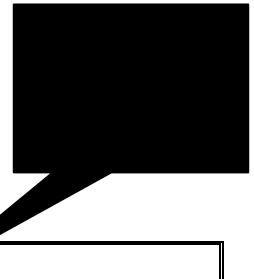


# ATTENTION PARENTS AND OLDER SIBLINGS

## WE OFFER ADULT CAREER TRAINING

Skill Development for the Workplace

Contact us for these and many other career choices  
**Space is limited – Call today (626) 472-5160**



<p><b>Adult Career Training Courses Are Approved for:</b></p> <p>Veterans Administration Private Vocational Rehabilitation Department of Rehabilitation Vendorization</p>	<p><b>Financial Assistance</b></p> <p>Federal Financial Aid (Pell Grants) Scholarships Available Federal Student Work Grant</p>
---	---

<b>Private Security Officer Training</b>	<b>Medical Assistant Administrative &amp; Clinical</b>	<b>Customer Service Representative</b>
<p>Firearms – Baton Guard Card &amp; Chemical Agent Training State mandated training including Weapons of Mass Destruction</p>	<p>Venipuncture, Injections, EKGs, AHA Healthcare Provider CPR Includes Internship National Certification</p>	<p>Two week course Learn to communicate effectively via correspondence, in person, and on the phone. Conflict resolution skills in demand! Start right now. 100% financial assistance available.</p>

<b>Home Entertainment Technology Installation</b>	<b>Other Health Care Courses</b>
<p>Installation and Integration of Home Entertainment Systems and Computer Systems</p>	<p>Certified Nursing Assistant Emergency Medical Technician Home Health Aide Nurse Aide</p>

**Adults:** Are you in need of *new* career training? Has your company sent your job overseas? Are you currently unemployed? Have you been laid-off? Have you been injured on the job? Are you a Veteran? Are you receiving public assistance? East San Gabriel Valley Regional Occupational Program and Technical Center has a plan for you. Our team is prepared to assist you in developing and sharpening your skills to put you on the road to a new and exciting career. Call (626) 472-5160 today.

East San Gabriel Valley Regional Occupational Program and Technical Center  
 1501 W. Del Norte Street  
 West Covina CA 91790

**Adult Career Training Department**  
**(626) 472-5160**

Visit us online at  
<http://www.esgvrop.org>

**Welcome to East San Gabriel Valley Regional Occupational Program and Technical Center**

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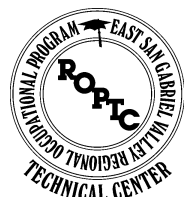
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**COURSES OFFERED**

(Alphabetically)

To search by Industry Sector and for class times and locations see Pages 9 – 13

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**ACCREDITED BY THE**

Visit us online at:  
<http://www.esgvrop.org>

Contact us at:  
**(626) 962-5080**

**East San Gabriel Valley Regional Occupational Program and Technical Center  
Superintendent, Dr. Laurel Adler**

<b>Participating School Districts and High Schools</b>	<b><u>Azusa USD</u></b> Azusa HS Gladstone HS Sierra HS <b>Board Representative:</b> Rosemary Garcia	<b><u>Baldwin Park USD</u></b> Baldwin Park HS North Park HS Sierra Vista HS <b>Board Representative:</b> Christina Lucero	<b><u>Charter Oak USD</u></b> Arrow HS Charter Oak HS  <b>Board Representative:</b> Brian Akers
	<b><u>Covina Valley USD</u></b> Covina HS Fairvalley HS Northview HS South Hills HS <b>Board Representative:</b> Darrell Myrick	<b><u>Glendora USD</u></b> Glendora HS Whitcomb HS  <b>Board Representative:</b> Doris Blum	<b><u>Walnut Valley USD</u></b> Ron Hockwalt Academies Diamond Bar HS Walnut HS  <b>Board Representative:</b> Helen Hall
	<b><u>West Covina USD</u></b> Coronado HS West Covina HS <b>Board Representative:</b> Jessica Shewmaker		

Local School Staff	Schools	Counselors	Clerks	Phone Numbers
	Arrow HS	Teri Muller x224	Patti Franssen x222	914-3961
	Azusa HS	Tony Garcia Dave Lewis John Sausedo	Lanette Baumann	815-3465
	Baldwin Park HS	Cynthia Muniz	Maria Zamora	856-4082
	Charter Oak HS	Christi Velasco-Tierney x309 Pam Heins x311	Maria Montell x307	915-5841
	Coronado HS	Sonia Ohanian x3814	Tina Rivera x3818	931-1810
	Covina HS	Charley Beal		974-6017
	Ron Hockwalt Academies	Sue McCracken		(909) 594-0776 x56017
	Diamond Bar HS	Margaret Carson		(909) 594-6715
	Fairvalley HS	Jamie Razo/Micah Goins		974-6431/974-6430
	Gladstone HS	Jenee Corum	Sue Contreras	815-3613 / 815-3665
	Glendora HS	TBA	Carol Warren	963-5731 x255
	Northpark HS	Jim Orick	Bernice Aguilar	856-4494
	Northview HS	Shana Jackson	Cheryl Worley	974-6103/974-6113
	Sierra Vista HS	Sandra Ramirez	Michelle Svider	856-4014 / 690-7741 x2064
	Sierra HS	Karen Kardashian		852-8389
	South Hills HS	Erin Lippert	Lynda Leckie	974-6208/974-6202
	Walnut HS	Candice Marsano (CDF)		(909) 598-2312
	West Covina HS	Karen Kavoussi		859-2900 x3937
	Whitcomb HS	Rebecca Tourtellotte (Principal)	TBA	852-4552

**Visit us online at:  
<http://www.esgvrop.org>**

## Registration

- **High School Students**

Students enrolled in the high schools that are served by the East San Gabriel Valley Regional Occupational Program and Technical center will register through their **local school counselor**. This can be done at the same time they are registering for classes offered through the school and throughout the year.

- **Parents and Other Adult Students**

Most ROP classes are available to adults. There is a registration fee and a tuition fee for adults. Registration Fee is \$40 (non-refundable). Tuition is determined at time of enrollment. Individual class fees are prorated. For information call the Adult Career Training Department at (626) 472-5160. Some classes have additional materials fees. Check with teacher for fee amount. Some adults may qualify for fee exemption and/or financial aid based on income. Check with the Adult Career Training Office for income qualifications.

**FINANCIAL AID IS AVAILABLE • PELL GRANTS ARE AVAILABLE**

**Del Norte Center**  
 (Administrative Office)  
 1501 W. Del Norte St  
 West Covina CA 91790  
 (626) 962-5080  
 (626) 472-5125 fax

*College Plus*

Students who enroll in classes with the *College Plus* logo and who successfully achieve the competencies taught in this program may be eligible for advanced placement and/or college credit. See Page 14.

University of  
California  
A-G Approved  
(UC A-G)

Courses which are designated "UC A-G" have been approved by the University of California as meeting the requirements for admission to the UC/CSU systems.

## Class Time Schedule

Classes are scheduled to begin Tuesday, **September 8, 2009**. However, most classes have an "open-entry, open-exit" policy (after the first 2 weeks of class, call individual instructor for placement in class). Specific times are listed beginning on Page 9. Classes with worksite training may have additional hours in the community. In general, ROP/TC daytime classes are scheduled to meet during the following four sections:

8:00 – 10:00 a.m. (A Section)

1:00 – 3:00 p.m. (C Section)

10:00 – 12:00 p.m. (B Section)

3:00 – 5:00 p.m. (D Section)

**Evening Classes are available.**

For more information call:  
(626) 472-5160

**PLEASE NOTE: In addition to the hours posted in the Schedule of Classes, many classes require additional lab hours as scheduled by the Instructor.**

Visit us online at:  
<http://www.esgvrop.org>

# Course Descriptions

## See Pages 9-13 for Class Schedules

### A+ CERTIFICATION PREPARATION: Micro-Computer Repair and Maintenance

Information Technology Sector – Pg. 11

Prepares students to install, program, operate, maintain and service computers. Includes instruction in diagnosis, detection, isolation, and correction of malfunctions. Instruction includes A+ certification preparation and an introduction to networking (N+). Pre-requisites: Students must have basic keyboard knowledge. Computer experience is preferred. Adult fees.

### ACCOUNTING

Finance And Business Sector – Pg. 10

Introduces the principles and processes involved in manual double-entry accounting systems including the use of journals, ledgers, and worksheets, preparation of income statements and balance sheets, banking, petty cash, and payroll. Students who successfully achieve the competencies taught in this program may be eligible for advanced placement and/or college credit. (See Page 15)

*College Plus*

### ADMINISTRATION OF JUSTICE

Public Services Sector – Pg. 12

Students are prepared for basic training in the field of law enforcement as well as being trained for employment as security guards in on-site locations. The class is conducted as a law enforcement academy involving physical as well as classroom training. Good reading and writing skills are recommended for optimum success. Students who successfully achieve the competencies taught in this program may be eligible for advanced placement and/or college credit (See Page 15).

*College Plus*

UC A-G Approved

### AMERICAN SIGN LANGUAGE

Education, Child Development Sector – Pg. 10

This course is designed to teach students the fundamentals of Sign Language. Emphasis will be placed on conversational skills, careers in interpretation for the deaf, knowledge of deaf culture and understanding the deaf community. Total participation is necessary in order to learn and attain fluency in the language; activities will include student work in pairs or groups, role playing, skits, songs, and impromptu presentations.

UC A-G Approved

### APPAREL MANUFACTURING AND DESIGN

Fashion & Interior Design Sector – Pg. 10

Students will apply and refine previously-learned sewing and designing skills, as well as acquire innovative techniques for a more professional "finished" product. Through the use of mechanical and computerized technology, they will expand their knowledge of current tools and machinery, while constructing an originally-designed garment. Instruction will include the art and techniques of illustration, draping and pattern making/drafting. Students will research a career in the field of Clothing & Textiles, develop a professional career portfolio, and look into the glamorous world of fashion design, manufacturing and merchandising. Advanced studies will include fashion show production.

### BUSINESS MANAGEMENT AND MARKETING

Finance & Business Sector – Pg. 10

This program prepares students to perform marketing and management functions using basic business concepts and procedures. Students will be instructed in principles and methods for organizing a business, business forms, partnerships, combining resources to produce goods and services and the nature and extent of competition in the business community.

*College Plus*

UC A-G Approved

### BUSINESS MATH: Algebra for Business and Technology

Finance & Business Sector – Pg. 10-11

This is an alternative math course offering students practical math skills needed for business and personal applications. This course presents fundamental mathematics in the context of business and consumer applications. Interesting problems help students learn to meet financial challenges with math-based solutions. Interesting problems using design-based methodologies help students learn algebraic skills needed in business and technology related fields.

*College Plus*

UC A-G Approved

### BUSINESS OFFICE SKILLS

Finance & Business Sector – Pg. 11

Business Office Skills provides students the opportunity to apply office practice and computer literacy skills on the job at worksites. Students will receive supportive instruction in basic employability skills, problem solving, career planning, job acquisition and interpersonal skills such as teamwork and leadership.

### CABINETRY DESIGN AND CONSTRUCTION

Building Trades & Construction Sector – Pg. 9-10

This course includes instruction on techniques and use of tools for the Cabinetry trade. Students will learn industry standards in cabinetry joinery, assembly procedures, finishing techniques, project planning and woodworking terminology.

### CAREER TRAINING FOR TRANSITION

Education, Child Development Sector – Pg. 10

Students will be introduced to service occupations stressing the relationship between academic and job skills. Included will be career preparation, communication, inter-personal skills, problem solving, safety, technology and other employment skills. Enrollment by counselor or teacher referral may be required for some classes.

### COMMERCIAL ART (Digital Photography)

Arts, Media & Entertainment Sector – Pg. 9

This one year course introduces the student to the creative, rapidly expanding field of commercial art. Art history, culture and heritage, art criticism, creative expression and aesthetics are emphasized as students use traditional and technological media to solve problems in advertising design, animation, computer imaging, graphics and illustration. This course is designed to meet A-G requirements for Visual and Performing Arts.

UC A-G Approved

# Course Descriptions

## See Pages 9-13 for Class Schedules

### COMPUTER AIDED DRAFTING/DESIGN (CADD)/ARCHITECTURAL DRAFTING

Information Technology Sector – Pg. 11-12

This course is an intensive study in computer graphics utilizing AutoCAD 2000 software. Combined with technical drafting standards, students use CADD to produce 3D graphic models for mechanical and/or architectural components. Upon completion of this program students will have the skills necessary to function as a CADD technician in various disciplines such as mechanical, architectural, civil, or electrical design drafting, as well as 2D/3D illustration and visualization, using the animation component of the software. Students who successfully achieve the competencies taught in this program may be eligible for advanced placement and/or college credit (See Page 15). Basic computer knowledge preferred. Adult fees.

*College Plus*

UC A-G Approved

### COMPUTER SCIENCE: Java Programming

Information Technology Sector – Pg. 12

The goal of this beginning course in Java is to teach the fundamentals of the language. Java is the language of the Internet and is often used to create applets and other Net-based applications. However, before a student can create these types of applications, he or she must understand the basic elements of the language. By the end of this course, the student will have a solid foundation that will enable them to start writing their own programs and applets.

### COSMETOLOGY

Public Service Sector – Pg. 13

A cosmetologist provides a wide range of beauty services for customers. Aptitudes essential to the cosmetologist are creativity, finger dexterity, eye-hand coordination and the ability to relate to people. The 1600 hours of class instruction (required for State license) are designed to qualify the student for the California State Cosmetology Exam. Pre-requisites: State law requires that students be 16 years of age upon entry into class. Students must wear designated uniform. Adult fees.

### DENTAL ASSISTANT

Health Science & Medical Technology Sector – Pg. 11

Students will be trained in procedures that will enable them to take the Registered Dental Assistant Test given by the California Board of Dental Examiners. These skills will enable students to gain entry-level employment in a high demand field. High school students only. Call for start date. Uniform and nurse type shoes required. Prerequisites: Preference given to seniors (juniors will be accepted depending on space available.) Students should be familiar with keyboard or computer and will be required to learn dictation. **Please note:** Check with your Counselor for admission. This course must have a minimum of 15 students enrolled in order to proceed.

### DIGITAL ANIMATION

Arts, Media & Entertainment Sector – Pg. 9

This is an introductory course for all students interested in computer generated three-dimensional modeling. Students will learn techniques used to create virtual models of environments, buildings, machines, vehicles, people and animals, as used for computer animation and interactive games.

### E-COMMERCE

Marketing, Sales & Service Sector – Pg. 12

Students learn Internet marketing principles and gain experience setting up online shopping capabilities and technology. Online customer service and retention, buyer behavior, merchant services, and current Internet commerce issues are presented. Students analyze, redesign, and develop sites from an eCOMMERCE perspective. Students taking marketing classes should have the opportunity to participate in the DECA organization (student marketing leadership club). DECA-related activities and curriculum can be used as an approved part of all marketing classes.

### EARLY CHILDHOOD EDUCATION

Education, Child Development Sector – Pg. 10

This course is designed to provide students with classroom and hands-on training, while assisting teachers in infant, toddler, and preschool programs, elementary schools, and special education programs. Students will be instructed in appropriate practices, creativity, critical thinking, problem solving, career preparation, and employment skills in early/elementary education. Students who successfully achieve the competencies taught in this program may be eligible for advanced placement and/or college credit (See Page 15). Adult fees.

*College Plus*

### EMERGENCY MEDICAL SERVICE (Introduction)

Health Science & Medical Technology Sector – Pg. 11

Students will have an introduction to health team responsibilities regarding emergency calls, evaluation of emergency and appropriate action to prevent future injury. Prerequisites: 16 years of age, 11<sup>th</sup> or 12<sup>th</sup> grades. (This course is offered Fall Semester only)

### ENTERTAINMENT ACADEMY

Arts, Media, & Entertainment Sector – Pg. 9

This course emphasizes the major facets of production including: singing, dancing and staging. Areas of performance instruction include: proper solo/ensemble singing, choreographed movement, showmanship strategies, microphone techniques and costuming/make-up techniques. Behind-the-scenes opportunities include production marketing, casting, prop and set design, audio and lighting design.

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# Course Descriptions

## See Pages 9-13 for Class Schedules

### ENVIRONMENTAL SCIENCE

Energy & Utilities Sector – Pg. 10

This course provides an overview of the main principles and applications of environmental science by introducing students to employment and advanced training opportunities in environmental waste management, water reclamation, and hazardous removal and related laboratory and equipment services.

UC A-G Approved

### FOOD SERVICE & HOSPITALITY

Public Service Sector – Pg. 11

This course prepares students for food production, food preparation, customer service and teamwork skills for employment. The Food Service and Hospitality program effectively prepares student with the knowledge, skills, attitudes, and behaviors needed to successfully enter the job market or transition to postsecondary education programs at a community college, private and/or four-year college or university. Instruction includes topics such as planning, selecting, storing, purchasing, preparing, testing, serving and selling quality food and food products. Other areas of study include nutritive values, safety and sanitation, use and care of commercial equipment, management of food establishments, cost and profitability analysis, side work and customer orders, and handling cash and credit transactions.

### FORENSIC SCIENCE (introduction)

Public Services Sector – Pg. 13

This course will introduce students to crime scene investigation, evidence collection and preservation. Topics of study include photographing the crime scene, fingerprinting techniques and analysis, and the identification and evaluation of biological and trace evidence. Recommended for students enrolled in Administration of Justice.

### GRAPHIC ARTS/MULTIMEDIA

Arts, Media, & Entertainment Sector – Pg. 9

Students receive a foundation of up-to-date classroom instruction in graphic design, pre-press layout, multimedia presentation and web page design using today's latest software and state-of-the-art Macintosh computers. Using Adobe Photoshop, Illustrator, PageMaker, Adobe Go Live, and QuarkXPress, students will demonstrate the use of the programs for photographic image rendering and manipulation, drawing and coloring, ad design, graphic and text placement, and page layout. Prerequisites: Completion of Graphic Arts/Printing, a basic art course, Introduction to Computer or Office Technology. Required course materials: 1" white 3-ring view binder, minimum of one 100 Megabyte Zip Disk (250 Megabyte disk will not work), access to 35mm camera or disposable 35mm camera.

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### GRAPHIC ARTS/SILKSCREENING

Arts, Media, & Entertainment Sector – Pg. 9

Students receive instruction in fundamental graphic arts career technical skills which include: silk screening; airbrushing (to create T-shirts and illustrations); commercial art color theory; logo design; calligraphy; glass etching; lettering; paste-up; color-cutting; copy preparation work; process camera and offset press theory; and hand-cut photographic screen stencil preparation. Some projects may require a materials fee.

### HEALTH CAREERS

Health Science & Medical Technology Sector – Pg. 11

Students are taught skills for entry-level employment in health and medical occupations. Hospital departments are used as training locations. TB tests and flu vaccines are required. **Uniform requirements:** white pants and white shoes.

### HEALTH SCIENCES

Health Science & Medical Technology Sector – Pg. 11

Health Sciences is designed to provide a combination of subject matter to prepare and encourage the desire for further education in the health care field. Instruction will include lecture, demonstration, and hands-on work. Students earn industry certification in CPR and HIPAA in this foundation course. Prerequisite: Intro to Emergency Medical Services. (This course is offered Spring semester only)

### MARKETING FUNDAMENTALS

Marketing, Sales & Service – Pg. 12

Students study marketing concepts, foundations, and principles. Other units include economics, customer service, promotion, advertising, finance, professional selling, risk management, and product/service planning. Classroom instruction reinforces leadership, marketing and management skills.

### MARKETING, SALES & SERVICE

Marketing, Sales & Service – Pg. 12

This course is designed to develop or improve skills related to entrepreneurship, sales, marketing and merchandising. Students master business operations through community classroom experience and supporting instruction. Training includes work in selling, inventory control, cashiering, display, customer service, and advertising.

### MICROSOFT OFFICE USER SPECIALIST (MOUS)

Finance & Business Sector – Pg. 12

Students cover the prerequisite skills for MOUS Certification testing offered through Microsoft Corporation. Computers are used in a Windows environment to learn the fundamentals of Microsoft Word, Excel, PowerPoint and Access. Course completion is determined on the mastery of all competencies. Students who successfully achieve the competencies taught in this program may be eligible for advanced placement and/or college credit. (See Page 15) Prerequisites: Students must have a working knowledge of the keyboard.

*College Plus*

# Course Descriptions

See Pages 9-13 for Class Schedules

## ORACLE

Information Technology Sector – Pg. 12

PL/SQL is a programming language that let's you turn simple data base queries into potent blocks of executable code. This course teaches you to write code that can be shared across the database, forms, and reports. Learn to program procedures, functions, packages, and data base triggers. Develop your skills in data validation and transform raw data into valuable business information.

## RETAIL SALES

Marketing, Sales & Service Sector – Pg. 12

Students are trained for employment in retail sales occupations such as display, sales clerk, inventory/warehouse person. Merchandising functions and marketing procedures are taught. • This is a one-semester course. Second semester is offered only with the approval of the teacher. Students who successfully achieve the competencies taught in this program may be eligible for advanced placement and/or college credit (See Page 15). Appropriate retail dress code is required

*College Plus*

## SPORTS HEALTH CARE

Health Science & Medical Technology Sector – Pg. 11

This course is designed to prepare students for entry-level jobs in the Fitness/Recreation field as a Fitness/Recreation Trainer or Counselor. Students will receive instruction in basic anatomy and physiology, preventative sports medicine, and the fundamentals of fitness.

## SPORTS AND ENTERTAINMENT MARKETING

Marketing, Sales & Service Sector – Pg. 12

This class will provide students with an exciting journey through the world of marketing in sports and entertainment. Students will learn all the foundation skills of marketing and apply them to one of the largest exports to the rest of the world – entertainment in the form of music, film, amusement parks, sporting events, athletic clothing, tourism, and so much more!

## STAGECRAFT

Arts, Media, & Entertainment Sector – Pg. 9

This course is designed to prepare students for entry-level jobs in the theatrical production and stage management industry. Hands-on training will help students gain the necessary skills, knowledge and attitudes necessary to perform the many tasks involved in putting on theater production.

UC A-G Approved

## TELECOMMUNICATIONS: Web Page Design

Information Technology Sector – Pg. 12

Students will be introduced to JAVA, HTML and WEB page design, as well as other evolving technologies.

## VIDEO PRODUCTION

Arts, Media, & Entertainment Sector – Pg. 9

Students will work together as production teams in a "real world" studio to produce game shows, commercials, talk shows and news broadcasts. Course content includes learning skills performed by video camera operators, producers, sound engineers, lighting directors, character generator operators, directors, technical directors, floor directors, set designers, scriptwriters, and on-air talent.

UC A-G Approved

## VIRTUAL ENTERPRISE

Marketing, Sales & Service Sector – Pg. 12

Virtual Enterprise, a simulated business, is set up and run by students to prepare them for working in a real business environment. The students determine the nature of their business, its products and services, its management and structure, and learn the daily operations of a business under the guidance of consultants and with the support of a real business partner.

UC A-G Approved

## VISUAL COMMUNICATIONS

Arts, Media, & Entertainment Sector – Pg. 9

This one-year course focuses on photographic approaches to graphic arts. The course deals with technical aspects of graphic reproduction and also with other areas such as design, critical analysis, aesthetics, and the common ground shared by fine arts and commercial arts. In addition, historical and cultural implications of the development and growth of visual communications will be explored. *This course is designed to meet the University of California A-G requirements for Visual and Performing Arts*

UC A-G Approved

## 2009 – 2010 CLASS SCHEDULE – By Industry Sector

<b>Class Name</b>	<b>Location</b>	<b>Time</b>	<b>Days</b>	<b>Teacher</b>	
<b>Arts, Media, and Entertainment</b>					
Commercial Art (Digital Photography)	Northview HS	7:45-8:35	M-F	Grinnell	
		8:40-9:35	M-F	Grinnell	
		11:35-12:25	M-F	Grinnell	
		1:05-1:55	M-F	Grinnell	
		2:00-2:50	M-F	Grinnell	
	Covina HS	7:50-8:42	M-F	Bechtle	
		8:47-9:47	M-F	Bechtle	
		10:02-10:54	M-F	Bechtle	
		10:59-11:51	M-F	Bechtle	
		1:01-1:53	M-F	Bechtle	
	Charter Oak HS	1:58-2:50	M-F	Bechtle	
		8:00-8:55	M-F	Holguin	
		9:00-9:55	M-F	Holguin	
		10:10-11:05	M-F	Holguin	
		11:10-12:05	M-F	Holguin	
Digital Animation	Charter Oak HS	9:00-9:55	M-F	Barroga	
		10:10-11:05	M-F	Barroga	
		11:10-12:05	M-F	Barroga	
	Glendora HS	12:45-1:40	M-F	Barroga	
		8:52-9:50	M-F	Dubranski	
		10:05-11:01	M-F	Dubranski	
Entertainment Academy	South Hills HS	12:43-1:39	M-F	Dubranski	
		1:45-2:41	M-F	Dubranski	
		8:00-9:00 (Dance)	M-F	Holbrook	
		11:23-12:19 (Play Production)	M-F	Holbrook	
Graphic Arts/Multimedia Graphic Arts/Silkscreening	West Covina HS	7:50-2:46	M-F	Beleno	
		BCD	M-F	Richardson	
	Diamond Bar HS	8:01-8:57	M-F	Haprov	
		9:03-9:59	M-F	Haprov	
		10:14-11:10	M-F	Haprov	
	Stagecraft	Charter Oak HS	11:16-12:16	M-F	Haprov
			1:02-1:58	M-F	Haprov
		Diamond Bar HS	2:04-3:00	M-F	Haprov
			3:00-4:00 (& lab hours)	M-F	Graziani
		Del Norte Center	2:40-3:00 (& lab hours)	M-F	DeLuca
Video Production Visual Communications	Del Norte Center	BCD	M-F	Harrington	
		Walnut HS	8:55-9:50 and 7:50-9:35	MThF and W	Keith
	Walnut HS	1:50-2:45 and 1:00-2:45	MThF and W	Keith	
		<b>Building Trades and Construction</b>			
Cabinetry Design & Construction	Diamond Bar HS	8:01-8:57	M-F	Bromberg	
		9:03-9:59	M-F	Bromberg	
		10:14-11:10	M-F	Bromberg	
		11:16-12:16	M-F	Bromberg	
		1:02-1:58	M-F	Bromberg	

## 2009 – 2010 CLASS SCHEDULE – By Industry Sector

<b>Class Name</b>	<b>Location</b>	<b>Time</b>	<b>Days</b>	<b>Teacher</b>	
<b>Building Trades and Construction (Continued)</b>					
Cabinetry Design & Construction (Continued)	Diamond Bar HS	2:04-3:00	M-F	Bromberg	
	West Covina HS	7:45-2:45	M-F	Hankerd	
<b>Education, Child Development and Family Services</b>					
American Sign Language	Charter Oak HS	11:10-12:05	M-F	TBA	
		12:45-1:40	M-F	TBA	
		1:45-2:40 (Advanced)	M-F	TBA	
	Glendora HS	8:52-9:50	M-F	Fabela	
		10:05-11:01	M-F	Fabela	
		11:07-12:03	M-F	Fabela	
	West Covina HS	7:50-8:44	MT	Jenkins	
		7:50-9:45	W	Jenkins	
		8:20-9:05	F	Jenkins	
		8:51-9:45	MF	Jenkins	
		7:50-9:45	Th	Jenkins	
		9:16-10:05	F	Jenkins	
	Career Training for Transition	Del Norte Center	3:00-5:00	M-F	Jones
		Hockwalt Academy	8:35-10:05	M-F	Lomeli
	Early Childhood Education	Whitcomb HS	12:45-1:35	M-F	Contri
Arrow HS		TBA	M-F	Lomeli	
Charter Oak HS		11:10-12:05	M-F	DiOssi	
		12:45-1:40	M-F	DiOssi	
Del Norte Center Walnut HS		ABCD	M-F	Marquez	
		8:55-9:50	MThF	Sandoval	
		10:00-10:55	MThF	Sandoval	
		11:05-12:00	MThF	Sandoval	
		1:50-2:45	MThF	Sandoval	
	10:30-12:15	T	Sandoval		
	1:00-2:45	T	Sandoval		
7:50-9:35	W	Sandoval			
10:32-12:15	W	Sandoval			
1:00-2:45	W	Sandoval			
<b>Energy and Utilities</b>					
Environmental Science	Covina HS	10:59-11:51	M-F	Wells	
		1:01-1:53	M-F	Wells	
<b>Fashion and Interior Design</b>					
Apparel Manufacturing and Design	Azusa HS	10:10-11:07	M-F	Clenney	
		11:13-12:10	M-f	Clenney	
<b>Finance and Business</b>					
Accounting	Azusa HS	12:46-1:43	M-F	Dorsey	
	Covina HS	7:50-8-:42	M-F	Simmons	
	Gladstone HS	10:01-10:58	M-F	Akioka	
	South Hills HS	9:07-10:03	M-F	Rodriguez	
		10:20-11:16	M-F	Rodriguez	
	1:01-1:57	M-F	Rodriguez		
Business Management & Marketing	Azusa HS	11:13-12:10	M-F	Salgado	
	Gladstone HS	11:04-12:04	M-F	Akioka	

## 2009 – 2010 CLASS SCHEDULE – By Industry Sector

<b>Class Name</b>	<b>Location</b>	<b>Time</b>	<b>Days</b>	<b>Teacher</b>	
<b>Finance and Business (Continued)</b>					
Business Math (Algebra for Business & Technology)	Diamond Bar HS	8:01-8:57	M-F	Gorden	
		10:14-11:10	M-F	Gorden	
		11:16-12:16	M-F	Gorden	
	Covina HS	7:50-8:42	M-F	Parry	
		8:47-9:47	M-F	Parry	
		10:02-10:54	M-F	Parry	
		10:59-11:51	M-F	Parry	
		Glendora HS	7:50-8:46	M-F	Tilton
		West Covina HS	7:50-2:46	M-F	Cruz
	South Hills HS	8:00-9:00	M-F	Graham	
		2:04-3:00	M-F	Graham	
	Business Office Skills	Northview HS	7:45-8:35	M-F	Smith
		Covina HS	8:47-9:47	M-F	Simmons
<b>Health Science and Medical Technology</b>					
Dental Assisting (See Pg. 6 for more information)	North-West College	1:00-5:00	M-Th	Saenz	
Emergency Medical Service (Introduction)* <i>*Fall Semester Only</i>	Azusa HS	12:46-1:43	M-F	Schwan	
		1:49-2:46	M-F	Schwan	
		2:49-3:44	M-F	Schwan	
		7:55-8:52	M-F	Schwan	
	Gladstone HS	8:58-9:55	M-F	Schwan	
		10:55-11:55	M-F	Schwan	
	Health Careers	Sierra HS	D	M-F	Higuera (Queen/Valley)
		Del Norte Center	BCD	M-F	Hazen (Inter-Community)
		Del Norte Center	D	M-F	DeSantos
	Health Sciences ( <i>Spring Semester Only</i> ) Sports Health Care	See EMS above Charter Oak HS	See EMS above	See EMS above	Schwan
11:10-12:05			M-F	McDonald	
Walnut HS		1:45-2:40	M-F	McDonald	
		8:55-9:50 and 7:50-9:35	MThF and W	Chen	
West Covina HS		10:00-10:55 and 10:30-12:15	MThF and T	Chen	
		Periods 3-8	M-F	Ramirez	
<b>Hospitality &amp; Tourism</b>					
Food Service and Hospitality	Charter Oak HS	8:00-8:58	M-F	Comstock	
		9:00-9:55	M-F	Comstock	
		10:10-11:05	M-F	Comstock	
		11:10-12:05	M-F	Comstock	
		12:45-1:40	M-F	Comstock	
<b>Information Technology</b>					
A+ Certification Preparation: Micro-Computer Repair Maintenance	Del Norte Center	ABCD	M-F	Khemalaap	
	Baldwin Park HS	10:19-12:22 and 10:55-12:40	MTThF and W	Casburn	
Computer Aided Drafting-Design/Architectural Drafting	Baldwin Park HS	10:19-11:18 and 10:55-11:45	MTThF and W	Poulsen	
	Charter Oak HS	8:00-8:55	M-F	Barroga	

## 2009 – 2010 CLASS SCHEDULE – By Industry Sector

<b>Class Name</b>	<b>Location</b>	<b>Time</b>	<b>Days</b>	<b>Teacher</b>
<b>Information Technology (Continued)</b>				
Computer Aided Drafting-Design/Architectural Drafting (Continued)	Charter Oak HS	11:10-12:05	M-F	Barroga
		12:45-1:40	M-F	Barroga
	Glendora HS	7:50-8:46	M-F	Ruiz
		8:52-9:50	M-F	Ruiz
		10:05-11:01	M-F	Ruiz
		11:07-12:03	M-F	Ruiz
		12:43-1:3	M-F	Ruiz
		1:45-2:41	M-F	Ruiz
	Walnut HS	7:50-2:45	M-F	Moore
	Baldwin Park HS	6:30-7:45	MTThF	Casburn
Azusa HS	TBA	M-F	Salgado	
	Baldwin Park HS	8:54-9:59 and 9:45-10:35	MTThF and W	Perry
Covina HS	10:02-10:53	M-F	Simmons	
	10:59-11:51	M-F	Simmons	
	1:01-1:53	M-F	Simmons	
Gladstone HS	8:58-9:55	M-F	Ranger	
	West Covina HS	7:50-2:46	M-F	Pitts
Oracle	Baldwin Park HS	7:50-9:59 and 8:50-10:35	MTThF and W	Casburn
	Telecommunications: Web Page Design	Gladstone HS	7:55-8:52	M-F
	Sierra Vista HS	10:19-1:18	M-F	Guerrero
<b>Marketing, Sales and Service</b>				
E-Commerce	Charter Oak HS	1:45-2:40	M-F	DiOssi
Marketing Fundamentals	Del Norte Center	CD	M-F	Poole
Marketing, Sales & Service	West Covina HS	2:00-2:55 (+ CVE)	T	Kavoossi
	Diamond Bar HS	1:02-3:00 (+ CVE)	M	Gorden
Retail Sales	Del Norte Center	BCD	M-F	Perez
Sports & Entertainment Marketing	Diamond Bar HS	9:03-9:59	M-F	Gorden
		Glendora HS	7:50-8:46	M-F
		8:52-9:50	M-F	Marason
		11:09-12:03	M-F	Marason
		12:43-1:39	M-F	Marason
		1:45-2:41	M-F	Marason
		Baldwin Park HS	7:50-8:49 and 8:50-9:40	MTThF and W
Virtual Enterprise	Baldwin Park HS	8:45-9:59 and 9:45-10:35	MTThF and W	Peacock
		Glendora HS	10:05-11:01	M-F
<b>Public Services</b>				
Administration of Justice	Charter Oak HS	8:00-8:55	M-F	Torres
		9:00-9:55	M-F	Torres
	Walnut HS	12:45-1:40 and 1:00-2:45	MThF and T	Waggener
		1:50-2:45 and 1:00-2:45	MThF and W	Waggener

## 2009 – 2010 CLASS SCHEDULE – By Industry Sector

<b>Class Name</b>	<b>Location</b>	<b>Time</b>	<b>Days</b>	<b>Teacher</b>
<b>Public Services (Continued)</b>				
Cosmetology	Baldwin Park Adult Center	CD	M-F	Garcia
		CD	M-F	Rhiner
		CD	M-F	Williams
Forensic Science (Introduction)	Glendora HS Charter Oak HS	7:50-2:41	M-F	Ruth
		10:10-11:05	M-F	TBA
		11:10-12:05	M-F	TBA

# Articulation Agreements

## Secondary to Post Secondary

*East San Gabriel Valley ROP/TC has agreements with certain local post-secondary institutions to offer advanced placement and/or credit to students who successfully achieve the competencies taught in designated classes. The following is a matrix of the career clusters and the institutions where credit and/or advanced placement can be obtained.*

Mt. Sierra College  
 Westwood College  
 ESCVROP/TC  
 Citrus College  
 Pasadena City College  
 Mt. San Antonio College  
 Rio Hondo College

	Mt. Sierra College	Westwood College	ESCVROP/TC	Citrus College	Pasadena City College	Mt. San Antonio College	Rio Hondo College
<b>ART AND COMMUNICATION</b>							
Apparel Manufacturing and Design			✓			✓	
Commercial Art: Digital Photography							
Computer Aided Drafting/Design (CAD) Arch. Drftg.		✓	✓	✓		✓	✓
Graphic Arts/Multimedia – Silk Screening	✓		✓				
Microsoft Office User Specialist			✓			✓	
<b>BUSINESS AND MARKETING</b>							
Accounting						✓	
Business Fundamentals: Accounting	✓					✓	
Business Math	✓						
Business Management and Marketing	✓						
Marketing Fundamentals	✓	✓					
Microsoft Office User Specialist			✓			✓	✓
Virtual Enterprise							✓
<b>HEALTH AND PUBLIC SERVICES</b>							
Administration of Justice			✓	✓		✓	✓
Certified Nursing Assistant							✓
Early Childhood Education			✓	✓		✓	
Emergency Medical Technician Basic			✓				
Health Careers			✓				
Nurse Assistant							✓
<b>TECHNOLOGY</b>							
Computer Aided Drafting/Design (CAD) Arch. Drftg.			✓	✓		✓	✓
Computer Science: JAVA	✓						
Oracle	✓						
Telecommunications: Web Page Design	✓						

# Articulation Agreements

## Post Secondary to Post Secondary

*Students who complete all the classes listed below at ESGVROP/TC, will be granted 60 units towards their Bachelor's degree at Jones International University, ITT, or De Vry and can enter these institutions as juniors.*

	Westwood College	Azusa Pacific University	Jones International University	De Vry Institute of Technology	ITT Technical Institute	Mt. Sierra College	Pacific Oaks University
<b>COMMUNICATIONS</b>							
English 1-A or ENG 21 Technical English	✓	✓	✓	✓	✓	✓	✓
English Literature	✓	✓	✓	✓	✓	✓	✓
Contemporary Communications	✓	✓	✓	✓	✓	✓	✓
Speaking and Writing for Business	✓	✓	✓	✓	✓	✓	✓
<b>HUMANITIES</b>							
Art Appreciation	✓	✓	✓	✓	✓	✓	✓
English 18 Critical Thinking & Writing Literature	✓	✓	✓	✓	✓	✓	✓
PHIL 10 Ethics	✓	✓	✓	✓	✓	✓	✓
POLI 10 American Government	✓	✓	✓	✓	✓	✓	✓
<b>MATHEMATICS &amp; COMPUTER APPLICATIONS</b>							
COMP 16 Computer Technology or COMP 17 Operations/Applications	✓	✓	✓	✓	✓	✓	✓
MATH 112 Business Math	✓	✓	✓	✓	✓	✓	✓
MATH 170 College Algebra	✓	✓	✓	✓	✓	✓	✓
<b>INDUSTRIAL TECHNOLOGY &amp; ELECTIVES</b>							
Courses in: CAD/Manufacturing, Electronics, Graphics, Physics & Electives	✓	✓	✓	✓	✓	✓	✓

Visit us online at:  
<http://www.esgvrop.org>

## Eligibility Programs

*Workforce Investment Act (WIA), CalWorks, Department of Rehabilitation*

<p style="text-align: center;"><b>FREE TRAINING FOR ELIGIBLE STUDENTS</b> (WIA, Federal Student Aid)</p> <p>For More Information Visit or Call:  (626) 962-5080</p>	<p><b>WIA Program</b> The WIA programs provide Career Guidance, Vocational Training, Job Preparation, Job Search, and Job Placement assistance. You may qualify for WIA services if you are a dislocated worker who has lost previous employment due to plant closings, plant relocations, foreign competition, or a general economic downturn, or if you are an economically disadvantaged adult, an economically disadvantaged youth aged 16 to 21, or an older worker aged 55 and above. Costs of registration, books and supplies will be provided for qualified applicants by the WIA program.</p>
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## Cal Works Programs

**Cal Works programs provide:** Work experience, vocational training, and ABE/GED training to participants who receive CalWorks (formerly AFDC) funding, and MediCal. Cost of registration, books and supplies will be paid by CalWorks/GAIN service providers. For more information, please call (626) 962-5080 and ask for the WIA office.

**COMPUTER OPERATORS**  
Computer Training (MOUS):

Basic computer training introducing computer functions, office procedures and professionalism. Call (626) 472-5160 for enrollment procedures.

TIME/DAY        8:00-2:00 M-F  
LOCATION        EDD Office/West Covina  
INSTRUCTOR    Deborah La Corte

## Other Services

Customized Training:

Call for times and locations  
(626) 472-5160

<b>Direct Service Professional</b>	<ul style="list-style-type: none"> <li>This two year program is required for Direct Support Professional (DSP) certification by the Department of Developmental Services. The program is limited to those already employed in the field. It is also offered to administrators of community care facilities to meet the Continuing Education Units (CEUP) requirements of Facilities licensing. Each 35-hour phase is provided at no charge to qualified students.</li> </ul>	<ul style="list-style-type: none"> <li>The first phase (Year One) must be completed within one year of employment as a DSP and the second by the end of the second year of employment. DSPs may meet the requirements by successfully completing Challenge tests.</li> </ul>		<ul style="list-style-type: none"> <li>Year One and Year Two training classes and challenge tests are offered on an ongoing basis.</li> </ul> <p style="text-align: center;"><b>Please call:</b> <b>(626) 472-5160</b> For days and times</p>
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## EXPECTED STUDENT LEARNING RESULTS

Students who complete training at the East San Gabriel Valley Regional Occupational Program and Technical Center will:

1. **DEMONSTRATE PERSONAL DEVELOPMENT**
    - a) Exhibit a professional work ethic
    - b) Exhibit self-esteem
    - c) Develop and implement achievable goals
    - d) Display a professional image
  2. **POSSESS CRITICAL THINKING AND PROBLEM SOLVING SKILLS**
    - a) Acquire creative thinking, analyze, and process information
    - b) Demonstrate strategies to solve problems with positive outcomes
    - c) Demonstrate leadership skills
  3. **DEMONSTRATE USE OF TECHNOLOGY AS A TOOL**
    - a) Create a project using current technology
    - b) Create a project using technology as a research tool
  4. **FUNCTION AS RESPONSIBLE CITIZENS (DEMONSTRATE CITIZENSHIP)**
    - a) Demonstrate an ability to work as a team
    - b) Develop relationships within the various cultures of the community
    - c) Show respect for the property and rights of others
    - d) Exhibit self discipline and individual responsibility
  5. **DEMONSTRATE EFFECTIVE COMMUNICATION SKILLS**
    - a) Demonstrate effective reading, verbal, written and listening skills
    - b) To appropriately use workplace vocabulary
    - c) Communicate effectively using technology as a tool
  6. **POSSESS SKILLS FOR IMMEDIATE EMPLOYMENT AND FUTURE CAREERS**
    - a) Possess the technical skills and academic knowledge to succeed in existing and emerging occupations
    - b) Set professional goals based on self-knowledge, continuing education and experience
    - c) Contribute to the economic growth and well-being of their community through continuous employment and lifelong learning.
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## MISSION STATEMENT

The East San Gabriel Valley Regional Occupational Program and Technical Center provides all students with the highest quality academic and technical skills necessary to be well-educated citizens and responsible, productive employers and employees.