

SEXUAL HARASSMENT POLICY

District policy explicitly prohibits discrimination and sexual harassment of any kind. Copies of pertinent policies and Uniform Complaint Procedures are available in the Adult School Main Offices. Complaints can be made to the South Gate Community Adult School Principal.

UNIFORM COMPLAINT PROCEDURE

It is the intention of the Board of Education that every member of the community shall have the right to prompt and orderly redress of a grievance relating to an alleged violation of federal and state laws or regulations of education programs. Therefore, pursuant to California Code of Regulation, Title 5, Section 4600, the District has developed necessary procedures to process a complaint regarding educational services provided by the adult school. A copy of the uniform complaint policy is available at each site where adult education is offered.

SGCAS Resultados de Aprendizaje Previsto para todos los Estudiantes de la escuela

Al salir de la escuela de adultos de la comunidad de South Gate, los estudiantes serán ciudadanos responsables que son:

COMUNICADORES EFECTIVOS. - Que entienden a otros y se expresan a través una variedad de medios orales, no verbales, escritos, y tecnológicos para poder participar en nuestra evolvente sociedad.

RAZONAMIENTO CRÍTICO. - Que desarrollan pensamiento de destrezas críticas que les permita evaluar, interpretar y organizar información, y formular soluciones efectivas en la vida diaria.

FORMADORES DE METAS DE POR VIDA. - Que poseen el conocimiento, auto-confianza y las destrezas necesarias para establecer y cumplir metas personales, académicas ó vocacionales en una sociedad diversa en constante cambio.

ENGLISH AS A SECOND LANGUAGE (ESL)

English classes offer speaking, listening, reading and writing skills at the literacy, beginning, intermediate and advanced levels. Student learning is enhanced by participation in ESL Computer Lab activities. Each student is assessed for his/her appropriate level of study. Classes are offered free and books are available for purchase in the Student Store on a voluntary basis. Six levels are offered

COMMUNITY-BASED ENGLISH TUTORING (CBET)

The goal of CBET is to encourage family and community members to provide personal English language tutoring to school age children of Limited English Proficiency, and to support these efforts by raising the general level of English language knowledge in the community. CBET is offered through ESL instruction and special short-term classes at various branches.

La meta del programa de CBET es animar a las familias y a miembros de la comunidad a proveer instrucción personal de inglés a niños de escuela que tienen inglés limitado y para apoyar estos esfuerzos levantando el nivel general del conocimiento de inglés en la comunidad. El programa CBET se ofrece a través de clases de inglés como segundo idioma (ESL) y de cursos especiales a corto plazo en varias sucursales.

DISTANCE LEARNING

Study at home with your family and friends through video/DVD and audio tapes available for English as a Second Language (ESL) and Parent Education. With an initial deposit of \$10 for ESL, \$5.00 for Parent Education, material for each lesson may be borrowed each week, returned as completed, then corrected by an instructor. South Gate CAS encourages all ESL students to add Distance Learning to their study program.

CITIZENSHIP

You will learn to fill out the N-400 Application for Naturalization, acquire basic speaking and writing skills required by the U.S. Citizenship and Immigration Services and prepare to pass the citizenship interview.

Study for the test! Free classes are available to legal permanent residents and are designed to meet U.S. government requirements to qualify students for citizenship. Lessons include essential English, United States history, government and the requirements of responsible citizenship.



ACADEMIC PROGRAMS Adult Basic Education (ABE)

This program is designed for native English speakers and transitioning ESL students seeking to upgrade their writing, reading and math skills to succeed in the high school diploma program, prepare for the GED exam or vocational/career technical training. These classes are free. Courses offered are:

- Basic Reading—Beginning / Intermediate / Advanced
- Basic Language Arts—Beginning / Intermediate / Advanced
- Basic Math—Beginning / Intermediate / Advanced



High School Diploma Program

South Gate CAS is accredited by the Western Association of Schools and Colleges, with authority to issue credits for high school courses and to issue eighth grade and high school diplomas. We offer all courses required for a high school diploma and prepare students to pass the mandated California High School Exit Exam (CAHSEE). Students can complete their courses at the learning center (individualized instruction lab), in teacher-directed classes, or through the adult independent study (home study) program.

There are **three options** available to the student to receive an adult high school diploma through the Diploma "Plus" Program:

- Complete all 34 courses (170 credits), or
- Pass the General Education Developmental test (G.E.D.) [high school equivalency] in English plus 50 credits in specific subjects, or
- Pass the GED in Spanish or French plus 70 credits in specific subjects

For more information, please call:
(323) 568-5700 - Monday thru Thursday from 1:00 p.m.-9:00 p.m.; Friday 8:00 a.m.-3:30p.m.
(323) 586-3140 - Monday thru Friday from 7:30 a.m. - 9:00 p.m.; Saturday 7:30 a.m.-3:00 p.m.



Para información, favor de llamar:
(323) 568-5700 - lunes a jueves de 1:00 de la tarde a 9:00 de la noche; viernes 8:00 de la mañana a 3:30 de la tarde.
(323) 586-3140 - lunes a viernes de 7:30 de la mañana a 9:00 de la noche; sábado de 7:30 de la mañana a 3:00 de la tarde.

A student may be granted credits from courses previously taken at another accredited secondary or foreign school equivalent to high school level. Credits may also be granted for some paid work experience and for military service.

Students are encouraged to take the GED practice tests before taking the official GED test. The official GED test is available in English and Spanish. Please see your counselor for testing dates.

Most core academic courses offered at South Gate Community Adult School meet the University of California and California State University "a-g" freshman entrance admission.

Speak to an Academic Program adviser or the Assistant Principal/Adult Counseling Services in the Counseling office to discuss the best options for you.

Adult Independent Study (AIS) Program

If the student meets the prerequisite reading and writing levels, he/she may work on high school subject assignments at the comfort of his/her home and review them weekly with the supervising teacher. This option is popular with students who are unable to attend regularly-scheduled classes. Registration is based on teacher/counselor recommendations. Courses offered include the following areas: social studies, science, and personal and career development. A refundable book deposit of \$20 will be required for both adult and concurrently-enrolled high school students. Adult students pay \$10 class fee for each AIS course.

SCHOOL CALENDAR

Semester Dates

Fall September 7, 2009 to February 7, 2010
Spring February 8, 2010 to June 26, 2010

Trimester Dates

First Trimester September 8, 2009 to November 29, 2009
Second Trimester November 30, 2009 to March 7, 2010
Third Trimester March 8, 2010 to June 26, 2010

Holidays and School Closures

Independence Day	July 4, 2009
Admission's Day	August 31, 2009
Labor Day	September 7, 2009
Veterans Day	November 11, 2009
Thanksgiving Day	November 26, 2009
Day After Thanksgiving.....	November 27, 2009
Christmas Day	December 25, 2009
Alternate Lincoln's Day	December 31, 2009
Winter Break	December 21, 2009 - January 10, 2010
New Year's Day	January 1, 2010
Dr. Martin Luther King, Jr. Day	January 18, 2010
Presidents' Day	February 15, 2010
Spring Recess	March 29, 2010—April 2, 2010
Memorial Day	May 31, 2010

ADMINISTRATIVE STAFF

Elsa Madrid	Principal
Audrey Coleman	Assistant Principal, Operations
Sylvia Parsley	Assistant Principal, Operations
Nelita A. Vallido	Assistant Principal, Adult Counseling Services

Both the South Gate HS and Firestone ECC sites are easily accessible by Metropolitan Transit Authority (MTA) Lines **115, 251, and 315**. Call the MTA at **1-800-COMMUTE** for updated schedules.

FREE parking and **well-lighted** campus at both main sites.



For more information, please call:

(323) 568-5700 - Monday - Thursday from 1:00 p.m.-9:00 p.m.; Friday 8:00 a.m.-3:30 p.m.
(323) 586-3140 - Monday - Friday from 7:30 a.m. - 9:00 p.m.; Saturday 7:30 a.m.-2:45 p.m.

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Web Site: www.SouthGateAdultSchool.com

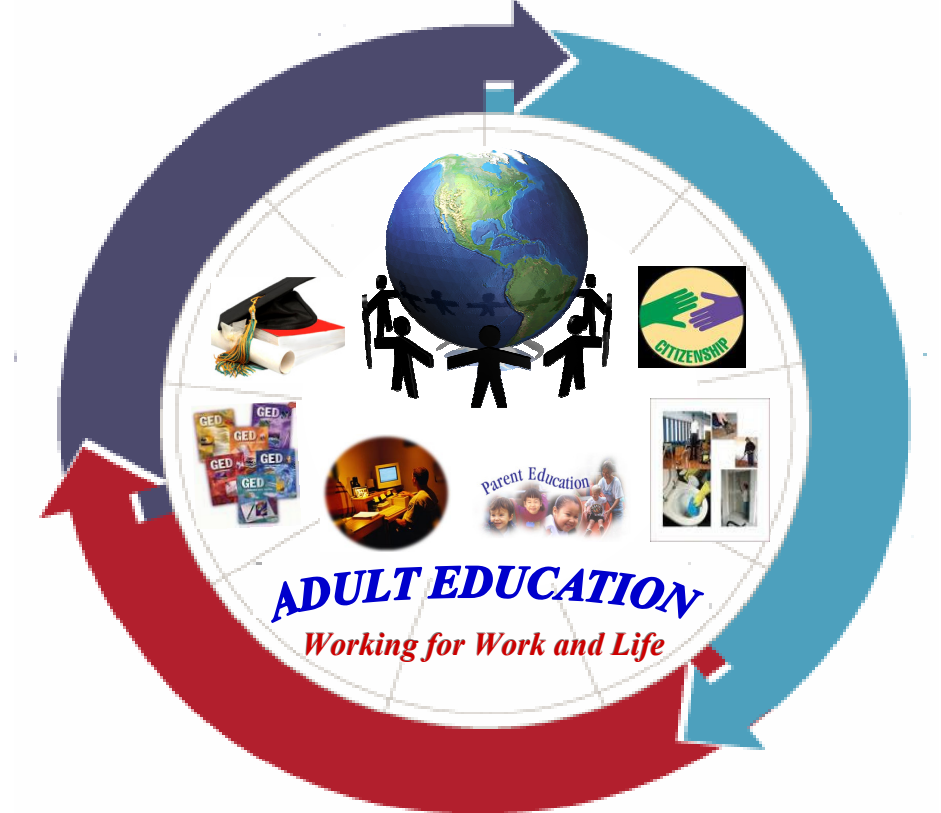
SOUTH GATE COMMUNITY ADULT SCHOOL

Division of Adult and Career Education
Los Angeles Unified School District

2009-2010

SCHEDULE OF CLASSES

Web Site: www.SouthGateAdultSchool.com



Call or come in now to enroll.

South Gate High School Campus

3351 Firestone Boulevard
South Gate, CA 90280
Telephone: (323) 568-5700
Fax: (323) 568-5716

Firestone Education & Career Center

2525 Firestone Boulevard
South Gate, CA 90280
Telephone: (323) 586-3140
Fax: (323) 588-1552

Free babysitting at South Gate HS Main Campus, Firestone Education & Career Center and certain branch locations. Call the Counseling Office for the days and times.

Cuidado de niños gratis en South Gate HS Main Campus, Firestone Education & Career Center y en ciertas sucursales. Llame a la oficina de consejería para información .



SOUTH GATE HIGH SCHOOL MAIN CAMPUS

3351 Firestone Boulevard, South Gate, CA 90280

(323) 568-5700

ACADEMIC PROGRAM

Adult Independent Study Program	3:00 p.m. - 8:00 p.m.	Monday & Wednesday
Individualized Instruction Lab	3:15 p.m. - 5:45 p.m.	Monday-Thursday
	6:00 p.m. - 9:15 p.m.	Monday-Thursday
Math Lab	6:00 p.m. - 9:15 p.m.	Tuesday & Thursday
Parent Education (Distance Learning)	3:00 p.m. - 5:30 p.m.	Monday
Reading Lab	6:00 p.m. - 9:15 p.m.	Tuesday & Thursday
Language Arts Intermediate/Advanced	6:00 p.m. - 9:15 p.m.	Monday & Wednesday
Teacher-directed classes (6-7 week program)	3:15 p.m. - 5:45 p.m.	Monday-Thursday
(English, Math & Social Studies)		
Teacher-directed classes (trimesters)	6:00 p.m. - 9:15 p.m.	Monday & Wednesday
(English & Social Studies)	6:00 p.m. - 9:15 p.m.	Tuesday & Thursday

ENGLISH AS A SECOND LANGUAGE PROGRAM

ESL Beginning Low & High	6:30 p.m. - 9:15 p.m.	Monday-Thursday
ESL Intermediate Low & High A/B	6:30 p.m. - 9:15 p.m.	Monday-Thursday
ESL Advanced Low	6:30 p.m. - 9:15 p.m.	Monday-Thursday
Distance Learning	5:00 p.m. - 9:00 p.m.	Monday-Thursday

FIRESTONE EDUCATION & CAREER CENTER

2525 Firestone Boulevard, South Gate, CA 90280

(323) 568-3140

ACADEMIC PROGRAM

Period 1: 8:30 a.m.-10:30 a.m., Monday-Wednesday	Period 2: 10:45 a.m.-12:45 p.m., Monday-Wednesday
9:00 a.m.-10:30 a.m., Thursday-Friday	10:45 a.m.-12:15 p.m., Thursday-Friday
➢ Individualized Instruction Lab	➢ Individualized Instruction Lab
➢ GED Test Preparation Lab	➢ GED Test Preparation Lab
➢ Basic Reading Lab	➢ Basic Reading Lab
➢ Basic Math Lab	➢ Basic Language Arts/Intermediate & Advanced
➢ English teacher-directed course	➢ Social Studies teacher-directed course

Adult Independent Study	11:15 a.m.-2:15 p.m., Tuesday-Wednesday
I.I. Lab/GED Test Prep Lab	6:00 p.m.-9:15 p.m.; Monday-Thursday

ENGLISH AS A SECOND LANGUAGE PROGRAM

ESL Beginning Low & High	8:30 a.m.-12:45 p.m.; Monday-Wednesday	9:00 a.m.-12:15 p.m., Thursday-Friday
ESL Intermediate Low / High A/B	8:30 a.m.-12:45 p.m.; Monday-Wednesday	9:00 a.m.-12:15 p.m., Thursday-Friday
ESL Advanced Low	8:30 a.m.-12:45 p.m.; Monday-Wednesday	9:00 a.m.-12:15 p.m., Thursday-Friday
ESL Beginning Low-Advanced Low	1:15 p.m.-3:15 p.m.; Tuesday-Thursday	
ESL Beginning Low-Advanced Low	3:00 p.m.-5:00 p.m., Tuesday	
Distance Learning (ESL, Citizenship)	8:30 a.m.-11:30 a.m.; Tuesday-Wednesday	
	5:00 p.m.-9:00 p.m., Tuesday	

CAREER & TECHNICAL EDUCATION PROGRAM

Computer Lab *	6:50 a.m. - 8:20 a.m.; Monday-Thursday	
	8:30 a.m.-12:45 p.m.; Monday-Wednesday	9:00 a.m.-12:15 p.m., Thursday-Friday
	1:00 p.m.-5:15 p.m.; Monday-Wednesday	12:30 p.m.-4:45 p.m.; Thursday
	6:00 p.m.-9:15 p.m.; Monday-Thursday	12:30 p.m.-2:30 p.m., Friday

* Literacy, Software Application, Integration, Computer Keyboarding 1 & 2, IC3

SATURDAY PROGRAM

Adult Independent Study Program	8:00 a.m.-12:15 p.m.
Computer Lab *	8:00 a.m.-12:15 p.m.
	8:00 a.m.-2:45 p.m.
Custodial/Building and Grounds Fundamental	8:00 a.m.-2:45 p.m.
Distance Learning (ESL, Citizenship)	8:00 a.m.-12:15 p.m.
English As a Second Language (Levels 1-6)	8:00 a.m.-12:15 p.m.
ESL/Citizenship	8:00 a.m.-12:15 p.m.
G.E.D. Test Preparation/Spanish	8:00 a.m.-11:15 p.m.
Individualized Instruction Lab/G.E.D. Lab	8:00 a.m.-12:15 p.m.

* Literacy, Software Application, Integration, Computer Keyboarding 1 & 2, IC3

JORDAN HIGH SCHOOL

2265 E. 103rd St., Los Angeles, CA 90002

(323) 568-4100

Individualized Instruction Lab	3:15 p.m. - 5:45 p.m.	Monday-Thursday
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SOUTH EAST HIGH SCHOOL

2720 Tweedy Boulevard, South Gate, CA

(323) 568-3400

Individualized Instruction Lab	2:30 p.m. - 5:00 p.m.	Monday-Thursday
Adult Independent Study Program	2:20 p.m. - 4:50 p.m.	Monday & Wednesday

BRANCH LOCATIONS—ENGLISH AS A SECOND LANGUAGE

Firestone Education and Career Center	2525 Firestone Blvd., South Gate, CA 90280	(323) 568-3140	(see times at left)
Montara Avenue Elementary School	10018 Montara Avenue, South Gate, CA 90280	(323) 567-1451	8:30 a.m.-11:30 a.m., Monday-Tuesday-Wednesday
Russell Elementary School	1263 E. Firestone Blvd., Los Angeles, CA 90001	(323) 582-7247	8:00 a.m.-10:00 a.m., Monday - Friday Distance Learning - 10:00 a.m. - 10:30 a.m., Monday-Thursday
San Miguel Avenue Elementary School	9801 San Miguel Avenue, South Gate, CA 90280	(323) 567-0511	8:00 a.m.-10:00 a.m., Monday-Friday
South Gate High School	3351 Firestone Blvd., South Gate, CA 90280	(323) 568-5700	(see times at left)
South Gate Middle School	4100 Firestone Blvd., South Gate, CA 90280	(323) 568-4000	10:30 a.m.-12:00 p.m., Monday-Thursday
State Elementary School	3211 Santa Ana St., South Gate, CA 90280	(323) 582-7358	2:30 p.m.-4:30 p.m., Tuesday-Wednesday
Tweedy Elementary School	9724 Pinehurst Ave., South Gate, CA 90280	(323) 568-2828	8:00 a.m.-11:15 a.m., Monday-Thursday
107th Street Elementary School	147 E. 107th Street, Los Angeles, Ca 90003	(323) 756-8137	8:00 a.m. - 11:00 a.m., Monday-Friday
118th Street Elementary School	144 E. 118th Street, Los Angeles, CA 90061	(323) 757-1717	12:00 p.m. - 2:45 p.m., Monday-Thursday

SCHOOL READINESS LANGUAGE DEVELOPMENT (SRLDP) PROGRAM

Please call (323) 568-5700 for the current class schedule.

SRLDP program is offered in the following locations:

- **92nd Street Elementary School**, 9211 Grape Street, Los Angeles, CA 90002 (323) 564-7946
- **99th Street Elementary School**, 9900 S. Wadsworth Ave., Los Angeles, CA 90002 (323) 564-2677
- **107th Street Elementary School**, 147 E. 10th St., Los Angeles, CA 90003 (323) 756-8137
- **109th Street Elementary School**, 1915 S. McKinley Ave., Los Angeles, CA 90059 (323) 756-9206
- **116th Street Elementary School**, 11610 Stanford Ave., Los Angeles, CA 90059 (323) 754-3121
- **Bryson Elementary School**, 4470 Missouri Ave., South Gate, CA 90280 (323) 569-7141
- **Independence Elementary School**, 8435 Victoria Ave., South Gate, CA 90280 (323) 249-9559
- **Liberty Elementary School**, 2728 Liberty Blvd., South Gate, CA 90280 (323) 583-4196
- **Montara Elementary School**, 10018 Montara Ave., South Gate, CA 90280 (323) 567-1451
- **Park Avenue Elementary School**, 8020 Park Ave., Cudahy, CA 90201 (323) 832-1860
- **Ritter Elementary School**, 11108 Watts Ave., Los Angeles, CA 90059 (323) 564-2478
- **San Gabriel Elementary School**, 8628 San Gabriel Avenue, South Gate, CA 90280 (323) 567-1488
- **San Miguel Elementary School**, 9801 San Miguel Ave., South Gate, CA 90280 (323) 567-0511
- **Stanford Primary Center**, 3020 Kansas Ave., South Gate, CA 90280 (323) 563-9208
- **State Elementary School**, 3211 Santa Ana St., South Gate, CA 90280 (323) 582-7358
- **Victoria Elementary School**, 3320 Missouri Ave., South Gate, CA 90280 (323) 567-1261

CLASES DE INGLES COMO SEGUNDO IDIOMA (ESL) / ESL/CIUDADANIA

Este programa cuenta con seis niveles de inglés que permite al estudiante aprender ha hablar, leer, entender, y escribir el idioma inglés. Además en algunos de nuestros sitios contamos con computadoras para el aprendizaje del idioma. Ofrecemos clases en la mañana, tarde, noche y sabados.

No espere más, inscribese hoy mismo!

APRENDIZAJE A DISTANCIA (DISTANCE LEARNING)

Este programa cuenta con diferentes niveles de inglés como segundo idioma y cursos de parentaje por medio de videos y libretos. Los libretos son gratis y solo se requiere un depósito reembolsable para prestarse el video. Este programa es recomendable para personas que no pueden asistir a nuestras clases regulares.

SOUTH GATE CAS MISSION STATEMENT

“South Gate CAS provides students in our community access to lifelong learning opportunities through quality academic programs, English Language acquisition, personal enrichment, and career technical preparation courses. Students are prepared to meet their individual goals, enter the workforce, continue their education, and participate in their community.”

SOUTH GATE CAS EXPECTED SCHOOL-WIDE LEARNING RESULTS

Upon exiting South Gate Community Adult School, students will be responsible citizens who are:

- **EFFECTIVE COMMUNICATORS** who understand others and express themselves through a variety of oral, nonverbal, written, and technological means in order to participate in our evolving society.
- **CRITICAL THINKERS** who develop critical thinking skills which enable them to assess, interpret and organize information, and formulate effective solutions in daily life.
- **LIFELONG GOAL SETTERS** who possess the knowledge, self-confidence and skills necessary to establish and meet personal, academic, or vocational goals in a diverse and constantly changing society.

Welcome!

EVERYBODY IS WELCOME!

¡Todos son bienvenidos!

South Gate Community Adult School (CAS) (with branch and day classes) is one of the thirty public adult schools and occupational/skills centers operated by the Los Angeles Unified School District, Division of Adult and Career Education. Our school offers educational programs in the following subjects: English as a Second Language, Adult Basic Education, Adult Secondary Education, Career and Technical Education, Citizenship, AND Parent Education. Adult Secondary Education students may enroll in classes that will prepare them to earn an Eighth Grade Diploma, G.E.D. Certificate, and/or High School Diploma.

ADMISSION REQUIREMENTS

Any person 18 years of age or over is eligible for enrollment. Those under 18 and is currently enrolled as a high school student must have their high school administrative approval to be registered as a concurrently-enrolled high school student with written permission from their parent/guardian and their home school.

COUNSELING AND GUIDANCE

Educational counseling services are available to all students as follows: **South Gate High School Campus:** Monday through Thursday, 1:00 p.m. to 9:00 p.m., and 8:00 a.m. to 3:30 p.m. on Friday; **Firestone Education & Career Center:** Monday through Friday, 8:30 a.m.-12:30 p.m., and 8:00 a.m.-2:30 p.m., Saturdays. Assistance in program planning, credit evaluation and educational guidance is available.

REGISTRATION AND MATERIAL FEES

A voluntary student body fee of \$2.00 and Picture ID for \$8.00 (including lanyard) per school year is payable upon enrollment to defray general non-instructional expenses.

A \$25-\$30 registration fee will be collected from students who do not qualify for an exemption. **ESL and high school diploma students are exempted from the registration fees.**

Certain classes may charge fees for tools and equipment not provided by the school district. These range from \$10 to \$20 and are payable at the time of registration.

All fees are payable at the time of registration. The school accepts **CASH ONLY**. Registration is not considered complete until fees are paid.

REGISTRATION FEE EXEMPTIONS

Exemption from registration fees is available for students who are:

- Receiving verified public assistance (i.e., AFDC, General relief, Food Stamps, Unemployment, SSI, CalWORKs, GAIN, TANF) and can provide verification
- 62 years of age or older
- Taking adult high school diploma classes
- Taking ESL classes
- Disabled and can provide verification
- Concurrently-enrolled high school students

REFUNDS

Refunds for classes will be given only if:

- The class is closed by the school administration
- The student withdraws and requests a refund before the third class meeting after enrollment (There is a \$10 drop fee)

CHILD CARE

Free child care is made possible through Community-Based English Tutoring (CBET) for children of:

- Firestone Education and Career Center students during class hours
 - From 8:30 a.m. to 12:45 p.m. Monday through Wednesday and 9:00 a.m.-12:15 p.m., Thursday and Friday
 - From 6:00 p.m.-9:15 p.m. Monday through Thursday
 - From 8:00 a.m. to 12:45 p.m. on Saturdays
- South Gate HS Campus from 6:00 p.m.- 9:15 p.m., Monday through Thursday
- Other branch locations

STUDENT COUNCIL

Students from South Gate HS Campus and Firestone Education and Career Center elect class representatives to lead the two Student Councils in organizing activities that benefit the student body and the school as a whole.

CIVIL RIGHTS

A lack of English language skills will not be a barrier to admission and participation in educational and vocational programs (Title IX and Section 504). **"All educational and vocational opportunities are offered without regard to race, color, national origin, sex or handicap."**

DERECHOS CIVILES

Todas las oportunidades educacionales y vocacionales son ofrecidas sin consideración de raza, origen étnico, sexo o incapacidad. La falta de destrezas en el idioma inglés no será una barrera para admisión y participación en los programas educativos y vocacionales (Título IX, Sección 504).

NON-SMOKING POLICY

All campuses of the Los Angeles Unified School District have been declared non-smoking campuses by the Board of Education. Students must refrain from smoking while on school district property.

Web Site: www.SouthGateAdultSchool.com