 4/23, 4/24

Instructor: Sherman

Course No: 630101

Date	Day	Time	Site	Sess.	Fee
3/11-5/29	M/W	5:30-8:30pm	Rm 16	22	\$105+text



Clinical Medical Assistant/Medical Administrative Specialist Externship Program

Medical Office

Students who have successfully completed their program, are recommended by their instructor, and have met the requirements to participate in an externship opportunity may spend 160 hours of practical application in a supervised health care setting. While externships are not required in order to take the state CMA exam, externships increase skill practice and employability.

Prerequisite(s): Successful completion of Clinical Medical Assistant/Medical Administrative Specialist program and instructor recommendation.

Requirement: Must pass a background check (fee is \$48) and be current on required immunizations.

Date	Day	Time	Site	Sess.	Fee
Upon completion of CMA Program					\$245

“This program worked well with my schedule and it taught me a lot. It made me strive to want more out of life and made me believe in myself.”

-Former Clinical Medical Assistant Student

SPANISH FOR MEDICAL PROFESSIONALS
Online Class, see page 14

CAREER EDUCATION

WASTEWATER TREATMENT PROGRAM

Wastewater Treatment Plant Operator Mandatory Orientation for Fall 2019

Are you interested in beginning an exciting career in the wastewater industry?
Attend one of the following mandatory orientation dates to register for this program:

Wednesday, May 29 – from 6-9 pm, Room 12 & 13

Wednesday, June 5 – from 6-9 pm, Room 12 & 13

Be prepared to complete application, take a math assessment. Call 510.886.1000 to reserve your spot. No cost to attend orientation.

Wastewater Treatment Plant Operator Program

Energy & Environmental Technology

Learn the basics of how to operate and maintain a wastewater treatment plant under the supervision and instruction of a licensed plant operator. Students will learn safety, treatment processes, solids management and an overview of regulations. Upon successful completion of the program students will have the skills and knowledge required to sit for the Grade 2 state certification.

Prerequisite(s): Attend mandatory orientation, take and pass math assessment.

Instructor: Brenner/Belaïdi

Books required, info provided at orientation

Course No: 660100

Date	Day	Time	Site	Sess	Fee
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Returning Fall 2019



CAREER EDUCATION

SPECIAL EDUCATION PARAPROFESSIONAL



NEW Make a Difference: Assist in Special Education Classrooms as a Paraprofessional!

In this twelve hour course, you will explore the exciting field of special education paraprofessionals, their roles and responsibilities in the classroom, the differences in positions within the CVUSD district and how to apply. Gain essential knowledge and skills for a career as a paraprofessional, including awareness and understanding of various disabilities, best practices, communication, and instructional strategies. Participants will be provided with support in completing the online application, receive information on the testing process and exam preparation.

Note: Those who successfully complete the course will have their skills test waived when applying for a Special Education Paraprofessional Position with the Castro Valley Unified School District.

No Class: 4/23

Instructor: Hogan

Course No: 650500

Date	Day	Time	Site	Sess.	Fee
4/9-5/7	Tu	4-7pm	Rm 5	4	\$30

NEW Essential Skills for Special Education Paraprofessionals

This six hour course is designed for, but not limited to current and new Special Education Paraprofessionals and Substitutes. Learn the essential knowledge and skills that will help you be successful in your role as a paraprofessional. The course will include terminology, roles and responsibilities, awareness and understanding of various disabilities and support needs, best practices in one-to-one support, health and safety practices, positive behavior support, respectful communication and rapport with students and staff, significant laws, confidentiality, assistive technology, and basic instructional strategies.

Current CVUSD paraprofessionals can receive pink card credit upon completion of the course

Note: Those who successfully complete the course will have their skills test waived when applying for a Special Education Paraprofessional Position with the Castro Valley Unified School District.

No Class: 4/23

Instructor: Hogan

Course No: 650600

Date	Day	Time	Site	Sess.	Fee
4/16-4/30	Tu	4-7pm	Rm 5	2	\$15

CAREER EDUCATION



Career & Technical Education

TECHNICAL ENGINEERS APPRENTICESHIP

Training Northern California Surveyors & Inspectors

Become a Surveyor or Inspector Apprentice

Apprentice classes offered throughout Northern California to qualified applicants.

Apprentice = A Lifelong Career

You can be trained to successfully build a career in these exciting and fast-growing fields!

Opportunity to:

- Earn while you learn
- Education at low to no cost
- First-rate compensation and benefits
- Become a member of a strong and historic labor union

Come to an Inspector Orientation

Attending an orientation is the first step to becoming an inspector where you will gain the valuable information you need to consider this career path. Receive your program application at the orientation's conclusion. Visit teapprenticeship.org for orientation dates.

Apply for Surveying Online

Submit an online application to receive notification for our entry-level math test as the first step towards selection by this program. Apply at teapprenticeship.org where you can review sample test questions.

☒ **DO YOU SPEAK SPANISH, MANDARIN, CANTONESE, ARABIC, THAI, OR FARSI?**
TRAIN TO WORK AS A COMMUNITY HEALTH WORKER!
Paid Stipend Upon Successful Completion of Program Requirements!

Community Health Workers help people understand the health care system. They are trusted members of the community because they speak the language of the people they help, and they are trained to understand the healthcare system. They help connect people to health services.

The training program is offered in partnership with Diversity in Health Training Institute (DHTI).
The program includes:

- 60 Hours of Classroom Instruction with ESL Teacher Support
- Career Coaching by DHTI staff
- 40 Hours of Work-Based Learning Experience

HOW TO APPLY:

- Open to Intermediate and Advanced level English as a Second Language speakers
- Must have a work permit or be able to obtain one
- Application is online at www.dhti.org/contact-us

March 27 - June 7, 2019

**Wednesdays, 1 - 4 p.m. and
Fridays, 9 a.m. - noon**

at Castro Valley Adult & Career Education



COMPUTERS & TECHNOLOGY

PC COMPUTER CLASSES



Excel - Part I (Saturday)

Office Systems & Technologies

This hands-on class is designed as an introduction to spreadsheets with an emphasis on applying book skills to realistic office/school examples. Skills covered in this course include editing, viewing, and printing worksheets, working with formulas and functions, formatting cells, changing the appearance of worksheets, basic charting and working with large worksheets.

Note: You will have the option of completing a portfolio of your work to earn a competency-based certificate.

Prerequisite(s): Basic computer skills and pass a skills assessment test during the first class.

No Class: 4/20, 4/27, 5/25

Instructor: Reyes

Textbook required. See book list on page 16.

Course No: 680102

Preregister by March 28.

Date	Day	Time	Site	Sess.	Fee
3/30-6/8	Sa	9am-12pm	Rm 18	8	\$99+ text

Excel - Part II (Saturday)

Office Systems & Technologies

This hands-on class is designed as a continuation to Part I and is for users of Excel who would like to improve their spreadsheet skills. Part II will focus on applying book skills to realistic office/school examples. Skills covered in this course include managing multiple sheet workbooks, tables and outlines, adding graphics to worksheets, using templates and protecting workbooks, pivot tables, macros, financial functions and data analysis. This class uses the same book used in Excel Part I.

Note: You will have the option of completing a portfolio of your work to earn a competency-based certificate.

Prerequisite(s): Completion of Excel Part One or pass skills assessment at first class.

Instructor: Reyes

No Class: 4/20, 4/27, 5/25

Textbook required. See book list on page 16.

Course No: 680202

Preregister by March 28.

Date	Day	Time	Site	Sess.	Fee
3/30-6/8	Sa	1-4pm	Rm 18	8	\$99+ text

NEW TIME Microsoft Office 2013: Essential Skills

Office Systems Technologies

Explore Office 2013 and learn to utilize features of Word, Excel, and PowerPoint with an introduction to Access. Through instruction and hands-on practice, this course explores the powerful software tools available in the Office 2013 Suite. Students gain practical knowledge to skillfully navigate the Office environment at work or home. This course prepares students to move into more advanced MS Office courses.

Note: You will have the option of completing a portfolio of work to earn a competency-based certificate.

Prerequisite(s): Basic computer course or pass skills assessment at first class.

Textbook required. See book list on page 16.

Order book before first class.

No Class: 4/22, 4/24

Instructor: Wedemeyer

Course No: 680303

Preregister by March 29.

Date	Day	Time	Site	Sess.	Fee
4/1-5/15	M/W	1-3:30pm	Rm 18	12	\$99+text



COMPUTERS & TECHNOLOGY



NEW Google Tools for the Workplace

Office Systems & Technology

Have you ever wondered why Google is taking over the business world? What is a Google Doc? Where does the cloud storage actually live? What is Google Drive and how can I use it? This course is for you! Come learn how to create, share and manage your files in Google Drive. We will cover the main aspects of the Google Suite of apps including:

- Gmail
- Google Docs
- Google Calendar
- Google Slides
- Google Sheets

Prerequisite(s): Basic computer skills

Note: A certificate of competency from Castro Valley Adult & Career Education will be awarded upon successful completion of course.

Textbook required. See book list on page 16.

No Class: 4/8, 4/22, 4/24

Instructor: Wedemeyer

Course No: 681100

Preregister by March 26.

Date	Day	Time	Site	Sess.	Fee
4/1-5/13	M/W	6:30-9pm	Rm 18	10	\$105

KEYBOARDING

Keyboarding: Improving Speed & Accuracy – Beginning

Office Systems Technologies

Are you frustrated with using the “hunt and peck” method to type on your computer? Need to improve your employment skills? In this self-paced computerized course, students will learn alphabetic and numeric keyboarding by touch. Lessons extend from beginning to proficient levels. Students receive a certificate verifying w.p.m. typing speed and accuracy upon completion. Start anytime – open entry.

Please call to arrange schedule.

No Class: 4/23, 4/25

Instructor: Tues. Evening - Gee;
Tues./Thurs Day - Annear

Course No: 680500, 680501

Date	Day	Time	Site	Max Sess.	Fee
3/5-6/4	Tu	12:30-2:30pm	Rm 3	22 hrs	\$65
3/5-6/4	Tu	6:30-8:30pm	Rm 2	22 hrs	\$65
3/5-6/6	Th	12:30-2:30pm	Rm 3	22 hrs	\$65

Keyboarding: Improving Speed & Accuracy – Advanced

Office Systems Technologies

Are you keyboarding at a proficient level but want to increase your speed and accuracy? This course is for the student who has a knowledge of the alphabetic and numerical keyboard at 40 w.p.m. or has taken the Beginning Keyboarding class but wants additional practice hours. Students receive a certificate verifying w.p.m. typing speed and accuracy upon completion. Start anytime – open entry.

Prerequisite(s): Keyboarding/Improving Your Speed and Accuracy or teacher's approval. Call to arrange schedule.

No Class: 4/23, 4/25

Instructor: Tues. Evening - Gee;
Tues./Thurs. Day - Annear

Course No: 680600, 680601

Date	Day	Time	Site	Max Sess.	Fee
3/5-6/4	Tu	12:30-2:30pm	Rm 3	11 hrs	\$35
3/5-6/4	Tu	6:30-8:30pm	Rm 2	11 hrs	\$35
3/7-6/6	Th	12:30-2:30pm	Rm 3	11 hrs	\$35

Check us out on Facebook!

www.facebook.com/cvadult



COMPUTERS & TECHNOLOGY

NOTARY PUBLIC

Become a Notary Public

Notaries must:

- Be 18 years old
- Be a California resident
- Read, write, and understand English
- Successfully complete this course
- Pass a state exam (30 multiple-choice questions)
- Pass a background check

Start your own business or add to your current business working as a Notary Public. As a commissioned public servant, notaries serve a vital role in protecting the integrity of important documents. This one-day state approved course will teach you everything you need to know to be a successful Notary Public. The instructor will also explain the steps to become a Notary Public and the associated costs, including insurance, supplies, and a required background check.

Note: Bring to the course a \$35 materials fee payable to CA Notary Training Center.

Notary Exam: Students may take the State Notary exam from 3:45 - 4:35 p.m. immediately following the class. Bring to the course a **\$40 check or money order** payable to "Secretary of State", an **unexpired** legal form of identification, a 2"x2" passport photograph, and two #2 pencils. **Per State law, late arrivals will not be permitted in class.**

Instructor: Staff

Course No: 910200 ▲

Students must enroll by April 22.

Date	Day	Time	Site	Sess.	Fee
5/4	Sa	8am-3:15pm	Rm 12/13	1	\$99

Notary Public Renewal Course

This 3-hour renewal course is required for existing Notaries Public who are renewing their commission. The renewal course and exam must be taken prior to the expiration of your current commission. If your existing commission expires prior to taking the course and exam, then the full "Become a Notary Public" course is required. This half-day course will teach you everything you need to know to successfully renew your Notary Public commission. There is a **\$35 materials fee payable to the CA Notary Training Center. Per State law, late arrivals will not be permitted in class.**

Note: Applicants may take the State notary exam immediately following the course. Bring a **\$40 check or money order** payable to "Secretary of State", an unexpired legal form of identification, a 2"x2" passport photograph, and two #2 pencils. The exam is from 3:45 – 4:45pm, immediately following the course.

Instructor: Staff

Course No: 910300

Students must enroll by April 22.

Date	Day	Time	Site	Sess.	Fee
5/4	Sa	12-3:15pm	Rm 12/13	1	\$89

Make Extra Money as a Loan Signing Agent

No experience necessary. Title companies and lenders rely on mobile loan signing agents to facilitate obtaining signatures and notarizations for real estate purchases and loan documents. Loan signing agents generally make \$75-\$150 per loan signing. There is no time commitment, you can accept loan signing appointments when convenient for you. The course provides the professional training you need to be a successful loan signing agent. The instructor will explain how to become a loan signing agent and the associated costs, including insurance, supplies, and an added background check. To be a loan signing agent, you must be a Notary Public. If you have taken the Notary Public course and are awaiting your commission, take this class now and be ready to go as soon as you receive your commission. **\$40 materials fee payable to the CA Notary Training Center.**

Instructor: Staff

Course No:

Date	Day	Time	Site	Sess.	Fee
Returning Fall 2019.					

California Notary Training Center has been teaching notary training courses at schools and colleges throughout Northern California since 2009.



ONLINE CAREER CERTIFICATE COURSES

Once you have registered for the online course, you will be contacted by email with an invitation to join the class, the Wednesday before your class begins. Please respond to the invitation, as your response will place you in the class. Register online at www.cvadult.org

BUSINESS

NEW ONLINE Bookkeeping Certificate

How do you manage the finances of a business? Whether you are an entrepreneur, running a family business, or just looking to advance your career and add to your skill set, this Bookkeeping Certificate will provide you with the knowledge needed to measure, and manage, the financial health of your business. This program focuses on cash basis accounting.

No one will care more about the financial health of your business than you! It's imperative that you understand how the process works and are able to complete the accounting cycle accurately and in a timely fashion. Even if you plan to outsource your bookkeeping needs, you should still understand how the process works. No one should be clueless when it comes to the finances of their business.

Instructor: deFonteny

Three one-month courses. \$495 for the three courses and certificate.

Closing Procedures and Financial Statements April 1 - 26

General Ledger and Month End Procedures May 6 - 31

Understanding Debits and Credits - June 3 - 28

Registration Deadline: April 5

Course No: 963300 ▲

Date	Site	Sess.	Fee
See Above	Online	3 months	\$495

ONLINE Certificate in Data Analysis

Data Analysis is quickly becoming one of the most sought-after skills in the workplace. Companies have vast amounts of data, but it is rare to have someone with the ability to analyze that data to see trends and make predictions. Add a whole new skill set to your portfolio, and make a big difference in the success of your organization by acquiring data analysis skills. Begin with getting a basic understanding of how to analyze data in a business setting. Then learn how many of your business decisions involve comparing groups for differences. You will know the statistics behind these group differences and relationships. Finally you will find out how to perform inquiries that will be useful to your business or organization, and have the skill necessary to communicate these results through graphs and text that your fellow employees will understand. Whether your business is home-based or a large company, this certificate will take you to the next level where important decision-making is concerned.

Instructor: Rutledge, Kritzer, Dereshiwsky

Three one-month courses. \$495 for the three courses and certificate.

Intro to Data Analysis - June 3 - June 28

Intermediate Data Analysis - July 1 - July 26

Advanced Data Analysis - Aug 5 - Aug 30

Registration Deadline: June 7

Course No: 960102 ▲

Date	Site	Sess.	Fee
See Above	Online	3 months	\$495



ONLINE CAREER CERTIFICATE COURSES



BUSINESS COMMUNICATIONS

NEW **ONLINE** Certificate in Presentation Media

Presentation media are key to communication, sales, speeches and any other effective presentation today. Whether your presentation is online or in-person, presentation media not only enhance your message, but often make your message successful.

You will be exposed to a powerful, concise way to present information using Infographics. Learn the finer points of Photoshop for presentations. Then, discover the design elements to creating visual presentations for success using any media.

Take away critical skills for both training yourself and others in your organization. You will come away with the latest, most advanced practical and design knowledge in presentation media

Instructor: Kritzer

Three one-month courses. \$495 for the three courses and certificate.

Graphic Design for Visual Presentations

April 1 - 26

Photoshop for Presentations - May 6 - 31

Infographics - June 3 - 28

Registration Deadline: April 5

Course No: 963400 ▲

Date	Site	Sess.	Fee
See above	Online	3 months	\$495

NEW MEDIA MARKETING

NEW **ONLINE** Digital Marketing Certificate

Come get a fundamental yet advanced introduction to eMarketing, including improving email promotions, analyzing your web site traffic, doing search engine optimization, and how to successfully employ online advertising.

Relevant for any type of organization, including businesses, companies, non-profits, and government agencies. No eMarketing experience or expertise is necessary. If you are already at an advanced level,

your instructors are experts and can provide the latest most advanced information and answer your toughest questions.

Instructor: Belhassen

Three one-month courses. \$495 for the three courses and certificate.

Improving Email Promotions - June 3 - 28

Boosting Your Web Site Traffic - July 1 - 26

Online Advertising - August 5 - 30

Registration Deadline: June 7

Course No: 963500 ▲

Date	Site	Sess.	Fee
See above	Online	3 months	\$495

TECHNOLOGY SKILLS

ONLINE Certificate in Web Design

Online users say a website's design is the number one criteria for deciding whether a company is credible or not, according to recent research. Understanding what it takes to produce effective web design is essential in today's market of highly saturated digital competition.

First discover the basics of web design using HTML and CSS. The No prior knowledge of HTML or web design is required. After the first course you will have the info you need to plan and design effective web pages.

Then find out how to create effective and dynamic websites/applications. Take away a functioning web application hosted on a web server that is both accessible and Search Engine Optimized.

Finally, learn about responsive design process, advanced layout and design features using the Bootstrap framework. Plus explore CMS frameworks and industry standard technologies and frameworks.

Instructor: Wright, Lander

Introduction to Web Design - April 1 - 26

Intermediate Web Design - May 6 - 31

Advanced Web Design - June 3 - 28

Registration Deadline: April 5

Course No: 961301

Date	Site	Sess.	Fee
See above	Online	3 months	\$595

ONLINE COURSES

Once you have registered for the online course, you will be contacted by email with an invitation to join the class, the Wednesday before your class begins. Please respond to the invitation, as your response will place you in the class.

Register online at www.cvadult.org

BUSINESS

NEW **ONLINE** Stress Management in the Workplace

Stress isn't the enemy. It is our perceptions of stress that amp our anxiety and use up all our steam. Events happen every day. How we interpret those events can set the stage for how we feel and how we react to others. Reducing stress is as easy as understanding what stress is, understanding what stress is to you, and using that knowledge to restructure your thoughts. Turn stress into a stepping stone, not a stumbling block!

Instructor: Brown

One month course.

Registration Deadline: June 7

Course No: 961101 ▲

Date	Site	Sess.	Fee
6/3-6/28	Online	1 month	\$145

NEW **ONLINE** Leadership Principles

Especially for Gen Y (born 1980-1999), the course serves as the first of three in a series addressing the development of Generation Y leadership. Find out what it takes to become an effective leader. Discover your style of leadership. Discuss task completion, building relationships with your subordinates, becoming socially perceptive to changes in the workplace, utilizing your emotions in a positive and effective manner, and addressing challenging goals.

Finally, the course offers the opportunity to perform a case study analysis of workplace conflicts that require effective leadership, allowing you to apply your unique leadership characteristics revealed through completing the class.

Instructor: Yates

One month course.

Registration Deadline: June 7

Course No: 963200 ▲

Date	Site	Sess.	Fee
6/3-6/28	Online	1 month	\$145

HEALTH

ONLINE Spanish for Medical Professionals

Are you frustrated by the communication gap that can occur between you and your Spanish-speaking patients? If you answered yes, this Spanish class - designed specifically for healthcare professionals - will help you bridge that gap. You will practice practical

language skills needed to effectively communicate with your Spanish-speaking patients and their families. You will learn the basics of the language, gain an understanding of the culture, and know how to ask the questions crucial to quality healthcare.

In the first four weeks you will learn the basics to communicate to your patients in the present tense. In the second four weeks you will expand your vocabulary and learn to communicate using the past, future and imperative tenses. You will also increase your medical vocabulary and practice interviewing patients, taking health history, diagnosing, giving instructions, and prescribing medication. Whether you speak some Spanish and need a refresher, or speak no Spanish, you will complete the course with the skills you will need to effectively communicate with your Spanish.

Instructor: Sempé

One two-month course.

Registration Deadline: June 7

Course No: 961802 ▲

Date	Site	Sess.	Fee
6/3-7/26	Online	2 months	\$290

Cristina Sempé specializes in teaching her native language to adults, having taught more than 35 years at community colleges, community education programs, and for Cleveland City Schools' adult education.

MANAGEMENT

ONLINE Lean Six Sigma

In today's world, Lean is a part of the business environment. Lean Six Sigma attacks inefficiencies, non-value added wastes caused by defects, non-value added flow of information or materials, non-productive time, data storage, stacks of inventory, overproduction and extra processing. With Lean Six Sigma techniques you will have the skills to lead successfully in both service and manufacturing industries. No pre-requisites required!

Instructor: Follet

One month course.

Registration Deadline: June 7

Course No: 962601 ▲

Date	Site	Sess.	Fee
6/3-6/28	Online	1 month	\$245

ONLINE COURSES

NEW MEDIA MARKETING

NEW **ONLINE** Podcasting

Businesses are turning to podcasting to grow their brand and connect with customers. People with a niche hobby are turning podcasts into a business. Podcasting is experiencing a rebirth as mobile devices are everywhere. The intimate nature of the audio medium allows potential clients to get to know who you are and determine if you are the kind of company with which they want to do business. Learn how to take your business or hobby and turn it into a podcast. This step-by-step class will take you from start to finish and cover the required elements needed to get your show online. Come to class with your idea and end with your show online for all to hear.

Instructor: Allison

One-month course.

Registration Deadline: June 7

Course No: 962200 ▲

Date	Site	Sess.	Fee
6/3-8/30	Online	1 month	\$245

PERSONAL DEVELOPMENT

ONLINE For Parents of Boys

Boys learn differently than girls, get worse grades than girls, and face certain challenges in school. Find out how you can help your son succeed more in school. Discover why males do 30% less school work than females, fidget more, like new and hard challenges, and more. Then take home 9 tips for helping your boy learn and succeed more in school. You'll also find out something new about how you learn. Anyone interested is welcome to attend. eBook included.

Instructor: Draves

One-month course.

Registration Deadline: June 7

Course No: 961502 ▲

Date	Site	Sess.	Fee
6/3-6/28	Online	1 month	\$95

William A. Draves is a parent and has mentored a number of boys while they were in school. He has studied the issue of boys in school for twenty years and is a co-author of the book, "Smart Boys, Bad Grades: Gender Inequality and STEM in Education."

Check us out on
Facebook!
www.facebook.com/cvadult



TRAINING FOR K-12 TEACHERS

ONLINE Students with ASD (Autism Spectrum Disorder)

Today, every school in America has students who have been diagnosed with ASD (Autism Spectrum Disorder)—a neurological disorder on the autism spectrum. The effects of this disorder vary widely, but it is important for every teacher to understand how to recognize behaviors that may indicate ASD. In this course, you take away strategies for working effectively with ASD students. And you will find out how to work effectively with parents to create the most positive learning environments for children and teens with this disorder.

The course is geared for K-12 teachers, but it is also relevant for counselors, faculty in higher education, parents and anyone else interested in understanding this important issue.

Instructor: Coates

One-month course.

Registration Deadline: June 7

Course No: 962502 ▲

Date	Site	Sess.	Fee
6/3-6/28	Online	1 month	\$145

Julie Coates is an experienced researcher, teacher and trainer in the area of students with ASD. She teaches courses at the graduate level in adult and higher education, does seminars, training and online courses for K-12 teachers, and has experience teaching in an elementary school. Coates wrote the pioneering book *Generational Learning Styles*. She authored a chapter on students with ASD as co-author of the new book, *The Pedagogy of the 21st Century*.

TEXTBOOK LIST

MEDICAL COURSES			
Courses	Textbook	ISBN #	Suggested Vendor
Clinical Medical Assistant Program	Provided at time of registration		
Medical Administrative Specialist	Provided at time of registration		
Sterile Processing Technician	Provided at time of registration		
Medical Terminology	The Language of Medicine, 11th Edition	978-0323370813	Elsevier

COMPUTER AND LANGUAGE COURSES			
Courses	Textbook	ISBN #	Suggested Vendor
Windows 10 Essential Skills	Welcome to Computer Basics: Windows 10 and Office Online	978-1591367918	Labyrinth
Microsoft Office 2013: Essential Skills	Building a Foundation with Microsoft Office 2013: The Basics	978-1591365617	Labyrinth
Excel Part I & II	Microsoft Excel 2013: Comprehensive	978-1591364832	Labyrinth
Spanish All Levels	Getting Along in Spanish 5th Edition	978-0395962992	Alibris
Italian for Beginners	Nuovo Espresso 1, libro dello studente ed esercizi (book + cd/dvd) <i>(optional)</i>	978-8861822174	Amazon or Libreria Pino

ADULT SECONDARY EDUCATION			
Courses	Textbook	ISBN #	Suggested Vendor
GED Prep Courses	Kaplan GED Test Prep Plus 2018: 2 Practice Tests + Proven Strategies + Online (Kaplan Test Prep)	978-1506223605	Amazon

You can find textbooks at the following locations:

Alibris: alibris.com

Amazon: amazon.com

Elsevier: evolve.elsevier.com

Labyrinth: lablearning.com

Libreria Pino: librieriapino.com

We do NOT recommend buying used textbooks. Often they do not include the necessary software required for the class. **It is advised that students keep packaging on books until first day of class.*

JOB OPPORTUNITIES

Want to Teach Adults?

We are always looking for **ENTHUSIASTIC** and **CAPABLE**
Teachers, Substitutes & Paraprofessionals*
in a range of program areas including:



Enrichment Classes
Adult Basic & Secondary Ed
Adults with Disabilities
Career Education
ESL

Have an idea for a class you'd like to teach?

.....
LET US KNOW !

Interested applicants should send a resumé & cover letter to:

cvaceinfo@cv.k12.ca.us

or online at **www.edjoin.org**

Especially:
The Arts
Fitness
Cooking
Medical Academy

** Appropriate credentials required for all non-community interest positions.
No credential needed for enrichment classes.*

CV Castro Valley
Adult & Career Education
Learn • Grow • Achieve

WHAT IS **YOUR** NEXT MOVE?

Get help with your career or college plans!

- College research and financial aid
- Career exploration, planning and resumes
- College tours, workshops, and information

Available free to CVACE students



Launch!
College & Career
Success Program

Contact Linette Escobar at 510-886-1000
or at lescobar@cv.k12.ca.us
for an appointment or ask your teacher





CASTRO VALLEY UNIFIED SCHOOL DISTRICT
WWW.CV.K12.CA.US

EDUCATION JOB FAIR!

Saturday, April 13, 2019
8:30 AM - 12:00 PM

Castro Valley High School
19400 Santa Maria Ave. Castro Valley, 94546



*** Apply online BEFORE the job fair at:**
<https://www.edjoin.org/Home/Jobs?districtID=37>

OPENINGS FOR:

- **Teachers at all levels, Pre-K - 12**
 (we give year-for-year service credit!)
- **Paraprofessionals**
- **Custodial Staff**
- **Child Nutrition**
- **Bus/Van Drivers**
- **Clerical**
- **And more!**

***Full time, part time, and summer only
 positions available***

CASTRO VALLEY UNIFIED SCHOOL DISTRICT (510) 537-3000



JOB OPPORTUNITIES

NOW HIRING

CASTRO VALLEY UNIFIED SCHOOL DISTRICT

is seeking individuals interested in becoming a:

Substitute Teacher
Substitute Cafeteria Assistant
Substitute Paraprofessional
Substitute Buildings & Grounds



EDUCATING ALL YOUTH FOR EXCELLENCE

Substitute Teacher

INTERESTED CANDIDATES MUST:

- Possess a Bachelor's Degree
- Have passed the CBEST (CA Basic Educational Skills Test)
- Obtain a current TB test
- Pass a CA Dept. of Justice (DOJ) Live Scan Criminal Background Check

\$150/day for first 20 days

\$175/day for 21 days and after in the same job.

Substitute Cafeteria Assistant

INTERESTED CANDIDATES MUST:

- Pass a substitute exam we proctor **(OR)**
- Have 48 semester college units OR possess an AA degree or higher *
- Obtain a current TB test
- Pass a CA DOJ Live Scan Criminal Background Check

Hours range from 2 to 3.5 hours per day.

Substitute rate of pay is \$14.97 per hour.

Substitute Paraprofessional

TO WORK IN SPECIAL EDUCATION CLASSES

INTERESTED CANDIDATES MUST:

- Pass a substitute exam we proctor **(OR)**
- Have 48 semester college units OR possess an AA degree or higher * **(OR)**
- Hold a Paraprofessional/Instructional Asst. Certification Card
- Obtain a current TB test
- Pass a CA DOJ Live Scan Criminal Background Check

Hours range from 4 to 6.5 hours per day.

Substitute rate of pay is \$14.97 - \$16.53 per hour.

Substitute Buildings & Grounds

INTERESTED CANDIDATES MUST:

- Pass a substitute exam we proctor **(OR)**
- Have 48 semester college units OR possess an AA degree or higher *
- Obtain a current TB test
- Pass a CA Dept. of Justice Live Scan Criminal Background Check

Hours range from 4 to 8 hours per day.

Substitute rate of pay is \$20.64 per hour.

** If you are using college units to meet academic requirement,
bring original college transcripts or original diploma*

How do I Apply?

FOR SUBSTITUTE TEACHER:

- Apply online at http://bit.ly/CVUSD_EDJOIN

FOR SUBSTITUTE CAFETERIA ASSISTANT, PARAPROFSSIONAL OR BUILDINGS & GROUNDS:

- Apply online to the Classified Substitute Pool at http://bit.ly/CVUSD_EDJOIN

QUESTIONS?

Contact Erika Mendiola at 510.537.3000 x 1214

ENGLISH AS A SECOND LANGUAGE

"I meet men who work three jobs to send money to their family and still come to school. I meet people who work all night and then walk an hour to come to class. It's the greatest privilege of my life to do the work I do and meet these amazing people."

Meet Linette Escobar



"I once had a woman from Ukraine start crying in class because of the stress of being in a new country and recent deaths in her family. As class went on, I paired her with a lady from Afghanistan who greeted her in Russian and asked if she was okay. I didn't know the woman from Afghanistan spoke Russian. Can you imagine what kindness she showed using the language of a country that occupied hers to make another person feel welcome and safe? I meet incredible people like this every day."

An English as a Second Language instructor at CVACE, Linette Escobar makes sure on the first day of class to say, "This is your family for the next year." Then she makes sure that happens. Her current class includes students from 12 countries and many religions, but they are all one playful group who support each other. Linette says, "I'd like to invite all the politicians to come visit our class. We have the whole world here, and there are no problems. We all love each other."

Linette's parents are immigrants from Portugal who stressed the importance of education. Her parents gave her opportunities they did not have, and she sees their same ethic and values in her students. She and her two brothers went to local Catholic schools surrounded by a large extended family including 30 first cousins, many of whom lived in the Cherryland area of Hayward.

She's worked in non-profit administration and teaching for over 19 years, but a volunteer trip to Thailand really changed her life. After the 2004 tsunami, she went to work as an English teacher with a Burmese human rights organization in Southern Thailand. On that first trip, she taught in a bamboo hut with children who could not attend Thai schools for many reasons. Over the next 10 years, she spent 1-6 months every year in Thailand. The community now has a beautiful school and over 100 kids have integrated into local Thai schools. Without the work of this organization, they would be working with their parents on fishing boats or rubber plantations. She is working on a memoir about her experiences.

Linette is a life-long learner herself who loves words, other cultures, dancing and social justice. If you were to visit her class, you'd probably walk into the middle of a spirited game with students from 12 different countries cheering each other on in teams and laughing while using English. It might look like fun and games to an outsider, but Linette is serious about teaching: "My students have fled wars, disasters and poverty. They are living far from family. I want this place to be a happy one for them. I want them to have the tools to succeed in this country and help their families thrive."

ENGLISH AS A SECOND LANGUAGE



Summer Registration

NEW STUDENTS - Go to main office

For daytime classes, register June 6, 9:00am

For evening classes, register June 6, 6:30pm

Registration takes 2-3 hours. Please do not bring children.

Must be 18 years of age or older to attend.

No documents needed.

Summer Quarter July 1 - August 1, 2019

(No classes July 4)

DAY CLASSES

Monday, Tuesday, Wednesday, Thursday

9:00 am-12:30 pm

NIGHT CLASSES

Monday, Tuesday, Thursday

6:30-9:30 pm



ENGLISH AS A SECOND LANGUAGE

Inglés como segundo idioma Inscripción de verano

Estudiantes nuevos: dirigirse a la oficina principal
Para clases de día, inscribirse 6 junio, 9:00am
Para clases de noche, inscribirse 6 junio, 6:30pm
Para asistir, deben tener 18 años o más
La inscripción dura 2-3 horas. Por favor no traiga niños.
No necesitan documentos. Trimestre de verano 1 julio -
1 agosto 2019. (Sin clase 4 julio)

CLASES DE DIA

lunes, martes, miércoles, jueves
9:00am- 12:30pm

CLASES DE NOCHE

lunes, martes, jueves
6:30pm- 9:30pm

以英语为第二语言(ENGLISH AS A SECOND LANGUAGE)

春季注册
新学生请前往主办公室
日间课程, 注册时间为6月6日, 上午9:00
夜间课程, 注册时间为6月6日, 下午6:30
注册需要2-3个小时。请勿带孩子。
必须年满18岁才能参加
无需文件
夏季学期 7月1日-8月1日
(7月4日放假)

日间课程
星期一 星期二 星期三 星期四
上午 9:00 - 中午 12:30
夜间课程
星期一 星期二 星期四
下午 6:30 下午 9:30



CITIZENSHIP

Learn everything you need to know to prepare
for the U.S. Citizenship test.

Monday and Wednesday 1:00 - 2:30 pm

March 11 - May 22 • Room 14

No class 4/22, 4/24

Come to class to learn more.

☒ **DO YOU SPEAK SPANISH, MANDARIN,
CANTONESE, ARABIC, THAI, OR FARSI?**

☒ **ARE YOU INTERESTED IN WORKING
IN THE HEALTH CARE FIELD?**



TRAIN TO WORK AS A COMMUNITY HEALTH WORKER! Paid Stipend Upon Successful Completion of Program Requirements!

Community Health Workers help people understand the health care system. They are trusted members of the community because they speak the language of the people they help, and they are trained to understand the healthcare system. They help connect people to health services.

The training program is offered in partnership with Diversity in Health Training Institute (DHTI).
The program includes:

- 60 Hours of Classroom Instruction with ESL Teacher Support
- Career Coaching by DHTI staff
- 40 Hours of Work-Based Learning Experience

March 27 - June 7, 2019

**Wednesdays, 1 - 4 p.m. and
Fridays, 9 a.m. - noon**

at Castro Valley Adult & Career Education

HOW TO APPLY:

- Open to Intermediate and Advanced level English as a Second Language speakers
- Must have a work permit or be able to obtain one
- Application is online at www.dhti.org/contact-us



HIGH SCHOOL DIPLOMA, GED & BASIC SKILLS

You may enroll at any time for High School Diploma, GED Preparation classes, or Academic Transitions Skill Builder. Registration is free! A refundable cash deposit required for materials.

Orientation required. Register at www.cvadult.org/hs-ged-registration



HIGH SCHOOL DIPLOMA

Get Your High School Diploma or GED

Have you been thinking about going back to school to get your high school diploma or GED but are hesitant because you don't enjoy traditional textbook learning? We have online blended learning alternatives to help you achieve your goals.

High School Diploma - Blended Learning Lab

It's the best of both worlds! Learn online from anywhere with an internet connection, work two or more hours per week in the classroom with teacher support and complete your homework from anywhere with an internet connection. No textbooks! Our online curriculum is interactive and includes video and audio. Move through the curriculum at a faster pace with software that fits your learning style. Choose one lab that fits your schedule:

Day	Time	Site	Day	Time	Site
Mon	9–11am	Rm1	Wed	9–11am	Rm1
	6:30-8:30pm	Rm1	Thu	12–2pm	Rm1
Tue	12–2pm	Rm1		6:30-8:30pm	Rm1
	6:30–8:30pm	Rm1	Fri	10am–12pm	Rm1
			Sa	9–11am	Rm1

CVACE HIGH SCHOOL DIPLOMA REQUIREMENTS

English	40 Units
Mathematics	10 Units
Algebra	10 Units
Science	
– Biological Science	10 Units
– Physical Science	10 Units
Social Studies	
– World History	10 Units
– U.S. History	10 Units
– U.S. Government	5 Units
– U.S. Economics	5 Units
Visual and Performing Arts	10 Units
Health	5 Units
Career Development	5 Units
Financial Literacy	5 Units
Electives	5 Units
TOTAL	140 Units

CREDIT RECOVERY-CONCURRENT ENROLLMENT FOR HIGH SCHOOL SENIORS AND JUNIORS:

High school students seeking make-up credit may enroll concurrently in the adult school after meeting with their high school counselor to determine eligibility, completing an application including parental release form, and attending an orientation with parent/guardian. Only Castro Valley High School and Redwood High School seniors and juniors are admitted.

HIGH SCHOOL DIPLOMA, GED & BASIC SKILLS

GED PREPARATION

Get your GED done by focusing on the areas you need to strengthen! Receive targeted teacher-led test preparation, then complete the rest of your assignments in a GED prep book with an online component. Learn the essential content you need to pass the GED, including test-taking strategies and computer skills for the GED exam.

For non-native speakers, support is available to prepare for the GED. The focus is on reading comprehension and essay skills. Instruction provided by CVACE ESL teachers.

GED Test Prep Lab

TEST PREPARATION

Day	Time	Site
Tue	9–11:30am	Rm 1
Wed	6:30–9pm	Rm 1
Thu	9–11:30am	Rm 1

Textbook required. Must be purchased before class begins.

Kaplan GED® Prep 2019 Strategies, Practice and Review.

Approximately \$20. Available from Amazon, Barnes & Noble, Books-a-Million, Indie Bound.

TAKE YOUR GED TEST HERE: Castro Valley Adult & Career Education is a computer-based GED testing center. To register or for more information on the GED® Test visit: www.ged.com



Math Booster & Target Math

Give your math skills a boost! In Math Booster (6-7:30pm), the focus is on fractions and decimals. Target Math (7:30-9pm) gives you the tools to succeed in GED Math (slope) and Financial Literacy (interest rates). Plenty of in-class support and practice.

Day	Time	Site
M	6-7:30pm	Rm 4
M	7:30-9pm	Rm 4

Academic Transitions Skill Builder

BASIC ENGLISH AND BASIC MATHEMATICS

Looking to brush up on your reading, writing, and math skills for your current job, to get a new job, or to help your kids with homework? Do you need to build your skills before starting our high school diploma or GED Program? Our academic Transitions program gives you the skills you need to succeed. Come to class for teacher-led instruction and work independently at home with a textbook and computer-based skills program.

Distance Learning is also available. Instruction is given through weekly one-on-one appointments with the teacher, access to school computer lab, and take-home learning materials.

Day	Time	Site
T/Th	9am-12pm	Rm 3
T/Th	6-8:30pm	Rm 3

PARENTING

CASTRO VALLEY PARENT NURSERY SCHOOL

3657 Christensen Lane, Castro Valley, CA

www.cvpns.org

Come explore the wonder and excitement of preschool at Castro Valley Parent Nursery School (CVPNS). **For 2019-2020 enrollment, or to be placed on the waiting list, please contact: membership@cvpns.org.** For 70 years CVPNS has been providing families with multi-level learning experiences that stimulate and enrich parenting skills while supporting the development and self-worth of children. This play-based learning program fosters exploration, resourcefulness, and critical thinking skills. The environment and program content is designed to foster cooperation, friendships and community involvement.

The guiding philosophy of CVPNS are “the Four R’s”: helping parents and children be Responsible, Respectful, Resourceful, and Resilient. CVPNS also embraces the four R’s for our environment: Reduce, Reuse, Recycle and Rot (composting). CVPNS is CERTIFIED as a GREEN BUSINESS. CVPNS is also a Green Child Care Ambassador, protecting the health of preschoolers and the planet.

Our program is open to parents and their children who turn three or four on or before Dec. 2. To schedule a tour, learn about the program, enrollment, or start dates, please visit the website or email our membership coordinators: www.cvpns.org or membership@cvpns.org

Parenting the Preschooler: Child Development and Guidance

For enrollment or to be placed on the wait list, please contact: membership@cvpns.org.

Tuition of \$250/mo. is payable to Castro Valley Parent Nursery School. \$47 one-time fingerprinting fee per adult “working” in the classroom payable in cash or by credit or debit card to CVACE.

FOR PARENTS/GUARDIANS

Meets first Wednesday of each month.

7:00-9:30pm, Room 10

*Held at Castro Valley Adult & Career Education:
4430 Alma Avenue, Castro Valley. Orientation is held
in August onsite at CVPNS.*



PARENTING

NEW DATES **Supporting Children and Teens as They Manage the Challenges and Temptations of Today's World**

As parents, we have many good reasons to feel concerned and anxious about knowing what is best for our children. We are constantly warned about the risks that come with social media, the dangers of drugs and alcohol, and the power of peer pressure, but don't always know the best way to help our children confront and navigate these challenges. Join us for a three-night series in which we will explore current thinking about how to best support our children and teens so that they can successfully weather the challenges of growing up and develop the resilience they will need to make good choices. Registration required.

Preregister by: March 4

Course No: 710600 ▲

Instructor: Branaugh

Course No:

Date	Day	Time	Site	Sess.	Fee
3/13-3/27	W	7:00-8:30pm	Rm 12	3	Free*

*Must be enrolled to attend.



ONLINE **For Parents of Boys**

Boys learn differently than girls, get worse grades than girls, and face certain challenges in school. Find out how you can help your son succeed more in school. Discover why males do 30% less school work than females, fidget more, like new and hard challenges, and more. Then take home 9 tips for helping your boy learn and succeed more in school. You'll also find out something new about how you learn. Anyone interested is welcome to attend. eBook included.

Preregister by: June 7

Course No: 961502 ▲

Date	Site	Sess.	Fee
6/3-6/28	Online	1 month	\$95



COMMUNITY INTEREST

ART

The Art of Drawing & Painting

All art media explored. A self-paced class geared to the student's own personal level of ability. Areas of instruction include: composition, perspective, color mixing, use of values, use of line and texture. All levels of ability welcome. Bring 5x7" tablet, pencil, and kneaded eraser. Material list available at first class meeting.

No Class: 4/23

Instructor: Gunn

Course No: 931000 ▲

Preregister by March 26.

Date	Day	Time	Site	Sess.	Fee
4/2-6/4	Tu	9-11:30am	Sr Ctr*	9	\$69
7/1-8/9	Tu	9-11:30am	Sr Ctr*	5	\$49

*Classes held at Kenneth Aitken Senior Center, 17800 Redwood Rd.

NEW Watercolor Flowers

Create and bring home a flower arrangement and painting. Practice some watercolor techniques using your arrangement as inspiration. Teacher demo and individual guidance provided. Materials fee covers flowers, paint, brushes, paper. Suitable for all ability levels. **Please note that this an adult class for students over 18 years of age. Because it will be held off-campus, students will receive parking and room location information.** Teacher materials fee \$25.

Instructor: Parker

Course No: 932600

Preregister by March 26.

Date	Day	Time	Site	Sess.	Fee
4/16	Tu	5:30-8:30pm	Rm 204*	1	\$45

*Room 204 - Castro Valley High School, 19400 Santa Maria Ave.



Jenn Leighton Parker is a local artist and art educator. Her passion to teach and inspire students has allowed her 12+ years experience of teaching art at Castro Valley High School.

She has also taught classes at Patten University and Academy of Art and conducts private lessons in her studio. She has earned a BFA in painting and an MA in Art and Religion. She currently enjoys exploring texture and design through the medium of encaustic collage. Layers and texture are important elements in her work revealing a variety of materials. Inspiration is found within natural elements, vintage drawings, playful child inspired designs, religious symbols, and language. You can see some examples of her encaustic work at www.jennleighton.com



BICYCLE MAINTENANCE

NEW Bicycle Maintenance - Love Your Bike So It Will Love you!

That bicycle in your garage is calling you, "Come get me, let's ride!" But first, that bike needs a little help to get ready. Nobody wants to be stuck on the side of the road helpless with a flat tire, useless brakes or gears grinding obnoxiously! Join long-time Castro Valley educator, Kirk Lawrence and learn the basics of bicycle maintenance. We will cover these topics:

- Changing your tire and flat repair
- Cleaning the chain and lubrication
- Adjusting brakes
- Adjusting your derailleurs
- Minor wheel truing

Bring your bike and your helmet and enjoy two Saturday mornings geared to get you and your bike back on the road! Please bring metric open end wrenches, metric allen wrenches, pliers, tire pump and rags if you have them.

Instructor: Lawrence

Course No: 970900 ▲

Preregister by April 29.

Date	Day	Time	Site	Sess.	Fee
5/4-5/11	Sa	9:30-11 am	Rm 6	2	\$35



Kirk Lawrence is an avid bicyclist who enjoys road and mountain biking. From paperboy to cross-country bike tours, he has seen his share of maintenance issues.

Kirk is a well-loved, retired 31-year Canyon Middle School science teacher and Castro Valley resident.

COMMUNITY INTEREST

BIRDING

Birds of the Bay Area



Although the spring season is underway as our new quarter begins, we'll review causes and results for migration, courtship and other activities of bird behavior. We will continue learning about body systems

such as the endocrine and nervous systems. Vocal and mechanical bird sounds will be demonstrated and linked to actions for both migrant and resident species such as chicken-like birds, water-birds, wrens, thrushes, warblers and sparrows. Classroom time will include review and discussion of our field trip results and significant bird happenings, both local and worldwide. Workshop activities and slide shows are included with opportunities for students to share both their photos and good ideas. Destinations and directions will be announced prior to outings.

Note: When field trips are planned for greater distances, session time will be doubled, either 8:15-12:15 or 10:15-2:15.

Requirement: Physically able to participate in planned activities

No Class: 4/26

Instructor: Gordon

Course No: 970100 ▲

Preregister by March 22.

Date	Day	Time	Site	Sess.	Fee
3/29- 6/7	F	10:15am-12:15pm	Rm 12	10	\$59



Phil Gordon, a retired biology teacher, has taught bird classes for over 40 years. An active birder and popular instructor, along with his wife Pat, as a regular participant and leader to

Audubon Society field trips. They are compilers for the Hayward-Fremont Christmas Bird Count. He continues to share with students, including photographically, experiences related to birds locally and in the natural world at large – Arctic to Temperate to Neotropic, even (recently) to subAntarctic. Field trips and workshops are coordinated to focus on birding skills and learning aspects of the natural history and biology of birds and their protection.

CHESS

NEW Beginner Chess – Planet Earth's Most Popular Board Game

From India to Persia to Europe and throughout the world, chess is the thinking person's game. Come join us to find out how to muster your forces to vanquish your opponent and declare, "Checkmate!" in this legendary game.

Chess enthusiasts will learn:

- Sportsmanship and courtesy of the game
- The board and notation
- The game pieces, their moves and their value
- Special Situations: Castling/en passant/check and checkmate/stalemate/pawn promotion
- Phases of the game
- Some openings
- Some sample games
- Play!

We will have board games and pieces available, but bring your phone for timing and internet tips.

No Class: 4/24

Instructor: Lawrence

Course No: 971000 ▲

Preregister by April 4.

Date	Day	Time	Site	Sess.	Fee
4/10-5/1	W	7-8:30pm	Rm 6	3	\$45

Kirk Lawrence is a well-loved, retired 31-year Canyon Middle School science teacher and Castro Valley resident.

COOKING

NEW Challah Bread and Hot Cross Buns

Nothing is more aromatic and tempting to our senses than the scent of freshly baking bread! In this class, you will have the opportunity to make and enjoy two of the most tasty, buttery, and sweet breads—challah and hot cross buns. Learn the techniques to making these two crowd pleasers and have a feast with your family and friends during your spring celebrations!

Teacher material fee: \$4.50.

Instructor: Clement-Shurma

Course No: 921300 ▲

Preregister by April 12.

Date	Day	Time	Site	Sess.	Fee
4/18	Th	6-8:30pm	Rm 9	1	\$52

COMMUNITY INTEREST



Christine Clement Shurma

was born on a farm in Switzerland. The family made all of their food—bread, butter, cream-- from scratch, giving her a taste for “real food” made with whole-

some, fresh ingredients. Love brought her to the United States and after her kids started school, she owned and operated a Swiss bakery, Swiss Delices for eight years so she could share her love of authentic food with Castro Valley. She is now ready to share her recipes and flare for fresh, healthy food with her students!

NEW Celebrate Spring with Colorful Cupcakes

Be the guest at your spring celebration who everyone is happy to see - the decorator who walks in with a tray of creative and whimsical cupcakes that make everyone smile! Come to class with 8 already-baked cupcakes and learn the artistry of decorating tiny cakes. You will have the chance to make 2 novelties, 2 flower, 2 animal, and 2 fondant (fancy icing!) toppings for your cupcakes. Bring a friend and spend the morning being creative and playful!

Instructor: Groff

Course No: 921400 ▲

Preregister by April 8.

Teacher material fee: \$20.

Date	Day	Time	Site	Sess.	Fee
4/13	Sa	10am-12pm	Rm 9	1	\$25



Cake Decorating Advanced

Now that you’ve learned the basics, it’s time to learn more intricate designs. If you’ve already taken our beginning cake decorating class or if you are already an experienced cake decorator, this class is for you. In this 5-session class, we will work with royal icing and fondant, make cakes in different shapes and designs, and, of course, create an elegant wedding cake!

Prerequisite(s): Ability to bake and frost a cake, make butter cream, and know basic techniques of cake decorating.

Teacher material fee: \$25.

No Class: 4/24

Instructor: Groff

Course No: 920200 ▲

Preregister by March 27.

Date	Day	Time	Site	Sess.	Fee
4/3-5/8	W	7-9pm	Rm 9	5	\$79

Mary Lou Groff is an award-winning cake decorator who has taught this skill for over 18 years. She recently retired as head decorator at the well-known Merritt Restaurant Bakery in Oakland.

ESTATE AND TRUST PLANNING

Living Trust and Estate Planning

Would you like to know how to save income, property, and estate taxes for your heirs or how best to have your beneficiaries receive their inheritance? Are you uncertain about how to plan your estate? Do you wonder how the new tax laws impact your estate planning? Do you wonder whether you need a trust or who to put in charge of your estate? This course is intended to help you answer these important questions. Attend this two-hour course and receive guidance through the key options involved in estate and trust planning. Topics include: preparing and updating living trusts, wills, advance health care directives, durable general powers of attorney; titling your assets; IRA beneficiaries; planning to reduce tax (property, estate, and income tax); long term care planning; planning for mature, immature, dysfunctional, and postponed beneficiaries; and planning for “nuclear” vs “blended” families.

Instructor: Phillips

Course No: 910600▲

Preregister by April 19.

Date	Day	Time	Site	Sess.	Fee
4/30	Tu	6:30-8:30pm	Rm 6	1	\$29



James J. Phillips is a certified specialist in estate planning, probate, and trust law with over 30 years of experience. He holds an LL.M. post-graduate law degree in taxation. Highest rating (AV)

of professional excellence by Martindale-Hubbell Law Directory since 1990. Included annually in Northern California Super Lawyers since its inception. He is native of Castro Valley and a 1972 graduate of CVHS. He practices with his daughter, Katelyn M. Phillips, at Phillips & Phillips with offices in Castro Valley and Pleasanton. www.phillipslaw.us.

COMMUNITY INTEREST

FITNESS

Basketball Skills for Adults

Develop physical conditioning through basketball. Limited to 15 players.

No Class: 4/23, 4/24

Instructor: Moncrief

Course No: 940700, 940800 ▲

Preregister by March 22.

Date	Day	Time	Site	Sess.	Fee
3/26-6/4	Tu	7-9pm	CMS Gym*	10	\$125
3/27-6/5	W	7-9pm	CMS Gym*	10	\$125

*Classes held at: Canyon Middle School, 19600 Cull Canyon Rd.



Damien Moncrief is a PE teacher at Canyon Middle School.

Pilates, Power & Posture

This essential class is designed to strengthen the core muscles surrounding your spine whether you are performing standing 3-dimensional movement or mat exercises. Challenge your core and create the well-balanced body you've been looking for! Bring your own yoga mat and hand weights.

No Class: 4/23, 4/30, 5/21

Instructor: Wright-Morash

Course No: 940500 ▲

Preregister by March 20.

Date	Day	Time	Site	Sess.	Fee
3/26-6/4	Tu	4-5pm	Rm 12 & 13	8	\$55



Dallis Wright-Morash graduated with a degree in dance from York University in Toronto. Originally from Victoria, BC, Dallis has been choreographing, performing, and teaching fitness at all levels for 20+ years. Dallis holds ACE, AFAA, and OFC/NFLA (Canada) certifications in personal training, group exercise, Pilates and Yoga. In addition to teaching at CVACE, she has been fitness director at Bay-O-Vista since June of 2004. Her goal is to create classes where everyone can succeed, no matter their limitations. Her motto is STAY ACTIVE!

Nice and Easy Movement

Health and Fitness

This is a slower-paced exercise class which will help you improve your joint flexibility, bone density, muscle strength, and balance. Exercises are done seated in a chair and standing, but no floor exercises. We do lots of stretches and strength training to music. These exercises will relieve stress and improve your mood while giving you more energy to perform daily tasks. Please wear comfortable clothing and bring light weights. *Moderate Workout*

No Class: 4/1, 4/22, 4/24, 4/26, 5/27, 7/5

Instructor: Nohr

Course No: 940100 ▲

Preregister by March 20.

Date	Day	Time	Site	Sess.	Fee
3/25-6/7	MWF	10-11:15am	Sr Ctr*	Qtr	\$55 qtr
7/1-8/9	MWF	10-11:15am	Sr Ctr*	Qtr	\$55 qtr

*Classes held at Kenneth Aitken Sr Center, 17800 Redwood Rd.

Chair Yoga

With the support of a chair, this is a gentle class that emphasizes proper breathing, correct spinal and pelvic alignment, improved balance, stretch, and posture. With a seated or standing assist, you will activate the body and mind. If you feel you have lost some mobility or muscle strength or even balance, come and join us to reverse these feelings and have some fun together. The chair replaces the yoga mat and becomes an extension of your body, allowing you to take full advantage of the amazing potential of yoga. Yoga can really be for everyone!

Please bring your own yoga mat.

No Class: 4/24

Instructor: Dalla Muta

Course No: 940200 ▲

Preregister by March 28.

Date	Day	Time	Site	Sess.	Fee
4/3-5/29	W	4:30-5:30pm	Rm 3	8	\$65

Gentle Yoga

Gentle Yoga is designed to be an introduction to Yoga, with a mild and soft approach, dedicated to people with reduced mobility and flexibility. You will be introduced to the classic yoga asanas with particular attention to alignment and breathing techniques and also guided to achieve a gradual release of tension and stiffness in your body. The class is slow paced and modifications will be applied in order to enter postures slowly and safely. *Please bring your own yoga mat.*

No Class: 4/22, 5/27, 4/24

Instructor: Dalla Muta

Course No: 940300, 940301 ▲

Preregister by March 26.

Date	Day	Time	Site	Sess.	Fee
4/1-6/3	M	4:30-5:30pm	Rm 3	8	\$65
4/3-5/29	W	5:45-6:45pm	Rm 3	8	\$65

COMMUNITY INTEREST

Yang/Yin Yoga

The best of both worlds!

Yang and Yin are the patterns of our life, and in nature all patterns are formed by opposite and complementary principles: hot and cold, active and passive, matter and energy, female and male, summer and winter, etc. A Yang/Yin class balances these contrasts in our physical and energetic body. We will practice traditional Yang Yoga for the first half of the class: dynamic postures and conscious breathing allow the body to warm up, strengthen, and energize. We will continue with Yin Yoga for the second half to complete our practice: our deeper "yin," connective tissues, ligaments, joints, and bones will be stressed when holding long postures to achieve lubrication, optimal health, and vitality. Some yoga experience needed, as the "yang" portion of the class requires some strength and familiarity with the poses. Please bring your own yoga mat.

No Class: 4/22, 5/27

Instructor: Dalla Muta

Course No: 940400 ▲

Preregister by March 26.

Date	Day	Time	Site	Sess.	Fee
4/1-6/3	M	5:45-7pm	Rm 3	8	\$79

Antonella Dalla Muta creates an environment "on the mat," where participants can forget their troubles, fears and worries, and enter a world of comfort, harmony and balance, and be at a place where they can experience healing. For Antonella, it's all about the journey. Everyone wants to get to the top of the mountain, but the happiness comes while you're climbing it!

NEW Basic Zumba®

Do you hate to exercise but love to dance? Come to Basic Zumba®! This class mixes low-intensity and high intensity moves to fun Latin rhythms like merengue, salsa and cumbia. Think you can't master the steps? No problem! Keep dancing and burn those calories. It's a party!

Instructor: Escobar

No Class: 4/25

Course No: 942600 ▲

Preregister by March 19

Date	Day	Time	Site	Sess.	Fee
3/28-5/23	Th	5:45-6:35pm	Rm 10	8	\$65



Linette Escobar discovered her passion for dancing as a teen. She especially loves salsa dancing, and attended the Reno Latin Dance Fest two years in a row. Becoming Zumba certified was on her bucket list, and she is passionate about Zumba because it's "not only great for your body, it's great for your mental health!"

Zumba®

Zumba® puts the fun in fitness! Exciting music from around the world will get you moving and sweating using easy to follow dance moves. Zumba® requires no dance experience and is open to all fitness levels making it fun for everybody and every body! Come ready to sweat, smile, and focus on having fun. Students should wear comfortable clothing, supportive shoes, and bring plenty of water. Come join the party!

Instructor: Wong

No Class: 4/22, 5/27

Course No: 940600 ▲

Preregister by March 25

Date	Day	Time	Site	Sess.	Fee
4/1-6/3	M	7-8pm	Rm 10	8	\$65

Dustin Wong is licensed to teach Zumba which he likes to call "exercise in disguise". He loves to dance and hopes his joy and energy motivates you to move your bodies and become a healthier you. Dustin has lived in Hayward for over 11 years and is now working for the Hayward-based affordable housing non-profit organization, Eden Housing.

GARDENING

Bonsai – Basic

Instructional class includes basic skills, styles of Bonsai, plant selection, trimming and shaping, wiring, planting, fertilizing, and watering. Lecture and demonstration each week followed by hands-on projects. Supplies additional. Limited to 18 students.

No Class: 4/22, 5/27

Instructor: Butler

Course No: 930400 ▲

Preregister by March 26

Date	Day	Time	Site	Sess.	Fee
4/1-6/3	M	7-9pm	Rm 6	8	\$100

Bonsai – Advanced

This class is designed for students with advanced knowledge. Workshop format. Each week students will bring finished bonsai. Instructor will critique and advise on care and maintenance tasks. Topics include: show wiring, show presentation, judging criteria, air layering, and grafting.

Prerequisite(s): At least 3 sessions of Bonsai Intermediate/Basic, or permission of the instructor.

No Class: 4/22, 5/27

Instructor: Baker

Course No: 930600 ▲

Preregister by March 26.

Date	Day	Time	Site	Sess.	Fee
4/1-6/3	M	7-9pm	Rm 5	8	\$100

COMMUNITY INTEREST

HEALTH & SAFETY

CPR Class (American Heart Assoc.)

Learn essential life-saving techniques! This CPR course will teach a combination of artificial respiration and artificial circulation for basic life support techniques. Instruction will also cover how to catch a CAB (Circulation, Airway, Breathing), the updated steps in CPR and review training for individuals requiring re-certification. Defibrillator skills are also practiced using practice AED's. Class limited to 18 students.

Textbook: A classroom set of textbooks is available for in-class use only. Students who wish to purchase their own textbook may do so. Copies available for purchase at CVACE office. CPR and First Aid use same textbook.

Instructor: Velasquez

Course No: 941105, 641106, 941107 ▲

Preregister by March 27, May 8, June 5.

Date	Day	Time	Site	Sess.	Fee
4/2	Tu	4-8pm	DO*	1	\$50
5/14	Tu	4-8pm	DO*	1	\$50
6/11	Tu	4-8pm	DO*	1	\$50

*Class at: District Office Board Room, 4400 Alma Ave.

First Aid Class (American Heart Assoc.)

The American Heart Association First Aid class is designed to give you the confidence to respond in an emergency situation with skills that can save a life. This 5-hour course provides complete first aid and safety skills, equipping individuals to recognize and provide basic first aid care for injuries and sudden illnesses. You will learn how to identify and care for a variety of medical emergencies, including severe bleeding, shock, musculoskeletal injuries and other sudden illnesses, as well as how to reduce the risk of disease transmission while providing care. Course meets OSHA standard for first aid. Limited to 18 students. Bring your own snack for break time.

Textbook: A classroom set of textbooks is available for in-class use only. Students who wish to purchase their own textbook may do so. Copies available for purchase at CVACE office. CPR and First Aid use same textbook.

Instructor: Velasquez

Course No: 941205▲

Preregister by May 15.

Date	Day	Time	Site	Sess.	Fee
5/21	Tu	4-9pm	DO*	1	\$50

*Class at: District Office Board Room, 4400 Alma Ave.

MUSIC



Guitar Fundamentals, All Styles

Do you want learn how to teach yourself guitar? Don't know where to start? No matter whether you are just beginning or already have some skills, this course will show you how. Tuning, proper ergonomics, right-hand picking and fingerstyle, left-hand techniques, rhythm, chords, and scales will all be explored. No matter what kind of music you like, the course will provide the tools to teach yourself for years to come.

Most guitar music is learned by written guitar "tablature" and listening/observation. The course will explain tablature and how to use this method to read and write different chords & rhythm structures. We will also learn how to "play by ear". These skills and techniques can also be applied to other stringed instruments such as ukulele, mandolin, vihuela, Cuban tres, and requinto.

Note: You may bring an acoustic or electric guitar – either steel-string or nylon-string.

No Class: 4/25

Instructor: Foster

Course No: 950600 ▲

Preregister by April 5.

Date	Day	Time	Site	Sess.	Fee
4/11-6/6	Th	7:15-8:15pm	Rm 10	8	\$89



Jon Foster is a Bay Area native. He is a largely a self-taught guitarist with 30 years of experience who is proficient with various guitar styles and techniques such as electric and acoustic flatpicking, classical fingerstyle, and authentic gypsy flamenco fingerstyle techniques. Although primarily an autodidact (self-taught), Jon has taken private lessons in Europe from a master flamenco guitarist for one year. Mr. Foster has a comprehensive knowledge of the history and evolution of the guitar & guitar-based music, including classical, blues, folk, jazz, rock (including hard rock & heavy metal), country, and authentic gypsy flamenco (in Spanish: "flamenco puro", "flamenco gitano").

COMMUNITY INTEREST

Orchestra

Come play great music! The Orchestra will perform three concerts during the year, provide outreach to enthuse students in music, and build community support for the performing arts. If you are an intermediate to advanced player, the Orchestra will be a fulfilling musical experience and a fun way to bring great music to the community. Members are chosen by audition and instrument needs for the next performance. Students need to provide their own instruments.

No Class: 4/23

Instructor: Cohen

Course No: 950200 ▲

Preregister by April 2.

Date	Day	Time	Site	Sess.	Fee
4/9-6/4	Tu	7:15-9:15pm	Rm 27*	1 qtr	\$85

*Creskide Middle School, 19722 Center St.

Community Band

If you love music and play an instrument, come join the Community Band! The band performs concerts and events throughout the Bay Area. The band performs classical music as well as marches, show tunes and pops. A great way to keep up your skills, develop new skills on a second instrument and make new friends who share your musical interests. Intermediate and advanced players welcome.

www.CastroValleyBand.com.

No Class: 4/24

Instructor: Maier

Course No: 950100 ▲

Preregister by March 20.

Date	Day	Time	Site	Sess.	Fee
3/27-6/12	W	7:30-9pm	Rm G-2*	1 qtr	\$42

*Canyon Middle School, 19600 Cull Canyon Rd.

Swing Band – Big Band Era

This class is for adults who are proficient in sight reading and enjoy playing the big band sounds of the 1930's and '40's. The musical library of over 600 arrangements are for two Alto, two Tenor, and Baritone Saxophones, four Trumpets, four Trombones, Piano, String Bass, Guitar and Drums. Altos and Tenors who double on Clarinet or Flute are a plus. The band will perform two concerts per year. Interested musicians must make an appointment with the director through the Adult School for an interview and/or audition before enrolling.

No Class: 4/22, 5/27

Instructor: Bowerman

Course No: 950300 ▲

Preregister by March 20.

Date	Day	Time	Site	Sess.	Fee
3/25-6/10	M	7:30-9pm	Rm G-2*	1 qtr	\$59

*Canyon Middle School, 19600 Cull Canyon Rd.

Beginning Piano with Theory

Learn lead sheet playing on the piano or keyboard in this beginning level class. We will focus on style and performance technique covering chord symbols, bass line, and melody. Each class begins with a brief theory lesson, followed by lab time with individual help from the instructor. Some electronic keyboards with headphones are available to use in class on a first-come, first-serve basis. No text is required, however information on suitable books is available from the instructor.

No Class: 4/25, 5/2

Instructor: Wedemeyer

Course No: 950400 ▲

Preregister by March 22.

Date	Day	Time	Site	Sess.	Fee
3/28-6/6	Th	9:30-11am	Sr Ctr*	9	\$79

*Kenneth Aitken Sr Center, 17800 Redwood Rd.

COMMUNITY CONCERT

performances

CASTRO VALLEY ADULT AND CAREER EDUCATION ORCHESTRA

Sunday, March 31, 2019 - 2:00pm

Sunday, May 19, 2019 - 2:00pm

CASTRO VALLEY COMMUNITY BAND

Wednesday, March 27, 2019 - 7:30pm

Wednesday, June 12, 2019 - 7:30pm

Concerts performed at Castro Valley Center for the Arts
19501 Redwood Road, Castro Valley

COMMUNITY INTEREST

NUTRITION

Nutrition Classes Returning Fall 2019

PERSONAL GROWTH

NEW Living Joyfully

If you are not as happy as you'd like to be, this class is a must! In this one-night workshop, you will learn how to find joy within yourself and *how to live in that joy*. We will focus on learning to be a friend to ourselves, to let go of old wounds, and how to create a happier and fulfilled life. It's an evening that can help change the path of your life! Don't miss this opportunity! Taught by Victoria O'Kane, author of *A Journey To Joy*.

Instructor: O'Kane

Text Optional: *A Journey to Joy, 13 Steps to Heal Your Self-Esteem* by Victoria O'Kane

Course No: 942400 ▲

Preregister by May 8.

Date	Day	Time	Site	Sess.	Fee
5/15	W	6-9pm	Rm 13	1	\$35

NEW Living More Joyfully

Who wouldn't like to feel more happiness and joy in their daily lives? If you attended Victoria's first workshop, "Living Joyfully," you learned ways to let go of old wounds and foster a sense of joy in your daily life. This class will help hone the skills to continue that healing and further develop your self-esteem. Students are encouraged to take both workshops as a way of gaining deeper insights, but "Living Joyfully" is not a prerequisite for this class. You are welcome to jump right in and take this class if the workshop date better suits your schedule. Come join Victoria and learn ways you can overcome emotional damage and begin to see yourself as the unique and wonderful person you truly are!

Instructor: O'Kane

Text Optional: *A Journey to Joy, 13 Steps to Heal Your Self-Esteem* by Victoria O'Kane

Course No: 942500 ▲

Preregister by May 15.

Date	Day	Time	Site	Sess.	Fee
5/22	W	6-9pm	Rm 13	1	\$35



After growing up in an dysfunctional home and surviving numerous traumas, **Victoria O'Kane** decided to get help to learn how to build a happier life and change the patterns of dysfunction she had fallen into. As a divorced mother of two young girls, she set about rebuilding her life and the life she could provide her daughters. She spent an intense year of counseling and applied what she learned to make changes in her life. These skills became the foundation of her book, **"Journey to Joy, 13 Steps to Heal Your Self-Esteem"**. Victoria now teaches adults these skills so that they too may embark upon their own "Journey to Joy". Her mission is to inspire and motivate others to heal emotionally and find and live in the joy we all deserve.

NEW The Whys, Whats, and Hows of Mindfulness Meditation

Mindfulness is a term we hear often as a useful tool for managing our fast-paced and stressful lives. But what is mindfulness, anyway? How does it even work? Now is your chance to learn about the measurable benefits of a mindfulness meditation practice. Join John Bass, LFMT, and learn when and where these ideas originated (they have been around for thousands of years!) and review compelling research that shows how mindful meditation can improve your physical and emotional health. Find out how to sharpen your self-awareness, lower your stress, and improve your emotional well-being.

Instructor: Bass

Course No: 941900 ▲

Preregister by April 3.

Date	Day	Time	Site	Sess.	Fee
4/9	Tu	7-8:30pm	Rm 13	1	\$25



COMMUNITY INTEREST

Meditation for Busy People

Applying Mindfulness Meditation to our Daily Lives

Do you find your mind always on the go? Would you like more peace and joy in your daily life? Would you like to learn and practice meditation and mindfulness techniques that could help you in as little as 10 minutes a day? Spring is the perfect time to learn this healthy habit! Join us as we learn and practice a variety of meditation and mindfulness techniques that you can implement right away to be more relaxed, present, focused and ultimately happy. We will explore and practice techniques from ancient traditional sources as well as modern psychology. No prior experience necessary. Material presented without religious dogma; anyone can participate and learn to meditate (sitting, walking and in daily life)

Instructor: Bass

Course No: 942300 ▲

Preregister by April 19.

Date	Day	Time	Site	Sess.	Fee
4/30-5/21	Tu	7-8pm	Rm 3	4	\$39



John Bass LMFT has been practicing and teaching meditation for over 20 years. John is a licensed Marriage and Family Therapist and a meditation practice instructor for

Nalandabodhi (a Tibetan Buddhist organization founded in the United States by Dzogchen Ponlop Rinpoche). John's style is warm and friendly with an emphasis on helping his students find out what works best for them. You can find out more about John by visiting his website at www.contemplativecounselingsolutions.com

PHOTOGRAPHY

Digital Photography Processing & Management with Adobe Lightroom

Would you like to learn how to import, process, print, and share your images with Adobe Lightroom Classic CC? Join this class and learn the tips and tricks to be get the most from this powerful software! The class is designed for both beginners and those who have been wondering how this Lightroom software can help their photography. You will learn about exposure correction, retouching, color and tone adjustments. Purchasing a Lightroom Classic CC subscription is highly recommended, as the school computers do not have this software. It is available at adobe.com.

Requirement: Personal laptop with Adobe Lightroom

Instructor: Hew

Course No: 931101 ▲

Preregister by May 7.

Date	Day	Time	Site	Sess.	Fee
5/14-5/28	Tu	6:30-8:30pm	Rm 6	3	\$55



Photographing People

Taking great pictures of people can be harder than it looks! You can learn some tips and techniques, however, for getting the best out of your subjects. Join Stephen and learn how to effectively scout for ideal locations, pose individuals and groups, and determine the composition of your photos for maximum effect. You will learn how to process your digital files with Adobe Lightroom and Photoshop. Students will practice with various forms of light including natural light, studio lights, camera flash, and off camera flash. All levels of photographers are welcome, though we will explore some intermediate techniques such as adjusting exposure with aperture, shutter speed, and ISO.

Instructor: Hew

Course No: 930100 ▲

Preregister by April 29.

Date	Day	Time	Site	Sess.	Fee
5/2-5/16	Th	6-8pm	Rm 6	3	\$55

Stephen Hew started his photography education at UC Santa Cruz in 1998 and has been photographing people, landscapes, and still life ever since. Stephen's local Castro Valley Studio specializes in portraits, weddings, and family photography. You can view a sample of his work at www.byhew.com.

WOODWORKING

Woodworking Returns Fall 2019

COMMUNITY INTEREST

WORLD LANGUAGE

NEW Italian Intermediate I

Italian Intermediate I is recommended for students who have attended the beginner level classes. We will continue the work already done with the book, Nuovo Espresso, using Volume Two. Using a direct and conversational approach, students will review and deepen already encountered subjects, such as pronouns, some prepositions and passato prossimo tense, and will also learn new verb tenses such as imperativo and imperfetto as well the grades of adjectives.

Book required, see book list on page 16.

Prerequisite(s): Students should have a good understanding of greetings, articles, adjectives, and nouns. Also, a good understanding of present and passato prossimo tense of Italian verbs at a beginner level.

No Class: 4/24

Instructor: Lorenzon

Course No: 991700 ▲

Preregister by March 29.

Date	Day	Time	Site	Sess.	Fee
4/3-6/5	W	5:30-7pm	Rm 4	9	\$125

NEW Italian Grammar

Students will deepen and consolidate their knowledge and usage of personal pronouns. This will include subject pronouns, direct and indirect objects pronouns and use in affirmative and negative clauses, as well as their position with different verb tenses and forms. The book is mandatory, however, students who took Italian Prepositions in winter quarter do not need to buy a new book.

Book required, see book list on page 16.

Prerequisite(s): Students should have a good understanding of the Italian language--high beginner-intermediate level.

No Class: 4/24

Instructor: Lorenzon

Course No: 991800 ▲

Preregister by March 29.

Date	Day	Time	Site	Sess.	Fee
4/3-6/5	W	7-8:30pm	Rm 4	9	\$125



Born and raised in North Eastern Italy, **Francesca Lorenzon** completed her studies at the University of Trieste earning a Master's Degree with Honors in Modern Languages and Literature.

She moved to the Bay Area with her family in 2011. In California she discovered her passion for teaching Italian language and culture, at first on a volunteer basis and then as a profession. She loves to read, cook and travel.

Spanish for Work & Travel II

In this course, students will continue with the beginning fundamentals of the Spanish language, including pronunciation, and basic vocabulary and grammar. Emphasis will be placed on simple conversational situations. The students will be given the opportunity to learn to use Spanish at work, make travel plans, talk about outdoor activities, express preferences, watch movies and describe office and household chores.

Book required, see book list on page 16.

No Class: 4/4, 4/25

Instructor: Olroyd

Course No: 990200 ▲

Preregister by March 22.

Date	Day	Time	Site	Sess.	Fee
3/28-6/6	Th	7:30-9:00pm	Rm 5	9	\$125

Spanish for Work & Travel III

This class continues to increase vocabulary and build upon grammar concepts. The class emphasizes workplace communication by helping students gain a solid foundation in grammar, writing, and conversation. Upon completing this class students will know how to describe someone, ask for directions, and understand the usage of the verbs Ser and Estar. Although the focus of this course is workplace communication, students will also be able to apply skills to travel, shopping and daily conversation with Spanish speakers.

Prerequisite(s): Satisfactory completion of Spanish Level II or permission of the instructor.

Book required, see book list on page 16.

No Class: 4/4, 4/25

Instructor: Olroyd

Course No: 990300 ▲

Preregister by March 22.

Date	Day	Time	Site	Sess.	Fee
3/28-6/6	Th	6-7:30pm	Rm 5	9	\$125

COMMUNITY INTEREST



Spanish for Work & Travel IV

Upon completing this class you will have learned to conjugate irregular and reflexive verbs in the present tense and will have been introduced to the usage of verbs in the past tense. Your conversation and reading abilities will have improved substantially. Although the focus of this course is workplace communication, you will also be able to apply skills to travel, shopping and daily conversation with Spanish speakers. You will also have learned more about how Spanish culture differs in the various countries throughout the world.

Prerequisite(s): Satisfactory completion of Spanish Level II or permission of the instructor.

Book required, see book list on page 16.

No Class: 4/2, 4/23

Instructor: Olroyd

Course No: 990400 ▲

Preregister by March 20.

Date	Day	Time	Site	Sess.	Fee
3/26-6/4	Tu	6-7:30pm	Rm 6	9	\$125

Spanish for Work & Travel – Advanced

Students will continue to learn more advanced grammar skills including past and future verb tenses, while practicing conversation on a wide variety of topics. The class emphasizes communication skills for work, shopping or travel.

Prerequisite(s): Satisfactory completion of Spanish Level III IV, V, or permission of the instructor.

Book required, see book list on page 16.

No Class: 4/2, 4/23

Instructor: Olroyd

Course No: 990500 ▲

Preregister by March 20

Date	Day	Time	Site	Sess.	Fee
3/26-6/4	Tu	7:30-9pm	Rm 6	9	\$125



Emilce Olroyd was born and raised in Colombia in a little village northeast of Bogota. 22 years ago, she and her daughter moved to the United States. Speaking very little English, she decided

to go to school to learn the language. There, she realized she had a passion for teaching and decided to become a Spanish teacher. Emilce has been teaching Spanish to both children and adults in the Bay Area for 16 years. She served for ten years as the Director of a Spanish Enrichment Program for 310 elementary school students. She continues to educate about the Hispanic culture and traditions at a private East Bay school. Her hobbies include traveling and learning about other cultures.

ADULTS WITH DISABILITIES PROGRAM

Thank You

to the following businesses for hiring
our students with intellectual disabilities!

ROSS
DRESS FOR LESS

TJ-maxx



**LAKE CHABOT
PUBLIC MARKET**



Call us at:

510-886-1000

if you'd like to employ one of our students with disabilities!

ADULTS WITH DISABILITIES PROGRAM

STRIDES: A Program for Adults with Intellectual Disabilities

MONDAY – FRIDAY, 8:30AM–2:30PM (STUDENTS MAY ATTEND PART-TIME)

Location: Castro Valley Adult & Career Education Campus

Workplace Skills and Functional Academics

This comprehensive program includes classes in independent living skills, Adult Basic Education (functional academics), community access, social and communication skills, work experience, and work readiness. Our goal is to help each student develop to his or her greatest potential, meet individual goals, and become as independent as possible. Students choose classes aligned with their goals from the following course offerings (may vary):



Working at the CARH Cafe



Learning to use iPads



Working on math skills

Life Skills and Functional Academics (ABE)

- Functional Reading and Writing
- Functional Math and Money
- Consumer Education
- Computer Skills for Social/Leisure
- Advocacy/Leadership
- Social/Communication Skills
- Conflict Resolution
- Social Interaction & Relationships
- English as a Second Language
- Meal Preparation (planning, shopping, cooking)
- Health, Hygiene & Fitness
- Personal Safety and First Aid
- Current Events
- Sewing/Mending
- Newsletter Production
- Time Management

Community Access Skills (ABE)

- Community Awareness
- Community/Street Safety
- Using Public Transportation
- Community Service
- Social Skills in the Community

Workplace Skills (CTE)

- Career Exploration
- Volunteer Work Experience
- Food Service Worker
- Café/Snack Bar Worker
- Landscaping/Grounds Maintenance
- Gardening
- Florist Worker
- Custodian
- Recycling
- Vocational Sewing/Arts
- Photography
- Home Repair
- Office Worker
- Workplace Communication Skills

Tours are scheduled monthly. For more information, email Keith Nauman at knauman@cv.k12.ca.us or, call (510) 886-1000.

Eligibility: Must be 22 years of age, have a primary diagnosis of an intellectual disability, and have the ability to be independent on an adult school campus. A screening committee reviews each application to determine if the program can meet the staff support/educational needs of the applicant.

Dietary Aide & Food Services Training Program - training offered at a slower pace, designed for students needing additional learning supports.

COMMUNITY

Are you being served by WIOA Or Cal Works?

Contact Your Employment Counselor
To Enroll In One Of Our Approved
Career Education Programs!

EDEN AREA ONE STOP CAREER CENTER

24100 Amador St. 3rd Fl., Hayward, CA (510) 670-5700

- No cost employment & training resources
- Weekly WIOA program info sessions for individualized employment assistance
- Online job search engine & job postings
- "How to Job Search" Workshops
- Resumé & interviewing combo workshop
- Computers (for employment related activities)

Hours: Mon, Tues, Thur 8:30am – 5pm
Wed 8:30am – 7:00pm
Fri 8:30am – 12:00pm



www.edenareonestop.org

www.caljobs.ca.gov

COMMUNITY

STORE IT RIGHT:

REFRIGERATOR

Wash berries and grapes
just before eating!



PANTRY

Keep potatoes separated from
onions to prevent sprouting.



COUNTER

Keep cut basil stems
in water, like flowers.



CVSAN.ORG/REDUCE



CVEF is a volunteer, community-based organization that promotes excellence in the educational experience of students in the Castro Valley Unified School District by providing resources, sponsoring activities, and rewarding achievement.

CVEF awards grants to CVUSD teachers, district employees, students, parents, and others for programs or projects that are especially effective in promoting academic excellence for the students of Castro Valley Unified School District. CVEF supports students through our Scholarship Program, as they strive to achieve their career goals by pursuing additional education and training.

CVEF sponsors educational activities that complement classroom instruction, such as Robotics Clubs and Science Olympiad, and co-sponsors the Community Conversations and Lecture Series.

CVEF recognizes the achievements of students, teachers, and community members through our Scholarship Program, Foundation Faculty Awards, and Friends of Education Awards.

SUPPORT CVEF: GO TO WWW.CVEF.ORG

Donate | Sponsor a Scholarship | Volunteer

PO Box 2693, Castro Valley, CA 94546
(510) 397-4095 • info@cvef.org
www.cvef.org Tax ID# 94-2797523

COMMUNITY



MAKING A DIFFERENCE
thru
Education, Enrichment
and Entertainment

Final Show of the 2018-2019 Series



As seen on PBS
Pasquale Esposito
Celebrates Enrico Caruso
Mar 30, 2019

Those **RED BOOTS** return to
Castro Valley to **KICK OFF**
our 2019-2020 Series



Celebrate your CVHS

Senior's Graduation in Lights!

Would you like to acknowledge and congratulate a loved one? Display their name and intended college/service on the CVHS stadium marquee for \$50. It will run for one week, from Sunday before until Saturday after Graduation.

This is the perfect opportunity to get a photo with your Senior under the marquee with their name in lights! All profits will benefit CVAF and the CVHS Principal's Fund. Order now at www.cvartsfoundation.org

Did you know that all
profits from concession
sales go directly to the
CVAF Scholarship fund?



Applications available now at www.cvef.org/scholarships



PURCHASE TICKETS

ONLINE: www.cvartsfoundation.org
PHONE: (510) 889-8961
IN CFA Box Office CV Adult School
PERSON: (510) 889-8961 (510) 886-1000

More Information at www.cvartsfoundation.org

COMMUNITY

JAZZERCISE it shows with Jan

Jazzercise is a total body workout that burns up to 600 calories in 60 minutes!

We offer over 44 classes a month!

Jazzercise is a dance-based fitness program featuring new moves with hit music. Classes are always different, keeping your workouts fresh and challenging. Classes fuse cardio, resistance training, Pilates, yoga, kick-boxing and modern dance. Different formats offer variety to keep you motivated and break through plateaus.

M-F 4:30 pm
M/W 5:45pm
Sat 7:45am

It works. It's fresh.
It's for life.
You'll transform.

JAZZERCISE

Strength 45

Find your Strength.

"Crave" your Workout!

A 45-minute muscle sculpting strength workout that tones and sculpts through low-impact weight and resistance training. A perfect "get back into" exercise class.

M/W 5:45pm

NEW STUDENT OFFER!

50% OFF

First Month

with the purchase of an EFT ticket

for more information, contact

Jan Hennefer: 538-7070

jazzwithjan@comcast.net

JazzWithJan.com

CVUSD K-12 BUSSING **Bus Tickets and Passes**

Bus passes and tickets for 2018- 2019 can be purchased at Castro Valley Adult & Career Education, 4430 Alma Avenue, Castro Valley. Check, cash, money orders, VISA, MasterCard, Discover and American Express credit cards are accepted for payment.

New for 2018- 2019: ALL busing students (passes AND tickets) should be present at the time of purchase to have photo taken for required bus ID.

Bus tickets are NOT REFUNDABLE at the end of the year, nor can they be used during the next school year, so plan carefully.

**If you have any questions regarding the specific bus routes, please call
CVUSD Transportation Department: 510-881-5271**

PRICES FOR 2018-2019

Annual All-Day Pass - \$565	Annual AM or PM Pass \$324
Semester All Day Pass - \$350	Semester AM or PM Pass \$199
Book of 40 Bus Tickets - \$99	

Limited number of passes are available. Passes available NOW!

SERVICES



**NOW
AVAILABLE:
Notary Public
Service**

**Castro Valley Adult and Career Education
offers Notary Public Services**

CALL TODAY
to schedule an appointment
510-886-1000

Service no longer available after June 18.
4430 Alma Ave., Castro Valley CA 94546

**Serving the needs of the community
for over 50 years!**

Ticket sales for most events held at the

Castro Valley Center for the Arts

may be purchased
at Castro Valley Adult and
Career Education

4430 Alma Ave. Castro Valley
510-886-1000

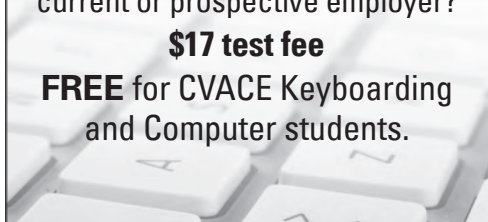


Typing Test Certification

Do you need a typing test to verify
speed and accuracy for your
current or prospective employer?

\$17 test fee

FREE for CVACE Keyboarding
and Computer students.



GIVE THE GIFT OF LEARNING

with a certificate for classes at
Castro Valley Adult and Career
Education

**Purchase your gift
certificate in person at:**

4430 Alma Ave., Castro Valley

LIVE SCAN FINGERPRINTING SERVICES



Castro Valley Adult and Career Education is a LiveScan provider approved for
Department of Justice and FBI clearances.

Fingerprinting services are available on an appointment basis:

Monday - Thursday 9:00 am – 5:00 pm

Fridays 9:00 am – 3:00 pm

\$25.00 rolling fee (no personal checks) + DOJ and FBI fingerprinting charges

CALL 510-886-1000

or inquire in person at:

4430 Alma Avenue, Castro Valley

CVACE MISSION & VISION STATEMENT



MISSION STATEMENT

Castro Valley Adult & Career Education inspires, prepares, and empowers all individuals to achieve their educational, career, and personal goals.

SCHOOLWIDE LEARNING OUTCOMES

- Students will identify and achieve their personal learning goals.
- Students will identify the 21st Century Skills* that are most critical to their goals and demonstrate growth in those skills.
- Students will achieve a measureable increase in knowledge and skills.
- Students will apply acquired knowledge and skills to their lives outside of class.

**21st Century Skills include critical thinking, communication, collaboration, initiative, and technology*

VISION STATEMENT

CURRICULUM – Our 21st century curriculum is aligned with current standards, is relevant, and gives students the preparation and skills needed for employment, career advancement, continuing education, and personal growth.

LEARNING ENVIRONMENT — Our staff creates an engaging, accepting, and caring environment that sparks the joy of learning.

STUDENT SUPPORT & INFRASTRUCTURE — Our welcoming and well-equipped campus creates a sense of community for our diverse student population.

PROFESSIONAL DEVELOPMENT — We are a vibrant community of learners where all staff engage in professional development and learning communities to ensure that best practices and state-of-the-art instructional tools contribute to student achievement.

COMMUNITY — We are an active community partner and resource, accessible to all community members for personal and professional growth.

A Division of Castro Valley Unified School District

CASTRO VALLEY UNIFIED SCHOOL DISTRICT

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Christine Herrera

Emily Jensen

Lisa Michel

Nancy Mosbaugh

Stacey Woods

NOTARY PUBLIC

Nancy Mosbaugh *

*service available until June 18

POLICIES & PROCEDURES

MISSION STATEMENT

Castro Valley Adult & Career Education inspires, prepares, and empowers all individuals to achieve their educational, career, and personal goals.

UNIFORM COMPLAINT PROCEDURES

In accordance with the state guidelines, the District has adopted Uniform Complaint Procedures. Contact the Castro Valley Adult & Career Education Office for a copy of the policy at 510-886-1000 or access the Procedures through our website, www.cvadult.org.

ADMISSIONS/ELIGIBILITY

Classes are open to all adult students regardless of residency or citizenship.

CHILDREN

Children are not permitted in any Castro Valley Adult & Career Education class except where they are a part of the class design and setting.

PHOTOGRAPHY/VIDEO/RECORDING

Photographing, videotaping, or recording is only permitted with instructor approval. Castro Valley Adult & Career Education reserves the right to photograph or video classes and program participants for promotional purposes.

CLASS CANCELLATION POLICY

Castro Valley Adult & Career Education reserves the right to cancel any class due to low or declining enrollment.

REFUND POLICIES

If a Castro Valley Adult & Career Education class is cancelled, the student registration fee will be refunded in full. When a registered student withdraws from a class prior to the start, the registration fee (less a \$10.00 clerical fee) will be refunded up until the day the class begins. No refunds will be made after the start of the first class meeting.

NO SMOKING POLICY

Smoking and/or the use of any tobacco or e-cigarette product is prohibited within any school buildings, on school grounds, and parking lots, during school-sponsored activities, in vehicles owned, and/or operated by the Castro Valley Unified School District, and in any building in which services are provided by employees of the District. (CVUSD Board Policy No. 3513.3)

NON-DISCRIMINATION POLICY

Castro Valley Adult & Career Education does not discriminate on the basis of race, color, national origin, religion, gender or handicap in any of its policies, procedures or practices. See page 1 for full statement.

PARKING

Please park in the main parking lot off Seven Hills Road whenever possible, rather than on Alma Avenue. This will help reduce congestion in front of neighbors' homes. Thank you.

PRIVACY STATEMENT

Castro Valley Adult & Career Education is committed to maintaining the privacy of your personal information needed for registration and for student program records. All information collected will be protected within our agency and will not be sold for profit or shared with other schools, businesses, or government agencies for purposes other than what is required for maintaining mandatory student records. We strictly adhere to California Department of Education Privacy Policy, Government Code §11015.5, dated July 1, 2001 in our on-site and on-line registration procedures and management of student records.

ACCREDITED BY: THE ACCREDITING COMMISSION FOR SCHOOLS, WESTERN ASSOCIATION OF SCHOOLS AND COLLEGES – 533 AIRPORT BLVD, SUITE 200, BURLINGAME, CA 94010 / WWW.ACSWASC.ORG

REGISTRATION FORM

NAME (PLEASE PRINT) _____

ADDRESS _____

CITY _____ ZIP _____

EMAIL ADDRESS _____

DATE OF BIRTH (REQUIRED) _____

HOME PHONE _____ WORK PHONE _____

EMERGENCY CONTACT NAME _____

RELATIONSHIP _____

PHONE NUMBER _____

Castro Valley Adult & Career Education
REGISTRATION:

Online: www.cvadult.org
Make check payable to: CVACE
Phone: 510.886.1000
Fax: 510.537.8537
Mail to or walk-in: Castro Valley Adult & Career Education
4430 Alma Avenue. Castro Valley, CA 94546
Office Hours: Mon-Thu (8am - 7pm), Fri (8am - 4:00pm)
Sat (8am - 12pm)

CLASS NO.	CLASS TITLE	DAY	DATE	TEACHER	FEE

FOR CONFIRMATION, SEND A STAMPED, SELF-ADDRESSED ENVELOPE. \$25 CHARGE FOR RETURNED CHECKS.

PAYMENT METHOD: ☐ Check: # _____ ☒ Cash: Please come into the office ☒ Credit/Debit: Call 510-886-1000 or come in to register & pay.

LIABILITY AGREEMENT, WAIVER, AND RELEASE

I have carefully read the description of the class(es) for which I am registering and in consideration for being permitted by Castro Valley Adult & Career Education to participate in the activity (described in brochure or online), I hereby waive, release and discharge any and all claims for damages for personal injury, death, or property damage which I may have, or which may hereafter accrue to me, as a result of participation in said activity which may occur in present or future participation. This release is intended to discharge in advance Castro Valley Adult & Career Education and Castro Valley Unified School District (its officers, employees, and agents) from any and all liability arising out of or connected in any way with my participation in said activity, even though that liability may arise out of negligence or carelessness on the part of the persons or entities mentioned above.

It is understood that this activity involves an element of risk and danger of accidents and knowing those risks, I hereby assume those risks. It is further agreed that this waiver, release and assumption of risk is to be binding on my heirs and assigns. I agree to indemnify and to hold the above persons or entities free and harmless from any loss, liability, damage, cost or expense which they may incur as the result of my death or injury or property damage that I may sustain while participating in said activity.

I HAVE CAREFULLY READ THIS AGREEMENT, WAIVER AND RELEASE AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT BETWEEN MYSELF AND THE CASTRO VALLEY ADULT & CAREER EDUCATION AND I SIGN IT OF MY FREE WILL.

Signature: _____ Date: _____

Pre-K to 5th* Grade SUMMER ENRICHMENT

Exciting and fun programs to promote college and career readiness!

K - 5TH GRADE PROGRAM

Monday - Friday • June 17 - July 12*

*NO CLASS JULY 4TH AND 5TH

8:30AM - 12:30PM

CLASSES INCLUDE:

Art Around the World
Pre-Med Community Hospital
Young Storytellers
Tinker Time STEAM Studio
Lego Engineering
Young Actor's Studio
Lego Robotics
Book Art & Design Studio
...and more!

Students
choose one
class

Registration opens **March 19**

PRE-KINDERGARTEN

Monday - Friday • June 17 - July 12*

*NO CLASS JULY 4TH AND 5TH

8:45AM - 12:45PM

Set the stage for Kindergarten success!

Prepare your child for the structure, academics, and fun of Kindergarten. Build social AND academic skills so your child knows what to expect the first day of "big kid" school.

Taught by Castro Valley elementary school teachers in real TK/Kindergarten classrooms.

Registration opens **Feb. 25**

LOCATION: Independent Elementary School

21202 Independent School Road
Castro Valley, CA 94552

COST:

K - 5th* Grade Program: **\$425**

Pre-Kindergarten: **\$399**

* Including students entering 6th grade in fall



Register early for best selection!

For more information or to register,
visit www.cvadult.org or call 510.886.1000

What's New

- Bicycle Maintenance 27
- Living More Joyfully 34
- Whys, Whats and Hows of Mindfulness 34



Get Fit

- Pilates 30
- Yoga 30
- Zumba 31



For Fun

- Spring Cupcakes 28
- Beginner Chess 28
- Guitar Fundamentals 32



Spring,
A NEW
START!

POSTAL CUSTOMER

Castro Valley Adult &
Career Education
4430 Alma Avenue
Castro Valley, CA 94546

NONPROFIT ORG.
U.S. POSTAGE
PAID
HAYWARD, CA
PERMIT NO. 151

ECRWSS

Castro Valley
CV Adult & Career Education
Learn • Grow • Achieve

510.886.1000 • www.evadult.org

CVUSD is committed to providing equal opportunity for all individuals in education. District programs, activities, and practices shall be free from discrimination based on race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. Violations of this policy should be reported immediately to the site administrator(s) at District Schools. Inquiries regarding the non-discrimination policies: Director of Student Services, 4400 Alma Avenue, Castro Valley, CA 94546, 510-537-3000 x1257