

Board Office Use: Legislative File Info.	
File ID Number	20-1425
Introduction Date	8/12/20
Enactment Number	20-1172
Enactment Date	8/12/2020 os



**OAKLAND UNIFIED  
SCHOOL DISTRICT**  
*Community Schools, Thriving Students*

# Memo

**To** Board of Education

**From** Kyla Johnson-Trammell, Superintendent  
Sondra Aguilera, Chief Academic Officer  
Christian Nelson, Director, Adult Education Department

**Board Meeting Date** August 12, 2020

**Subject** Oakland Adult and Career Education Course Approval - FY 2020-2021

## Action Requested and Recommendation

Approval by the Board of Education of Resolution No. 2021-0007 for the courses offered by Oakland Adult and Career Education (OACE) for the 2020-21 school year. According to the CDE, all Workforce Innovation and Opportunity Act (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", and "GED Preparation" 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, for the period of July 1, 2020 through June 30, 2021, at no cost to the District.

## 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 2020-21, as required by the California Department of Education (CDE).

## Fiscal Impact

No Fiscal Impact

## Attachments

- Resolution No. 2021-0007
- Approved CDE Courses for 2020-21 School Year

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**RESOLUTION**  
**OF THE**  
**BOARD OF EDUCATION**  
**OF THE**  
**OAKLAND UNIFIED SCHOOL DISTRICT**  
**NO. 2021-0007**

Oakland Adult and Career Education Program - Course Offerings - 2020-2021 School Year

**WHEREAS**, Oakland Adult and Career Education (OACE) for the 2020-21 school year seeks annual course approval as noted by previous year’s Governing Board approval 19-1293;

**WHEREAS**, OACE begins its sesquicentennial (150) year 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 July 8, 2020;

**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 “GED 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, 2020 through June 30, 2021, at no cost to the District ;

**NOW, THEREFORE, BE IT RESOLVED**, the Governing Board approve OACE courses accepted by the CDE for the 2020-21 school year, as required by the California Department of Education.

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Passed by the following vote:

AYES: Roseann Torres, James Harris, Gary Yee, Jumoke Hinton Hodge, Aimee Eng, Vice President Shanthi Gonzales, President Jody London

NOES: None

ABSTAINED: None

RECUSE: None

ABSENT: Student Director Pal, Student Director Ramos

### **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 August 12, 2020.

### **OAKLAND UNIFIED SCHOOL DISTRICT**





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Jody London  
President, Board of Education

Approved as to form

*Andrea Epps* 07/15/20

Deputy General Counsel  
Office of the General Counsel




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Kyla Johnson-Trammell  
Superintendent and Secretary, Board of Education

# California Department of Education

**Date:** July 8, 2020  
**To:** Christian Nelson  
Oakland Unified School District  
**CDS:01 - 61259**  
**From:** Cliff Moss  
Education Programs Consultant  
Adult Education Office  
916-327-6378  
**Subject:** Course Approval for 2020-21



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Your request for approval of the following 17 courses have been received, recorded, and approved for the 2020 - 2021 school year.

Number	Name	Course Outline Year	Study Date
9980	Advanced ESL	2020	
9975	Basic Computer Literacy	2020	
2102	Basic English	2020	
2402	Basic Mathematics	2020	
9982	Beginning ESL	2020	
4623	Business Technology	2020	2020
9978	Career Exploration	2020	
9994	Civic Engagement Elective	2020	
9976	College Exploration	2020	
9986	ESL MultiLevel	2020	
4361	Food and Nutrition	2020	
9981	Intermediate ESL	2020	
9999	Multi-subject High School Diploma Courses	2020	
9984	Special ESL	2020	
9969	Test Preparation	2020	
9985	VESL (Vocational ESL)	2020	
9977	Work Readiness	2020	

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.