

GOLDEN OAK ADULT SCHOOL

Center for Life Long Learning



California Adult Schools
LEARNING FOR LIFE



William S. Hart
Union High School District

FALL 2015

Learning is an Adventure

Adult Basic Education

Short Term Career Prep

High School Diploma

ENGLISH AS A SECOND LANGUAGE (ESL)

Arts & Crafts

Business Skills & Entrepreneurship

Culinary

ESL Bridge Classes

Exercise/Physical Fitness

Gardening/Landscaping

Languages

Music

Personal Growth

Photography

GO Jazz Big Band

www.goldenoakadultschool.com



Follow us on Facebook and Twitter

PLEASE NOTE: AS PART OF OUR ATTEMPT TO KEEP COSTS DOWN, THE GOLDEN OAK BROCHURE OF CLASSES WILL NO LONGER BE MAILED TO OUR COMMUNITY MEMBERS. INFORMATION ABOUT CLASSES, ENROLLMENT, ETC. IS, AND WILL BE AVAILABLE AT OUR WEBSITE - WWW.GOLDENOAKADULTSCHOOL.COM, AT OUR OFFICE, OR AT COMMUNITY SITES (SUCH AS THE PUBLIC LIBRARY AND ALL HART DISTRICT SCHOOL SITES).

Dear Former, Current, and Future Golden Oak Students:

Learning is an Adventure – and it should be! As you continue along the path of life, we hope you will consider being a Life Long Learner (as our tagline puts it), and experience the adventure and opportunities that are waiting for you at Golden Oak.

Golden Oak strives to maintain a variety of options for our community. Whether you are looking to brush up on your academic basics, earn a high school diploma, improve your skills in English, or take advantage of a wide array of personal growth and enrichment classes, our staff is available and anxious to help you grow.

Also, as a further point of information, Golden Oak, College of the Canyons, and various other partners in Santa Clarita who provide adult education have joined together under the provisions of Assembly Bill 86 to form an Adult Education Consortium. This new relationship will continue to evolve over the coming years, but is designed to provide more options and greater accessibility for adults seeking education in our community. You will note some information already appearing in this brochure as we coordinate offerings with COC.

So don't be shy – come on by!

All the best to you and yours this fall, and into the Holiday Season!

Sincerely,

Principal Ron Rudzinski,

And our dedicated Golden Oak Staff

A Note of Special Thanks to our community “Friends of Golden Oak” for their time and support:

BUSINESS PARTNERS

American Builders Supply – Saugus
California Bakery & Café - Saugus
Chris Taylor, Photographer – Santa Clarita
David R. Podsadecki, D.D.S. Inc. – Newhall
El Torito Restaurant – Valencia

G & M Auto Repair – Canyon Country
Guitar Center – Stevenson Ranch
Jose’s Barber Shop – Canyon Country
Keyboard Galleria Music Center – Santa Clarita
Lowe’s Music – Santa Clarita

Nick Rail Music - Valencia
O’Connor Photography – Valencia
Santa Clarita Public Libraries – Santa Clarita
SCV Contemporary Car Club – Santa Clarita
West Coast Music Academy – Santa Clarita

COMMUNITY BOARDS & COMMITTEES

Community Advisory Board:

Bill Dinsenbacher, former Hart District Governing Board - Retired
Dr. Mariane Doyle, Director of Career Pathways and Adult Education
Michael Ehrhart, Golden Oak Staff Representative
Kevin Fay, Graphic Solutions
David LeBarron, Hart District Administrative Staff
Cynthia Llerenas, City of Santa Clarita
Anthony Michaelides, College of the Canyons
Dr. Cherise Moore, Chair of the WiSH Foundation Board
Lynda Rick, former Hart District Golden Oak Principal – Retired
Alma Terranova, Newhall Land
Paul Butler – Newleaf

Culinary Classes Advisory Committee:

Javier Arambula, Rattler’s Barbecue Restaurant
Mary Dausner, Souplantation & Sweet Tomatoes Restaurant
Rob Montgomery, Wendy’s Restaurant

Custodial Maintenance Classes

Advisory Committee:

Barbara Boliver, Saugus USD
Ron Fierro, City of Santa Clarita
Peter Gaytan, Saugus USD
Carle Manley, William S Hart UHSD
Dean Mathews, Sulphur Springs SD

Horticulture Classes Advisory Committee

Jarrett Carr, LA Works
Richard Green, Green Landscape Nursery
Bryan Payne, Green Thumb Nursery
Ignacio Provincia, Hydroscape Products
Ignacio Romero, Aqua-Flo
John Windsor, Instructor



**William S. Hart
Union High School District**

Golden Oak Adult School

Office Staff

Principal – Ron Rudzinski
School Office Manager – Kelly Janney
Counselors – Nelva Best, Jo Ann Ward

General Office Hours

Monday – Thursday 10:00 a.m. to 1:00 p.m.,
and 4:00 p.m. – 7:30 p.m.

Holiday and vacation hours may differ; please refer to the website for updates.

Specific registration hours and information are available on our website, or by telephone.

www.goldenoakadulthoodschool.com
PHONE (661) 253-0583
FAX (661) 260-1371



GOLDEN OAK ADULT SCHOOL

Center for Life Long Learning

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SHORT TERM CAREER PREPARATION COURSES

Accounting – Introductory

Instructor: Charles Yacobian, CPA

3 meetings

\$65

Learn the basic principles of Accounting and how to keep the books for a small business; to better understand the GL, Profit/Loss Statement, Balance Sheet, Cash Flow Statement, Debits/Credits, Journal Entries, A/R and A/P, Inventory, etc. This course is aimed at business owners and persons seeking entry level accounting positions. Please bring a small calculator; handouts will be provided in class.

Course: 96001

T/TH/T: Sep 8,10,15

Course: 96002

T/TH/T: Oct 13,15,20

Course: 96003

T/TH/T: Nov 10,12,17

Course: 96004

T/TH/T: Dec 1,3,8

6:45pm-8:45pm

Golden Oak Adult School Room 4

Building Design & Construction A/B

- Certificate

Instructor: Ray Villanueva

\$250 (payment in full required at registration – debit/credit cards accepted)

An introductory course into the academic principles and applied techniques for a career in residential and commercial construction and plumbing. Course content covers basic safety procedures; construction math principles; use of industry-related tools; introduction to blueprints (including scale, abbreviations and dimensions) basic rigging systems; and application of basic designs and codes. (Completion of this course does not guarantee employment.)

Course: 81401

Tuesdays/Thursdays

A: 08/17/15 – 12/10/15

B: 01/19/15 – 05/20/15

6:00pm-9:00pm

Saugus HS Room B207 (*Blended: High School Students and Adults*)

*No discounts may be applied to this class.

Custodial Maintenance Basics 101

Instructor: Peter Gaytan

6 meetings

\$60

This class will teach you the down and dirty details of keeping various facilities professionally clean. With input from our local school districts and the City of Santa Clarita's maintenance departments, we have launched this useful training program. A student enrolling in this class can expect instruction in the importance of performing quality work in this field. Topics will include: work ethics, the importance of communication, safety and hazards (including blood-borne pathogens/body fluids exposure and proper disinfection procedures, Material Safety Data Sheets – MSDS, proper lifting techniques and other potential injury issues, first aid and emergencies), building cleaning and proper disinfection practices, proper chemical mixing and dilution ratios, and basic knowledge of classroom, bathroom and office cleaning. Our goal is to teach the student quality custodial maintenance practices. This course provides a Golden Oak Certificate upon successful completion. (Participation in this course does not guarantee employment.)

Course: 92501

M/T: Oct 12,13,19,20,26,27

5:00pm-7:00pm

Placerita JHS, Tanner Hall

Green Gardener Program

- Certificate

Instructor: John Windsor

10 meetings

\$70

This class will teach the basics for both employment and personal interest in this area. Topics covered will include plant identification, care and maintenance, soil preparation, basic pruning, pest control, irrigation, fertilization, and composting/mulching. Optional \$5 for informational booklet. (Completion of this course does not guarantee employment.)

Course: 91501

W: Sept 23, 30 Oct 7,14,21,28 Nov 4, 18, Dec 2, 9

6:30pm-8:30pm

Golden Oak Adult School Room 4

Interior Design – Certificate

Instructor: Ken Dean

\$70 (Payment in full required at registration – debit/credit cards accepted.)

Harness your creativity and prepare for an entry level position in interior design and related careers. Students discover the fundamentals of interior design theory including the principals and elements of design, color theory, space planning, drafting, fabrics, lighting, accessories, materials and products, plus the history of furniture. (Completion of this class does not guarantee employment.)

Course: 81001

Mondays/Wednesdays

08/17/15 – 12/10/15

4:00pm – 7:00pm

Saugus High School Room B207

(Blended: High School Students and Adults)

*No discounts may be applied to this class.

Medical Assistant, Certified

- Certificate

(Coming soon - Watch our website for details)

This program prepares students as front/back office medical assistants. Students learn medical terminology, insurance billing, vital signs, EKGs, venipunctures, injections, anatomy/physiology, pharmacology, CPR, and First Aid. Upon completion of this program, students are eligible to take the National Medical Assistant (RMA) Certification Exam. (Exam fee not included in training.) (Completion of this course does not guarantee employment.)

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Notary Public

Instructor: Brenda Pena

1 meeting

\$75

California needs professional Notaries! This class will provide new or previously commissioned Notaries with the education and skills needed to pass the state proctored examination. Students will be able to detect fraud, become a more valuable employee, or start a successful new career. The State proctored examination will be given immediately after class. A 2x2 color passport picture is required for the Notary Public exam and may be purchased in class for \$10 (or you may bring one). Please bring valid government issued identification. The exam itself can be purchased in class. Please bring valid government issued identification and two #2 pencils. The following fees are required in addition to the class fee and are payable to the instructor: Materials \$45 (cash or check) and \$40 check payable to the Secretary of State (for the proctored exam). You must attend the class to be eligible to take the exam. (Completion of this course does not guarantee a passing score on the State exam, and/or employment.)

Course: 94401

S: Oct 3

Course: 94402

S: Dec 12

8:00am-4:00pm Notary Class

4:00pm-6:00pm State Proctored Exam

Golden Oak Adult School Room 2

Pharmacy (Introduction)

(PTCB® Prep) - Certificate

(Coming soon - Watch our website for details)

Interested in preparing for the Pharmacy Technician Certification Exam (PTCB®)? This course will set you on that path. Instruction covers prescription and over the counter medications, pharmaceutical calculations, and data entry used in the industry. Prerequisites include the ability to memorize approximately 200 common prescription drugs, basic computer and algebra skills. (Completion of this class does not guarantee employment.)

Phlebotomy

Instructor: California Phlebotomy Training Specialists
www.californiaphlebotomytraining.com
888-745-3268

Golden Oak is proud to offer Phlebotomy presented and taught by “California Phlebotomy Training Specialists”. Phlebotomy Technicians are in demand as one of the fastest growing occupations in healthcare. Launch your career as a Phlebotomy Technician, collecting blood samples from patients in a hospital, clinical laboratory, medical office or clinic. Through lectures and hands-on training, learn what you need to know about the circulatory system, venipuncture technique and specimen collection, risk factors and complications and quality assurance. This course provides a complete learning experience – with 42 hours of classroom instruction and 40 hours of hands-on externship – prepares you to take the national exam to become a Certified Phlebotomy Technician. A certificate of completion is awarded upon successful completion of the course. You must be at least 18 years old and have a high school diploma or equivalent. Payment plans are available. (Completion of this course does not guarantee employment.)

For further information and/or registration, please contact California Phlebotomy Training directly at: 888-745-3268 or visit their website: www.CaliforniaPhlebotomyTraining.com.

All classes meet on Saturdays at Golden Oak Adult School, Room 3

Please choose 1 session from the following sessions offered:

S: Sep 12,19,26, Oct 3,10,17,24 (9:00am-4:00pm)

S: Nov 7,14,21, Dec 5,12,19 (9:00am-5:00pm)

Woodworking (Introduction)

Instructor: Leonard Friedman
8 meetings
\$84

Learn how to use woodworking hand tools and power machines. Content will be taught using small groups and individualized instruction. No prior experience necessary. Students must provide their own lumber.

Course: 92401

W: Sep 16,30,Oct 7,14,21,28,Nov 4,18

6:30pm-9:30pm

Saugus HS Room DI

Woodworking (Intermediate/Advanced)

Instructor: Leonard Friedman
8 meetings
\$84

A woodworking class for intermediate or advanced level woodworkers. Must have completed the beginning wood class or have instructor approval. Work on your own project appropriate for your skills and learn new skills. Learn how to turn spindles or bowls on the wood lathe. Participants will supply their own materials, but lumber can be purchased in the classroom.

Course: 92301

M: Sep 21,28,Oct 12,19,26, Nov 2,9,16

6:30pm-9:30pm

Saugus HS Room DI

Project Management (CAPM® Prep) - Certificate

Instructor: Summer O'Brien

\$149 (Payment in full required at registration – debit/credit cards accepted)

Increase your career profile by learning skills in project management. Learn the standards to develop, monitor and manage projects for better, faster, cost-effective, and more efficient methods of project delivery as you prepare for the nationally recognized Certified Associate in Project Management (CAPM®) exam. (Exam fee not included in cost of class.) (Completion of class does not guarantee employment.)

Course: 81301

Mondays/Wednesdays

08/17/15 – 12/10/15

3:30pm-6:30pm

Golden Valley HS Room 604

(Blended: High School Students and Adults)

*No discounts may be applied to this class.



COMPUTERS/TECHNOLOGY

Clean and Optimize your Sluggish PC

Instructor: Judy Tylour

1 meeting

\$24

Happiness is a clean and organized hard drive! You will learn how to care for your computer's hard drive to ensure optimal performance through routine maintenance, techniques for backing up and restoring data, and organizing your hard drive in this non-tech savvy class. You are welcome to bring your laptop.

Course: 95201

S: Oct 24

9:30am-12:30pm

Golden Oak Adult School Computer Lab

Computers and Windows (Introduction)

Instructor: Judy Tylour

4 meetings

\$67

In this hands-on class, learn to use your computer or enhance your skills; customize your working environment, explore the control panel and Windows/File Explorer, and create files and folders and more. Knowledge of the keyboard and mouse is helpful. (Windows 10 handouts available.) You are welcome to bring your Windows 7 laptop.

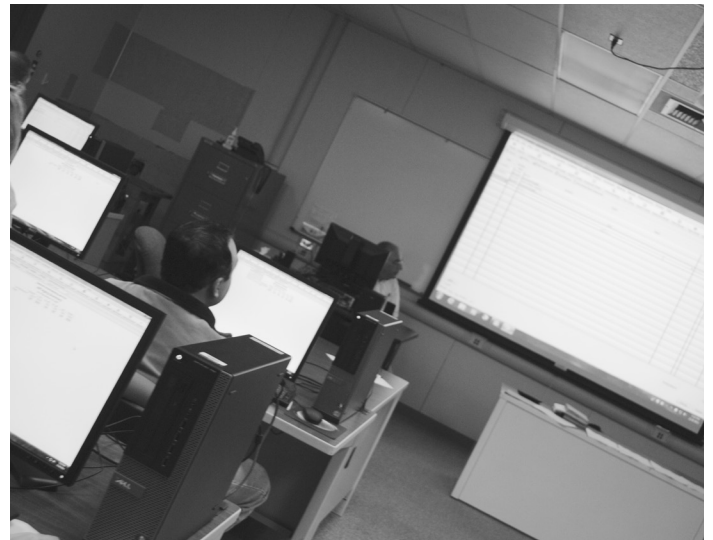
Course: 94901

M: Sep 14, 21, 28, Oct 5

1:30pm-4:30pm

Golden Oak Adult School Computer Lab

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Computer Basics and Internet 101 for Seniors

Instructor: Judy Tylour

4 meetings

\$67

Learn to use your computer more effectively. No “techno-speak” here! Learn how to open and close programs; use the task bar, icons, and more. Learn to send e-mail and surf the internet. We’ll “surf” the SCV during class. Windows 10 handouts available.

Course: 94701

M: Sep 14, 21, 28, Oct 5

1:30pm-4:30pm

Golden Oak Adult School Computer Lab

Computer Basics and Internet 201 for Seniors

Instructor: Judy Tylour

4 meetings

\$67

Learn how to organize the data in your computer, shop online and get the most from search engines and discover why Google is the most used browser. Continue your Windows exploration (handouts available for Windows 10) via customization of your desktop and start menu; learn about the control panel and use of Windows/File explorer.

Course: 94801

M: Oct 12, 26, Nov 2, 9

1:30pm-4:30pm

Golden Oak Adult School Computer Lab

Download & Organize Your Photos + Digital Photo Techniques

Instructor: Judy Tylour
1 meeting
\$24

Do you have a gazillion photos stored on your camera or smartphone? Step-by-step instructions will be given on how to download your pictures and organize and save them on your hard drive. Camera accessories and tips for taking better pictures; printing and sharing photographs will also be covered in this hands-on class. Bring your camera and USB camera cable and/or smartphone and cable. Computer knowledge is necessary, including clicking/dragging with your mouse.

Course: 95401

S: Sep 12

9:30am-12:30pm

Golden Oak Adult School Computer Lab

Excel 2013 (Introduction)

Instructor: Tom Smalley
6 meetings
\$72

Learn how Excel spreadsheets are used across business to analyze and display financial and other data relevant to running a business. Enter and format data, make calculations, create useful charts, and apply filters for ease of data interpretation. Knowledge of Windows environment required; text must be purchased prior to start of class "Learn Excel 2013 Essential Skills with the Smart Method: Courseware tutorial for self-instruction to beginner and intermediate level – ISBN 978-1-909253-06-3".

Course: 94601

Th: Sep 10, 17, Oct 1, 8, 15, 22

6:00pm-8:00pm

Golden Oak Adult School Computer Lab

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Use Google to Organize Your Life

Instructor: Judy Tylour
1 meeting
\$24

Google is more than a search engine: Gmail, Google Maps, Apps, YouTube, Voice, Hangouts, Docs and Calendar Sharing. Discover how you can capitalize on the value of these FREE Google tools to streamline productivity at home, work or with your associates in volunteer organizations.

Course: 95601

S: Sep 19

9:30am-12:30pm

Golden Oak Adult School Computer Lab

Windows 10

Instructor: Judy Tylour
1 meeting
\$30

It's a free upgrade for Windows 7 and 8.1! Bring your laptop and we'll explore Microsoft's newest operating system. Start menu or apps – whichever view works for you. Learn to customize Windows 10 to work for you. We'll also explore Edge, Microsoft's latest browser.

Course: 95701

S: Oct 3

Course: 95702

S: Nov 14

9:30am-12:30pm

Golden Oak Adult School Computer Lab

Word Essentials

Instructor: Judy Tylour
4 meetings
\$67

Learn how to customize the Quick Access Toolbar and navigate through ribbons, menus and dialogue boxes; use editing tools and formatting techniques; create tables, text boxes, and more. Knowledge of the Windows operating system is helpful. We will be using Word 2013; you are welcome to bring your laptop with Word 2007, 2010 or 2013.

Course: 95101

M: Oct 12, 26, Nov 2, 9

6:00pm-9:00pm

Golden Oak Adult School Computer Lab

ADULT BASIC EDUCATION

Adult Basic Education Classes

Registrar: Kelly Janney (661-253-0583)

Instructor: Michael Swelnis

\$ Free

Do you want to return to school, but are unsure of your skill level? Do you need some basic math, English, science or other subject reviewed? We can help!

This class is designed for any adult who wants to learn, or review basic academic subjects. There are no pre-requisites, and no transcript is necessary. Continuous enrollment is offered.

This is an onsite class only, no independent study is available; this class does not earn grades or credits.

You must register in person, and have a valid picture ID.

Please contact our Registrar for further information. (661-253-0583)

HIGH SCHOOL DIPLOMA

High School Diploma Classes

Registrar: Kelly Janney (661-253-0583)

Instructors: Michael Ehrhart and Jamie Hawn

\$ Free

Would you like to earn your high school diploma? We can help you achieve that goal! Our classes offer continuous enrollment, so you can begin as soon as you register. You must have official transcripts from any high school you attended (still in the sealed envelopes) before you can register and begin attending. Golden Oak Adult School is part of the William S Hart Union High School District and is WASC accredited. All high school diploma classes earn both grades and credits applicable to a high school diploma.

We offer both regular classroom and independent study options.

You must register in person, and have some form of photo ID with your name on it.

Please contact our Registrar for further information. (661-253-0583)

*Golden Oak Adult School no longer offers GED (or other high school equivalency) testing or GED test preparation classes. Please contact College of the Canyons at 661-362-3304 for further information.



ENGLISH AS A SECOND LANGUAGE (ESL)

English as a Second Language (Clases para aprender inglés)

(These classes are for English Language Learners.)
(Estas clases son para los estudiantes del idioma inglés.)

Designed for adults who speak little or no English.
Diseñado para adultos que hablan poco o nada de inglés.

Registration will occur in late August and early September for beginning levels of English learners. (Little or no English) Classes will be held at Sierra Vista Junior High School and Placerita Junior High School. Golden Oak Adult School will offer ONLY beginning levels of English classes. Higher levels of English classes will be offered through College of the Canyons at local neighborhood facilities. All adults will be tested for proper class placement at the time of registration; please allow at least 1.5 hours for the registration process. You must have a form of identification.

La inscripción comenzará en agosto y septiembre para los niveles básica de estudiantes de inglés. (Poco o nada de inglés) Las clases se llevarán a cabo en Sierra Vista Junior High School y Placerita Junior High School. Golden Oak Adult School (Escuela de Adultos) se ofrecen sólo las clases de inglés básica. Los niveles más altos de las clases de Inglés se ofrece por College of the Canyons en las instalaciones barrios locales. Todos los adultos se realizarán las pruebas para una correcta colocación de la clase en el momento de la inscripción, por favor, espere por lo menos 1.5 horas en el proceso de inscripción. Por favor traiga una forma de identificación.



COLLEGE OF THE CANYONS
Continuing Education • Noncredit

**ENGLISH AS A SECOND
 LANGUAGE (Non-Credit)**
Clases de Inglés

LEARN, IMPROVE, ENJOY ENGLISH!
 Aprenda, Mejore, Disfrue Inglés!

- Courses are free & held at various locations in the community.
Los cursos son gratis y estarán disponibles en distintos lugares de la comunidad.
- Improve your English reading, writing and speaking skills.
Mejore su lectura, escritura y expresión oral en Inglés.
- No matter what your skill level, there's a class for you!
No importa cuál sea su nivel de habilidad, hay una clase para usted!

For assessment & registration contact:

Para información de evaluación e inscripción visite o llame:
www.canyons.edu/CE * 661-362-3304
www.goldenoakadulthoodschool.com * 661-253-0583

PREPARE FOR YOUR GED!

It's time to move to the next level and who better to prepare you for the GED test than College of the Canyons?

- Course is free (parking fees apply).
- Includes preparation for all five sections (Writing, Science, Social Studies, Reading, & Mathematics).
- Day and evening courses offered.
- Courses offered on both the Valencia & Canyon Country campuses.

For more info visit www.canyons.edu/CE or call 661-362-3304

TAKE THE GED!

To register for the GED tests and to select a day, time and test site (Valencia campus is an option), visit WWW.GED.COM

**COMMUNITY EDUCATION &
 ENRICHMENT**

For more information on these classes, or to enroll, visit us at: www.goldenoakadulthoodschool.com, or come by our office.

Arts & Crafts

- Affordable Flower Arrangements
- Beginning Sewing
- Ceramics (Hand building, no wheel)
- Charcoal Drawing (People & Animals)
- Fun With Cartooning
- Japanese Flower Arranging
- Quilting
- Seasonal/Holiday Flower Arrangements

Business Skills & Entrepreneurship

- 101 Ways to Market and Promote Your Business
- Crowd Funding 101
- Developing Your Business Identity
- Getting Started as a Freelance Artist
- How to Become a Mystery Shopper
- How to Exhibit and Sell Your Art
- How to Make Money Freelancing
- Overview of Dave Ramsey's Total Money Makeover Program
- Self-Publish Your Book for Free

Culinary

- Finger Foods with Flair
- Healthy Dinner for the Family
- Holiday Cookies

**English as a Second Language
 (ESL)/Bridge Classes**

- (These classes are for English Language Learners / Estas clases son para estudiantes que aprenden inglés)**
- Beginning Hand Sewing
 - Beginning Crochet
 - Building Vocabulary Through Improvisation
 - Computer Basics

Exercise/Physical Fitness

- Yoga

Gardening/Landscaping

- Fall Vegetable Gardening
- Green Gardener Program (see listing under Short Term Career Prep)
- Water-wise Gardening

Languages

- Basic Conversational Spanish – Level I

Music

- Beginning Guitar

Personal Growth

- Creative Writing Workshop
- Day Tripping to India

Photography

Digital Photography I (Beyond the Automatic Mode)

Digital Photography II (Composition, Lighting & Filters)

GO Jazz Big Band!



The 2015/2016 season is here and so are the terrific musicians with the outstanding sounds that make our **Go Jazz Big Band** such a cool musical experience. Come and join our growing fan base! Under the direction of Brian Leff, the band covers such artists as Stan Kenton; Doc Severinsen; Tower of Power; the Beatles; Blood, Sweat and Tears; Chicago; Earth, Wind and Fire and many more. Spend an afternoon or evening with us and find out why quality is a hallmark of a good performance. Our 20 piece professional- level jazz band has something for everyone. The **Go Jazz Big Band** brings together variety, talent, and energy.

Mark your calendars and join us on Sunday, November 22, 2015 at 3:00pm (doors open at 2:30pm). This performance will be held at the wonderful West Ranch High School Performing Arts Theatre (far west end of Valencia Blvd.). As always, great refreshments will be available during intermission. For Will Call tickets or information, please call our hotline (661-259-0033 x444) and clearly leave your name, message, and contact number. Tickets are also available at the door and on our website (credit/debit cards accepted on the website or in the office, not at the door). Please check our website, or call our hotline for the most current concert information (www.goldenoakadulthoodschool.com). Our audiences keep coming back for more. **DON'T MISS OUT!** Show tickets: \$10 adults, \$5 seniors and "students are free!"

Just for future planning, our spring concert will be Saturday, March 19, 2016, at 7:30pm. Same location!

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GENERAL INFORMATION

WASC

Golden Oak Adult School is accredited by the Western Association of Schools and Colleges. Accreditation affirms quality of instruction and assures that course work taken at this school for credit will be accepted by other educational institutions.

Academic Counseling

Academic counselors are available on campus during certain portions of the school year. Although you do not need to make an appointment with a counselor prior to enrolling, we encourage you to meet with a counselor once you have begun your classes.

Adults with Disabilities – Employment Preparation

Pleasantview Industries provides training for adults with developmental disabilities in job preparation, community access for employment, and work with placement assistance. For more information please call: 661-296-6700 or visit: www.pleasantviewindustries.org

Attendance and other Policies

Attendance in all classes is the responsibility of the student. Students taking classes for credit toward an adult education diploma must attend classes regularly and adhere to the written policies of the school. Failure to do so may result in the student being dropped from the program.

Minimum Class Size

All Community Education & Enrichment classes have a minimum/maximum class size. In the event that a course does not meet the minimum enrollment, the class may be cancelled. If a class is cancelled due to insufficient enrollment, your tuition will be refunded.

Refunds

Refunds are granted by Golden Oak only when a class has been cancelled. Exceptions (due to special circumstances) may be requested by writing to the Principal: rrudzinski@hartdistrict.org. Only the Principal can grant refund requests.

Rights and Responsibilities

The Hart School District will not tolerate intimidation or harassment of any student for any reason (from Governing Board Policy 5000).

60+ Discount

Class tuition costs for Community Education and Enrichment classes will be reduced by 10% when you show proof of being at least 60 years of age. Certain classes, materials, books, fees, incidental class costs/fees are not discounted. You must request this discount at the time of registration.

Sexual Harassment (EC 48980)

The Governing Board of the William S. Hart Union High School District prohibits unlawful sexual harassment of or by any student. Any student who engages in the sexual harassment of anyone in or from the District is subject to disciplinary action up to and including expulsion. Any employee who permits or engages in sexual harassment may be subject to disciplinary action up to and including dismissal. The Governing Board expects students and staff to immediately report incidents of sexual harassment to the Principal or other administrator.

Uniform Complaint Procedures

The District has uniform complaint procedures as required in the Code of Regulation, Title 5, Sections 4600-4671. Complaints should be made to the Director of Human Resources and Equity Service at 661-259-0033.

Tobacco Free Workplace – NO SMOKING (including e-cigarettes)

The William S Hart Union High School District Policy prohibits smoking on all district campuses and in district vehicles. Students and employees are not allowed to smoke on or in school grounds, parking lots, or parked vehicles.

William S. Hart Union High School District
GOLDEN OAK ADULT SCHOOL
23201 Dalbey Dr.
Valencia, CA 91355
(661) 253-0583
Fax (661) 260-1371

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Robert P. Hall
Bob Jensen
Gloria E. Mercado-Fortine
Joe Messina
Steven M. Sturgeon

The mission of Golden Oak Adult School is to provide a nurturing environment that helps students achieve their potential while developing both a strong sense of community and appreciation of lifelong learning.

La misión de Golden Oak Adult School es proveer un ambiente favorable que ayuda a los estudiantes a lograr su potencial mientras desarrollan un fuerte sentido de comunidad y también apreciación por el aprendizaje perpetuo.

*If you would like to help support our great programs and the 65 plus year history behind our school, there are a number of ways you can help and become a **Friend of Golden Oak**. Visit www.goldenoakadulthood.com.*

Golden Oak Adult School – Campus Locations and Map

Arroyo Seco Junior High
27171 N. Vista Delgado Drive

Canyon High School
19300 Nadal Street

College of the Canyons
26455 Rockwell Canyon Road

Golden Oak Adult School
23201 Dalbey Drive

Golden Valley High School
27051 Robert C. Lee Parkway

Placerita Junior High
25015 N. Newhall Avenue

Saugus High School
21900 Centurion Way

Sierra Vista Junior High
19425 Stillmore Street

West Ranch High School
26255 West Valencia Boulevard

