



BERKELEY **ADULT SCHOOL**

COURSE CATALOG **SPRING 2019**

JANUARY 29-JUNE 14

LEARN ENGLISH

FINISH YOUR DIPLOMA/GED

GAIN SKILLS FOR WORK

ENRICH YOUR LIFE



Berkeley
PUBLIC SCHOOLS

REGISTER AT:

[HTTP://BAS.BERKELEY.NET](http://bas.berkeley.net)

1701 SAN PABLO AVE, BERKELEY, CA 94702 • (510) 644-6130

WELCOME



MISSION STATEMENT

The mission of Berkeley Adult School is to provide adult learners with equal access to life-long education in a safe, supportive, and multicultural environment.

LOCATION, HOURS, CONTACT INFORMATION

1701 San Pablo Avenue
Berkeley, CA 94702
Phone: (510) 644-6130
Fax: (510) 644-6784
Email: BASinfo@berkeley.net
Website: bas.berkeley.net

MAIN OFFICE HOURS

M-Th: 8 am-3:45 pm & 6 pm-8 pm
Fri: 8 am-2 pm

Berkeley Adult School is equipped with elevators and is wheelchair accessible.



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GENERAL INFORMATION

Berkeley Adult School is not a postsecondary institution. Hours of attendance at this school do not fulfill the educational requirements of any contract that requires attendance at a postsecondary institution, such as Au Pair contracts or visa requirements.

SCHOOLWIDE LEARNING OUTCOMES

BAS students are learning to:

Identify and pursue personal learning goals

Work effectively and respectfully in a diverse community

Develop the self-confidence to engage and persist

Think critically

Communicate effectively

ADMISSION AND ENROLLMENT REQUIREMENT

Students must be 18 or older to enroll.

SPRING 2019 REGISTRATION SCHEDULE

- Online registration begins **January 2, 2019** at bas.berkeley.net.
- Phone registration at (510) 644-6130 is two days only, **January 10 & 11** from 9:30-11:30 am.
- Fax registrations can be sent to (510) 644-6784.
- Walk-in registration begins **January 15** at Main Office.
- Pre-registration is **REQUIRED** except for Lifelong Learning and Adults With Disabilities classes.
- Registration forms can be downloaded from bas.berkeley.net or completed in the BAS Main Office. Registration for Community Education classes must be completed two days (48 hours) prior to the start of the class. Saturday class registration must be completed by 8:00 pm on the Wednesday before the class is scheduled.

CLASS SIZE/ CLASS CLOSURE POLICY

CTE, Life-Long Learning, and Community Education class fees vary. Classes with low enrollment (fewer than 15 students) or low attendance may be canceled by the administration. If a class is canceled, students should apply for refunds within five days of the cancellation.

REFUND POLICY FOR CAREER TECH ED, COMMUNITY ED, AND SATURDAY CLASSES

Please select classes carefully. Refunds requested by students will be given up to one business day before the start of the first class meeting, less a \$10.00 administrative charge. After that, no refunds or transfers of fees will be issued.

TRANSPORTATION

- Bus: BAS is accessible by AC Transit bus #72 or #51B.
- BART: BAS is within walking distance of North Berkeley BART station.
- Driving: Park in the student parking lot off San Pablo Avenue on weekdays and on Saturdays in the Curtis Street parking lot.

SPECIAL ACCOMMODATIONS

Students who need special accommodations due to a disability should call (510) 644-6130 to make a request at least two weeks in advance.

WAIVER

Registered students or their legal guardians agree to hold Berkeley Unified School District free and harmless from any claim or expense that may arise because of participation in Berkeley Adult School program(s). Berkeley Unified School District does not carry medical insurance for its students.

COMPLAINT PROCEDURES

In accordance with state guidelines, the District has adopted Uniform Complaint Procedures. These shall be followed when addressing complaints alleging unlawful discrimination, harassment, intimidation, or failure to comply with state and federal laws related to Adult Basic Education programs, Consolidated Categorical programs, Career Technical Education programs, and Special Education programs. A copy of Uniform Complaint Procedures may be obtained from the Main Office.

EQUAL OPPORTUNITY

Berkeley Unified School District does not discriminate on the basis of race, color, national origin, mental or physical disability, age or sex in any of its policies or procedures related to admissions, employment, financial aid, educational services, programs or activities.

LIFE SKILLS STUDENT ADVISORS

The Student Advisors can offer free help and referrals for housing, childcare, food and food stamps, MediCal, low-cost medical, vision and dental care, legal and immigrant issues, personal and family issues, employment, and community college information. Advising is confidential. No appointment is needed. First come, first served in Office 12 (across from Main Office). Phone: (510) 644-4848.

Tuesday, Wednesday, Thursday: 10:00 am-1:00 pm (with Alicia Carter)

Tuesday & Thursday: 5:30-8:30 pm (with Luretha Senyo-Mensah)

LEARNING SPECIALIST SERVICES

The Learning Specialist offers additional support for students with learning disabilities and students who face challenges with academic English or study skills. Services include individualized support in collaboration with the student's instructors, a drop-in tutoring center, and accommodations for placement, progress, and GED/HiSET testing. Eva Marlatt is located in Office 14 (across from Main Office). Phone: (510) 644-6912 and email: evamarlatt@berkeley.net.

Monday through Friday: 9:00 am-3:00 pm

Wednesday: 5:00-7:30 pm

STUDENT EMPLOYMENT ASSISTANCE SPECIALIST

Email Dan Reamon at danreamon@berkeley.net or call (510) 644-8967 for an appointment to discuss vocational advising, class selection, training course options, resumes, cover letters, and how to master job applications and online job searches.

ADULTS WITH DISABILITIES/FRAIL ELDERS PROGRAMS

ADULTS WITH DISABILITIES PROGRAM PARTNERS: Ala Costa, Alzheimer's Services of the East Bay, BORP, California Dept of Rehab, Center for Independent Living, Creative Wellness Center, East Bay Center for the Blind

FRAIL ELDERS PROGRAM PARTNERS: Ashby Care, Berkeley Pines, Chaparral House, Elmwood Convalescent, Kyakameena, The Silverado

Visit our website for more information on classes at these sites:

<http://bas.berkeley.net/for-community/>

KEY TO CLASS NOTATIONS

TERM	DATE	DAY	TIME	ROOM	COURSE CODE
T1	1/29-3/28	M	9:00-11:00 AM	110	00-111-222

CAREER TECHNICAL EDUCATION

Term Dates

CTE class schedules are divided into two terms per semester.

Spring 2019 dates: Term 1: January 29–March 29 • **Term 2:** April 8–June 14

INFORMATION & SUPPORT SERVICES

BASIC COMPUTER LITERACY

Note: Both Introduction to Computers and Mac Basics provide beginning students the basic skills to succeed in our other computer classes.

INTRODUCTION TO COMPUTERS

This course is for students with minimal experience who want to be introduced to the fundamentals of hardware and software, the Windows operating system, and a sample of productivity applications. Certificate offered.

Instructor: Miller; Cost: \$55

T1	1/29-3/28	T/Th	9:30-11:15 am	113	06-101-151
T2	4/09-6/13	T/Th	9:30-11:15 am	113	06-101-152

Instructor: Rosen; Cost: \$95

T2	4/09-6/13	T/Th	6:30-9:30 pm	113	06-101-252
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MAC BASICS

Instructor: Quiñones; Cost: \$30

Learn computer literacy concepts through learning how to use the Mac operating system. Both novice computer users and people transitioning from a Windows environment will learn to use the Macs more efficiently. Note: The majority of the Creative Suite classes at BAS are taught on Macs, so students not comfortable with basic computer operations are encouraged to take the Mac Basics class.

T1	2/01-3/29	F	10:00-11:30 am	109	06-140-101
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GOOGLE SUITE (GSUITE)

Instructor: Miller; Cost: \$35

This class teaches you how to use Google Suite (Drive, Docs, Sheets, Slides, Calendar, Gmail, and more). Using an independent study style, students work on teacher guided and personal projects with one-on-one assistance.

Enrollment is limited to a maximum of 10.

T1	1/30-3/27	W	9:30-11:30 am	113	06-323-101
T2	4/10-6/12	W	9:30-11:30 am	205A	06-323-102

KEYBOARDING

Instructor: Cordero; Cost: \$40

Improve your keyboarding skills using the popular Mavis Beacon program and a variety of drills provided by the instructor. The course is individualized to accommodate various levels. Students will also learn basic computer functions and formatting features and will receive a Proficiency Rating Letter. Typing test fee is included in the class fee.

T1	1/29-3/28	M/T/W/Th	12:30-1:30 pm	111	06-001-171
T2	4/08-6/13	M/T/W/Th	12:30-1:30 pm	111	06-001-172

Typing Test Only (given during class times) is \$10. No typing tests are offered in the first week of a term.

MICROSOFT OFFICE

MICROSOFT OFFICE (WORD, EXCEL, POWERPOINT, AND OUTLOOK)

Prerequisite: It is strongly recommended students have taken Introduction to Computers or equivalent. Computer training for office careers. This self-paced program of individualized instruction prepares students for using the Microsoft Office applications in work settings. Students of all levels will be able to improve their marketability. With the support of the instructor, students can focus on any of the above programs. Presentations will be tailored to the needs of each class. Certificate offered. Please note: Students will want to take this class more than once to gain mastery in multiple applications. Textbooks for Microsoft classes are available for in-class use, or you may purchase them at www.lablearning.com, or call (800) 522-9746.

Instructor: Cordero; Cost: \$95

T1	1/29-3/28	T/Th	9:30 am-12:30 pm	111	06-210-171
T2	4/09-6/13	T/Th	9:30 am-12:30 pm	111	06-210-172

Instructor: Miller; Cost: \$95

T1	2/01-3/29	M/F	9:30 am-12:30 pm	113	06-210-271
T2	4/08-6/14	M/F	9:30 am-12:30 pm	113	06-210-272

Instructor: Rosen; Cost: \$95

T1	1/29-3/28	T/Th	1:00-4:00 pm	112	06-210-371
T1	1/30-3/27	M/W	6:30-9:30 pm	113	06-210-471
T2	4/09-6/13	T/Th	1:00-4:00 pm	112	06-210-372
T2	4/08-6/12	M/W	6:30-9:30 pm	113	06-210-472

ADOBE CREATIVE SUITE

Adobe's Creative Suite software is the industry standard for today's creative technologies: print, web, illustration, digital photography, and more. With classes in Dreamweaver, InDesign, and Photoshop, students will have a solid base on which to build job skills and creativity. Certificates are offered in all Creative Suite classes.

GRAPHICS

DESIGN ESSENTIALS

Instructor: Smith; Cost: \$95

Recommended: Knowledge of a software with which to do the projects. You are the designer. The software is your tool. Learn necessary design principles and train your eye for a professional looking product. Design real world projects for portfolio pieces on themes related to your business or personal interests.

T1	1/29-3/28	T/Th	1:00-4:00 pm	109	06-325-001
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ADOBE INDESIGN LEVEL 1

Instructor: Smith; Cost: \$95

Prerequisite: Basic computer skills. This course introduces a program for those who want to create high-quality print and digital documents from simple one-page flyers, newsletters and brochures to multi-chapter books. In a small survey of employment agencies, InDesign was considered a useful skill for many different types of employment.

T1	1/29-3/28	T/Th	9:00 am-12:00 pm	109	06-321-181
T2	4/08-6/12	M/W	6:30 pm-9:30 pm	109	06-321-182

ADOBE INDESIGN LEVEL 2 *Instructor: Smith; Cost: \$95*

Prerequisite: Successful completion of InDesign Level 1. Increase your InDesign skills with more advanced functions including Nested Styles, advanced Type features, how to create a book with a Table of Contents and Index, and much more.

T2	4/09-6/13	T/Th	9:00 am-12:00 pm	109	06-322-182
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ADOBE INDESIGN WORKSHOPS *Instructor: Smith; Cost: \$40*

Through a hands-on guided project, students will learn the basic tools to create design layouts.

T1	3/02	S	9:00 am-4:00 pm	109	06-320-164
T2	5/04	S	9:00 am-4:00 pm	109	06-320-165

ADOBE PHOTOSHOP

Prerequisite: Basic computer skills. Photoshop is the industry standard in image editing software and is used in a variety of settings. Photoshop Levels 1 and 2 establish a strong preparation for the Adobe Certified Associate (ACA) exam, available through official testing agencies.

ADOBE PHOTOSHOP LEVEL 1 *Instructor: Smith; Cost: \$95*

A strong beginning course covering basic functions, combining images, correcting tones, balancing color, and using special effects.

T1	1/30-3/27	M/W	9:00 am-12:00 pm	109	06-311-171
T2	4/08-6/12	M/W	9:00 am-12:00 pm	109	06-311-172

ADOBE PHOTOSHOP LEVEL 2 *Instructor: Quiñones; Cost: \$50*

Prerequisite: Photoshop Level 1. This course introduces new tools & techniques and refines skills learned in the Photoshop Level 1 class through more complex projects.

T1	1/30-3/27	W	1:00-4:00 pm	109	06-315-141
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ADOBE PHOTOSHOP WORKSHOPS *Instructor: Smith; Cost: \$40*

Learn basic functions through fun, hands-on guided projects.

T1	2/02	S	9:00 am-4:00 pm	109	06-310-165
T2	4/13	S	9:00 am-4:00 pm	109	06-310-166
T2	6/01	S	9:00 am-4:00 pm	109	06-310-167

WEB

WEB DESIGN & DEVELOPMENT LEVEL 1 *Instructor: Quiñones; Cost: \$95*

Prerequisite: Basic computer skills required. Using various web editor programs, including Dreamweaver, students will learn the core technologies that make up web sites (primarily HTML and CSS) as well as current techniques for designing, developing and maintaining standards-based sites.

T1	1/29-3/28	T/Th	1:00-4:00 pm	113	06-361-181
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WEB DESIGN & DEVELOPMENT LEVEL 2 *Instructor: Quiñones; Cost: \$95*

Prerequisite: Web Design and Development Level 1, or permission of the instructor. This course refines skills learned in the Level 1 class, including

(WEB DESIGN & DEVELOPMENT LEVEL 2-CONT'D)

more advanced CSS selectors, introduces JavaScript and more features of Dreamweaver and front-end design/development techniques, and takes a quick look at server-side technologies.

T1 2/01-3/29 M/F 1:00-4:00 pm 109 06-362-181

VIDEO

VIDEO EDITING USING PHOTOSHOP & ONLINE RESOURCES

Instructor: Minor; Cost: \$125

Prerequisite: Photoshop experience helpful. Using Photoshop and online pre-fabricated resources, will create finished videos with intros, outros, special effects, music, and narration. Raw video footage provided in class. Class is 6 weeks long.

T1 2/07-3/14 Th 6:30-9:30 pm 109 06-905-001

CAREER PREPARATION

WRITING/SPEAKING/TELEPHONING IN A MULTICULTURAL BUSINESS

Instructor: Green; Cost: \$40

Students from many cultures will compare business communication in the U.S. and other countries. Topics: email, memos, letters, telephones, speaking in meetings, polite behavior. ESL students must be at intermediate level or higher. Certificate offered.

T1 1/30-3/29 M/W/F 11:30 am-12:30 pm 112 06-501-101
 T2 4/08-6/14 M/W/F 11:30 am-12:30 pm 112 06-501-102

BUSINESS COMMUNICATION AND CAREER PREPARATION

Instructor: Cordero; Cost: \$40

A rare opportunity for English learners to interact with native English speakers. Build your vocabulary, professional and interpersonal skills while expanding your knowledge about American social customs and conventions. Discover your personality style and learn about the other eight styles and how to communicate more effectively with all of them. Certificate offered.

T1 1/30-3/27 M/W 9:30 am-12:30 pm 111 06-505-181
 T2 4/08-6/12 M/W 9:30 am-12:30 pm 111 06-505-182

ACCOUNTING CLERK-BAS CERTIFICATE PROGRAM

Program certificate given upon successful completion of the following classes: Fundamentals of Accounting, Computerized Accounting, Excel for Bookkeepers, Business Math Workshop, and Accounts Receivable Specialist or Accounts Payable & Payroll Specialist.

BUSINESS MATH WORKSHOP

Instructor: Graves; Cost: \$35

T1 2/02 S 9:00 am-4:00 pm 112 06-510-171
 T2 5/04 S 9:00 am-4:00 pm 112 06-510-172

FUNDAMENTALS OF ACCOUNTING (BOOK INCLUDED)

Instructor: Graves; Cost: \$90

Book included. This course covers terms, concepts, and applications of

double-entry accounting systems for service and retail businesses. Students learn to deal effectively with the chart of accounts, assets, liabilities, and equity accounts, as well as to apply basic rules of generally accepted accounting principles. Students must attend twenty-seven hours of instruction.

T1	1/29-3/26	T	6:30-9:30 pm	112	06-520-121
T2	4/09-6/11	T	6:30-9:30 pm	112	06-520-122

COMPUTERIZED ACCOUNTING CONCEPTS *Instructor: Graves; Cost: \$45*

Students apply accounting concepts and principles in a computer environment using QuickBooks accounting software. Covers: hands-on experience entering data, preparing computerized forms and reports, troubleshooting accounting entries, and basic file management principles. **Students must purchase Quickbooks Pro 2015, ISBN-13:978-1-59136-779-6.**

T1	1/31-3/28	Th	6:30-9:30 pm	112	06-530-141
T2	4/11-6/13	Th	6:30-9:30 pm	112	06-530-142

ACCOUNTS RECEIVABLE SPECIALIST *Instructor: Graves; Cost: \$45*

Prerequisite: Basic knowledge of bookkeeping is desirable, but not mandatory. This course emphasizes the core skills of accounts receivables. Besides AR processes, students are introduced to Trade Credit, Sales Orders, and AR Reporting procedures. Improve your bookkeeping knowledge—register for the AR Specialist Course.

T1	2/04-3/25	M	6:30-9:30 pm	112	06-514-001
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ACCOUNTS PAYABLE & PAYROLL SPECIALIST *Instructor: Graves; Cost: \$45*

Prerequisite: Basic knowledge of bookkeeping is desirable, but not mandatory. In this course, students get a firm grasp of the basic skills of Accounts Payable & Payroll processes. Besides the AP processes, students are introduced to merchandise inventory, purchasing, receiving, AP reporting procedures, and payroll deduction calculations. Strengthen your bookkeeping knowledge—register for the AP Specialist & Payroll Course.

T2	4/08-6/10	M	6:30-9:30 pm	112	06-540-102
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EXCEL FOR BOOKKEEPERS *Instructor: Graves; Cost: \$45*

This course will give students skills to design worksheets, create formulas, analyze and manage accounting data. Excel is a spreadsheet application widely used to automate business calculations, track accounting information such as budgets, inventory tables, expense and revenue reports, and payroll data. Users can create charts and graphs to spot data trends and design “what-if scenarios” to analyze accounting data to solve business problems.

T1	1/30-3/27	W	6:30-9:30 pm	112	06-230-171
T2	4/10-6/12	W	6:30-9:30 pm	112	06-230-172

MEDICAL/HEALTH CAREERS & COURSES

MEDICAL OFFICE ASSISTANT (MOA) *Instructor: Haynes; Cost: \$125*

Note: No online registration. Students will be prepared for positions as an administrative professional in a medical office. The Medical Office Assistant course includes training on multiple electronic medical record systems, front desk responsibilities, appointment scheduling, insurance billing and more. Students must complete all in class, independent and home assignments. Students may begin with either Cycle A or Cycle B. Students

(MEDICAL OFFICE ASSISTANT-CONT'D)

who successfully complete both cycles, 9 weeks each, will be awarded a certificate of completion.

All students wishing to enroll in the Medical Office Assistant course for the first time MUST attend an orientation and pass an assessment before registering for the class. The assessment is for typing, Microsoft Word, writing, and human relations skills. Candidates will be notified within two days if accepted into the program. Some candidates may be accepted on condition that they take other courses along with this course, to develop the above skills. Continuing students do not need to attend a second assessment to enroll.

Orientation and Assessment (arrive by 5:15pm)

T1	1/22	T	5:30-9:30 pm	111
T2	3/26	T	5:30-9:30 pm	111

Class meeting dates

T1	1/30-3/28	M/W/Th	6:30-9:30 pm	111	06-750-101
T2	4/08-6/13	M/W/Th	6:30-9:30 pm	111	06-750-102

MEDICAL TERMINOLOGY

Instructor: Green; Cost: \$45

This course may be taken separately from the Medical Office Assistant class. Students learn the language that is used in most medical jobs. This course covers word parts, body structure and function, diseases, and treatments used in many medical specialties. All students are required to obtain the textbook and complete their homework assignments. After 18 weeks (two training cycles), students may earn a certificate.

T1	1/30-3/29	M/W/F	1:00-2:30 pm	212	06-720-101
T2	4/08-6/14	M/W/F	1:00-2:30 pm	212	06-720-102

CARDIOPULMONARY RESUSCITATION CPR/AED & FIRST AID

Instructor: Haynes; Cost: \$55

This course will provide you with the life saving skills in an emergency for adults, children and infants. You will learn CPR, AED use, first aid and medical emergency skills. This course will give you the confidence to handle most emergency situations as a first responder, All participants will receive a two-year CPR/AED/FA card. **Card does not satisfy CPR requirements for Health-Care related industries.** Limited to 12 students.

T1	2/02	S	8:30 am-2:30 pm	114	06-710-164
T1	3/02	S	8:30 am-2:30 pm	114	06-710-165
T2	4/13	S	8:30 am-2:30 pm	114	06-710-266
T2	5/04	S	8:30 am-2:30 pm	114	06-710-366
T2	6/01	S	8:30 am-2:30 pm	114	06-710-466

U.S. HEALTHCARE SYSTEMS

Instructor: Najem; Cost: \$45

BAS is partnering with Diversity in Health Training Institute (DHTI) to offer this 13-week course (*see notes following for enrollment process with DHTI. BAS does not enroll students for this class). The course is an introduction to the U.S. healthcare system, including an overview of allied healthcare careers and settings, HIPAA, infection control and standard precautions, medical ethics, patient-centered care and more. Time with DHTI's career coaches is included to develop career plans and steps to take towards achieving career goals. This course is for immigrants who are interested in entering or reentering the healthcare workforce.

***Enrollment Process**

1. Meet with a DHTI Healthcare Career Coach. Contact DHTI's office to schedule an appointment: (510) 838-1110 or info@dhti.org
2. Complete DHTI's online application:
<https://healthpipeline.wufoo.com/forms/s89rlxh0tv19zx/>
3. Attend DHTI's Healthcare Career Awareness Workshop (HCAW)
4. Complete English assessment
5. Pay course fees to DHTI

Class meeting dates

1/29-5/02 T/Th 9:30 am-12:30 pm 112 06-700-101

EMERGENCY MEDICAL TECHNICIAN *Instructor: Hanley; Cost: \$1250*

This is a year-long course. New class begins in Fall 2019.

Upon successful completion of this challenging course, participants will be able to render basic emergency care to the sick and injured with confidence and compassion. This is a 180-hour course, with an additional 24 hours of clinical observation on an ambulance. Watch our website and Fall 2019 catalog for registration details.

HOMECARE AIDE *Instructor: TBD; Cost: \$35*

Note: No online registration. Train to begin working in the healthcare industry and learn to provide in-home patient care. Focus is on activities for daily living and self care skills. Students must be able to understand, speak, read and write in English. ESL students must first complete Beginning High level. Orientation is required, see below.

Orientation

T1	1/22	T	3:00-5:00 pm	111
T2	3/26	T	3:00-5:00 pm	111

Class meeting dates (may change)

T1	2/06-3/14	W/Th	1:00-4:00 pm	114	06-101-102
T2	4/17-5/23	W/Th	1:00-4:00 pm	114	06-101-202
T2	4/15-5/22	M/W	6:30-9:30 pm	114	06-101-302
T2	4/16-5/23	T/Th	6:30-9:30 pm	114	06-101-402

FOOD SERVICES

CULINARY CAREER TRAINING *Instructors: Quenville-Orpin/Sachs; Cost: \$110*

This is a culinary class for students who want to work in a professional kitchen. Punctuality, being prepared, and in class every day is mandatory. Nine-week sessions. Hours: 8 am-3 pm, Monday-Friday.

Learn: Baking & Cooking • Scaling & Costing Recipes • Kitchen Math • Knife Skills • Safety & Sanitation • Catering & Production • Café Operation • Professional Etiquette • Customer Service • Job Searching Skills

To qualify, applicants must:

- Be 18 yrs. or older and able to lift 50 pounds
- Be able to speak & write basic English
- Be able to stand for 8 hours

To register:

- Class fee: \$110 to be paid at Main Office
- Servsafe certification fee: \$15, student pays online
- Uniform fee: \$35 to be paid to kitchen

T1	1/29-3/29	M-F	8:00 am-3:00 pm	20	06-800-101
T2	4/08-6/14	M-F	8:00 am-3:00 pm	20	06-800-102

COMMUNITY EDUCATION

Pre-registration is required for all Community Education classes. Classes are canceled if the minimum number of students is not reached two days BEFORE the first class session. Please note: In Community Education classes there is no attendance verification available for Au Pairs.

MOVEMENT & HEALTH

INTRODUCTION TO BRAZILIAN CULTURE THROUGH CAPOEIRA

Instructor: Conceição; Cost: \$80

In this class you will experience Brazil's culture through the art of Capoeira and its music. It is an art of empowerment. Students will learn the basic history of Brazil and Capoeira, the traditional Afro-Brazilian martial art form, a dance, a fight and a song.

T1	2/05-3/26	T	7:00-9:00 pm	MPR	09-110-001
T2	4/09-5/28	T	7:00-9:00 pm	MPR	09-110-002

ZUMBA®

Instructor: Kat Ben-Bateson; Cost: \$49

Zumba® takes the "work" out of work-out, by mixing low-intensity and high-intensity moves for an interval-style, calorie-burning dance fitness party. Once the Latin and World rhythms take over, you'll see why Zumba® Fitness classes are often called exercise in disguise. Super effective? Check. Super fun? Check!

T1	2/04-3/25 (not 2/18)	M	6:00-7:00 pm	MPR	09-987-101
T2	4/15-6/10	M	6:00-7:00 pm	MPR	09-987-102

LOW IMPACT ZUMBA®

Instructor: Kat Ben-Bateson; Cost: \$49

This class is for those who are looking for a modified Zumba® style that recreates the original moves at a lower-intensity. It introduces easy-to-follow choreography that focuses on improving range of motion and coordination. Come ready to sweat, and prepare to leave empowered and feeling strong!

T1	2/06-3/20	W	6:00-7:00 pm	MPR	09-988-101
T2	4/10-5/15	W	6:00-7:00 pm	MPR	09-988-102

ACUPRESSURE FOR BACK RELEASE

Instructor: Davis; Cost: \$25

Simple time-tested acu-points and techniques for helping to release back tension and pain. You can make a difference in how you feel with your own hands—come get started!

T2	4/13	S	10:00 am-1:00 pm	210	09-980-101
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MUSIC & THEATER ARTS

SING!

Instructor: Sorgen; Cost: see below

Great for body, mind, and spirit! Learn Bel Canto technique to increase enjoyment, confidence, range, and tone quality in whatever style of music you love. If you can carry a tune at all, you can learn to sing well. If your goal is more process than product, that's fine too. Each class includes solo and group singing opportunities.

T1	2/02	S	1:00-3:00 pm	206	09-800-001	\$20
T1	2/07-3/28	Th	1:00-3:00 pm	202	09-800-101	\$95
T2	4/13	S	1:00-3:00 pm	207	09-800-102	\$20
T2	4/18-6/06	Th	1:00-3:00 pm	202	09-800-202	\$95

VOICE-OVERS...NOW IS YOUR TIME*Instructor: Foster; Cost: \$20*

Learn how YOU could actually begin using your speaking voice for commercials, films, videos and more! Come learn about the work from a long-time professional; you'll do a voice-over and receive an evaluation of how you can grow. This is a business that you can handle on your own turf, in your own time, and with practically no overhead!

T1	4/15	M	6:30-8:30 pm	209	09-501-001
T2	6/01	S	10:00 am-12:00 pm	216	09-501-002

PRACTICE ENGLISH BY ACTING!*Instructor: Green; Cost: \$95*

Are you an English language learner? Do you like acting? Practice English while acting! We will read and act interesting short scenes and plays. We will learn vocabulary, pronunciation, and acting skills. Memorizing is not necessary. No experience is necessary. The instructor teaches ESL students, acts, and directs for theater.

T1	2/06-3/20	W	7:00-9:30 pm	*UV	09-949-101
T2	4/17-5/29	W	7:00-9:30 pm	*UV	09-949-102

*UV=University Village: 1123 Jackson Street, Albany, cross street Monroe. Come to classroom for a parking permit.

WRITING**CREATIVE WRITING WORKSHOP: DOCUMENT YOUR LIFE STORY***Instructor: Tascian; Cost: \$55*

The goal of our workshop is to jump over the hurdle of getting our memoirs onto the page in a supportive environment. We'll examine different techniques in current non-fiction and become more comfortable writing about ourselves in a literary way. At the end of the class we'll share our work in a (voluntary) celebratory reading.

T1	1/31-3/21	Th	6:30-7:30 pm	209	09-800-001
T2	4/11-5/30	Th	6:30-7:30 pm	209	09-800-002

PHILOSOPHY AND PSYCHOLOGY**INTRODUCTION TO BUDDHISM***Instructor: Yamada; Cost: \$70*

This class provides an easy-to-understand overview of basic Buddhist philosophy, history, and practices. We will cover many topics including karma, nirvana, oneness, interdependence, enlightenment and Pure Land, with ample time for discussion.

T1	2/07-3/14	Th	2:00-4:00 pm	209	09-700-002
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WHAT CAN I LEARN FROM GRIEF? *Instructor: Stenerson/Hause; Cost: \$35*

This class provides an easy-to-understand overview of basic Buddhist philosophy, history, and practices. We will cover many topics including karma, nirvana, oneness, interdependence, enlightenment and Pure Land, with ample time for discussion.

T2	5/04	S	10:00 am-4:00 pm	216	09-911-002
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BUSINESS & FINANCE

BUILD A WEBSITE IN AN AFTERNOON *Instructor: Minor; Cost: \$25*

Need a small business or personal website? Build a 3 to 4 page website in an afternoon using free online resources. Learn options for domain names, hosting, templates, blogs, photo galleries. Great intro to a complex topic. Bring your content, or practice with ours. Questions: LindaMinor@berkeley.net.

Prerequisite: Basic computer skills required.

T1	2/02	S	1:00-4:00 pm	111	09-306-001
T1	3/02	S	1:00-4:00 pm	111	09-306-201
T2	4/13	S	1:00-4:00 pm	111	09-306-002
T2	5/04	S	1:00-4:00 pm	111	09-306-202

GET TO KNOW YOUR TAX RETURN *Instructor: Vaidya; Cost: \$25*

Do you understand your tax return? Wouldn't you like to? Come for an introduction to understanding your 1040 form so you can file your taxes with more confidence.

T1	3/02	S	10:00 am-1:00 pm	117	09-000-001
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TRUST AND PROBATE *Instructor: Sherrell; Cost: \$35*

Estate planning for the 99%. No Silver Spoon? No problem! Half of Americans die without a will or trust. Without a will or trust you get the government's estate plan, not your plan. Save money and heartache for your loved ones; acquire basic estate planning vocabulary, tools and knowledge. Married couples are encouraged to enroll together. There will be a one-hour lunch break.

T1	2/02	S	10:00 am-3:00 pm	110	09-971-101
T1	3/02	S	10:00 am-3:00 pm	110	09-971-201
T2	5/04	S	10:00 am-3:00 pm	110	09-971-202

SAVVY IRA PLANNING AND RETIREMENT INCOME PLANNING

Instructor: Allen CFP; Cost: \$20

A "how to" workshop on understanding retirement accounts and options which include: six retirement options every retiree needs to know and picking the right one, rules for rollovers, when to convert to a Roth IRA, and when and if to take a lump sum distribution.

T1	1/29	T	6:00-8:00 pm	110	09-003-201
T2	4/01	Th	6:00-8:00 pm	110	09-003-202
T2	6/01	S	10:00 am-12:00 pm	110	09-003-003

SAVVY SOCIAL SECURITY PLANNING: WHAT WE NEED TO KNOW TO MAXIMIZE RETIREMENT INCOME *Instructor: Allen CFP; Cost: \$20*

Learn the basics of Social Security and the answers to your questions: Will Social Security be there for me? How much can I expect to receive? When should I apply for Social Security? How can I maximize my benefits? Will Social Security be enough to live on in retirement?

T1	3/14	Th	6:00-8:00 pm	110	09-004-001
T2	5/04	S	10:00 am-12:00 pm	207	09-004-002

LIFE AFTER WORK-HOW TO CREATE A GOOD LIFE IN RETIREMENT

Instructor: Allen CFP; Cost: \$20

In this class we will explore how to navigate life once the pay checks stop coming in. Do you have enough saved/invested to support you during your golden years? How much will you need? Where will it come from?

(LIFE AFTER WORK-CONT'D)

T1	3/26	T	6:00-8:00 pm	211	09-006-001
T2	5/04	Th	6:00-8:00 pm	211	09-006-002

INVESTMENT BASICS*Instructor: Allen CFP; Cost: \$20*

This class will focus on the basics of investment planning. We will discuss some fundamental investment concepts, review some of the investment options available to you and consider some general investment strategies.

T1	2/26	M	6:00-8:00 pm	209	09-007-001
T1	3/02	S	10:00 am-12:00 pm	207	09-007-201
T2	6/04	T	6:00-8:00 pm	209	09-007-002

RETIREMENT: INCOME AND INVESTMENT STRATEGIES*Instructor: Allen CFP; Cost: \$20*

Don't outlive your money! If you're nearing the age when you may consider drawing money from your qualified retirement plans, you face a number of crucial considerations that will influence your distribution and investment strategies.

T2	4/09	T	6:00-8:00 pm	110	09-009-201
T2	4/13	S	10:00 am-12:00 pm	110	09-009-202

LANGUAGE ARTS**ARABIC MULTI-LEVEL***Instructor: A'Omer; Cost: \$80*

This class is for travelers and culture lovers. Learn to read, write and speak formal Arabic, the standard form understood by all Arabic speakers.

T1	2/07-3/28	Th	7:00-9:00 pm	117	09-050-151
T2	4/11-5/30	Th	7:00-9:00 pm	117	09-050-152

ITALIAN-BEGINNING*Instructor: D'Amore ; Cost: \$80*

If you would like to learn Italian in a lively way this is the class for you. You will be in a full-immersion Italian language environment and will gain confidence in speaking and understanding, and have fun as you learn. No book required, materials will be provided.

T1	2/04-3/25	M	1:00-3:00 pm	216	09-955-101
T2	4/08-6/10	M	1:00-3:00 pm	216	09-955-102

ITALIAN-INTERMEDIATE*Instructor: D'Amore; Cost: \$80*

Continue in a full-immersion Italian environment and expand your abilities.

T1	1/29-3/26	W	12:30-2:30 pm	216	09-956-101
T2	4/09-6/04	W	12:30-2:30 pm	216	09-956-102

ITALIAN-ADVANCED*Instructor: D'Amore; Cost: \$80*

Expand your abilities with grammar, syntax, and vocabulary.

T1	1/29-3/26	W	3:00-5:00 pm	216	09-951-001
T2	4/09-6/04	W	3:00-5:00 pm	216	09-951-002

ITALIAN FOR TRAVELERS*Instructor: Galindo; Cost: \$80*

You will be introduced to the most useful words and phrases for traveling in Italy. After six weeks you will have the necessary foundation to interact in social and travel situations.

T1	1/29-3/05	T	12:00-3:00 pm	202	09-952-001
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MANDARIN-INTERMEDIATE*Instructor: Zhang; Cost: \$80*

This class is for people who have a basic knowledge of Mandarin Chinese pronunciation, tones, daily used sentence patterns and some written characters. The class emphasizes listening and speaking skills. Required books: New Practical Chinese Reader (2nd Ed.), Workbook #3, New Practical Chinese Reader (2nd Ed.), Workbook #3.

T1	1/30-3/27	W	2:00-4:00 pm	217	09-963-151
T2	4/10-6/12	W	2:00-4:00 pm	217	09-963-152

PORTUGUESE LANGUAGE*Instructor: Simão; Cost: \$80*

Portuguese is spoken by 230 million people around the world. Learn basic grammatical patterns and practice incorporating them in a creative conversation that fits your needs. Materials included.

T1	1/30-3/27	W	7:00-9:00 pm	217	09-959-101
T2	4/10-6/05	W	7:00-9:00 pm	217	09-959-102

PORTUGUESE LANGUAGE II & III*Instructor: Simã ; Cost: \$80*

Advanced Beginning and Intermediate level material, both grammar and conversation. Every week students will have a chance to receive homework corrected and commented on by the instructor. In this level, language used in Brazilian music, movies and sports will also be explored. Materials included.

T1	1/29-3/26	T	7:00-9:00 pm	217	09-959-201
T2	4/09-6/04	T	7:00-9:00 pm	217	09-959-202

PORTUGUESE LANGUAGE IV & V*Instructor: Simão; Cost: \$80*

Students will have the opportunity to further skills in reading comprehension and expand vocabulary. The class will also focus on students developing ease with both oral and written communication through a variety of exercises. Materials included.

T1	1/31-3/28	Th	7:00-9:00 pm	217	09-958-101
T2	4/11-6/06	Th	7:00-9:00 pm	217	09-958-102

SPANISH-BEGINNING*Instructor: Alarcon; Cost: \$100*

An introduction to Spanish, emphasizing conversation with grammar as needed. Textbook required.

T1	2/04-3/25	M	7:00-9:30 pm	212	09-960-114
T1	1/29-3/26	T	7:00-9:30 pm	212	09-960-224
T2	4/08-6/10	M	7:00-9:30 pm	212	09-960-115
T2	4/09-6/11	T	7:00-9:30 pm	212	09-960-225

SPANISH-ADV. BEG & INTERMEDIATE*Instructor: Alarcon; Cost: \$100*

This class provides more practice in conversation and grammar. Textbook required.

T1	1/30-3/27	W	7:00-9:30 pm	212	09-961-134
T2	4/10-6/12	W	7:00-9:30 pm	212	09-961-135

SPANISH-ADVANCED*Instructor: Alarcon; Cost: \$100*

This class is for intermediate students and above. Conversation and literature stressed.

T1	1/31-3/28	Th	7:00-9:30 pm	212	09-962-144
T2	4/11-6/13	Th	7:00-9:30 pm	212	09-962-145

LISTOS DISASTER READINESS (TAUGHT IN SPANISH/ENSEÑADO EN ESPAÑOL) FREE/GRATIS

ENGLISH:

Listos is an emergency and disaster readiness public education program for Spanish-speaking populations with a grass-roots approach. The Listos program series is organized by community members to empower participants to educate their personal networks about emergency preparedness.

- Identifying Vulnerabilities and Hazards • Utilities Shut-Off
- Important Document Back-Up • Fire Extinguisher Use
- Creating Reunification and Communication plan

ESPAÑOL:

Listos es un programa de educación pública que ayuda a la comunidad Latina a prepararse en caso de emergencia y desastres. El programa LISTOS está organizado por miembros de la comunidad para el beneficio de sus propias comunidades. El participar en un ambiente de aprendizaje y discusiones interactivas permite a los participantes informar a sus redes personales en el tema de preparación para desastres y emergencias.

- Identificar los Riesgos Potenciales • Seguridad Contra Incendios
- Documentos Importantes como Apagar los Suministros de Servicio Público
- Cómo Utilizar un Extintor de Incendio
- Crear un Plan de Comunicación y Reunificación Familiar

TERM	DATE	DAY	TIME	ROOM	COURSE CODE
T2	4/13	S	9:00 am-1:00 pm	206	09-400-001

TRAFFIC SCHOOL

TRAFFIC VIOLATOR COURSE

Instructor: J. Taylor; Cost: \$40

An 8-hour class established with the cooperation of public education providers and the Department of Motor Vehicles (D.M.V.), open to all individuals who have been given this option. The National Safety Council certifies all Traffic Violators.

Students choose either two four-hour sessions on consecutive Tuesday nights, or one eight-hour session on Saturday. Attendance for the entire 8 hours is necessary to satisfactorily complete the course.

Students must pre-register for the class in person at the Main Office and must bring their driver's license and court papers when they register. A \$40 non-refundable fee can be paid with cash or credit card. No checks.

TWO TUESDAYS 6:00-10:00 PM RM. 209	ONE SATURDAY 8:00 AM-5:00 PM RM. 209
1/8 & 1/15	1/12
2/5 & 2/12	2/2
3/5 & 3/12	3/2
4/9 & 4/16	4/13
5/7 & 5/14	5/4
6/4 & 6/11	6/1

ENGLISH AS A SECOND LANGUAGE (ESL)

English as a Second Language (ESL) courses provide English language learners with life skills and the opportunity to improve speaking, listening, reading, writing, vocabulary development and grammar.

Si desea aprender o mejorar su inglés, lo invitamos a inscribirse en las clases de inglés como segundo idioma. Las clases le ayudarán a lograr un mejor porvenir en este país. Las clases incluyen: conversación, lectura, escritura, gramática y vocabulario.

ESL Class Schedules

<u>Morning ESL</u>	<u>Afternoon ESL</u>	<u>Evening ESL</u>
Mon-Fri 8:25-11:35 am	Mon-Fri 12:35-3:45 pm	Mon-Thur 6:20-9:30 pm

ESL Levels of Instruction

Literacy	Beginning Low	Intermediate Low
Post-Literacy	Beginning High	Intermediate High

ESL Registration Information

Students must:

1. Fill out a registration form
2. Take a placement test
3. Be scheduled for a 3-hour orientation

Spring 2019 Registration Schedule/Ongoing

Students may begin to register and take placement tests on January 7 & 8, at 8-10:30 am and 6-7:30 pm. When you come to register, you will schedule an orientation. Orientation will be Thursday of the same week you test. Check our website, bas.berkeley.net.

Waiting Lists

Classes sometimes become full (too many students). In this case, students are placed on a waiting list. When space becomes available, wait-listed students receive a phone call inviting them to attend the class. Students should plan to begin attending class the week after receiving the phone call.

Coming to Class

If you stop coming to a class, or did not start class the next week after orientation, we will drop you from the class. If your work schedule or family responsibilities change and make it hard to come to class regularly, talk to your teacher about transferring to a class at a different time. We may drop students who do not attend regularly or who are absent for two weeks.

SPECIAL CLASSES

DIGITAL LITERACY FOR NON-ENGLISH SPEAKERS

Instructor: Miller; Cost: \$40

This introductory computer course covers digital literacy (technology) skills for non-English speakers. Using the Internet, articles, YouTube videos, word processing software, presentation programs, and more, students will practice English Language Skills to learn computer concepts, Windows, Programs (apps), save files, organize files/folders, Internet, email, word processing, and an overview of cloud computing.

Sp19	T/W/Th	11:40 am-12:40 pm	113	06-300-001
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CAREER & ACADEMIC READINESS*Instructor: Augustiny*

This class is targeted to students who have completed Intermediate Low or Intermediate High, and want to improve English and math skills in order to enter vocational training or employment that requires high school level skills. It is also for students who are interested in obtaining a high school diploma, a college degree, or acceptance in the Bridge to College class. Students must have taken a placement test at BAS and have scored appropriately to enroll in the class. The focus of instruction includes speaking, reading, and writing skills, math skills (fractions, decimals, percents, beginning Algebra), and academic vocabulary.

M-F	8:25-11:35 am	209	02-000-003
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ESL BRIDGE TO COLLEGE*Instructor: Viles*

This class is targeted to students who have completed Intermediate High, and want to attend college. Students must have taken a placement test at BAS and have scored appropriately to enroll in the class. The focus of instruction includes college reading and academic writing skills, effective communication skills, and preparing for the demands of college-level work.

M-F	8:25-11:35 am	214	02-336-103
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AMERICAN ENGLISH PRONUNCIATION*Instructor: Pitetti*

Prerequisite: Beginning High to Intermediate High levels. Students will practice the vowels, consonants, rhythm, and stress patterns of American English. We will also learn some common informal American speech, with examples from songs.

T1	1/30-3/27	M/W	11:35 am-12:35 pm	210	03-946-101
T2	4/08-6/12	M/W	11:35 am-12:35 pm	210	03-946-102

AMERICAN ENGLISH PRONUNCIATION*Instructor: Colwell*

This course will focus on English sounds, stress, intonation, and rhythm, as well as identifying the connection between English spelling and pronunciation. This class will begin with Term 1 and continue through Term 2.

T1	1/29-3/28	T/TH	11:35 am-12:35 pm	207	03-946-201
T2	4/09-6/13	T/TH	11:35 am-12:35 pm	207	03-946-202

ESL DISTANCE LEARNING: LEARN ENGLISH AT HOME!

The BAS Distance Learning program offers four levels: Beginning Low, Beginning High, Intermediate Low, Intermediate High.

Students work in small groups (3 to 5) with the instructor. To register for ESL Distance Learning, follow the same ESL placement testing and orientation procedures on Page 18. Then borrow DL study packets and DVDs or use online materials. Study approximately two hours per day on your own. Meet with a teacher and classmates once a week between Monday and Thursday (some evenings available).

For more information call Distance Learning at (510) 644-8965, or the BAS Main Office at (510) 644-6130.

PRACTICE ENGLISH BY ACTING!

Visit the Community Education section on Page 11 for a full description of this class.

ADULT SECONDARY EDUCATION (ASE, ABE, HISET®/GED®)

Assessment testing is required for Adult Basic Education (ABE), High School Diploma (HSD) and High School Equivalency (HSE) Test Preparation classes. Registration and testing takes place on Thursdays.

Assessment Testing and Registration

- Thursday mornings at 8:30 am, High School Office
- Thursday evenings at 6:00 pm, Main Office

Arrive on time. Late entry after orientation starts is not permitted. For detailed information about requirements, visit bas.berkeley.net or contact the High School Office at (510) 644-8963.

School Counselor

The counselor can facilitate and support the academic achievement, personal/social well-being, and career development of our students. Academic & personal counseling & referrals, transcript evaluations, educational planning, assistance with transition to college/career training are also provided. All students should meet with the counselor upon entering BAS, periodically throughout the year and upon completion.

High School Diploma

The High School program is designed for adults who wish to earn a high school diploma. It is accredited by the Western Association of Schools and Colleges (WASC). Required courses are offered in the fields of science, mathematics, social science, and language arts.

High School Equivalency Exams – GED & HiSET

BAS is an **Official Testing Center** for the GED & HiSET exams. How to register, schedules, and detailed information is available at bas.berkeley.net. Detailed information about each exam can be found at ged.com & hiset.ets.org.

ADULT BASIC EDUCATION (ABE), HIGH SCHOOL DIPLOMA & HIGH SCHOOL EQUIVALENCY (GED AND HISET) PREPARATION COURSES

ADULT BASIC EDUCATION (ABE) *Instructors: Hoben/Korchin/Taylor*

Individualized instruction in basic reading, writing, and math. Limited high school credit is available. Upon successful completion of this course, students may enter the High School Diploma and High School Equivalency programs.

READING, WRITING, & BASIC COMPUTER LITERACY

M-F	9:30 am-12:30 pm	117	01-200-102
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MATH & BASIC COMPUTER LITERACY

M-F	9:30 am-12:30 pm	110	01-200-202
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READING, WRITING, & MATH

T/Th	6:00-9:00 pm	103	01-200-282
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HIGH SCHOOL EQUIVALENCY PREPARATION (GED & HiSET)*Instructors: Gallo/Taylor*

Individualized study in reading, writing, math, social studies and science.

M-F	9:30 am-12:30 pm	201	02-210-102
T/Th	6:00-9:00 pm	103	02-210-282

INDIVIDUALIZED HELP: MATH

W	1:00-3:30 pm	201	02-210-402
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INDEPENDENT STUDY PROGRAM FOR HIGH SCHOOL DIPLOMA

The Independent Study Program is for highly motivated students who are able to study and complete assignments on their own. Students meet individually with an instructor once a week to monitor their progress. All courses required for a high school diploma are offered. To be eligible, students must take the academic assessment tests, submit an official transcript, and then meet with the high school counselor. Call (510) 644-6914 for more information.

*Instructors: Garcia/Hoben/LaCourt/Lesch/Mool/Ratchford/Taylor/Tolchard***ENGLISH FORUM***Instructors: LaCourt/Taylor*

Grammar, mechanics, literature, vocabulary, and essay writing; college and career readiness skills.

M-F	10:30 am-12:30 pm	103	02-220-102
M/W	6:00-9:00 pm	103	02-220-202

BASIC ENGLISH REVIEW-ENGLISH LANGUAGE ARTS

M-F	9:30-10:30 am	103	02-219-102
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MATHEMATICS FORUM*Instructors: Ratchford/Ward*

Students work at their own pace with individualized instruction in basic math skills, algebra, geometry, college and career readiness. Textbook required.

BASIC MATH, ALGEBRA I, GEOMETRY

T/W/Th	9:30 am-12:30 pm	102	
T/Th	6:00-9:00 pm	102	

PHYSICAL SCIENCE & BIOLOGY*Instructor: Garcia*

Students will discuss, investigate, and discover basic concepts in physical science and biology. Topics include the cell, human body, genetics, ecosystems, Earth science, astronomy, chemistry & physics.

PHYSICAL SCIENCE

M/T/W/Th	9:30 am-10:30 pm	101	02-241-192
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BIOLOGY

M/T/W/Th	10:30 am-11:30 pm	101	02-240-192
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SOCIAL SCIENCES FORUM*Instructor: Reamon***WORLD HISTORY, GEOGRAPHY, U.S. HISTORY, GOVERNMENT, ECONOMICS***(WED. AM GOV CLASS INCLUDES U.S. CITIZENSHIP TEST PREPARATION)*

M/T/W/Th	1:00-3:30 pm	102	
M/W	6:00-9:00 pm	102	

LIFELONG LEARNING

While classes are designed to focus on the needs of people 55+, all adults 18 and older are eligible and welcome to enroll.

Diverse programs for Older Adults are offered at locations throughout Berkeley. Courses in this program seek to develop skills and knowledge that enhance the quality of life of each participant and the community.

For more information and the latest schedule of classes visit: bas.berkeley.net, or call Kathleen Davis, Program Coordinator, at (510) 644-8973.

- Students may register in class (check or credit card only), online, by fax, mail-in with checks, or in the Adult School Office. Online registration is preferred.
- Students pay a non-refundable \$35 registration fee per course.
- You may enroll at any point during the semester and may attend once before registering.
- Spring semester is January 29, 2019 - June 14, 2019.

LLL CLASSES ORGANIZED BY SITE

Class meeting days are listed below. Refer to the page number for class description and schedule.

ASHBY VILLAGE (ASHV)

1821 CATALINA AVE, (510) 204-9200

WEDNESDAY	STRETCH, STRENGTH & DANCE	24
FRIDAY	EXERCISE YOUR MEMORY.....	22

BERKELEY ADULT SCHOOL (BAS)

1701 SAN PABLO AVE, (510) 644-6130

MONDAY	TAI CHI.....	24
MONDAY	SPANISH INTERMEDIATE.....	24
TUESDAY	MINDFULNESS MEDITATION	23
TUESDAY	MATURE DRIVERS	23
WEDNESDAY	SPANISH CONVERSATION	24
THURSDAY	DRAWING.....	22
THURSDAY	ART & CIVILIZATION	21

BERKELEY METHODIST UNITED CHURCH (BMU)

1710 CARLETON ST, (AT MCGEE) (510) 644-8973

TUESDAY	MOVING QI	23
THURSDAY	YOGA.....	24

JEWISH COMMUNITY CENTER OF THE EAST BAY (JCC)

1414 WALNUT ST, (510) 848-0237

MONDAY	CRITICAL VIEWING	22
TUESDAY	MOVING QI	23
WEDNESDAY	INT. FELDENKRAIS.....	22
WEDNESDAY	BEGINNING FELDENKRAIS.....	22
WEDNESDAY	MOVING QI	23
WEDNESDAY	FILM.....	22

(JEWISH COMMUNITY CENTER CLASSES-CONT'D)

THURSDAY	FUN, FITNESS & DANCE.....	23
THURSDAY	MOVEMENT FOR LIFE, FOR ALWAYS	23
THURSDAY	SHORT STORIES & ESSAYS	24
THURSDAY	CURRENT EVENTS.....	22

SOUTH BERKELEY SENIOR CENTER (SBSC)

1900 SIXTH STREET 2939 ELLIS ST, (510) 981-5170

MONDAY	COMPUTER WORKSHOP	22
MONDAY	SPANISH BEGINNING.....	24
MONDAY	DRAWING.....	22
MONDAY	CERAMICS.....	22
WEDNESDAY	TAI CHI.....	24
WEDNESDAY	CERAMICS	22
THURSDAY	SPANISH LANGUAGE/LATIN AMERICAN CULTURE	24
FRIDAY	DRAWING.....	22

STRAWBERRY CREEK LODGE (SCL) TBA

1320 ADDISON ST, (510) 841-8330

WEST BERKELEY SENIOR CENTER (WBSC)

1900 SIXTH ST, (510) 981-5190

TUESDAY	IYENGAR YOGA	23
TUESDAY	AMERICAN ENVIR: ECOLOGY AND CONSERVATION... ..	21
TUESDAY	MUSIC OF THE EUROPEAN ROMANTIC AGE	23
WEDNESDAY	HISTORY BY HOLLYWOOD.....	23
THURSDAY	POETRY WORKSHOP.....	23
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KEY TO LLL CLASS NOTATIONS

DAY	TIME	INSTRUCTOR	SITE	COURSE CODE
M	9:00-11:00 AM	SMITH	BAS	00-111-222

LLL CLASSES ORGANIZED ALPHABETICALLY

THE AMERICAN ENVIRONMENT: ECOLOGY AND CONSERVATION

Lectures, films and class discussion about the wildlife, ecology and conservation of the United States and some of the great leaders of the conservation movement.

T	10:00 am-12:00 pm	Pierce	WBSC	08-660-122
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ART & CIVILIZATION OF THE ROMANTIC AGE

Lives and art of painters of the period through lectures, films, discussion, and museum outings as a group.

Th	2:00-4:00 pm	Pierce	BAS, Rm. 209	08-111-142
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LLL CLASSES ORGANIZED ALPHABETICALLY-CONT'D

CERAMICS

Learn about the practice and aesthetics of hand-building techniques and decorating low-fire clay. Class open to beginners as well as advanced students. Materials fee varies with projects.

M	1:00-4:30 pm	Muennig	SBSC	08-140-112
W	9:30 am-12:30 pm	Watkins	TBA	08-140-232
W	1:00-4:30 pm	Muennig	SBSC	08-140-332

COMPUTER WORKSHOP-DIGITAL LITERACY

Instruction in basic computer operations. Support for projects and troubleshooting. All levels.

M	9:00-11:30 am	Staff	SBSC	08-310-102
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CRITICAL VIEWING

Media studies focuses on the relationships between broadcast/cable and web productions.

M	1:15-3:15 pm	Porter	JCC	08-710-112
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CURRENT EVENTS

A discussion group aimed at keeping all involved on top of the current "hot-button" issues.

TH	1:00-3:00 pm	Porter	JCC	08-600-242
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DRAWING

The skills taught support your self-expression. The class covers proportion, composition, perspective, foreshortening, and shadow. Materials include: pencils, pens, and charcoal. Bring paper and pencil to your first day of class. No experience necessary, all levels welcome.

M	1:00-4:00 pm	Sturm	SBSC	08-821-312
TH	1:00-4:00 pm	Sturm	BAS, Rm. 203	08-821-112
F	1:00-4:00 pm	Muennig	SBSC	08-821-212

EXERCISE YOUR MEMORY!

Like your body, your memory needs exercise. Keep it active and vigorous with activities to stimulate the flow of oxygen to your brain. Come prepared to play!

F	10:00 am-12:00 pm	D. Davis	AshV	08-551-232
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FELDENKRAIS

Gentle, slow-moving class done lying on mats. Increased awareness leads to easier movement.

Intermediate

W	10:15-11:30 am	Hetherington	JCC	08-441-232
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Beginning

W	11:30 am-12:30 pm	Hetherington	JCC	08-440-132
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FILM

Discussion and critical viewing of films from a wide range of style, genre and period.

W	7:00-10:00 pm	Porter	JCC	08-700-232
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FUN, FITNESS & DANCE

Full body workout: flexibility & stretching, aerobic activity, strength training, and balance work.

TH	9:00-11:00 am	Puro	JCC	08-475-142
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HISTORY BY HOLLYWOOD

Social & political history of the last century as interpreted by Hollywood and the European film industry. Films, readings, commentary & analysis by teacher, class discussion.

W	2:00-4:00 pm	Pierce	WBSC	08-851-132
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IYENGAR YOGA

The major poses, modified for seniors; breathing techniques; relaxation with meditation features.

T	9:45-11:45 am	Grevenmeyer	WBSC	08-481-122
F	9:45-11:45 am	Weinstein	WBSC	08-481-252

MATURE DRIVERS CLASS

Drivers 55+. Reduce insurance premium and learn defensive driving. Sign up in the BAS Main Office.

T	1:00-5:00 pm	2/19 & 2/26	Taylor	BAS, Rm. 209	08-001-122
T	1:00-5:00 pm	5/21 & 5/28	Taylor	BAS, Rm. 209	08-001-222

MINDFULNESS MEDITATION

Explore meditation through simple practices and shared insights. All are welcome.

T	1:00-3:00 pm	D. Davis	BAS, Rm. 203	08-878-082
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MOVING QI

Seated and standing traditional movement & acupressure for balance of energy & vitality.

T	9:15-11:15 am	K. Davis	BMU	08-410-122
T	11:45 am-1:45 pm	K. Davis	JCC	08-410-222
W	12:30-2:00 pm	K. Davis	JCC	08-410-322

MOVEMENT FOR LIFE, FOR ALWAYS

No matter where we are in age or health, we can always find some improvement. Learn tools of slow, gentle & focused movements, improv and rhythm with and without music, of vocal work and of play that translate into fuller mobility choices and ease. Those with Parkinson's, CP, or other challenges which have been limiting mobility will find this class is made for them.

TH	10:00-11:30 am	Hetherington	JCC	08-493-142
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MUSIC OF THE EUROPEAN ROMANTIC AGE

Explore the lives and music of the great composers of the period in the context of the era. Class includes lectures, recordings, films, discussion and occasional performances.

T	2:00-4:00 pm	Pierce	WBSC	08-154-122
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POETRY WORKSHOP

A safe place for writing & sharing your work. Build your skill and spontaneity. All levels welcome.

TH	9:00 am-12:00 pm	D. Davis	WBSC	08-235-142
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SHORT STORIES & ESSAYS

Reading and discussion of short-short stories and essays-become a more exacting reader.

TH	11:00 am-12:00 pm	Porter	JCC	08-241-142
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SPANISH-BEGINNING

Ready to learn Spanish? Need a refresher? Interactive ways to learn grammar and vocabulary.

M	9:30 am-12:30 pm	Geronimo-Uribe	SBSC	08-901-102
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SPANISH-INTERMEDIATE

Interactive class in grammar and vocabulary at an intermediate level.

M	1:00-3:00 pm	Staff	BAS, Rm. 117	08-905-102
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SPANISH-CONVERSATION (CLASS CONDUCTED IN SPANISH)

Improve your spoken Spanish through lively exercises, improvisation, dialogues, and more. Comfort with Intermediate level Spanish suggested.

W	12:00-3:00 pm	Sturm	BAS, Rm. 209	08-900-192
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SPANISH LANGUAGE AND CULTURE

Intermediate level Spanish is required. This class is an investigation into the Spanish language by studying the cultures it supports. We will view and discuss Spanish-language films, read Spanish literature and newspapers, interview guest speakers and participate in Spanish/English language exchanges. Class will also include: writing and grammar exercises and research food, music, history.

TH	10:00 am-1:00 pm	Sturm	SBSC	08-902-202
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STRETCH, STRENGTH & DANCE

Energizing movement class for seniors of all ages- chair and standing, with music.

W	9:30-11:00 am	Aronov	AshV	08-429-132
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TAI CHI

Meditative approach to well-being with a series of simple, quiet and relaxed body movements.

M	10:00-11:30 am	Coulter	BAS, Rm. 213	08-415-112
W	10:00-11:30 am	Coulter	SBSC	08-415-232

WORLD AFFAIRS

Lecture and discussion of current political, economic and social issues of the world.

TH	10:00 am-12:00 pm	Pierce	WBSC	08-601-342
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YOGA

Exercises to help with flexibility, strength, and relaxation. Bring your mat.

TH	9:30-11:30 am	Okazaki	BMU	08-480-282
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SATURDAY WORKSHOPS

SATURDAY COMMUNITY EDUCATION & CTE CLASSES

FEBRUARY 2 • MARCH 2 • APRIL 13 • MAY 4 • JUNE 1

Enter on Curtis Street for access to the school on Saturdays

- Classes scheduled 8 am–4 pm have a 1-hr lunch break
- GED® and HiSET Testing (see page 18) is in Room 108
- Traffic Violator Course (see page 15) is in Room 209

FEBRUARY 2

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Build a Website in an Afternoon	12
Business Math Workshop	6
CPR & AED/First Aid	8
Sing!	10
Trust and Probate-Estate Planning for the 99%	12

MARCH 2

Adobe InDesign Intro Workshop*	5
Build a Website in an Afternoon	12
Get to Know Your Tax Return	12
CPR & AED/First Aid	8
Investment Basics	13
Trust and Probate-Estate planning for the 99%	12

APRIL 13

Acupressure for Back Release	10
Adobe Photoshop Intro Workshop*	5
Build a Website in an Afternoon	12
CPR & AED/First Aid	8
Listos Disaster Readiness (taught in Spanish)	15
Retirement: Income and Investment Strategies	13
Sing!	10

MAY 4

Adobe InDesign Intro Workshop*	5
Build a Website in an Afternoon	12
Business Math Workshop	6
CPR & AED/First Aid	8
Savvy Social Security Planning: Maximize Retirement	12
Trust and Probate-Estate Planning for the 99%	12
What Can I Learn from Grief?	11

JUNE 1

Adobe Photoshop Intro Workshop*	5
CPR & AED/First Aid	8
Savvy IRA Planning & Retirement Income Planning	12
Voice-Overs...Now is Your Time	11

For courses marked with * : students must have basic computer skills



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SPRING 2019 CALENDAR

JAN 2	ONLINE REGISTRATION
JAN 10-11	PHONE REGISTRATION, 9:30-11:30 AM ONLY
JAN 15	WALK-IN REGISTRATION BEGINS
JAN 21	HOLIDAY-MARTIN LUTHER KING JR.'S BIRTHDAY
JAN 29	SPRING SEMESTER BEGINS
FEB 15	HOLIDAY-LINCOLN'S BIRTHDAY
FEB 18	HOLIDAY-PRESIDENTS' DAY
MAR 29	SPRING SEMESTER TERM 1 ENDS
APR 1-5	SPRING BREAK-BAS CLOSED
APR 8	SPRING SEMESTER TERM 2 BEGINS
MAY 20	HOLIDAY-MALCOLM X'S BIRTHDAY
MAY 27	HOLIDAY-MEMORIAL DAY
JUNE 14	END OF SPRING SEMESTER

BERKELEY UNIFIED SCHOOL DISTRICT

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