

WEST CONTRA COSTA



ADULT EDUCATION

Fall 2017–Winter 2018



Visit our website:
www.wccae.info



Welcome to West Contra Costa Adult Education!

We are pleased to offer our community members exciting courses which will serve your personal and professional goals. Our classes are designed to provide you with instruction that will foster learning and inspire you to reach your goals. We are proud to provide our community members with a wide range of classes such as High School Diploma, ESL, Career Technical Education (CTE), computers, and cooking. We encourage you to participate in our computer classes, exercise classes, or finance classes. West Contra Costa Adult Education Staff Members are here to serve the needs of all learners and welcome all community members to participate in our classes. Please consider us as your first stop to achieve your goals. *–Paul Shatswell, Principal*



Our Vision

The entire community of West Contra Costa Unified School District has knowledge of and access to Adult Education. West Contra Costa Adult Education provides positive life-long learning experiences in a safe student-centered environment. West Contra Costa Adult Education serves the educational needs of the community through partnerships with the WCCUSD departments and schools, business, community and other community agencies. The West Contra Costa Unified School District views the Adult Education program as the provider of parent education, which strengthens the family, school, and child relationships.

Our Mission

West Contra Costa Adult Education provides the West Contra Costa Unified School District community with the highest quality life-long learning experiences with high expectations, options, & opportunities for all students' futures.

West Contra Costa Adult Education Administration

Director: Adam Taylor

Principal: Paul Shatswell

WCC Unified School District

School Board:

Elizabeth Block

Valerie Cuevas

Madeline Kronenberg

Tom Panas

Mister Phillips

Registration begins August 28, 2017

Register Online at:
www.wccae.info

See page 42 for registration information

In-Person and Mail-In registration will be held at:

Alvarado Adult School
5625 Sutter Avenue
Richmond, CA 94804
(510) 231-1453

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FALL 2017–WINTER 2018 OFFICE HOURS

AUGUST

ALVARADO CAMPUS

Monday-Friday: 8:00am-4:00pm
Saturday, Sunday: Closed

SERRA CAMPUS

Monday-Friday: Closed
Saturday, Sunday: Closed

SEPTEMBER – MARCH

ALVARADO CAMPUS

Monday-Friday: 8:00am-6:00pm
Saturday, Sunday: Closed

SERRA CAMPUS

Monday-Thursday: Closed
Friday, Saturday, Sunday: Closed

TRADES CLASSES ARE ON PAGE 39

GED CLASSES ARE ON PAGE 22

HIGH SCHOOL DIPLOMA CLASSES ARE ON PAGE 22

ADULTS WITH DISABILITIES

West Contra Costa Adult Education offers classes at a variety of facilities that serve adults with developmental, emotional, and physical disabilities. Courses include Independent Living Skills, Community Living Skills, Leisure Time Skills, Language Development Skills, Production Occupation Work Skills, and Service Occupation Work Skills.

If you would like more information about these programs, please contact the facility directly.

ABC Industries: 4075 Lakeside Dr., Richmond: (510) 243-2111

Commercial Support Services: 1420 Regatta Blvd., Richmond: (510) 233-7303

El Cerrito Open House: 6500 Stockton Ave., El Cerrito: (510) 559-7677

George Miller West: 2801 Robert Miller Dr., Richmond: (510) 374-3981

Greenridge Senior Care: 2150 Pyramid Dr., El Sobrante: (510) 758-9600

NIAD: 551 23rd St., Richmond: (510) 620-0290

West County Adult Day Care: 1015 Nevin Ave. Suite 108, Richmond: (510) 235-6276

FALL 2017–WINTER 2018 CALENDAR

SEPTEMBER

September 5: ESL, GED, Older Adult, Adults with Disabilities and High School Diploma classes begin

September 11: Fee-Based classes begin

September 14: Back to School Night – Middle School – No evening Adult Ed classes at Middle School sites

September 28: Back to School Night – High School – No Adult Ed classes at High School sites

OCTOBER

October 9: No Adult Ed classes – In-service Training Day (no school District-wide)

NOVEMBER

November 10: Veteran’s Day – No classes

November 11: No Adult Ed classes – Veteran’s Day observed

November 22: Minimum Day Adult Education classes – Noon dismissal

November 23-25: No classes – Thanksgiving Holiday

DECEMBER

December 16: Last day of Fall classes

JANUARY

January 2: Winter classes begin

January 15: No classes – Martin Luther King Jr. Holiday (no school District-wide)

January 16: No Adult Ed. classes at Middle or High Schools – secondary work day)

FEBRUARY

February 19 – 23: No classes – President’s Week Recess (no school District-Wide)

MARCH

March 22: No Adult Ed classes at Middle Schools (Open House at Middle Schools)

March 29: No Adult Ed classes at High School sites (Open House at High Schools)

March 30: Last Day of Winter classes



NEW HOW TO CREATE AN ART PORTFOLIO

In this course you will learn to create a portfolio using your own art pieces. You will experiment with a variety of mediums, techniques & design principles. This course will introduce you to sketching a design in pencil and using paint to bring the colors to life. In mini-sessions the course will cover under painting. A variety of brush strokes & application techniques will also be taught. It also covers artist & art history. *Evening sessions are also possible by arrangement with the instructor & the adult school which they attend.*

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
10606.00	Essel	Alvarado	8	\$97	9/15	5	Fri	9:45am-12:45pm
10606.01	Essel	Alvarado	8	\$97	10/20*	5	Fri	9:45am-12:45pm
10606.02	Essel	Alvarado	8	\$97	1/5	5	Fri	9:45am-12:45pm
10606.03	Essel	Alvarado	8	\$97	2/9*	5	Fri	9:45am-12:45pm

*No class on 11/10, 11/24, 2/23

NEW HOW TO PREPARE & SUBMIT YOUR ART

In this course you will learn how to prepare your own art pieces for shows. You will learn framing & photography techniques to use in preparing a portfolio of your own. In mini-sessions the course will cover where & how to apply for shows. How to write an artist statement and a bio as well as labeling. How to price your work for sale. *Evening sessions are also possible by arrangement with the instructor & the adult school which they attend.*

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
10608.00	Essel	Alvarado	8	\$97	9/13	5	Wed	9:45am-12:45pm
10608.01	Essel	Alvarado	8	\$97	10/18	5	Wed	9:45am-12:45pm
10608.02	Essel	Alvarado	8	\$97	1/3	5	Wed	9:45am-12:45pm
10608.03	Essel	Alvarado	8	\$97	2/7*	5	Wed	9:45am-12:45pm

*No class on 2/21

CROCHET AND KNIT GIFTS

Bring a set of crochet needles for crochet students. For knitting students bring a pair of #8 needles. For both classes bring a plain light colored yarn. Create gifts for the holidays!

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
10625.00	Chaix	Alvarado	6	\$104	9/16	8	Sat	11:30am-1:30pm
10625.01	Chaix	Alvarado	6	\$104	1/6*	8	Sat	11:30am-1:30pm

*No class on 2/24

**BUSINESS AND FINANCE**

**Textbooks are no longer sold at Adult Education Offices.
Textbook titles are listed under classes that require them.**

ACCOUNTING/BOOKKEEPING

Learn how to set up books, process business transactions, and do end-of-period reporting for a simple business. Become familiar with depreciation, bad debts, and payroll. Course recommended before taking QuickBooks. Textbook: *Accounting Basics: An introduction for Non-Accounting Majors*, by Eric A. Weinstein, Labyrinth Learning, Item: 1-59136-692-5 978-159136-692-8. www.lablearning.com/accounting-basics.html. Shipping time for the books is approx. 7-10 business days.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
11701.00	O'Neill	Alvarado	4	\$75	9/11*	6	Mon	6:30pm-9:00pm

*No class 10/9

STARTING A SMALL BUSINESS

This course will provide a comprehensive introduction to small business start-up and operation. Location, financing, regulations, taxes, marketing, record keeping, and staffing will be covered.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
11730.00	Wms Rockey	Alvarado	2	\$117	9/12	6	Tue	6:00pm-9:00pm
11730.01	Wms Rockey	Alvarado	2	\$117	11/7	6	Tue	6:00pm-9:00pm
11730.02	Wms Rockey	Alvarado	2	\$117	1/2	6	Tue	6:00pm-9:00pm
11730.03	Wms Rockey	Alvarado	2	\$117	2/13*	6	Tue	6:00pm-9:00pm

*No class 2/20

WRITE A BUSINESS PLAN

A well-written business plan often makes the difference between the success or failure of your business.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
11740.00	Wms Rockey	Alvarado	2	\$39	9/14	3	Thu	6:30pm-8:30pm
11740.01	Wms Rockey	Alvarado	2	\$39	11/9*	3	Thu	6:30pm-8:30pm
11740.02	Wms Rockey	Alvarado	2	\$39	1/4	3	Thu	6:30pm-8:30pm
11740.03	Wms Rockey	Alvarado	2	\$39	2/15*	3	Thu	6:30pm-8:30pm

*No class on 11/23, 2/22

COMMUNICATION

AMATEUR RADIO LICENSE: *Preparation for general class license*

Prerequisite: Knowledge of Amateur Radio at the Technician Class level. The objective of this course is to obtain an FCC General Class License by passing the required exam. Topics include: radio communications and signals, FCC rules for Amateur Radio, radio equipment descriptions, and operating an Amateur Radio station. Textbook: *The ARRL General Class License Manual, 7th Edition*. Textbooks will be available from the instructor for \$27. Final session will be an examination session conducted by Volunteer Examiners for a fee (to the VE) of \$15.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
12601.00	Fowler	Alvarado	1	\$169	9/12	13	Tue	6:30pm-8:30pm

NEW CONQUER YOUR FEAR OF PUBLIC SPEAKING

Afraid of public speaking? Get realistic tips and tricks to create a performance that makes an impact. Yes, a speech is a performance, whether a job interview, speaking in front of a work group, or presenting on stage. Conquer your fear! Join us and learn how.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
12606.00	Minor	Alvarado	1	\$26	9/30	1	Sat	12:00pm-4:00pm
12606.01	Minor	Alvarado	1	\$26	11/18	1	Sat	12:00pm-4:00pm
12606.02	Minor	Alvarado	1	\$26	1/27	1	Sat	12:00pm-4:00pm
12606.03	Minor	Alvarado	1	\$28	3/3	1	Sat	12:00pm-4:00pm

VOICE-OVERS... NOW IS YOUR TIME!

In what could be the most enlightening two hours you've ever spent, this class will show you how YOU could actually begin using your speaking voice for commercials, films and videos! Most people go about it the wrong way. In this class, you will learn about a unique, outside-of-the-box way to cash in on one of the most lucrative full or part-time careers out there! This is a business that you can handle on your own terms, on your own turf, in your own time, and with practically no overhead! And now is the best time to make this happen as new companies are looking for new voices like never before. This exciting and fun class could be the game changer you've been looking for!

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
12635.00	Foster	Alvarado	1	\$20	11/9	1	Thu	7:00pm-9:00pm
12635.01	Foster	Alvarado	1	\$20	2/5	1	Mon	7:00pm-9:00pm

COMPUTER APPLICATION CLASSES

MICROSOFT OFFICE SUITE® CLASSES

Gain the edge you need in today's competitive job market. The Word and Excel courses are designed to provide learners with a wider knowledge of skills in each application, and the skills necessary to prepare them to take the MOS exams for certification in Word and/or Excel. After completion of each of these courses, students will be prepared to perform a variety of tasks widely used in business offices.

A lab section is open to registrants of any of the MS Office suite courses. The lab section is designed to complete exercises as part of a course. The lab section also provides on-line exam preparation and pre-exam assessments for registrants in taking the MOS Certification exam.

Candidates interested in the MOS Certification prep and exam may contact Joann Miller at 510-231-1453; extension 28005 or email jmiller@wccusd.net for more information.

MAIL MERGE

Prerequisite: Students must be proficient in computer literacy, file management, and keyboarding. Learn the ins and outs of performing a mail merge to create individual documents or emails, and catalog/directory lists. This 4-day class will cover the basic document requirements for performing a mail merge in MS Word. Also covered, are tips and tricks for preparing source documents for a mail merge. No text required. Students should have basic user knowledge of MS Word. Basic knowledge of Excel not required but helpful.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04500.00	J. Miller	Alvarado	5	\$32	10/14	2	Sat	9:00am-11:30am
04500.01	J. Miller	Alvarado	5	\$32	3/27	2	Tue/Thu	6:30pm-9:00pm

MICROSOFT WORD 2013 – LEVEL 1

Level 1 is a complete survey of Microsoft Word introductory skills. Topics covered include working with text, using proofreading tools, creating bulleted and numbered lists using Mail Merge, creating tables, working with hyperlinks, and more. *Required Text: Microsoft Word 2013: Level 1 - ISBN-13: 978-1-59136-488-7, (Approx. \$35.25). Shipping 7-10 business days. Order books online at www.lablearning.com*

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04520.00	A. Miller	Alvarado	5	\$156	9/11	8	Mon/Wed	4:00pm-7:00pm
04520.01	A. Miller	Alvarado	5	\$156	1/22	8	Mon/Wed	4:00pm-7:00pm

MICROSOFT EXCEL 2013 – LEVEL I

Prerequisite: Computer Typing (Minimum typing speed must be 25 wpm) and Introduction to Computers. Knowing how to use Excel is one of the most highly sought after skills in the workplace. Learn the basics of this versatile program and then some. Topics include entering data, navigating around a worksheet and workbook, creating formulas and functions, formatting cells, and creating charts from data. Practical business-minded examples will be used to help students master these fundamentals. *Textbook: Microsoft Excel 2013: Level 1 - ISBN-13: 978-1-59136-491-7. Shipping 7-10 business days. Order books online at www.lablearning.com*

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04501.00	A. Miller	Alvarado	5	\$156	10/11	8	Mon/Wed	4:00pm-7:00pm
04501.01	A. Miller	Alvarado	5	\$156	2/26	8	Mon/Wed	4:00pm-7:00pm

Textbooks are no longer sold at Adult Education Offices.
Textbook titles are listed under classes that require them.



MICROSOFT EXCEL 2013 – TIPS AND TRICKS

Prerequisite: Computer Typing (Minimum typing speed must be 25 wpm) and Introduction to Computers. Expand your current skills in Excel by learning how to work with data on large spreadsheets. Topics include using tools for enhancing charts, navigating around large spreadsheets, using special functions to manipulate text, and data in columns. Get a feel for using tables and pivot tables to analyze data. No textbook if required.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04510.00	J. Miller	Alvarado	5	\$32	12/9	2	Sat	9:00am-11:30am
04510.01	J. Miller	Alvarado	5	\$32	1/20	2	Sat	9:00am-11:30am

MICROSOFT POWERPOINT – LEVEL I

Prerequisite: Computer Typing (Minimum typing speed must be 25 wpm) and Introduction to Computers. Put an end to static presentations. Learn how to create a basic speaker-led or self-running presentation and enhance it with transitions, animation, graphics, and SmartArt™. This accelerated class is for you if you need a visual tool for marketing, sales, or training purposes. *Textbook: Microsoft PowerPoint 2013, Level 1 - ISBN-13:978-1-59136-494-8. Shipping 7-10 business days. Order books online at www.lablearning.com*

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04515.00	A. Miller	Alvarado	5	\$136	11/8	7	Mon/Wed	4:00pm-7:00pm

PHOTOSHOP CS6 – LEVEL 1

Prerequisite: Must be an experienced computer user. This is a thorough introduction to professional level Photoshop CS6. You will learn to adjust photos, make selections, work with type, create special effects with filters, and use layers. We will practice production efficiency with actions and templates. Create a portfolio website and PDF using your class images. Learn various output options for web, print, and mobile devices.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04525.00	Minor	Alvarado	5	\$156	9/12*	8	Tue	6:00pm-9:00pm
04525.01	Minor	Alvarado	5	\$136	1/2	7	Tue	6:00pm-9:00pm

*No class 10/3, 10/17

PHOTOSHOP CS6 – LEVEL 2

Prerequisite: Previous Photoshop experience equivalent to Level 1. Have fun working with multiple layers, selections, adjustments, masking, and advanced techniques with emphasis on creativity.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04526.00	Minor	Alvarado	5	\$78	11/21	4	Tue	6:00pm-9:00pm
04526.01	Minor	Alvarado	5	\$97	2/27	5	Tue	6:00pm-9:00pm

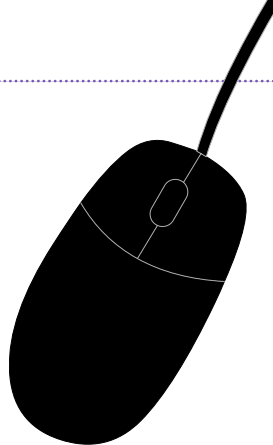
QUICKBOOKS PRO

Prerequisite: Computer Typing (Minimum typing speed must be 25 wpm), Introduction to Computers, or equivalent computer skills and Accounting/Bookkeeping (see the Business and Finance section). QuickBooks Pro – electronic accounting made easy—utilizes user-friendly techniques for businesses: how to set up a chart of accounts, account register overview, and asset and liability account overview. Learn how to set up customers, do invoicing, do sales overviews, how to set up a vendor, bill overview, purchases, payments and how to create financial statements and reports. *Textbook: QuickBooks Pro 2015: Comprehensive, by Conlon & Hartley, Labyrinth Learning, ITEM:1-59136-779-4, ISBN-13:978-159136-779-6, <http://www.lablearning.com/quickbooks-2015-trial-software.html?sc=37&category=6432>. Shipping time for the books is approx. 7-10 business days.*

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04530.00	O'Neill	Alvarado	10	\$104	10/30	8	Mon/Wed	6:30pm-8:30pm

COMPUTER CLASSES — SENIORS 55+

All senior classes are limited to 15 students.



HOW TO USE THE MOUSE

A required class for anyone who has not used a computer. Receive practice in click, double-click, right-click, scrolling and dragging.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04535.00	Dearborn	Alvarado	5	\$13	9/12	1	Tue	10:00am-12:00pm
04535.01	Dearborn	Alvarado	5	\$13	1/2	1	Tue	10:00am-12:00pm

TYPING/KEYBOARDING

This class is strongly recommended for all who have never used a computer. Even if you can type, you need to practice on a computer to learn about word wrap, special keys and the QWERTY keyboard.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04540.00	Dearborn	Alvarado	5	\$13	9/14	1	Thu	10:00am-12:00pm
04540.01	Dearborn	Alvarado	5	\$13	1/4	1	Thu	10:00am-12:00pm

UNDERSTANDING INTERNET SEARCH ENGINES

Prerequisite: *Introduction to Computers for Seniors, Level 1 or equivalent knowledge.*

Search engines are programs that help locate information on the Internet. Learn about the various types of search engines and how to modify a search to find specific information.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04545.00	Dearborn	Alvarado	5	\$13	11/28	1	Tue	10:00am-12:00pm
04545.01	Dearborn	Alvarado	5	\$13	3/6	1	Tue	10:00am-12:00pm

DOWNLOADING FROM THE INTERNET: MINI COURSE

Prerequisite: *Introduction to Computers for Seniors, Level 1 or equivalent knowledge.*

Programs, upgrades and pictures can all be downloaded from the Internet. Learn how to download safely.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04550.00	Dearborn	Alvarado	5	\$13	11/30	1	Thu	10:00am-12:00pm
04550.01	Dearborn	Alvarado	5	\$13	3/8	1	Thu	10:00am-12:00pm

HOW TO USE EMAIL: MINI COURSE

Prerequisite: *Introduction to Computers for Seniors, Level 1 or equivalent knowledge.*

Learn about internet service providers. Set up an email account and use it safely.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04555.00	Dearborn	Alvarado	5	\$13	12/5	1	Tue	10:00am-12:00pm
04555.01	Dearborn	Alvarado	5	\$13	3/13	1	Tue	10:00am-12:00pm

SENDING AND RECEIVING ATTACHMENTS: MINI COURSE

Prerequisite: *Introduction to Computers for Seniors, Level 1 or equivalent knowledge.*

Learn how to receive and send attachments, including documents and pictures. Includes downloading onto your own computer. Knowledge of File Management techniques is very important.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04560.00	Dearborn	Alvarado	5	\$13	12/7	1	Thu	10:00am-12:00pm
04560.01	Dearborn	Alvarado	5	\$13	3/15	1	Thu	10:00am-12:00pm

INTRODUCTION TO COMPUTERS FOR SENIORS — LEVEL 1

Prerequisite: Mouse and Keyboarding. This is a survey course to introduce home use to those who are new to the computer. Covered will be hardware, software, and Windows Operating System. This class will offer hands-on experience using **Windows 7/Windows 10 Accessories** and **MS Word 2013/MS Word 2016** for new computer users and for those with some computer experience.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04565.00	Dearborn	Alvarado	5	\$104	9/19	8	Tue/Thu	10:00am-12:00pm
04565.01	Dearborn	Alvarado	5	\$104	1/9	8	Tue/Thu	10:00am-12:00pm

INTRODUCTION TO COMPUTERS FOR SENIORS — LEVEL 2

Prerequisite: Introduction to Computers for Seniors. Level 1 or equivalent knowledge. Expand your knowledge of the Windows 7/Windows 10 operating system. Explore Control Panel features, personalize, improve file management, use media features, and learn Windows maintenance techniques. Use programs in the MS Office 2013/2016 suite (Word, Excel, PowerPoint) to create useful documents.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
06566.00	Dearborn	Alvarado	5	\$78	10/31	6	Tue/Thu	10:00am-12:00pm
06566.01	Dearborn	Alvarado	5	\$78	2/6	6	Tue/Thu	10:00am-12:00pm

NEW USING YOUR MOBILE DEVICES — IPHONES

Prerequisite: Introduction to Computers and Internet Classes or equivalent knowledge. Your device is a telephone and great for text messaging, but it also can access the Internet and email and will take good photos. Learn basic use, setting, apps, and personalization. Bring your device to class. We will work with Apple devices.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04536.00	Dearborn	Alvarado	5	\$26	2/12	2	Tue/Thu	10:00am-12:00pm

NEW USING YOUR MOBILE DEVICES – ANDROIDS

Prerequisite: Introduction to Computers and Internet Classes or equivalent knowledge. Your device is a telephone and great for text messaging, but it also can access the Internet and email and will take good photos. Learn basic use, setting, apps, and personalization. Bring your device to class. We will work with Android devices.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04536.01	Dearborn	Alvarado	5	\$26	3/20	2	Tue/Thu	10:00am-12:00pm

SENIOR COMPUTER USERS GROUP

SCUG, the Senior Computer Users Group, meets the third Friday of each month in Room 5 at the Alvarado Campus. The club is free. Bring your computer questions and problems to share.

Club Goals: To be a support group for computer users to further their education.

For more information
e-mail scugclub@yahoo.com
or call (510) 528-4396.



DANCEBELLY DANCE TECHNIQUES

Learn new steps or polish the steps you know. Class can cover shimmies, isolations, traveling steps, combinations and transitions. Finger cymbals are taught and veil introduced. Join Amala to expand your dance experience. Wear comfortable clothes for movement or costume for fun. Finger cymbals and hip scarves are available for purchase or bring your own.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04211.00	Amala	Alvarado	8	\$58	9/13	6	Wed	5:30pm-7:00pm
04211.01	Amala	Alvarado	8	\$58	10/25	6	Wed	5:30pm-7:00pm
04211.02	Amala	Alvarado	8	\$58	1/10	6	Wed	5:30pm-7:00pm
04211.03	Amala	Alvarado	8	\$49	2/28	5	Wed	5:30pm-7:00pm

HAWAIIAN DANCE CLASS

Learn the dances of Hawaii.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04275.00	Hall	Alvarado	8	\$78	9/12	12	Tue	5:00pm-6:00pm
04275.01	Hall	Alvarado	8	\$72	1/9*	11	Tue	5:30pm-6:30pm

*No class 2/20

PAN AFRICAN DANCE

Pan African Dance is a highly energetic and FUN dance class designed to make you sweat and feel good at the same time. This survey of dance moves from The Congo-Brazzaville; West Africa-Senegal, Guinea; Haiti and Cuba, is set to high energy music from Brazzaville, Senegal, Guinea, Haiti, Cuba, Colombia, and Peru. Students should bring a towel, a wrap skirt (sarong, pare'u or lappa). **All are welcome** to come and participate in this fun mind and body enhancing class.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04276.00	Washington	Alvarado	8	\$58	10/5*	9	Thu	7:00pm-8:00pm

*No class 11/23, 11/24

SALSA DANCING I

This class will teach students to Salsa, Cha Cha, and Merengue. Students do not need a partner. Students will learn basic dance patterns and techniques. The last half hour of class will include advanced patterns. Have fun with Salsa Champion Ed Jung.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04230.00	Jung	Alvarado	MP	\$32	9/13	5	Wed	7:00pm-8:00pm
04230.01	Jung	Alvarado	MP	\$32	10/18	5	Wed	7:00pm-8:00pm
04230.02	Jung	Alvarado	MP	\$32	1/3	5	Wed	7:00pm-8:00pm
04230.03	Jung	Alvarado	MP	\$32	2/7*	5	Wed	7:00pm-8:00pm

*No class 2/21

SALSA DANCING II – INTERMEDIATE/ADVANCED

This class will teach intermediate and advanced students new and exciting patterns, techniques and syncopations in Salsa, Cha Cha & Merengue. Students do not need a partner. A review of the last week's lesson at the beginning of each session, and the remaining half hour will include new materials. You will also learn how to create your own steps. Have fun with Champion Ed Jung.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04220.00	Jung	Alvarado	MP	\$32	9/13	5	Wed	8:00pm-9:00pm
04220.01	Jung	Alvarado	MP	\$32	10/18	5	Wed	8:00pm-9:00pm
04220.02	Jung	Alvarado	MP	\$32	1/3	5	Wed	8:00pm-9:00pm
04220.03	Jung	Alvarado	MP	\$32	2/7*	5	Wed	8:00pm-9:00pm

*No class 2/21



SOCIAL BALLROOM DANCING I

Get the basics the best way with this award-winning instructor. Fall session dances include Foxtrot, Rumba, and Hustle; Winter session dances include Argentine Tango (Salida), Swing and Mambo. No partner needed.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04235.00	Sutphen	Alvarado	MP	\$65	9/12	10	Tue	7:45pm-8:45pm
04235.01	Sutphen	Alvarado	MP	\$65	1/2*	10	Tue	7:45pm-8:45pm

*No class on 2/20

SOCIAL BALLROOM DANCING II

Prerequisite: Must have completed Level One or gained instructor permission for registration. **Fall Session:** Advance your dance in Waltz, Triple Swing and Salsa; **Winter Session:** Foxtrot, Rumba and Hustle. No partner needed

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04240.00	Sutphen	Alvarado	MP	\$65	9/14	10	Thu	7:00pm-8:00pm
04240.01	Sutphen	Alvarado	MP	\$65	1/4*	10	Thu	7:00pm-8:00pm

*No class 2/22

MUSIC

BEGINNING/INTERMEDIATE FLUTE/SAXOPHONE/CLARINET

An introduction to the flute and saxophone covering fingering, sound production and reading music. Students play simple ensemble arrangements and exercises. Class taught by experienced professional musician with over 40 years playing experience. College and private instructor.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04255.00	Garcia	Alvarado	MP	\$52	9/13	8	Wed	6:00pm-7:00pm
04255.01	Garcia	Alvarado	MP	\$52	1/3	8	Wed	6:00pm-7:00pm

BEGINNING VIOLIN

Enrollment is limited to 10 students. Prerequisite: Introduction to Violin or equivalent.

If you don't already own a violin, please rent one. This is a continuation class to Introduction to Violin. Beginners will learn how to read notes, work on scales, arpeggios and play simple songs. We will be working from the same book as the *Introduction to Violin class: Violin Book 1, Essential Elements for Strings* by Michael Allen, Robert Gillespie and Pamela Tellejohn Hayes. Arrangements by John Higgins. Hall-Leonard Corporation. *Additional \$10 book fee payable to instructor if not purchased by first class.*

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04250.00	McGoon	Serra	10	\$65	1/8*	10	Mon	7:15pm-8:15pm

*No class 1/15, 2/19

BEGINNING/INTERMEDIATE VIOLIN

Enrollment is limited to 10 students. Prerequisite: Introduction to Violin or equivalent.

If you don't already own a working violin, please rent one. This is a continuation class to Beginning Violin. We will be learning new skills on performing music in a group setting. We will explore new keys, rhythms, scales, sight-reading, and have fun playing new songs with our new skills. We will be using *Violin Book 2 "Essential Elements for Strings – Book 2 with EEi: Violin"* by Michael Allen, Robert Gillespie, Pamela Tellejohn Hayes. Arrangements by John Higgins and Hall Leonard. *Additional \$10 book fee is payable to the Instructor if not purchased before the first class.*

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04280.00	McGoon	Serra	10	\$65	9/11	10*	Mon	6:00pm-7:00pm
04280.01	McGoon	Serra	10	\$65	1/8	10*	Mon	6:00pm-7:00pm

*No class 10/9, 1/15, 2/19

GUITAR — BEGINNING/INTERMEDIATE

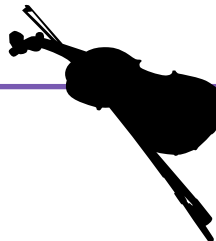
Learn chords, strumming, fingerpicking and lead techniques while practicing songs. No electric guitars please. *\$30 materials fee payable to instructor.*

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04265.00	Swanson	Serra	10	\$97	9/12	10	Tue	6:30pm-8:00pm
04265.01	Swanson	Serra	10	\$97	1/2*	10	Tue	6:30pm-8:00pm

*No class 2/20

INTRODUCTION TO VIOLIN

Learn the skills needed to start playing a violin: how to hold the violin, finger placement, and how to play the notes on the musical scale. If you don't already own a working violin, please rent one. We will be using *"Essential Elements for Strings" Violin Book 1* by Michael Allen, Robert Gillespie and Pamela Tellejohn Hayes. Arrangements by John Higgins and Hal-Leonard Corporation. *An additional \$10 book fee is payable to the instructor if not purchased before the first class.*



Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04260.00	McGoon	Serra	10	\$65	9/11	10	Mon	7:15pm-8:15pm

PIANO KEYBOARDS

Enrollment is limited to 10 students. REQUIREMENT – At least a 61-key keyboard and earphones or headset (bring to class, ready to use.) Learn to play contemporary as well as classical music. Learn how to improvise pieces of music by reading chord notations and portions of scales and arpeggios for embellishments. Beginners will learn how to read notes, do scales and chords, and play simple pieces. Bring pen, pencil and notebook. Books required: *Scales, Chords and Arpeggios*, by James Bastien; also *Level 1 of Alfred's Adult All-in-One* course.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
04720.00	Chaix	Alvarado	MP	\$104	9/16	8	Sat	9:00am-11:00am
04720.01	Chaix	Alvarado	MP	\$104	1/6*	8	Sat	9:00am-11:00am

*No class 1/27

ENGLISH AS A SECOND LANGUAGE/CITIZENSHIP INGLES COMO SEGUNDO IDIOMA/CIUDADANIA

ESL OFFICE AT SERRA CAMPUS

6028 Ralston Avenue Richmond, CA. 94805

Phone (510) 231-1453

Monday-Friday, 8:00am–4:00pm

ESL OFFICE AT RICHMOND HIGH SCHOOL

Adult Education Office, Room 331

1250 23rd Street, Richmond

Phone (after 6:30pm) (510) 215-4025

Monday/Tuesday/Wednesday, 6:30pm–9:00pm

ENGLISH AS A SECOND LANGUAGE (ESL)

Adults who want to learn English or improve their English skills may attend courses at any of our 18 locations. In every course, students practice reading, writing, listening, and speaking in English. We have beginning, intermediate, advanced and multi-level classes. Registration is always open. Call us anytime during the year. An assessment test is mandatory to register for classes at Serra and Richmond High School. Please call the ESL office at (510) 231-1453 for testing dates. Sorry we cannot accept ESL registrations by mail.

INGLES COMO SEGUNDO IDIOMA

Adultos que desean aprender inglés o mejorar su inglés pueden asistir a cualquiera de los 18 sitios en donde se imparten las clases de inglés. En cada clase, los estudiantes practican leer, escribir, escuchar y hablar en inglés. Ofrecemos el nivel principiante, intermedio, avanzado y clases multinivel. La matrícula está abierta siempre. Llámenos en cualquier época del año. Si desea asistir a clases en la escuela Serra o en la Richmond High School necesita tomar un examen para determinar el nivel apropiado. Para más información llame al (510) 231-1453. No se aceptan inscripciones por correo.

DISTANCE LEARNING (ENGLISH STUDIES AT HOME)

Distance learning is a 20-unit independent English study program for students who want extra practice or who cannot attend school regularly. Students receive workbooks and teacher assistance and check-out and return DVD's. Students must take and pass a unit test before advancing to the next unit. For more information call (510) 231-1453, or come to the ESL office at Richmond High School located at 1250 23rd Street, Richmond on Wednesday evenings between 6:00pm-9:00pm, or to the Serra Campus, located at 6028 Ralston Avenue, Richmond, Room #8 on Tuesday afternoons between 12:30pm-1:30pm.

APRENDIZAJE A DISTANCIA (ESTUDIO DE INGLES EN SU HOGAR)

Aprendizaje a distancia es un programa de estudios independiente de inglés. Es para estudiantes que desean más práctica o no pueden asistir a la escuela con regularidad. Los estudiantes reciben DVDs, cuadernos de ejercicios y la ayuda de un maestro. Para más información, llame al (510) 231-1453, o visite la oficina de educación de adultos en la escuela Richmond High ubicada en 1250 23rd Street, Richmond, los miércoles entre las 6:00pm-9:00pm, o visite la escuela Serra de Adultos ubicada en 6028 Ralston Avenue, Richmond, salón #8 los martes entre las 12:30pm-1:30pm.

MORNING ENGLISH CLASSES/CLASES POR LA MAÑANA

Time/Day	Location	Description	Teacher
8:45am-11:45am Mon-Thu	Bayview Elementary, Room A-1 3001 16th St., San Pablo	Multi-level ESL/Family Literacy class with babysitting*	Smulian
8:30am-11:30am Tue/Thu	Chavez Elementary, Room 34 960 17th St., Richmond	Multi-level ESL/Family Literacy class with babysitting*	Hansen
8:30am-11:30am Mon-Thu	Dover Elementary, Room A-133 1870 19th St., San Pablo	Multi-level ESL/Family Literacy class with babysitting*	Lang
8:30am-11:00am Mon/Wed/Thu	Downer Elementary, Room 222, 1231 18th St., San Pablo	Multi-level ESL/Family Literacy class with babysitting*	Louie
9:00am-12:00pm Mon-Thu	English Action Center at St. Cornelius Church, 205 28th St., Richmond	Literacy/Beginning Low and Beginning High/Intermediated Low ESL/Family Literacy classes with babysitting*	Mandel, Giammalvo
9:00am-11:00am Tue/Thu	Fairmont Elementary, MP Room, 724 Kearney St., El Cerrito	Multi-level ESL/Family Literacy class with babysitting*	Goodsill
8:45am-11:45am Mon/Wed	Grant Elementary, Room 22 2400 Downer Ave., Richmond	Multi-level ESL/Family Literacy class with babysitting*	DeWall
8:45am-11:45am Mon/Fri	Ford Elementary School, Library, 2711 Maricopa Ave., Richmond	Multi-level ESL/Family Literacy class with babysitting*	Knebelman
9:00am-11:30am Mon-Thu	Helms Middle School, HCP Room, 2500 Road 20, San Pablo	Multi-level ESL/Family Literacy class with babysitting*	Finkelstein
5:00pm-7:00pm Tue/Thu	Highland Elementary, Room TBA, 2829 Moyers Road, Richmond	Multi-level ESL with babysitting*	Staff
4:00pm-6:00pm Mon/Wed	King Elementary, Room Teach Lounge, 4022 Florida Avenue, Richmond	Multi-level ESL with babysitting	Carothers
8:30am-11:30am Mon/Tue/Wed	Lake Elementary, Room 35 2700 11th St., San Pablo	Multi-level ESL/Family Literacy class with babysitting*	Williamson
8:45am-11:45am Mon/Fri	Mira Vista Elementary, MS Library, 6397 Hazel Ave., Richmond	Multi-level ESL/Family Literacy class with babysitting*	Wani
8:45am-10:45am Mon/Fri	Riverside Elementary, TBA 300 Amador St., San Pablo	Multi-level ESL/Family Literacy class with babysitting*	Hansen
8:45am-12:00pm Tue/Wed/Thu	Serra Adult School 6028 Ralston Ave., Richmond	Four ESL and Family Literacy classes Beginning Low to Intermediate High no babysitting available	Dacumos, Marks, Knebelman
9:00am-12:00pm Tue/Wed/Thu	St. Mark's Church, Room 1 159 Harbour Way, Richmond	Multi-level ESL/Family Literacy class with babysitting*	Hedges
8:30am-12:30pm Mon-Thu	Verde Elementary, Portables 2000 Giaranita St., Richmond	Beginning and Intermediate ESL/Family Literacy classes with babysitting (6 months-5 years)	Miles, Silverstein
9:15am-10:45am Tues/Thurs	Washington Elementary, Room TBA, 565 Wine St., Richmond	Multi-level ESL/Family Literacy with babysitting*	DeWall
8:30am-11:15am Tue/Wed/Thu	Wilson Elementary, Room 18 629 42nd St., Richmond	Multi-level ESL/Family Literacy class with babysitting*	Wani

*Babysitting for children 2-5 years old.



EVENING ENGLISH CLASSES/CLASES POR LA NOCHE

Time/Day	Location	Description	Teacher
6:00pm-8:30pm Mon/Wed	Latina Center, Multipurpose Room, 3701 Barrett Ave., Richmond	Intermediate VESL class for Early Childhood Education with babysitting*; to register call (510) 215-1453	Ryan
6:00pm-8:00pm Tue/Thu	Latina Center, Multipurpose Room, 701 Barrett Ave., Richmond	Multi-Level ESL/Family Literacy class with babysitting*	Pino
6:30pm-8:30pm Tue/Thu	Montalvin Elementary, Library, 300 Christine Dr., San Pablo	Multi-Level ESL/Family Literacy class with babysitting*	Aguila
6:00pm-8:30pm Mon/Wed	St. Mark's Church, Room 2 159 Harbour Way, Richmond	Multi-Level ESL/Family Literacy class, no babysitting available	Abel
6:30pm-9:00pm Mon/Tue/Wed	Richmond High School 1250 23rd St., Richmond To make an appointment to take a test call (510) 231-1453	11 ESL classes from Literacy to Advanced, no Babysitting available at RHS	Chretien, Gabriel, Itil, Long, Cisneros, Louie, Manuel, McMullen, Ortega, Adefuin Tolentino

*Babysitting for children 2-5 years old.

CITIZENSHIP CLASSES/CLASES DE CIUDADANIA

Obtain your U.S. citizenship. Learn about U.S. history, government and civics while improving your English. Complete the USCIS Form N-400 and practice taking the citizenship interview. For days and times, see the schedule below. For more information, call (510) 231-1453 ext. 28024

Esta clase tiene como objetivo ayudarle a prepararse para tomar el examen de ciudadanía. Aprenda sobre la historia, gobierno y civismo de los Estados Unidos, practique la entrevista en inglés, llene la forma INS N-400. Para más información llame a (510) 231-1453 ext. 28024.

Time/Day	Location	Description	Teacher
9:45am-11:45am Tue/Thu	St. Mark's Church, Room 1 159 Harbour Way, Richmond	U.S. Citizenship class with babysitting*	Ryan
6:30pm-9:00pm Mon/Wed	Richmond High School, Room 303, 1250 23rd St., Richmond	U.S. Citizenship class no babysitting available	Pursley
9:00am-12:00pm Sat	San Pablo Community Center 2450 Road 20, San Pablo	U.S. Citizenship class with babysitting*	Arnold

*Babysitting for children 2-5 years old.



FOOD AND NUTRITION CLASSES

A PERFECT THANKSGIVING DINNER

Enrollment is limited to 12 students. If you have never cooked a Thanksgiving Dinner or would like to learn how to cook a dinner with less stress, this is the class for you. During this 5 hour class you will receive step-by-step instructions on how to prepare and organize a perfect Thanksgiving dinner and have everything ready on time when your guests arrive. We will prepare: Roast Turkey with homemade dressing, orange cranberry sauce, sour cream mashed potatoes, mushroom gravy, candied sweet potatoes, cranberry Jell-O salad and pumpkin pie with whipped cream.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
30590.00	Coe	Alvarado	12	\$55	11/4	1	Sat	10:00am-2:00pm

A TASTE OF EXOTIC MOROCCO

Enrollment is limited to 12 students. Come to our make believe Kasbah for some exotic Moroccan food and a sense of the rituals that makes the meal special. We will pour warm water over your hands before you eat. With some bread you will scoop up some of the Moroccan Eggplant, Tabbouleh Salad and Middle East Lamb Stew. You will also get to eat some Bestilla – phyllo dough stuffed with chicken and almonds and the top dusted with powdered sugar and cinnamon – it is a fragrant treat exotic to Western tastes. We will finish up the meal with Baklava and honey mint tea. You will learn how to make all of these dishes in this 4 hour class.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
30585.00	Coe	Alvarado	12	\$55	3/3	1	Sat	10:00am-2:00pm

A VERY EXTRAORDINARY HOLIDAY DINNER

Enrollment is limited to 12 students. Tired of ham and turkey? Why stick with the ordinary when you can serve something very extraordinary!! This very special dinner will make your holiday entertaining an overwhelming success. The presentation will provide wonderful ambiance for this special occasion. During this 4 hour class you will learn to prepare: A Holiday Soup or Salad; Apricot Glazed Cornish Game Hens Flambe; Steamed Vegetables with Hollandaise Sauce; Brown Rice Pilaf; Almond Tart.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
03586.00	Coe	Alvarado	12	\$55	12/2	1	Sat	10:00am-2:00pm

ASIAN TAPAS

Enrollment is limited to 12 students. Please join us in exploring the world of Asian Tapas. Tapas - a small, bite sized morsel of tasty food. During this 4 hour class we will be making: Flower Dumplings from China; Crab Cheese Won Tons from China; Chicken Yakatori from Japan; Lettuce Wraps from Southeast Asia; Vegetables with a Peanut Sauce Dip from Southeast Asia.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
30511.00	Coe	Alvarado	12	\$55	3/10	1	Sat	10:00am-2:00pm

BEGINNING CHINESE COOKING I

Enrollment is limited to 12 students. This is the first of two beginning Chinese cooking classes. During this 4 hour workshop you will learn some of the basics of Chinese cooking and be able to prepare a complete Chinese dinner. You will learn the essential techniques of slicing and chopping, proper preparation of vegetables, stir frying techniques and preparation of Chinese sauces. Our menu will include: Won Ton Soup, Won Ton Appetizers, Cashew Nut Chicken, Sweet and Sour Pork, Pan Fried Chow Mein and Almond Float Dessert.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
30512.00	Coe	Alvarado	12	\$55	2/10	1	Sat	10:00am-2:00pm

CARIBBEAN COOKING

Enrollment is limited to 12 students. During this 4 hour class you will learn casual and elegant recipes inspired by the islands in the Caribbean and countries in Central America. We will be making: Creole Peanut Soup, Costa Rican Beans and Rice, Curry Coconut Shrimp, Eggplant Creole and Key Lime Mousse.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
30513.00	Coe	Alvarado	12	\$55	9/23	12	Sat	10:00am-2:00pm

COOKING 4 ONE

Cooking 4 One is a course designed to bring excitement and glamour to individuals eating alone day after day. This class will teach individuals to prepare nutritious, fun and exciting dishes. This class will cut participants monthly grocery bill by 30% with savvy shopping tips, meal planning, kitchen safety and proper food storage routines.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
30501.00	Fischer	Alvarado	12	\$50	9/13*	12	Mon/Wed	10:30am-12:30pm
30501.01	Fischer	Alvarado	12	\$50	1/3*	12	Mon/Wed	10:30am-12:30pm

*No class 10/9, 1/15

FABULOUS FRENCH COOKING

Enrollment is limited to 12 students. During this 4 hour workshop you will learn some of the basics of French cooking and be able to prepare several wonderful entrees. French Onion Soup, Cheese Soufflé, Chicken Cordon Bleu, Ratatouille and Crepes Suzettes.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
30530.00	Coe	Alvarado	12	\$55	3/24	1	Sat	10:00am-2:00pm

FABULOUS ITALIAN DINNER

Enrollment is limited to 12 students. Join us in the preparation of this wonderful five course Italian Dinner. During this four hour class we will prepare: Italian Style Cauliflower, Eggplant Parmesan, Scampi Primavera, Cannelloni and Frozen Amaretto Soufflé.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
30510.00	Coe	Alvarado	12	\$55	9/16	1	Sat	10:00am-2:00pm

FABULOUS PARTY FOODS & HORS D'OEUVERS FOR THE HOLIDAYS

Enrollment is limited to 12 students. This class will provide you with some fabulous party foods and hors d'oeuvres to meet all of your holiday entertaining needs. During this four hour class we will prepare: Crab Cups, Apricot Curry Chicken Wings, Bacon Cheese Mushrooms, Bestilla Triangles (fragrant cinnamon and almond flavored chicken in filo dough) and Salmon Cucumber Rolls.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
30595.00	Coe	Alvarado	12	\$55	11/18	1	Sat	10:00am-2:00pm

FISH AND SEAFOOD COOKING

Fish and seafood are healthy and delicious. During this 4 hour class the students will explore some new ways and some time honored ways to prepare fish and seafood. During this class you will learn to prepare the following: Calamari Steaks with tartar sauce, Trout with Almonds, Crab Cakes, Steamed Fish with Ginger Sauce and Sole with Spinach Cheese Sauce.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
30522.00	Coe	Alvarado	12	\$55	10/14	1	Sat	10:00am-2:00pm

FOOD FOR LIFE: CANCER PROJECT

In this class, students will learn about the link between diet and cancer based on an evidence-based program from the Physician's Committee for Responsible Medicine (PCRM). Designed by physicians, nutrition experts, and registered dietitians, each class includes information about how certain foods and nutrients work to promote health and fight disease. The classes work to translate complex scientific nutrition information into simple and easy meals. Each Food for Life class features a nutrition lecture and live cooking demonstration all within a supportive group setting. Handouts provided. *The Food for Life program is a community-based nutrition education program of PCRM. Christine Mania is a certified Food for Life instructor.* Class 1: Introduction to How Foods Fight Cancer; Class 2: Fueling Up on Low-Fat, High-Fiber Foods; Class 3: Discovering Dairy and Meat Alternatives; Class 4: Cancer-Fighting Compounds and Healthy Weight. *100% plant-based ingredients; dairy- and egg-free.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
30523.00	Mania	Serra	12	\$52	9/27	4	Wed	7:00pm-9:00pm

FOOD FOR LIFE: KICKSTART YOUR HEALTH

This class will discuss the power of plant foods in preventing specific diseases and how food can help the body heal from illness. Kickstart is ideal for those interested in maintaining or achieving a healthy weight, disease prevention, and/or optimal health. Each class participant will enjoy delicious plant-based recipes, take home handouts, and learn in a safe and comfortable environment. Come see what the plant-based craze is all about! *The Food for Life program is a community-based nutrition education program of the Physicians Committee for Responsible Medicine (PCRM). Christine Mania is a certified Food for Life instructor.* Class 1: Power of Your Plate; Class 2: Let's Go!; Class 3: Getting in Gear; Class 4: Breaking the Food Seduction; Class 5: Keys for Natural Appetite Control. 100% plant-based ingredients; dairy- and egg-free.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
30524.00	Mania	Alvarado	12	\$65	1/16	5	Tue	7:00pm-9:00pm

HAWAIIAN COOKING

Enrollment is limited to 12 students. The cuisine of Hawaii has been greatly influenced by Polynesian Voyagers, Europeans, Americans, Koreans, Chinese, Japanese, Filipinos, Puerto Ricans and Portuguese. During this class students will have a chance to experience different foods influenced by these different cultures. We will be making Poke (an appetizer made of seafood and seasonings), Musubi (a popular snack made of fried Spam upon a bed of rice wrapped in a strip of nori seaweed), Portuguese Sausage Corn Soup, Pineapple Chicken and Macadamia Nut Coconut Pie.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
30525.00	Coe	Alvarado	12	\$55	9/30	1	Sat	10:00am-2:00pm



HEARTY SOUPS

Enrollment is limited to 12 students. There is nothing more heartwarming than a bowl of hot soup. During this four hour class you will be learning how to make 5 different soups. These soups will make any meal a big hit. We will be making: Chicken and Dumplings; Mushroom, Beef and Barley Soup; Butternut Squash Soup; Hearty Winter Vegetable Soup; Kale and White Bean Soup.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
30513.00	Coe	Alvarado	12	\$55	1/13	1	Sat	10:00am-2:00pm

LET'S HAVE A TEA PARTY

Enrollment is limited to 12 students. Try something different!! A tea party is a great way to entertain friends for a luncheon, baby or bridal shower, birthday or any other special occasion. During this 4 hour class we will make a variety of finger sandwiches, cakes and or cookies and learn about the presentation of the food. We will briefly discuss the three major types of tea (high tea, low tea and Chinese Tea). We will explore a variety of teas and discuss the proper preparation of tea. A cup of tea with a friend or relative is a chance to share a ritual enjoyed by people worldwide. It is a time to enjoy the warmth and comfort offered by a cup of tea. It is a wonderful way to take your mind off stressful matters.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
30516.00	Coe	Alvarado	12	\$55	3/17	1	Sat	10:00am-2:00pm

LET'S MAKE TAMALES

Enrollment is limited to 12 students. Tamales are a traditional Mexican party food and almost always prepared communally. It is a real social event. Making tamales is a lot easier than you might imagine, especially with a lot of helping hands. We will make chicken, pork and a sweet tamale. Suggestions will be given on how to make vegetarian tamales. Join us for this social event.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
30524.00	Coe	Alvarado	12	\$55	10/28	1	Sat	10:00am-2:00pm

WONDERFUL CUISINE OF VIETNAM

Enrollment is limited to 12 students. Come on a journey with me to discover the delights of Vietnamese cuisine. In this country known for its diverse and fabulous food you will have a chance to explore new tastes, textures and cooking methods. Vietnamese cuisine is influenced by Chinese and French cuisine. During this 4 hour class we will make: Crystal Shrimp Rolls, Lettuce Wrap-Ups, Chicken and Sweet Potato Curry, Stir Fried Tofu with Vegetables and Peanut Sauce and Mango and Sweet Rice Pudding.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
30526.00	Coe	Alvarado	12	\$55	10/7	1	Sat	10:00am-2:00pm

NEW ORLEANS COOKING

Enrollment is limited to 12 students. The wonderful world of New Orleans Cooking will be featured in this course. This is a style of cooking that is hearty, spicy and vibrant. We will prepare the following dinner: Seafood Gumbo, Blackened Red Fish, 'Dirty Rice', and Sweet Potato Pecan Pie.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
30514.00	Coe	Alvarado	12	\$55	2/3	1	Sat	10:00am-2:00pm

SIMPLE BREAD MAKING

Enrollment is limited to 12 students. There is nothing more satisfying than the smell of hot baking bread on a cold winter day. During this four hour class you will be learning how to make 5 different breads that are simple, quick and absolutely delicious. We will be making: A Loaf of Yeast Bread; Rich Hot Dinner Rolls; A Loaf of Whole Wheat Bread; Sticky Pecan Rolls; Sour Cream Coffee Cake.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
30518.00	Coe	Alvarado	12	\$55	1/20	1	Sat	10:00am-2:00pm

THAI II

Enrollment is limited to 12 students. This will be the second in a series of the exciting and exotic cooking Thailand. We will be preparing the traditional style dishes using some authentic and exciting spices. Our menu for the day will include: Coconut Chicken, Satay with Peanut Sauce, Crab Curry, Sour Prawn Soup, and Coconut Pudding.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
30520.00	Coe	Alvarado	12	\$55	10/21	1	Sat	10:00am-2:00pm

THE WONDERFUL WORLD OF CASSEROLES

Enrollment is limited to 12 students. The casserole is making a great comeback. They are easy to prepare, can be made ahead and will serve many people. Popular during the 40's and 50's casseroles lost popularity as ethnic and California cuisine came into vogue. Casseroles almost disappeared. Due to our very busy schedules casseroles are making a comeback. During this 4-hour class we will prepare the following: Monterey Crab Casserole, Tamale Pie Casserole, Ham and Asparagus Casserole, Egg and Spinach Casserole and a Chicken Casserole.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
30529.00	Coe	Alvarado	12	\$55	1/27	1	Sat	10:00am-2:00pm



FOOD SERVICES

FOOD SAFETY AND SANITATION CERTIFICATION TRAINING

This class will prepare you for taking the National Registry of Food Safety examination, 5-year certificate. Fee includes 8-hour class and test. Testing takes place at the end of the second day of training. Book is required and available for purchase at Serra.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
40101.00	Narcisse	Serra	6	\$55	9/21	2	Thu	4:00pm-8:00pm
40101.01	Narcisse	Serra	6	\$55	11/1	2	Wed	4:00pm-8:00pm
40101.02	Narcisse	Serra	6	\$55	1/9	2	Tue	4:00pm-8:00pm
40101.03	Narcisse	Serra	6	\$55	3/8	2	Thu	4:00pm-8:00pm
40101.04	Narcisse	Serra	6	\$55	2/8	2	Thu	4:00pm-8:00pm

Special instructions for food safety training and examination: Retesting fee is \$40.

ENTRENAMIENTO PARA OBTENER EL CERTIFICADO EN PREPARACIÓN DE ALIMENTOS: SEGURIDAD E HIGIENE

Esta clase le preparará para hacer el examen y quedar inscrito en el Registro Nacional para Preparación de Alimentos: Seguridad e Higiene. El certificado es válido por 5 años. El costo incluye 8 horas de clase y el examen. El examen se toma al final del segundo día de entrenamiento. Se requiere un libro de texto que se puede comprar en la oficina de La Escuela de Adultos Serra.

Curso	Instructor	Lugar	Salón	Costo	Empieza	Clases	Días	Hora
40105.00	Ruiz	Serra	5	\$55	9/14	2	Jue	4:00pm-8:00pm
40105.01	Ruiz	Serra	5	\$55	11/7	2	Mar	4:00pm-8:00pm
40105.02	Ruiz	Serra	5	\$55	1/11	2	Jue	4:00pm-8:00pm
40105.03	Ruiz	Serra	5	\$55	3/8	2	Jue	4:00pm-8:00pm

Nota importante — para el curso de preparación de alimentos y examinación:

El costo para repetir el examen es de \$40.

GED® INFORMATION/ORIENTATION/TESTING INFORMACION PARA GED®/ORIENTACION/EXAMENES

GED® exam (must be 18 years or older): To register for the Pearson Vue GED Exam, go to: myged.com

Examen GED® (tiene que tener 18 años o mayor): Para inscribirse al GED Examen de Pearson Vue, vaya a: myged.com

WCCAЕ students must complete PHASE 1 ASSESSMENT prior to enrolling in Phase 2 classes.
Los estudiantes de WCCAЕ tienen que completar: FASE 1 EXAMINACION antes de inscribirse en la Fase 2 clases.

For current information on dates and times of GED orientations and classes please check our website at www.wccae.info or call 510-231-1453.

GED® TEST PREPARATION – PHASE II

Day and Evening classes will be available. Please call 510-231-1453 for more information.

GED® DISTANCE LEARNING TEST PREPARATION

This program is for students who have completed GED® Test Orientation Phase I and would like to take work home, and then return it on a weekly basis. When students meet with the Distance Learning instructor, they will receive individual tutoring and assignments that help to focus on the GED® examination.

Code	Instructor	Site	Room	Fee	Starts	Days	Time
02120.01	Pekedis	Alvarado	7	No Fee	Open Enrollment	Tue/Thu	6:00pm-7:30pm

HIGH SCHOOL DIPLOMA/ADULT BASIC EDUCATION

Orientations will be held on:

Tuesday, August 22 – 9:00am

Tuesday, August 29 – 5:30pm

Wednesday, August 23 – 5:30pm

Wednesday, August 30 – 9:00am

Register at Alvarado Adult School prior to the orientation date

Orientations will be held throughout the semester, please call the Alvarado Adult School office for dates.

HIGH SCHOOL COURSE OFFERINGS

English 1-4 • Math Electives • Physical Science • Algebra 1 • Health and Life Sciences • World History • U.S. History • American Government • Social Studies/Social Science Electives • Economics • Visual & Performing Arts • Electives • est Preparation

ADULT BASIC EDUCATION

English Language Arts • Mathematics

Site	Course	Room	Day	Time
Serra	See list above	11 & 12	Mon-Thu	8:30am-11:45am
Serra	See list above	11 & 12	Mon-Thu	12:15pm-2:15pm
Serra	See list above	11 & 12	Mon-Thu	6:15pm-9:30pm

WCCAЕ offers a high school program for adults 18 or older. Upon completion of the requirements, a high school diploma is awarded. Requirements for graduation include completion of 180 required *credits*.

CAHSEE SUSPENSION (SB 172)

On October 7, 2015, Governor Brown signed legislation that exempts students from passing the California High School Exit Examination as a requirement for earning a high school diploma.

Effective January 1, 2016, former students who met all requirements to earn a high school diploma, with the exception of passing the CAHSEE, are now eligible to receive a high school diploma.

If you believe you now qualify for a high school diploma under the new law, please contact Serra Adult School, 510-231-1453, for further information.

COLLEGE & CAREER READINESS WORKSHOPS

West Contra Costa Adult Education, in collaboration with Contra Costa Community College is offering a series of College and Career Readiness workshops. Workshop topics will include navigating career search, identifying transferable skills, resume building, and education and life planning:

Workshops are free and open to all. Students need to register in advance at the Alvarado Campus. For specific details of the individual workshops please contact the facilitator at the Alvarado Office (510) 231-1453 ext. 28001 or via email, lclausen@cccoc.k12.ca.us.

Workshops will meet on the second Tuesday of the month.

Morning sessions will meet from 11:00am – 1:00pm

Evening sessions will meet from 6:30pm – 8:30pm

Fall Session

September 12

October 10

November 7

December 12

Winter Session

February 13

March 13

Contra Costa College General Information and Application Process Workshops

Contra Costa College Orientation & Assessment Workshops

All workshops offered at the Serra Campus

HEALTH AND FITNESS CLASSES

When starting a new physical activity, it is recommended that you check with your doctor first.

ACUPRESSURE FOR THE EARS

Enrollment is limited to 8 students. According to Chinese medicine, the ears are “governed” by the kidneys. In more modern terms, the energy matrix that produces and/or supports bones, teeth, head hair, knees, the low back, the production of blood, sexual functions, the immune system, inhalation, the body’s warming and cooling functions and fluid management also has a profound influence on the ears and hearing. Other organ systems play significant roles in various ear issues as well, including the heart, lungs, liver, gall bladder and spleen/pancreas. Students will be shown acupressure point sequences to energetically support the above organs in cases of hearing loss, tinnitus (“ringing in the ears”), earache, itchy ears, etc. The instructor will demonstrate point locations and assist students in locating the points on themselves. A handout illustrates the points and shows their associations with underlying organ disharmonies. Dietary and lifestyle adjustments for auditory health will be covered, as well as the importance of professional energy work, such as acupressure, for resolving ear and hearing issues. *Please note: This class is designed to complement, not replace medical care. Students are strongly encouraged to first call for emergency medical assistance and then use the acupressure points while waiting for help.* For questions regarding course content, the instructor can be reached at HuldaNystrom@sbcglobal.net or by voice or text at 510-798-8626.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
70106.00	Nystrom	Alvarado	2	\$20	9/20	1	Wed	11:00am-1:00pm
70106.01	Nystrom	Alvarado	2	\$20	10/11	1	Wed	1:30pm-3:30pm
70106.02	Nystrom	Alvarado	2	\$20	11/8	1	Wed	11:00am-1:00pm
70106.03	Nystrom	Alvarado	2	\$20	12/13	1	Wed	1:30pm-3:30pm
70106.04	Nystrom	Alvarado	2	\$20	1/10	1	Wed	11:00am-1:00pm
70106.05	Nystrom	Alvarado	2	\$20	2/14	1	Wed	1:30pm-3:30pm
70106.06	Nystrom	Alvarado	2	\$20	3/14	1	Wed	11:00am-1:00pm

ACUPRESSURE FOR EMERGENCIES

Enrollment is limited to 8 students. Students will be shown acupressure points for reducing the effects of or stopping a heart attack, stroke, seizure or panic attack, as well as for restoring someone's consciousness or breathing. The handout lists signs and symptoms of heart attack, stroke and seizure. It also contains pictures of the emergency points, which the instructor will demonstrate and assist students in finding on themselves. *Please note: This class is designed to complement, not replace medical care. Students are strongly encouraged to first call for emergency medical assistance and then use the acupressure points while waiting for help.* For questions regarding course content, the instructor can be reached at HuldaNystrom@sbcglobal.net or by voice or text at 510-798-8626.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
70101.00	Nystrom	Alvarado	2	\$20	12/13	1	Wed	3:45pm-5:15pm
70101.01	Nystrom	Alvarado	2	\$20	1/10	1	Wed	3:45pm-5:15pm
70101.02	Nystrom	Alvarado	2	\$20	2/14	1	Wed	3:45pm-5:15pm

ACUPRESSURE FOR THE EYES

Enrollment is limited to 8 students. According to Chinese medicine, the Liver energy system has a predominant influence on the eyes. Improper diet, insufficient exercise and certain emotions can throw it out of kilter, causing various eye complaints, as well as other conditions. More than a dozen acupressure points will be covered for reducing or potentially eliminating blurry, cloudy, foggy, dim or filmy vision, as well as near- or far-sightedness, eye pain, redness of the eyes, floaters (spots before the eyes), eye tremors, flashing lights and other conditions. A handout illustrates the locations of the points, which the instructor will demonstrate and assist students in finding on themselves. *Please note: This class is intended to complement, not replace medical care. Students are encouraged to consult an optometrist or ophthalmologist for diagnosis and treatment.* For questions regarding course content, the instructor can be reached at HuldaNystrom@sbcglobal.net or by voice or text at 510-798-8626.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
70110.00	Nystrom	Alvarado	2	\$20	9/20	1	Wed	1:30pm-3:30pm
70110.01	Nystrom	Alvarado	2	\$20	10/11	1	Wed	11:00am-1:00pm
70110.02	Nystrom	Alvarado	2	\$20	11/8	1	Wed	1:30pm-3:30pm
70110.03	Nystrom	Alvarado	2	\$20	12/13	1	Wed	11:00am-1:00pm
70110.04	Nystrom	Alvarado	2	\$20	1/10	1	Wed	1:30pm-3:30pm
70110.05	Nystrom	Alvarado	2	\$20	2/14	1	Wed	11:00am-1:00pm
70110.06	Nystrom	Alvarado	2	\$20	3/14	1	Wed	1:30pm-3:30pm

BEYOND ORGANICS — Healing with Whole Foods

Enrollment limited to 8 students. This two-hour class is based on Paul Pitchford's book *Healing with Whole Foods* (3rd ed. 2002), as well as *The China Study* (revised 2016) and *Whole: Rethinking the Science of Nutrition* (2013) by T. Colin Campbell, PhD. Discussed will be an overview of the nutritional benefits of unprocessed, unrefined organic foods; proper preparation to unlock those benefits; the crucial role of pure water; the importance of the manner in which we eat; and the vital contributions that exercise and sunshine make towards recovering and maintaining good health. For questions regarding course content, the instructor can be reached at HuldaNystrom@sbcglobal.net or 510-798-8626 (voice/text).

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
70120.00	Nystrom	Alvarado	2	\$20	9/20	1	Wed	3:45pm-5:45pm
70120.01	Nystrom	Alvarado	2	\$20	10/11	1	Wed	3:45pm-5:45pm
70120.02	Nystrom	Alvarado	2	\$20	11/8	1	Wed	3:45pm-5:45pm
70120.03	Nystrom	Alvarado	2	\$20	3/14	1	Wed	3:45pm-5:45pm

DAYAN QIGONG — PART A (MORNING)

Students will learn one of the most popular forms of Qigong used in China today. Dayan Qigong means the Wild Goose Form. This practice consists of 64 movements that flow from one movement into the next. In addition to learning the form, the students will learn a warm up set of exercises to increase flexibility and balance. Students are encouraged to “move at their own pace.” Adaptations can be easily made for people with motor impairments or mobility concerns. Part A includes moves 1-32 of Dayan Qigong, and Part B includes moves 33-64 of Dayan Qigong.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
70130.00	Miner	Alvarado	8	\$130	9/11*	10	Mon	9:30 – 11:30am

*No Class on 10/9

DAYAN QIGONG — PART B (MORNING)

Students will learn one of the most popular forms of Qigong used in China today. Dayan Qigong means the Wild Goose Form. This practice consists of 64 movements that flow from one movement into the next. In addition to learning the form, the students will learn a warm up set of exercise to increase flexibility and balance. Students are encouraged to “move at their own pace.” Adaptations can be easily made for people with motor impairments or mobility concerns. Part B includes moves 33-64 of Dayan Qigong.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
70131.00	Miner	Alvarado	8	\$130	1/8*	10	Mon	9:30am-11:30am

*No class 1/15, 2/19

DAYAN QIGONG — PART A (EVENING)

Students will learn one of the most popular forms of Qigong used in China today. Dayan Qigong means the Wild Goose Form. This practice consists of 64 movements that flow from one movement into the next. In addition to learning the form, the students will learn a warm up set of exercises to increase flexibility and balance. Students are encouraged to “move at their own pace.” Adaptations can be easily made for people with motor impairments or mobility concerns. Part A includes moves 1-32 of Dayan Qigong, and Part B includes moves 33-64 of Dayan Qigong.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
70135.00	Dey	Alvarado	8	\$104	9/13	8	Wed	6:30pm-8:30pm

DAYAN QIGONG — PART B (EVENING)

Students will learn one of the most popular forms of Qigong used in China today. Dayan Qigong means the Wild Goose Form. This practice consists of 64 movements that flow from one movement into the next. In addition to learning the form, the students will learn a warm up set of exercises to increase flexibility and balance. Students are encouraged to “move at their own pace.” Adaptations can be easily made for people with motor impairments or mobility concerns. Part A includes moves 1-32 of Dayan Qigong, and Part B includes moves 33-64 of Dayan Qigong.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
70136.00	Dey	Alvarado	8	\$104	1/3*	8	Wed	6:30pm-8:30pm

*No class on 2/21



HATHA YOGA WITH BLUE SKIES

This is your Basic and Advanced Yoga Poses class. ALL levels welcome. MODIFICATIONS are shown for the less able but it is a floor class. For info email yoga4blues2@gmail.com .

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
70145.00	Luke	Alvarado	MP	\$58	9/12	6	Tue/Thu	9:00am-10:30am
70145.01	Luke	Alvarado	MP	\$58	10/3	6	Tue/Thu	9:00am-10:30am
70145.02	Luke	Alvarado	MP	\$58	10/31	6	Tue/Thu	9:00am-10:30am
70145.03	Luke	Alvarado	MP	\$58	11/28	6	Tue/Thu	9:00am-10:30am

HATHA YOGA WITH LILIANE

Enrollment is limited to 25 students. Yoga combines physical postures, relaxation, breathing, and meditation techniques. Through various combinations of practices, the yogi undergoes a complete and harmonious development – physically, emotionally, mentally, and spiritually.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
70150.00	Younes	Alvarado	MP	\$78	9/12	8	Tue	6:00pm-7:30pm
70150.01	Younes	Alvarado	MP	\$48	11/7	5	Tue	6:00pm-7:30pm
70150.02	Younes	Alvarado	MP	\$78	1/2*	8	Tue	6:00pm-7:30pm
70150.03	Younes	Alvarado	MP	\$39	3/6	4	Tue	6:00pm-7:30pm

*No class 2/20

YOGA I (BASICS OF KUNDALINI YOGA)

Techniques of breathing, stretching, strengthening and relaxation combine to reduce accumulated tension, improve circulation, and increase overall stamina and flexibility. This vigorous yet relaxing form of yoga will give you an immediate experience of increased vitality and mental clarity. This class is designed for beginners and more experienced yoga students. You progress at your own rate and work comfortably at your own level of fitness. Please bring a blanket or mat.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
70195.00	Khalsa, S.A.	Alvarado	MP	\$81	9/13	10	Wed	5:45pm-7:00pm
70195.01	Khalsa, S.A.	Alvarado	MP	\$81	1/10*	10	Wed	5:45pm-7:00pm

*No Class on 2/21



PILATES/STRETCH I — BEGINNING

Enrollment is limited to 20 students. Pilates is a method of exercise that combines flexibility, muscle strengthening and endurance. Pilates is very popular among dancers and athletes because it emphasizes balance, awareness, development of the body, and self-control. For those looking for immediate results, Pilates practice has shown tremendous results in providing relief from chronic back pain and is recommended by doctors to support post-surgery rehabilitation. In this class a foam roller and a Thera band are required. Both can be purchased from the instructor. In the beginning Pilates class, we will start by learning the fundamentals.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
70155.00	Younes	Alvarado	MP	\$65	9/14	8	Thu	5:00pm-6:15pm
70155.01	Younes	Alvarado	MP	\$32	11/9*	4	Thu	5:00pm-6:15pm
70155.02	Younes	Alvarado	MP	\$65	1/4*	8	Thu	5:00pm-6:15pm
70155.03	Younes	Alvarado	MP	\$23	3/8	3	Thu	5:00pm-6:15pm

*No class 11/23, 2/22

T'AI CHI

The gentle art of meditation through movement is taught through a series of easy-to-learn movement patterns, which focus on self-awareness and flow. T'ai Chi is healthful for all ages and physical conditions.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
70160.00	Umeki	Alvarado	MP	\$97	9/12	10	Tue	11:00am-12:30pm

HEALTH AND SAFETY CLASSES

ABOUT BOATING SAFELY

This class has now become required by California law (effective January 2018) in order to operate your boat. This class covers boat equipment, operation, navigation, tide and currents, plus boating laws and procedures with emphasis on safety. Taught by U.S. Coast Guard Auxiliary. Join other men and women boaters for this one-day class. You do not need to own a boat, just have an interest. You will receive a U.S. Coast Guard Auxiliary Certificate and wallet card, and proof of completion of this basic safety course. If you are interested in an exciting, in-depth boating safety course, check out this popular boating class. This beginner boating class will give you the knowledge needed to obtain a boat license or safety certification in many states. Many boat insurance companies will offer discounts on boating insurance to boaters who successfully complete About Boating Safely. *Text and all materials provided in class at a cost of \$35 payable to the instructor.*

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
80101.00	Blackburn	Alvarado	3	\$52	9/16	1	Sat	8:00am-4:00pm
80101.01	Blackburn	Alvarado	3	\$52	10/21	1	Sat	8:00am-4:00pm
80101.02	Blackburn	Alvarado	3	\$52	11/18	1	Sat	8:00am-4:00pm
80101.03	Blackburn	Alvarado	3	\$52	12/16	1	Sat	8:00am-4:00pm

AHA – BLS FOR HEALTHCARE PROVIDERS – CPR

This course is the foundation for saving lives after cardiac arrest. Single-rescuer and team basic life support skill for application in both in-facility and prehospital settings, will be taught. The class is designed for healthcare professional and other personnel who need to know how to perform CPR and other basic cardiovascular life support skills. Material fees: \$25 pay to instructor for textbook & card.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
80125.00	Robinson	Alvarado	10	\$29	9/23	1	Sat	9:30am-2:00pm
80125.01	Robinson	Alvarado	10	\$29	2/3	1	Sat	9:30am-2:00pm

BASIC FIRST AID

Enrollment is limited to 12 students. Members of this class will manage bleeding control, shock, learn to describe and react to burns, spinal injuries, severe allergic reactions, poisoning, diabetes and seizures, etc. Certification is awarded upon successfully passing skills and written exam. Must be able to read and understand English. \$3 extra for EMSA (pediatric) sticker if needed or required for card. Students who need recertification may come to class anytime between 1:30pm-2:30pm. *Recertification fee is \$20.* Must bring current certification card at time of registration and to class.



Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
80110.00	Berry	Alvarado	1	\$35	9/16	1	Sat	1:30pm-4:30pm
80110.01	Berry	Alvarado	1	\$35	10/21	1	Sat	1:30pm-4:30pm
80110.02	Berry	Alvarado	1	\$35	11/18	1	Sat	1:30pm-4:30pm
80110.03	Berry	Alvarado	1	\$35	12/16	1	Sat	1:30pm-4:30pm
80110.04	Berry	Alvarado	1	\$35	1/13	1	Sat	1:30pm-4:30pm
80110.05	Berry	Alvarado	1	\$35	2/10	1	Sat	1:30pm-4:30pm
80110.06	Berry	Alvarado	1	\$35	3/17	1	Sat	1:30pm-4:30pm

CPR

Enrollment is limited to 12 students. This course meets the requirements established by state childcare licensing (EMSA), bus drivers (EMSA), clear credentials, healthcare and a wide variety of professional, state and federal agencies. Must be able to read and understand English. Certification is awarded upon successfully passing skills and written exam. **Be on time to class.** Doors close at 8:10am. Students who need recertification may come to class anytime between 8:00am-9:30am. *Recertification fee is \$20.* Current certification cannot be expired more than two months. Must bring current certification card at time of registration and to class. \$3 per card for Pediatric payable to Marian Berry during class.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
80105.00	Berry	Alvarado	1	\$40	9/16	1	Sat	8:00am-1:00pm
80105.01	Berry	Alvarado	1	\$40	10/21	1	Sat	8:00am-1:00pm
80105.02	Berry	Alvarado	1	\$40	11/18	1	Sat	8:00am-1:00pm
80105.03	Berry	Alvarado	1	\$40	12/16	1	Sat	8:00am-1:00pm
80105.04	Berry	Alvarado	1	\$40	1/13	1	Sat	8:00am-1:00pm
80105.05	Berry	Alvarado	1	\$40	2/10	1	Sat	8:00am-1:00pm
80105.06	Berry	Alvarado	1	\$40	3/17	1	Sat	8:00am-1:00pm

NON-MEDICAL HOME CARE WORKER/ PERSONAL CARE-AIDE TRAINING PROGRAM

Home/personal care workers are people who care for individuals of all ages who have disabilities or a chronic illness and need their assistance. They may also provide support with household tasks and support for going out into the community. **First Aid & CPR required to complete program for certificate.**

SESSION 1

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
80106.00	Robinson	Alvarado	10	\$104	9/18	4	Mon-Thu	9:30am-1:30pm
80106.01	Robinson	Alvarado	10	\$104	1/22	4	Mon-Thu	9:30am-1:30pm

SESSION 2

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
80106.02	Robinson	Alvarado	10	\$104	10/7	4	Sat	9:30am-1:30pm
80106.03	Robinson	Alvarado	10	\$104	3/3	4	Sat	9:30am-1:30pm

LANGUAGES

Arabic, French, German, Ingles, Italian, Portuguese, Russian And Spanish

Recommended Order for learning a language: Level I, Level II and Level III. For best results take Level C after taking Level I. Good Luck and have fun learning your new language!

LEVEL I – Learn conversation and more for those starting from scratch. You will also learn the alphabet of the target language. There's a special emphasis for the alphabets of Arabic and Russian, since they are different from the English alphabet. The alphabets of Arabic & Russian are emphasized for reading skills.

LEVEL II – Learn conversation and more for those who want to add to basic knowledge. You will learn all parts of speech including verb conjugations, for a complete understanding of the target language. The language is taught with all its parts of speech for a complete understanding including verb conjugations like the imperfect, the preterite and the imperative, direct and indirect object pronouns, possessive adjectives and pronouns, reflexive verbs and more!

LEVEL III – For students ready to write and speak at the conversational level. The class is conducted for the most part in the target language. You will learn all verb tenses including the subjunctive, the imperative and compound tenses. This level will allow you to fully enjoy reading, writing, understanding and speaking your new language with ease and confidence.

LEVEL C – Complete beginner's conversational course. A prerequisite is LEVEL I OR some previous knowledge of the language. For first time students, it is recommended to take Level I before taking this Level C.

INGLES I – Para Hispanohablantes (English for Spanish Speakers) Este curso de Inglés se imparte en español para que los hispanohablantes puedan aprender Inglés de la manera rápida y divertida. El libro de texto es también en español para facilitar el aprendizaje del idioma Inglés. (This English course is taught in Spanish so that Spanish speakers can learn English the fast and fun way. The textbook is also in Spanish to facilitate learning the English language.) *Materials cost of approximately \$59 payable to the Instructor.*

ARABIC — LEVEL I, II

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
20101.00-I	Bandar	Alvarado	3	\$65	9/14	10	Thu	6:00pm-7:00pm
20105.00-II	Bandar	Alvarado	3	\$65	9/14	10	Thu	7:15pm-8:15pm
20101.01-I	Bandar	Alvarado	3	\$65	1/ 4*	10	Thu	6:00pm-7:00pm
20105.01 -II	Bandar	Alvarado	3	\$65	1/ 4*	10	Thu	7:15pm-8:15pm

*No class 2/22

FRENCH — LEVEL I, II, III, C

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
20110.00-I	Bandar	Alvarado	3	\$65	9/12	10	Tue	6:00pm-7:00pm
20115.00-II	Bandar	Alvarado	3	\$65	9/12	10	Tue	7:15pm-8:15pm
20117.00-III	Bandar	Alvarado	3	\$65	9/12	10	Tue	3:30pm-4:30pm
20116.00-C	Bandar	Alvarado	3	\$65	9/12	10	Tue	4:45pm-5:45pm
20110.01-I	Bandar	Alvarado	3	\$65	1/ 2*	10	Tue	6:00pm-7:00pm
20115.01-II	Bandar	Alvarado	3	\$65	1/ 2*	10	Tue	7:15pm-8:15pm
20117.01-III	Bandar	Alvarado	3	\$65	1/ 2*	10	Tue	3:30pm-4:30pm
20116.01-C	Bandar	Alvarado	3	\$65	1/ 2*	10	Tue	4:45pm-5:45pm

*No class 2/20

GERMAN — LEVEL I, II

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
20120.00-I	Bandar	Alvarado	3	\$65	9/13	10	Wed	2:15pm-3:15pm
20125.00-II	Bandar	Alvarado	3	\$65	9/14	10	Thu	2:15pm-3:15pm
20120.01-I	Bandar	Alvarado	3	\$65	1/3*	10	Wed	2:15pm-3:15pm
20125.01-II	Bandar	Alvarado	3	\$65	1/ 4*	10	Thu	2:15pm-3:15pm

*No class 2/21, 2/22

INGLES – LEVEL 1

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
20104.00	Bandar	Alvarado	3	\$65	9/12	10	Tue	2:15pm-3:15pm
20104.01	Bandar	Alvarado	3	\$65	1/ 2*	10	Tue	2:15pm-3:15pm

*No class 2/20

ITALIAN — LEVEL I, II, III, C

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
20130.00-I	Bandar	Alvarado	3	\$65	9/11*	10	Mon	6:00pm-7:00pm
20135.00-II	Bandar	Alvarado	3	\$65	9/11*	10	Mon	7:15pm-8:15pm
20136.00-III	Bandar	Alvarado	3	\$65	9/11*	10	Mon	3:30pm-4:30pm
20140.00-C	Bandar	Alvarado	3	\$65	9/11*	10	Mon	4:45pm-5:45pm
20130.01-I	Bandar	Alvarado	3	\$65	1/8*	10	Mon	6:00pm-7:00pm
20135.01-II	Bandar	Alvarado	3	\$65	1/8*	10	Mon	7:15pm-8:15pm
20136.01-III	Bandar	Alvarado	3	\$65	1/8*	10	Mon	3:30pm-4:30pm
20140.01-C	Bandar	Alvarado	3	\$65	1/8*	10	Mon	4:45pm-5:45pm

*No class 10/9, 1/15, 2/19

PORTUGUESE — LEVEL I, II

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
20145.00-I	Bandar	Alvarado	3	\$65	9/14	10	Thu	3:30pm-4:30pm
20155.00-II	Bandar	Alvarado	3	\$65	9/14	10	Thu	4:45pm-5:45pm
20145.01 -I	Bandar	Alvarado	3	\$65	1/ 4*	10	Thu	3:30pm-4:30pm
20155.01-II	Bandar	Alvarado	3	\$65	1/ 4*	10	Thu	4:45pm-5:45pm

*No class on 2/22

RUSSIAN I — LEVEL I

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
20160.00	Bandar	Alvarado	3	\$65	9/11*	10*	Mon	2:15pm-3:15pm
20160.01	Bandar	Alvarado	3	\$65	1/8*	10	Mon	2:15pm-3:15pm

*No class 10/9, 1/15, 2/19

SPANISH — LEVEL I, II, III & C

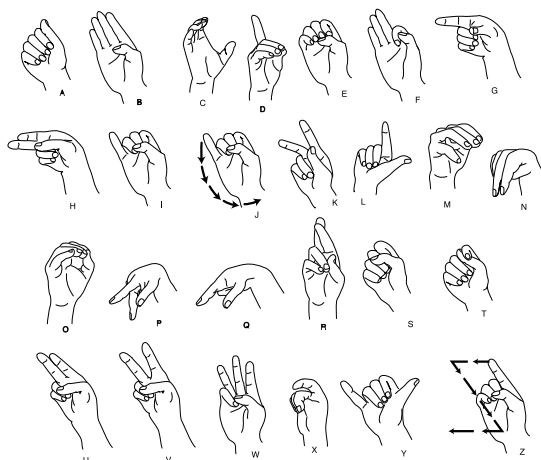
Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
20165.00-I	Bandar	Alvarado	3	\$65	9/13	10	Wed	6:00pm-7:00pm
20170.00-II	Bandar	Alvarado	3	\$65	9/13	10	Wed	7:15pm-8:15pm
20175.00-III	Bandar	Alvarado	3	\$65	9/13	10	Wed	3:30pm-4:30pm
20180.00-C	Bandar	Alvarado	3	\$65	9/13	10	Wed	4:45pm-5:45pm
20165.01-I	Bandar	Alvarado	3	\$65	1/3*	10	Wed	6:00pm-7:00pm
20170.01-II	Bandar	Alvarado	3	\$65	1/3*	10	Wed	7:15pm-8:15pm
20175.01-III	Bandar	Alvarado	3	\$65	1/3*	10	Wed	3:30pm-4:30pm
20180.01-C	Bandar	Alvarado	3	\$65	1/3*	10	Wed	4:45pm-5:45pm

*No class 2/21

A QUICK FIX! ENGLISH WRITING FOR IMMIGRANTS, TOURISTS AND VISITORS

Make a mistake in common English grammar writing? No problem! Put your thinking words, phrases and sentences into proper English writing. Put corrected English sentences into paragraphs. You can write, chat and text message abbreviations to a friend, relative or anyone. Bring a cell phone or iPhone to class, have fun!

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
20102.00	Luks	Alvarado	1	\$26	9/19	4	Tue	5:00pm-6:00pm
20102.01	Luks	Alvarado	1	\$26	1/2	4	Tue	5:00pm-6:00pm



DEAF INTERPRETER — SIGN LANGUAGE 1

This course is designed for beginners in sign language, a visual-gestural language created by deaf people. Learn how to communicate through non-verbal modalities by using your visual listening skills. This class is the first step for those thinking of working with the deaf. *Materials cost of \$20 payable to the instructor.*

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
20185.00	Berry	Alvarado	3	\$68	9/11*	7	Mon	7:00pm-8:30pm

*No class on 10/9

DEAF INTERPRETER - SIGN LANGUAGE 2

For students who have a working vocabulary of at least 150 signs and the ability to fingerspell. Students will communicate in sign language and learn to develop their receptive, expressive skills, and the use of classifiers. Students must be able to understand simple sentences in sign language. *Materials cost of \$15 payable to the instructor.*

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
20190.00	Berry	Alvarado	3	\$68	9/13	7	Wed	7:00pm-8:30pm

INTRODUCTION OF NON-VERBAL COMMUNITIES SIGN LANGUAGE OF INDIVIDUALS (AAUT)

This is the non-verbal communication approach for the Universal Communities Language of Individuals (AAUT). It uses hands and body gesture/signs of the characbetts and visual interpretation to communicate with each other. It covers the most basic elements of its sign language: Vocabulary, non-verbal conversation and body language. This is an experimental course for you and me!

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
20195.00	Luks	Alvarado	4	\$26	9/12	4	Tue	11:00am-12:00pm

INTRODUCTION OF UNIVERSAL COMMUNITIES LANGUAGE OF INDIVIDUAL (AAUT)

Don't know any foreign language! This is the language of the future. Grammar free! Write and speak what you think! This is a beginning course in the study of modern characbetts. It consists of 16 upper and lower written characbetts and 38 individual sounds for all the characbetts. Therefore, vocabulary is formed. It covers the most basic elements of the language: pronunciation and conversation, vocabulary and structures. Be proud to speak AAUT other than English!

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
20194.00	Luks	Alvarado	1	\$26	9/12	4	Tue	10:00am-11:00am

MEDICAL PROGRAMS

Check our website, wccae.info, for the latest information.

MEDICAL CODING PRACTICES I

Medical Coding technology is designed to prepare students to work in office positions in hospitals, doctor’s offices, health clinics, insurance companies and other health-related organizations. Students will develop skills using CPT, HCPCS, ICD 10 CM coding sets. *REQUIRED manuals: Current year (manuals change to 2018 October) CPT, ICD-10 CM code sets.*

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
07313.00	Robinson	Alvarado	10	\$227	9/14	14	Thur	6:30pm-9:00pm

MEDICAL CODING PRACTICES II

This course is part 2 of the Medical coding technology practices. The class continues the topic involved in the immensely important reimbursement cycle, which ensures that health care providers are paid for services. Students will develop skills using medical terminology, ICD coding, CPT coding. *Students should purchase current year CPT and ICD 10 Coding manuals.*

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
07320.00	Robinson	Alvarado	10	\$195	1/4*	12	Thu	6:30pm-9:00pm

*No class on 2/22

MEDICAL INSURANCE AND BILLING PRACTICES I

This course covers health insurance and managed care approaches to the financing and delivery of healthcare services. Students examine forms, processes, practices and the roles of health information professionals. Students discuss concepts in insurance, third-party and prospective payments and managed care organizations. *Textbook: Understanding Health Insurance: A Guide to Billing and Reimbursement. ISBN – 978-1285737522 12th edition; Workbook: Understanding Health Insurance: A Guide to Billing and Reimbursement. ISBN – 13: 978-1285737676*

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
07314.00	Robinson	Alvarado	10	\$227	9/12	14	Tue	6:30pm-9:00pm

MEDICAL INSURANCE AND BILLING PRACTICES II

Prerequisite: Medical Billing and Insurance Practices I. This course is part 2 of the Medical billing and Coding technology practices. The class continues the topic involved in the immensely important reimbursement cycle, which ensures that health care providers are paid for services. Students will develop skills using medical terminology, ICD coding, CPT coding, billing and reimbursement.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
07308.00	Robinson	Alvarado	10	\$195	1/2*	12	Tue	6:30pm-9:00pm

*No class on 2/20

ONLINE MEDICAL COURSES

BUSINESS OF MEDICINE: Intro to Medical Office Specialist and Management I—*Online/Distance Learning*

This course introduced students to the many dimensions and duties of the Medical Office Specialist position. Office support personnel must understand a variety of general office functions in order to provide efficient support of management functions. This course will provide a practical approach use of office equipment, computers and records management. **The first week there will be a MANDATORY orientation and course information class on Jan 3, 2018 from 6:30pm-7:30pm at Alvarado Adult School.**

Code	Instructor	Site	Room	Fee	Starts	Ends
07315.00	Robinson	Alvarado	10	\$156	1/3*	3/29
Wednesdays – Open Lab - 5:00pm-7:00pm						
*No class on 2/22						

COMMON MEDICAL CONDITIONS AND DISEASES—*Online/Distance Learning*

This course introduces the medical coding student to common medical conditions and diseases. Topics include etiology, symptoms and the physical and psychological reactions to diseases and injuries. **The first week, there will be a MANDATORY orientation and course information class on Sept. 11, 2017 at 6:30pm-7:30pm at Alvarado Adult School.** This course is a required class for Medical Billing, Coding.

Code	Instructor	Site	Room	Fee	Starts	Ends
07312.00	Robinson	Alvarado	10	\$182	9/13	12/13
Wednesdays – Open Lab - 7:00pm-9:00pm						



MEDICAL TERMINOLOGY II

This class continues from Medical Terminology basics, with a focus on the language used in the healthcare clinical facilities. Includes a system-by-system review of anatomic conditions, diseases, and operative terms, abbreviations, radiography procedures, laboratory tests and pharmacology terms. **The first week, there will be a MANDATORY orientation and course information class on Sept. 11, 2017 at 6:30pm-7:30pm at Alvarado Adult School.** This course is a required class for Medical Billing, Coding, and Business of Medicine: Medical Office Specialist certificates.

Code	Instructor	Site	Room	Fee	Starts	Ends
07322.00	Robinson	Alvarado	10	\$182	9/13	12/13
Wednesdays – Open Lab - 5:00pm-7:00pm						

PHARMACOLOGY FOR MEDICAL CODING—*Online/Distance Learning*

Students learn basics of pharmacotherapy as it relates to the duties of a medical coder. Drug classifications and matching drugs to common conditions and laboratory findings are emphasized. The first week, there will be a MANDATORY orientation and course information class on Jan 3, 2018 at 6:30pm-7:30pm at Alvarado Adult School. This course is a required class for Medical Coding certificates.

Code	Instructor	Site	Room	Fee	Starts	Ends
07325.00	Robinson	Alvarado	10	\$156	1/3*	3/29
Wednesdays - Open Lab 7:00pm – 9:00pm						
*No class on 2/22						

OLDER ADULT EDUCATIONAL OPPORTUNITIES

There are two kinds of classes offered for Adults 55 years and older, Senior Centers and Ongoing 55+ Classes.

SENIOR CENTERS

Senior Centers offer topical speakers, resource information, some health screening, exercises, table games, handicrafts, needlework, special occasion celebrations, a variety of entertainment, occasional field trips, fellowship, friendship, massage, snacks, and cultural activities. In addition, instruction is available in foreign languages (Spanish and German), computer skills, internet access, arts and crafts, t'ai chi, current events, and dance. A low-cost lunch is also available.

MONDAYS

El Sobrante Senior Center 8:30am-1:30pm
 St. Callistus Senior Center, 3580 San Pablo Dam Road, El Sobrante
 Contact Marge Essel (510) 223-1153

Christ Lutheran Senior Center 9:00am-2:00pm
 780 Ashbury, El Cerrito
 Contact Carol Kehoe (510) 524-1050 or (510) 527-0389

Offering: Spanish, German, line dancing, current events, special speakers, home cooked lunch, seated exercise, beginning Spanish and ukulele and Mandarin.

TUESDAYS

St. John's Senior Center 9:00am-2:00pm
 6500 Gladys Avenue, El Cerrito
 Contact TBA

St. John's Senior Center (T'ai Chi) 9:30am-10:30am
 6500 Gladys Avenue, El Cerrito
 Contact Glenn Corley (510) 237-3808

SATURDAYS (FIRST AND THIRD SATURDAYS ONLY)

El Cerrito Open House 9:00am-3:00pm
Senior Center
 6500 Stockton Avenue, El Cerrito
 Contact Marjorie Fujioka or (510) 559-7679
 Kimi Honda

To see what we offer visit: www.SakuraKaiEC.org



ONGOING 55+ CLASSES

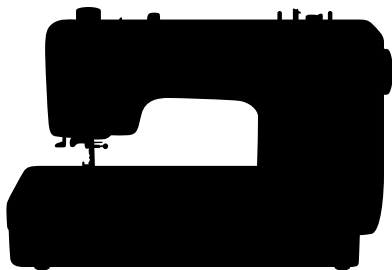
If you are 55+ you are invited to take advantage of the various classes. Most classes meet weekly. Come to class and share the fun of learning with others.

TUESDAY & THURSDAY 11:00am-12:30pm Strong Women Stay Young
 Instructor: Amy Aldrich (510) 307-8085
 Richmond Senior Center, 2525 Macdonald Avenue, Richmond

TUESDAY 1:30pm-3:30pm Physical Fitness "Ballroom Dancing"
 Instructor: Amy Aldrich (510) 307-8085
 Richmond Senior Center, 2525 Macdonald Avenue, Richmond

TUESDAY 3:15pm-4:30pm Strong Women Strong Bones
 Instructor: Amy Aldrich (510) 307-8085
 Richmond Senior Center, 2525 Macdonald Avenue, Richmond

THURSDAY 12:30pm-2:00pm Strong Women Strong Bones
 Instructor: Amy Aldrich (510) 307-8085
 Richmond Senior Center, 2525 Macdonald Avenue, Richmond



SEWING AND FABRIC CRAFTS

BASIC BEGINNING SEWING

Enrollment is limited to 9 students. Learn to sew, basic techniques of clothing construction, sewing for the home, and creating unique gifts. Learn about fabric and pattern selection, pattern layout, construction methods, how to understand and safely use a sewing machine, and factors in the selection of your sewing machine. Factory sewing tips included. ESL students welcome.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
60101.00	Lang	Alvarado	6	\$130	9/28*	8	Thu	6:30pm-9:00pm

CONTINUING SEWING I

Enrollment is limited to 3 students. This class will be joining the already existing basic sewing class. Continuing Sewing is designed for students who have taken the Basic course and are ready to further their sewing skills with a basic or intermediate project. Review of basics, increased understanding of your machine and additional techniques. (This class is not for beginners!)

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
60105.00	Lang	Alvarado	6	\$117	10/12	6	Thu	6:00pm-9:00pm

CONTINUING SEWING II

Enrollment is limited to 6 students. Continuing Sewing II is designed for students who have taken the Basic course and are ready to further their sewing skills with a basic or intermediate project. Review of basics, increased understanding of your machine and additional techniques. (*This class is not for beginners!*)

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
60115.00	Lang	Alvarado	6	\$58	11/30	3	Thu	6:00pm-9:00pm

HEXAGONS IN QUILTS

You will learn how to use paper hexagons to sew fabric hexagons by hand (English Paper Piecing) and by machine (Y seams). We will cut out and sew a few hexagons in class to make a small "flower". You may want to use your "sample" for another project (notebook cover, shopping bag, pillow, table topper...) or just use it as a practice piece. We will go over how to attach several of these flowers together to make a large quilt along with how to finish the edges. Please pick up a supply list before class by email or in person. Machine skills required; beginners to advanced quilters welcome. Students are responsible for their materials and a supply list is available on our website or at Serra Adult School.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
10604.00	Tarabini	Alvarado	6	\$20	9/11	1	Mon	6:00pm-9:00pm

SPECIAL INTEREST**ACTORS STUDIO THEATER**

Be in a play! Whether you're a beginner or a professional, join this class to rehearse and perform short plays, one acts, ten minute, one minute plays are all on the playbill. In the process you will gain acting and performing skills building a theater community, work with seasoned professional theater artists who have worked and directed theater throughout the Bay Area.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
44101.00	Garcia	Alvarado	4	\$45	9/13	7	Wed	7:30pm-8:30pm
44101.01	Garcia	Alvarado	4	\$45	1/3	7	Wed	7:30pm-8:30pm

NEW BACH FLOWER REMEDIES

Discover the healing powers of Bach flower remedies. Learn to use the essences to calm the spirit and clarify the mind.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
05511.00	Kehoe	Alvarado	2	\$20	9/16	1	Sat	1:00pm-4:00pm

**HESPERIAN: Westerners Family Surnames & Affairs – Introduction**

A brief introduction to Hesperian–Westerners cultural affairs and the countries of different surnames and family names. Students will learn the most common European surnames structure and to recognize various Hesperian-Westerners surnames origin. This is not an ancestry finding course but an opportunity to know about a surname without asking “Who are You?” An optional reference book of “Hesperian Surnames and History” will be available at the end of the course.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
44105.00	Luks	Alvarado	2	\$26	9/13	4	Wed	11:00am-12:00pm

IMPROVE YOUR MEMORY

Learn simple easy-to-use techniques and time-tested strategies to improve your memory, to retain what you read, and to be able to find things you mislaid. Learning to use your abilities wisely you will be able to become more confident.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
05510.00	Kehoe	Alvarado	2	\$52	9/21	4	Thu	1:00pm-3:00pm

LEARN SUDOKU

Learn how to do Sudoku. It is an easy game once you understand how it works.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
05507.00	Kehoe	Alvarado	2	\$20	9/14	1	Thu	1:00pm-3:00pm

MAKING BUSINESS AND PERSONAL DECISIONS WITH THE I CHING AND CRITICAL THINKING

The I Ching is an ancient intuitive tool for decision making, creativity, and prediction. Scholars from Confucius to Carl Jung used it extensively. It enables people all over the world to make sense of their circumstances and take charge of their lives. Learn the basics of the I Ching: the 64 hexagrams, what they represent and how they connect with each other. Practice how to formulate precise questions and interpret the results by discussing examples and doing readings to interested students from the class. All materials will be provided.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
44107.00	Ramon	Alvarado	4	\$32	9/19	2	Tue	6:00pm-8:30pm
44107.01	Ramon	Alvarado	4	\$32	1/16	2	Tue	6:00pm-8:30pm

MEDICARE PLAN REVIEW FOR 2018

Medicare open enrollment is from Oct. 15 – Dec. 7, 2017. It's important to review your Medicare prescription drug or HMO plan each year. Plans can change their benefits and costs or your needs may have changed. Registered HICAP (Health Insurance Counseling and Advocacy Program of Contra Costa County) counselors will be available to review your Medicare coverage and help make sure you have the best option for 2018. HICAP may be able to save you money. Call HICAP at 925-602-4163 to schedule an appointment or go to www.cchicap.org to download a worksheet. Walk-ins are also welcome. HICAP offers free, impartial service and doesn't sell or endorse any products.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
07326.00	McIntosh	Alvarado	4	Free	12/2	1	Sat	10:00am-2:00pm

WELCOME TO MEDICARE

Do you have questions about MEDICARE? HICAP has the answers. Welcome to Medicare is a free class presented by the Health Insurance Counseling and Advocacy Program (HICAP) in Contra Costa County. During this session will explain and answer questions about Medicare benefits, prescription medication coverage, Medicare Advantage plans (HMOs), Medicare Supplemental insurance and will discuss how Medicare coordinates with retiree benefits or veterans' benefits. After this session, you will be able to make informed decisions on how best to address your needs for health insurance coverage with Medicare. Call HICAP to register (925) 602-4168.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
44110.00	McIntosh	Alvarado	2	Free	9/12	1	Tue	6:30pm-8:30pm
44110.01	McIntosh	Alvarado	2	Free	10/10	1	Tue	6:30pm-8:30pm
44110.02	McIntosh	Alvarado	2	Free	11/14	1	Tue	6:30pm-8:30pm
44110.03	McIntosh	Alvarado	2	Free	12/12	1	Tue	6:30pm-8:30pm
44110.04	McIntosh	Alvarado	2	Free	1/9	1	Tue	6:30pm-8:30pm
44110.05	McIntosh	Alvarado	2	Free	2/13	1	Tue	6:30pm-8:30pm
44110.06	McIntosh	Alvarado	2	Free	3/13	1	Tue	6:30pm-8:30pm

TEST PREPARATION

CBEST TEST PREPARATION

Math

Code	Instructor	Site	Room	Fee	Meets twice	Days	Time
88110.00	Cruthird	Alvarado	2	\$30	9/9 & 9/16	Sat	8:00am-10:00am
88110.01	Cruthird	Alvarado	2	\$30	12/2 & 12/9	Sat	8:00am-10:00am
88110.02	Cruthird	Alvarado	2	\$30	1/20 & 1/27	Sat	8:00am-10:00am

Reading

88115.00	Cruthird	Alvarado	2	\$30	9/9 & 9/16	Sat	10:15am-1:15pm
88115.01	Cruthird	Alvarado	2	\$30	2/2 & 12/9	Sat	10:15am-1:15pm
88115.02	Cruthird	Alvarado	2	\$30	1/20 & 1/27	Sat	10:15am-1:15pm

Writing

88120.00	Cruthird	Alvarado	2	\$30	9/9 & 9/16	Sat	1:30pm-3:30pm
88120.01	Cruthird	Alvarado	2	\$30	12/2 & 12/9	Sat	1:30pm-3:30pm
88120.02	Cruthird	Alvarado	2	\$30	1/20 & 1/27	Sat	1:30pm-3:30pm

WCCUSD INSTRUCTIONAL ASSISTANT TEST REVIEW

(Distance Learning)

WCCAE is offering test preparation for the Instructional Assistant Exam through Distance Learning. Anyone interested in preparing for the exam should meet with the Distance Learning instructor for testing and instructional materials to take home and return on a weekly basis.

Code	Instructor	Site	Room	Fee	Starts	Days	Time
88101.01	Pekedis	Alvarado	7	\$35	Open Enrollment	Tue/Thu	6:00pm-7:30pm

Continuing Education Classes for CNAs

Offered by Adult School Allied Health Educators (ASAHE)

Saturdays, 8:00am – 4:30pm

Alvarado Adult School
5625 Sutter Avenue, Richmond, CA 94804

\$50 for 8 units (cash or check)

First time students please arrive 10 minutes before class to register.

There is no pre-registration needed for returning students.

UPCOMING DATES:

- Sept 23 Legal and Ethical Issues (8 units)
- Oct 7 Restorative care (4 units); Rehab (4 units)
- Dec 9 Musculoskeletal System (4 units); Musculoskeletal Disorders (4 units)

Call 510-879-7166 for more information or visit www.adultschoolhealth.com. Check website for winter dates.



TRADES PROGRAMS

CERTIFICADO DE REPARACION Y MANTENIMIENTO DE EDIFICIOS – PRINCIPIANTE

Registracoin limitada para 10 estudiantes. Esta clase es entrenamiento manual en carpintería, lectura de planos, electricidad, plomería, pintura y reparaciones. Materiales y herramientas serán proporcionadas para uso en la clase. 20 horas tienen que ser completadas para recibir certificado.

Curso	Instructor	Lugar	Salon	Costo	Empleza	Clases	Dias	Hora
06205.00	Rodriguez	DeJean	E103	\$130	9/14	8	Jue	6:00pm-8:30pm
06205.01	Rodriguez	DeJean	E103	\$130	1/11*	8	Jue	6:00pm-8:30pm

*No class 2/22

CERTIFICADO DE REPARACION Y MANTENIMIENTO DE EDIFICIOS – AVANZADO

Registrazione limitada para 10 estudiantes. Clase de Principiante. La Clase de Principiante puede tomarse al mismo tiempo que la clase avanzada.

Curso	Instructor	Lugar	Salon	Costo	Empleza	Clases	Dias	Hora
06210.00	Rodriguez	DeJean	E103	\$260	9/16	8	Sáb	9:00am-2:00pm
06210.01	Rodriguez	DeJean	E103	\$260	1/13*	8	Sáb	9:00am-2:00pm

*No class 2/24

ELECTRICAL CONTROLS

Learn how to read electrical schematics and ladder drawings. Understand motor control logic, relay logic, circuit protection, transformers, generators, photo cells, power distribution, building automation (BACNET), programmable logic controllers (PLC), HMI, SCADA, VFD. We will also be working with robotic and Wi-Fi technology. Students will learn electrical troubleshooting methods using different types of testing equipment. Buildings are becoming smarter, so we must keep pace with them.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
06215.00	Bartoni	ECHS	Auto Shop	\$175	9/13	11	Wed	6:00pm-9:30pm
06215.01	Bartoni	ECHS	Auto Shop	\$175	1/3*	11	Wed	6:00pm-9:30pm

*No class on 2/21

FACILITY MAINTENANCE OPERATOR TRAINING

For those interested in starting a career as a stationary engineer (local 39), facility maintenance or just in the mechanical trades. This course teaches you the skills needed to be successful in this very important industry. Learn to operate boilers, chillers, pumps, ventilation systems, electrical distribution, fire and life safety systems and much more. We will also learn different welding and fabrication skills related to gas welding, arc welding, GMAW and GTAW. Become one of many highly skilled individuals who maintain our power plants, hospitals, high rise buildings, hotels, airports, school districts just to name a few.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
06220.00	Bartoni	ECHS	Auto Shop	\$162	9/11	10*	Mon	6:00pm-9:30pm
06220.01	Bartoni	ECHS	Auto Shop	\$162	1/8*	10*	Mon	6:00pm-9:30pm

*No class 10/9, 1/16, 2/19

HOME/BUILDING MAINTENANCE REPAIRER CERTIFICATE

Enrollment is limited to 18 students. This class is hands-on training in basic carpentry, electrical, lock installation, blueprint reading and plumbing. Tools and supplies provided. You must complete 20 hours to receive certificate.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
06225.00	Bartoni	ECHS	Auto Shop	\$178	9/14*	11	Thu	6:00pm-9:30pm
06255.01	Bartoni	ECHS	Auto Shop	\$81	1/4	5	Thu	6:00pm-9:30pm

*No class 11/23, 2/22

NEW H.V.A.C-I & HVAC II (HEATING, VENTILATION, AND AIR CONDITIONING)

Enrollment limited to 15 students. This class is structured to give maximum training in the principal and theory of air conditioning and refrigeration systems. You will learn the techniques of soldering, brazing and other welding skills. The second part of this class will provide hands on training in evacuations and charging of air conditioners. Students will also learn how to test, adjust, balance and troubleshoot a variety of heating and cooling systems such as split systems, heat pumps, boilers, chillers and ventilation equipment. We are an official Environmental Protection Agency (EPA) testing center for type I, type II, type III and universal certifications. This will be discussed in our first meeting.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
06270.00	Bartoni	ECHS	Auto Shop	\$178	9/12	11	Tue	6:00pm-9:30pm
06270.01	Bartoni	ECHS	Auto Shop	\$178	1/2*	11	Tue	6:00pm-9:30pm

*No class 2/20

WELDING

Enrollment limited to 15 students. This course will train you in the art of metal fabrication, structural design and metallurgy. Learn how to weld using oxy/acetylene welding, arc welding, TIG welding and MIG welding. We cover blueprint reading and shop drawings. Learn all the welding skills needed to get a job in this demanding field. Safety and PPE discussed at first meeting.

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
06275.00	Bartoni	ECHS	Auto Shop	\$178	9/15*	11	Fri	6:00pm-9:30pm
06275.01	Bartoni	ECHS	Auto Shop	\$178	1/5*	11	Fri	6:00pm-9:30pm

*No class on 11/10, 11/24, 2/24

WOODWORKING

This is a very unique class that teaches old and new world techniques. Learn wood turning, surface planeing, wood joinery and much more. We have all the machines and talent to help you create and complete your projects. Come and join our family of woodworkers.

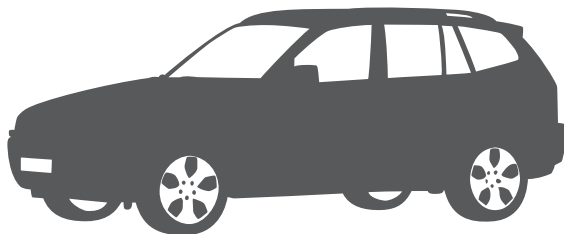
Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
06265.00	Bartoni	RHS	509	\$195	9/16	10*	Sat	9:00am-12:00pm
06265.01	Bartoni	RHS	509	\$195	1/6	10*	Sat	9:00am-12:00pm

*No class 11/11, 11/25, 2/24

SOLAR TECHNOLOGY (EPJS) + ENERGY STORAGE SYSTEMS + OSHA 10 HOUR FOR CONSTRUCTION CERTIFICATE JOB TRAINING

This course covers the following aspects of solar jobs within the solar industry: installation of photovoltaic (PV) systems and introduction to residential, commercial and utility scale use. Students will learn calculations for residential and commercial systems. Calculator is recommended. Class is being taught by Martin Herzfeld, Interstate Renewable Energy Council (IREC) Certified Master Trainer for Photovoltaics (PV) Installation Professional – one of the few master trainers in California. The course also covers the use of Electric Vehicles (EVs) which are growing in the United States and worldwide along with solar technology. The combination of using solar with EVs is a natural fit and the course provides an introduction to Energy Storage Systems (ESS). For safety, the course provides the training to receive a Federal OSHA 10hr for Construction Certificate upon successful completion of the class and exams. Martin Herzfeld is also one of the few OSHA-Authorized Construction Trainers who provides an emphasis on the installation and support of solar energy systems. As a registered course, this class qualifies for continuing education units (CEU) with the North American Board of Certified Energy Practitioners (NABCEP).

Code	Instructor	Site	Room	Fee	Starts	Meetings	Days	Time
06240.00	Herzfeld	Alvarado	4	\$75	9/16	6	Sat	9:00am-3:00pm
06240.01	Herzfeld	Alvarado	4	\$75	1/6	6	Sat	9:00am-3:00pm



TRAFFIC VIOLATOR SCHOOL

This is an 8-hour course established with the cooperation of Public Education Providers and the Department of Motor Vehicles (D.M.V.). The course is open to all individuals who have been given this option.

- Registration in person is required with a \$35 non-refundable fee at the West Contra Costa Adult Education Office, 6028 Ralston Ave., Richmond. Please bring Driver's License and court issued paperwork.
- Please arrive at scheduled start time. Note: You will NOT be admitted to class after 8:15am.
- Attendance at the 8-hour session is mandatory to complete the course.
- Transfers are allowed once only.
- Bring a ballpoint pen.

RESULTS: Note that results will be sent directly to court. No certificate will be issued.

You must register in person at the Serra Adult School office.

Code	Instructor	Site	Room	Fee	Dates	Meetings	Days	Time
99101.00	Osterholt	Serra	6	\$35	9/23	1	Sat	8:00am-4:30pm
99101.01	Osterholt	Serra	6	\$35	10/21	1	Sat	8:00am-4:30pm
99101.02	Osterholt	Serra	6	\$35	11/18	1	Sat	8:00am-4:30pm
99101.03	Osterholt	Serra	6	\$35	12/16	1	Sat	8:00am-4:30pm
99101.04	Osterholt	Serra	6	\$35	1/20	1	Sat	8:00am-4:30pm
99101.05	Osterholt	Serra	6	\$35	2/10	1	Sat	8:00am-4:30pm
99101.06	Osterholt	Serra	6	\$35	3/17	1	Sat	8:00am-4:30pm

VOCATIONAL TRAINING

FOCUS (Finding Opportunities/Careers For Ultimate Self-Sufficiency)

FOCUS is a class for CalWORKS participants. It covers reading, writing, math, speaking and listening skills in the workplace. If you are a CalWORKS participant and interested in this class, please contact your CalWORKS caseworker for further information and/or referral.

SAN PABLO ECONOMIC DEVELOPMENT CORPORATION

Removing Barriers is a low-cost laser tattoo removal program to remove barriers to opportunity. We offer flat-fee laser tattoo removal every third Saturday of the month from 8 to 11:30 AM. Each 5-minute session costs \$50 for San Pablo residents; \$80 for all others. Call today to make your appointment at 510-215-3189.

Free monthly job readiness workshops for workforce take place at the San Pablo EDC the first Thursday of the month at 5:30 PM. Call 510-215-3200 to enroll.

HOW TO REGISTER

- **Register online:** Go to wccae.info and follow instructions. Credit or debit card required.
- **Register in person:** Adult Education – Alvarado Campus, 5625 Sutter Avenue, Richmond. Cash, Check, Credit and Debit Cards Accepted. Do not use the mail-in registration form when registering in person. Forms are available in the office.
NO REGISTRATION AT SERRA CAMPUS.
- **Register by mail:** Use the form below (also available at www.wccae.info). Mail the form with check or money order to: Adult Education – Alvarado Campus, 5625 Sutter Avenue, Richmond, CA 94804. To receive confirmation of enrollment, please include a self-addressed, stamped envelope.

Note: Special registration procedures are required for High School Diploma, Adult Basic Education, English as a Second Language and Adults with Disabilities. See course details for registration information.

Make checks payable to: WCCAE (Fee of \$35, cash only, charged for insufficient funds.)

Fall 2017–Winter 2018

WEST CONTRA COSTA ADULT EDUCATION
5625 SUTTER AVE., RICHMOND 94804 • PHONE: 510-231-1453 • WWW.WCCAE.INFO

NAME _____ DATE _____
 MALE FEMALE BIRTHDATE _____ FIRST _____ MIDDLE _____
 ADDRESS _____ CITY _____ ZIP _____
 HOME PHONE _____ WORK PHONE _____ EMAIL _____
 COURSE TITLE _____ COURSE NUMBER _____ FEE _____
 INSTRUCTOR _____
 COURSE TITLE _____ COURSE NUMBER _____ FEE _____
 INSTRUCTOR _____
 COURSE TITLE _____ COURSE NUMBER _____ FEE _____
 INSTRUCTOR _____
 CASH CHECK (payable to: WCCAE) CHECK NUMBER _____ **TOTAL FEES** _____

ETHNICITY: Alaskan American Indian Asian African American Filipino Hispanic White Other

For statistical reporting only: Are you receiving financial assistance? YES NO

Are you participating in any of the following: AFDC WIA CALWORKS SSI/Disability Ins. Unemployment Benefits

ADULT EDUCATION SITES

Alvarado Adult School
5625 Sutter Avenue
Richmond, CA 94804
(510) 231-1453

Serra Adult School
6028 Ralston Avenue
Richmond, CA 94805

El Cerrito High School (ECHS)
540 Ashbury Avenue
El Cerrito, CA 94530

LaVonya DeJean Middle School (DeJean)
3400 Macdonald Avenue
Richmond, CA 94805

Helms Middle School (Helms)
2500 Road 20
San Pablo, CA 94806

Pinole Senior Center (PSC)
2500 Charles Avenue
Pinole, CA 94564

Kennedy High School (JFK)
4300 Cutting Blvd.
Richmond, CA 94804

Richmond High School (RHS)
1250 23rd Street
Richmond, CA 94804

Visit www.wccae.info for site maps

ADMISSIONS

Classes are open to adults 18 years or older. You do not have to reside in West Contra Costa Unified School District to attend.

Classes that fall below minimum enrollment numbers are subject to cancellation or modification of fees and/or hours.

FEES

Fees have been set to provide the maximum services at the lowest possible cost to students. In most cases a minimum number of students are required to start a class at the stated fee. If less than the minimum enroll in the class, hours of instruction can be decreased or the fee can be increased for the class to continue. Senior discounts do not apply.

Schedules and fees subject to change.

NOTA: Horarios de clases y costo estan sujetos a cambios.

Por favor vea nuestra página electrónica: wccae.info para ver la información actualizada.

Design by Nancy Siller Wilson
www.nancywilsondesign.com



Classes at West Contra Costa County Adult Education are accredited by the Western Association of Schools and Colleges.

COMPLAINTS

Uniform Complaint procedures and forms are available upon request from each Adult Education teacher and/or the Adult Education office.

NONDISCRIMINATION

The West Contra Costa Unified School District does not discriminate on the basis of race, color, national origin, gender, disability, age, sexual orientation, marital status or religion in any of its policies, practices or procedures.

REFUND POLICY

- **No refunds** after the first class meeting unless class is cancelled by WCCAE.
- **There is a \$10 processing fee** for refunds that have been requested at least two business days prior to the start of class.
- **No refunds for books.**
- Full refunds are given if WCCAE cancels a class.
- A \$35 insufficient funds fee is assessed for returned checks. The fee is payable by cash only.

NOTIFICATION OF ENROLLMENT

You will be notified only if the class you want is full or there has been a change in the schedule.

No children allowed in classes.

No cell phone use in class.

No smoking anywhere on campus.

Visit our website for the latest information ▶



WEST CONTRA COSTA ADULT EDUCATION



*We're
here
for you!*



Job Training • Workforce Preparation

Community Education • Older Adult Programs
Computer Education • High School Diploma
GED® Preparation • Health and Safety • ESL/Citizenship

www.wccae.info

Registration begins August 28, 2017

West Contra Costa
Unified School District
Adult Education
1108 Bissell Avenue
Richmond CA 94801

Non-Profit
Organization
US Postage
PAID
Richmond, CA
Permit No. 117

***** DATED MATERIAL *****
RESIDENTIAL CUSTOMER LOCAL