

California Department of Education

Date: September 5, 2024
To: Sara Walke
Administrator
Livermore Valley Joint Unified School District
Livermore Adult Education

CDS:01 - 61200

From: Adult Education Office
Ayana Mickey
AMickey@cde.ca.gov
916-322-2175
Adult Education Office, California Department of Education
Education Programs Consultant

Subject: Course Approval for 2024-25

Your request for approval of the following 10 courses have been received, recorded, and approved for the 2024-25 school year.

Number	Name	Course Outline Year	Study Date
9980	Advanced ESL	2020	
9982	Beginning ESL	2020	
9986	ESL MultiLevel	2020	
9995	Government and History (Citizenship Preparation)	2020	
9981	Intermediate ESL	2020	
7500	Introduction to Education, Child Development, and Family Services	2023	2023
9999	Multi-subject High School Diploma Courses	2020	
9984	Special ESL	2020	
9969	Test Preparation	2020	
9985	VESL (Vocational ESL)	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.

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 training program, each member of a local adult education consortium, or the consortium as a whole, shall conduct a job market study of the labor market area in which it proposes to establish the career technical education training program or rely upon the most recent job market study of the labor market area conducted by the local workforce development board. The study shall use local labor market information and consider a supply analysis of existing career technical education training programs for adults maintained by high schools, community colleges, and other postsecondary educational institutions in the geographic area to ensure that the anticipated employment demand for adults enrolled in the proposed training program justifies the establishment of the proposed courses of instruction (EC 84906(a)(3)(A).

After completing the job market study and before establishing the career technical education training program, the governing body of a member of a local adult education consortium, or the consortium as a whole, as applicable, shall determine if the job market study justifies the proposed career technical education program (EC 84906(a)(3)(B).

Refer to the Job Market Study in 84906(a) for more information. Education Codes: 1900; 41976; 52506; 52515; 52518; 52570.