

# California Department of Education

Date: July 08, 2019  
To: Karen Malkiewicz  
Elk Grove Unified School District  
**CDS: 34-67314**  
From: Cliff Moss  
Education Programs Consultant  
Adult Education Office  
916-327-6378  
Subject: Course Approval for 2019-20



Your request for approval of the following 90 courses have been received, recorded, and approved for the 2019-20 school year.

Course Number	Course Name	Course Outline Developed/Updated	Job Market Study Year
2102	Basic English	2018	--
9997	Community Access Skills and Functional Academics	2018	--
2403	Algebra 1	2018	--
2404	Algebra II	2018	--
2816	Art Appreciation	2018	--
2803	Art History	2018	--
2603	Biology	2018	--
2607	Chemistry	2018	--
2401	Consumer Mathematics	2018	--
2618	Earth Science	2018	--
2701	Economics	2018	--
2131	English 10	2018	--
2132	English 11	2018	--
2133	English 12	2018	--
2130	English 9	2018	--
2198	English Elective	2018	--

2823	Fundamentals of Art	2018	--
2400	General Mathematics	2018	--
2611	General Science	2018	--
2413	Geometry	2018	--
9972	Government	2018	--
2535	Health	2018	--
2910	History/Appreciation of Theater/Film/Video/Media	2018	--
2425	Integrated Mathematics I	2018	--
2426	Integrated Mathematics II	2018	--
2427	Integrated Mathematics III	2018	--
2408	Intermediate Algebra and Trigonometry	2018	--
2621	Life Science	2018	--
2498	Mathematics Elective	2018	--
9999	Multi-subject High School Diploma Courses	2018	--
2307	Music Appreciation	2018	--
2610	Physical Science	2018	--
2424	Pre-Algebra	2018	--
2414	Pre-Calculus	2018	--
2714	Psychology	2018	--
2698	Science Elective	2018	--
2798	Social Science Elective	2018	--
2206	Spanish	2018	--
9969	Test Preparation	2018	--
2407	Trigonometry	2018	--
2709	United States History	2018	--
2711	World History: Survey	2018	--
2724	World Regional Geography	2018	--
4015	Crop Production	2018	2019
4051	Introduction to Ornamental Horticulture	2018	2019
5950	Construction Technology	2018	2018
4602	Business Fundamentals	2018	2018

4623	Business Technology	2018	2018
9975	Basic Computer Literacy	2018	--
9978	Career Exploration	2018	--
4321	Child Development and Guidance	2018	--
9994	Civic Engagement Elective	2018	--
9976	College Exploration	2018	--
9991	Computers in the Workplace	2018	--
4342	Economics for Living	2018	--
4351	Family and Human Development	2018	--
4361	Food and Nutrition	2018	--
9979	General Elective	2018	--
9995	Government and History (Citizenship Preparation)	2018	--
9971	Health and Fitness	2018	--
9993	Understanding Healthcare	2018	--
4321	Child Development and Guidance	2017	2018
4351	Family and Human Development	2018	2018
9987	Academic ESL	2018	--
9980	Advanced ESL	2018	--
9982	Beginning ESL	2018	--
9986	ESL MultiLevel	2018	--
9983	General ESL	2018	--
9981	Intermediate ESL	2018	--
9984	Special ESL	2018	--
9985	VESL (Vocational ESL)	2018	--
2655	Anatomy and Physiology	2019	2019
4250	Diagnostic Services	2019	2019
4257	Healthcare Occupations	2019	2019
4263	Introduction to Health Information and Records System	2019	2019
4264	Introduction to Healthcare Administrative Services	2019	2019
4274	Medical Insurance Billing and Coding	2019	2019

4275	Medical Office	2019	2019
4273	Medical Terminology	2019	2019
4279	Nursing Service	2019	2019
4421	Food and Beverage Production and Preparation	2018	2018
4361	Food and Nutrition	2018	2018
4420	Food Service and Hospitality Services	2018	2018
4441	Hospitality, Tourism, and Recreation	2018	2018
4615	Office Systems and Technologies	2019	2019
5631	Drafting/Computer Aided Design	2018	2018
5639	Welding Technologies and Fabrication	2018	2018
5619	Welding Technology	2018	2018
5669	Advanced Automotive Service	2018	2018
5668	Automotive Service	2018	2018

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

---

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

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

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

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

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

---

For Vocational Education courses:

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