

Board Office Use: <b>Legislative File Info.</b>	
File ID Number	22-2357
Introduction Date	10/26/22
Enactment Number	22-1828
Enactment Date	10/26/2022 er



# Board Cover Memorandum

**To** Board of Education

**From** Sondra Aguilera, Acting Superintendent  
Kim Jones, Director, Oakland Adult & Career Education

**Meeting Date** October 26, 2022

**Subject** Resolution No. 2223-0006 - Oakland Adult and Career Education Courses – 2022-23 School Year - Adult and Career Education Department

**Ask of the Board** Approval by the Board of Education of a Resolution No. 2223-0006, authorizing the courses offered by Oakland Adult and Career Education (OACE) for the 2022-23 school year.

**Background** OACE receives ongoing funding through the California Adult Education Program and the Workforce Innovation and Opportunity Act (WIOA) Title II. OACE is requesting the Board to approve courses accepted by the CDE for 2022-23 as required by the California Department of Education (CDE).

**Discussion** According to the CDE, all WIOA Title II funded programs must have all courses approved by their local board at least once per school year. OACE submitted courses to the CDE for their approval and were approved. The courses approved by the CDE are the official course titles for OACE classes. The CDE allows for marketing titles of courses that fit under official titles to better promote classes in the community. OACE uses marketing titles such as “Family Literacy”, “College and Career Readiness”, “HSE (High School Equivalency) Preparation” and “HSD (High School Diploma” under these approved CDE course titles. All OACE courses meet optimum educational standards, which contain goals and purposes, performance objectives or competencies, instructional strategies, units of study, with approximate hours allotted for each unit, evaluation procedures, and clear course completion requirements of established goals and objectives.

**Fiscal Impact** No Fiscal Impact

**Attachment(s)**

- Resolution No. 2223-0006
- Approved CDE Courses for 2022-23 School Year

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**RESOLUTION  
OF THE  
BOARD OF EDUCATION  
OF THE  
OAKLAND UNIFIED SCHOOL DISTRICT  
NO. 2223-0006**

Adult & Career Education Courses Approval for 2022-23

**WHEREAS**, Oakland Adult and Career Education (OACE) for the 2022-23 school year seeks annual course approval as noted by previous year’s Governing Board approval 2122-0002;

**WHEREAS**, OACE has a history of 150 plus years of providing Adult Education to the City of Oakland;

**WHEREAS**, OACE receives ongoing funding through the California Adult Education Program and the Workforce Innovation and Opportunity Act (WIOA) Title II;

**WHEREAS**, According to the California Department of Education (CDE), all Adult Education programs funded with state and federal dollars must have all courses approved by their local board at least once per school year;

**WHEREAS**, OACE submitted courses to the CDE for their approval and were approved on August 25, 2022;

**WHEREAS**, The OACE courses approved by the CDE are official course titles for OACE classes. The CDE allows for marketing titles of courses that fit under official titles to better promote classes in the community. OACE uses marketing titles such as “Family Literacy”, “College and Career Readiness”, and “HSE (High School Equivalency) Preparation” under approved CDE course titles;

**WHEREAS**, All OACE courses meet optimum educational standards which contain goals and purposes, performance objectives or competencies, instructional strategies, units of study, with approximate hours allotted for each unit, evaluation procedures, and clear course completion requirements of established goals and objectives, for the period of July 1, 2022 through June 30, 2023 at no cost to the District;

**NOW, THEREFORE, BE IT RESOLVED**, the Governing Board approve OACE courses accepted by the CDE for the 2022-23 school year, as required by the California Department of Education.

Passed by the following vote:

PREFERENTIAL AYE: None

PREFERENTIAL NOE: None

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PREFERENTIAL ABSTENTION: None

PREFERENTIAL RECUSE: None

AYES: Aimee Eng, Kyra Mungia, Clifford Thompson, Vice President Benjamin "Sam" Davis, President Gary Yee

NOES: None

ABSTAINED: Mike Hutchinson, VanCedric Williams

RECUSE: None

ABSENT: Linh Lee (Student Director), Natalie Gallegos Chavez (Student Director)

### **CERTIFICATION**

We hereby certify that the foregoing is a full, true and correct copy of a Resolution passed at a Regular Meeting of the Board of Education of the Oakland Unified School District, held on October 26, 2022.

### **OAKLAND UNIFIED SCHOOL DISTRICT**



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Gary Yee  
President, Board of Education



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Sondra Aguilera, Acting Superintendent  
Superintendent, Board of Education

# California Department of Education

**Date:** August 25, 2022  
**To:** Kim Jones  
Oakland Adult and Career Education  
**CDS:01 - 61259**  
**From:** Adult Education Office  
916-327-6378  
**Subject:** Course Approval for 2022-23

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Your request for approval of the following 31 courses have been received, recorded, and approved for the 2022 - 2023 school year.

Number	Name	Course Outline Year	Study Date
9980	Advanced ESL	2021	
9975	Basic Computer Literacy	2021	
2102	Basic English	2021	
2402	Basic Mathematics	2021	
9982	Beginning ESL	2021	
4623	Business Technology	2021	
9978	Career Exploration	2021	
5507	Carpentry	2021	
9994	Civic Engagement Elective	2021	
9976	College Exploration	2021	
4633	Computer Repair and Support	2021	
9991	Computers in the Workplace	2021	
5950	Construction Technology	2021	
4632	Digital Literacy	2021	
9992	Employability and Life Skills I	2021	
9990	Employability and Life Skills II	2021	
9986	ESL MultiLevel	2021	
4421	Food and Beverage Production and Preparation	2021	
4420	Food Service and Hospitality Services	2021	
9995	Government and History (Citizenship Preparation)	2021	
9981	Intermediate ESL	2021	
5501	Introduction to Building and Construction Trades	2021	
5526	Introduction to Emerging Construction Technologies	2021	
9999	Multi-subject High School Diploma Courses	2021	
9973	NRS Transition Success	2021	
4615	Office Systems and Technologies	2021	
5502	Residential and Commercial Construction	2021	
9984	Special ESL	2020	
9969	Test Preparation	2021	
9985	VESL (Vocational ESL)	2021	
9977	Work Readiness	2021	

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.

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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.*

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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.