

# Mountain View Los Altos Adult School

[mvla.net/AS](http://mvla.net/AS)  
(650) 940-1333

## Winter 2021 Distance Learning Registration begins November 20th



## Director's Message – Winter 2021



Can you believe nearly eight months have passed since the Governor issued his initial shelter in place executive order? Throughout 2020, schools were faced with many challenges that have significantly impacted the way we provide a high-quality education. As we commence 2021 under this “new norm,” I want to assure you that student/staff safety and equitable access to a high-quality education continue to serve as our guiding principles as we plan for the next phase of re-opening. Though MVLA Adult School will remain physically closed at the start of the winter session, our MVLA team continues to work tirelessly to improve and refine our distance learning model. Virtual orientations through Zoom, parking lot testing and drive-by student textbook/device pick-ups, and our virtual college and career fair are just a few of the ways that our school has adapted to provide students with access to the essential learning materials, resources, and support they need to be successful.

We are currently developing a new student distance learning support web page that will include a variety of helpful video links and instructional guides/resources to help get you started. Our leadership team is also in the process of exploring mini cohorts for students that will be prioritized according to student and program needs. We have created a free Introduction to Online Learning workshop designed for those who are new to distance learning and would like to learn how to participate in an exciting array of new distance learning classes in our Community Interest and Older Adults program.

Distance learning can be a rewarding and fun way to learn a new topic or skill while connecting with a supportive community of other lifelong learners. Remember that learning is for a lifetime at MVLA Adult School. 2021 is the start of a new year, a new beginning, and a “new norm” that will continue to challenge and propel us forward to become a better provider of high-quality distance education for ALL students.

Join us in this “new norm” for 2021. Continue to celebrate our longstanding tradition of lifelong learning. Let us help you continue to educate and elevate yourselves. Expand your horizons and have the courage to try something new through distance learning.

Please continue to be well and stay safe!

Brenda Harris, PhD  
Director, MVLA Adult School  
brenda.harris@mvla.net

# Mountain View Los Altos Adult School

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## Winter 2021 Calendar

**Winter 2021 registration begins**  
Friday, November 20

*Note: Registration for Career Technical Education classes is ongoing – go to [mvla.net/AS](http://mvla.net/AS) and click the Registration link*

**Winter 2021 session**  
January 4 - March 19

**Holidays/no classes**  
January 18, February 15-19

**Check [mvla.net/AS](http://mvla.net/AS) in January for Spring 2021 updates.**

## How to Register

Due to the extended physical school closure, the MVLA Adult School is **only offering online, distance learning (DL) classes for the start of Winter 2021, and can only offer online registration** for classes. Classes are open to residents of California only.

### Online Registration begins November 20th!

Go to [mvla.net/AS](http://mvla.net/AS) and click the Registration link. We accept VISA or MasterCard.

If you encounter any issues during the registration process, or if you have registered for classes at the Adult School in the past, but have never registered online, **please email us at [adulded@mvla.net](mailto:adulded@mvla.net)** and your message will be forwarded to a staff member who can assist you. Please include your contact phone number as well as your email address in your message.

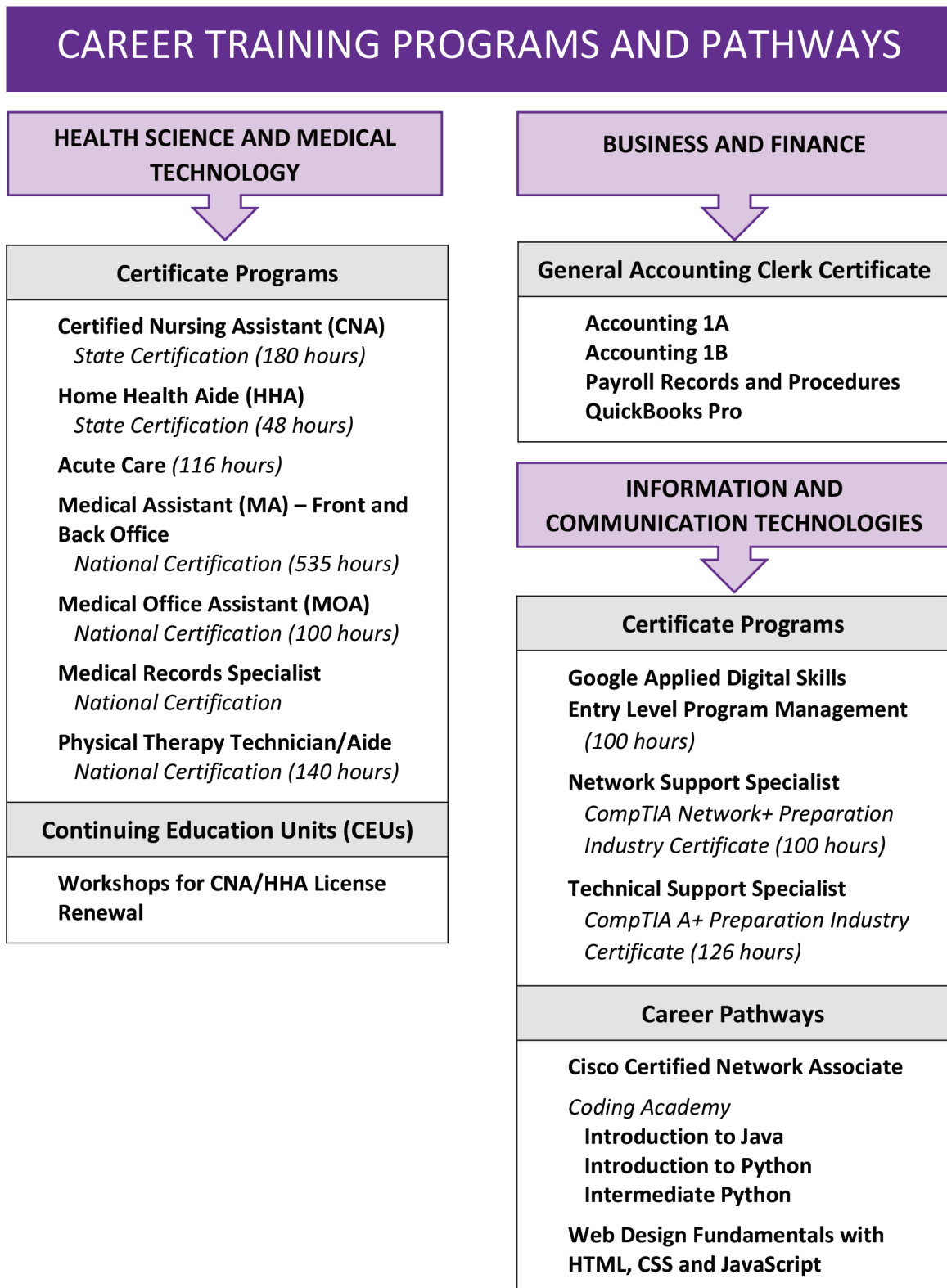
Additional registration information and our refund policy can be found on page 32.

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(650) 940-1333  
[mvla.net/AS](http://mvla.net/AS)  
[facebook.com/MVLAAdultSchool](https://www.facebook.com/MVLAAdultSchool)  
[instagram.com/mvlaas](https://www.instagram.com/mvlaas)

**MVLA**  
**ADULT SCHOOL**  
Learning for a Lifetime

# Career Technical Education

This chart provides an overview of the career training programs and pathways offered by the MVLA Adult School. Not every course or program is offered each session. Please refer to the listing of Winter 2021 courses on the following pages.



# Career Technical Education

MVLA Adult School offers comprehensive training programs and career pathways in the following industry sectors: health science and medical technology, business and finance, and information and communication technologies. For Winter 2021, MVLA Adult School has transitioned Career Technical Education courses to online distance learning platforms, including Zoom and Google Classroom. Registered students will receive information about the online platform via email prior to the start of their course or program. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

Registration and enrollment for Career Technical Education classes is ongoing, year-round. For Winter 2021, course registration is **online only**. Please visit [mvla.net/AS](http://mvla.net/AS) and click the Registration link to access our online registration site.

Please note that for all Career Technical Education classes, a 10% cancellation fee will be assessed for refunds requested at least one week before the first class meeting, and no



refunds will be given within one week of the first class meeting. Please refer to the refund policy on page 32 of this catalog.

For more information about our Career Technical Education programs contact our Program Coordinator at [catherine.rosillo@mvla.net](mailto:catherine.rosillo@mvla.net).

## HEALTH SCIENCE AND MEDICAL TECHNOLOGY

	Winter 2021	Spring 2021
<b>Foundational Courses</b>		
Medical Terminology Fundamentals		✓
<b>Certificate Programs</b>		
Certified Nursing Assistant (CNA) Program	✓	✓
Medical Assistant (MA) Training Program	✓	
Medical Office Assistant National Certification (NCMOA)	✓	
<b>Medical Records Specialist Certificate:</b>		
Electronic Health Record Keeping (EHR)	✓	
Medical Billing and Coding	✓	
<b>Continuing Education Units (CEUs)</b>		
Workshops for CNA/HHA Certificate Renewal (CEUs)		✓

### Certified Nursing Assistant (CNA) / Medical Assistant (MA) Orientation (Prerequisite for Enrollment)

Students may register in the Certified Nursing Assistant program after they have attended an orientation and passed a reading/writing assessment (given at end of orientation). Students may register in Medical Assistant programs (space permitting) any time after they have attended an orientation and provided proof of HS diploma or GED certificate. All orientations will be held online and are free of charge. Register online. Additional dates may be added. Please check [mvla.net/AS/CTE](http://mvla.net/AS/CTE) for updates.

DL066005	1/15	Fri	9:00-11:30AM	Online
DL066006	1/29	Fri	9:00-11:30AM	Online
DL066007	2/26	Fri	9:00-11:30AM	Online
DL066008	3/19	Fri	9:00-11:30AM	Online

Online orientations will be held via Zoom. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam. Students will receive meeting information via email prior to the scheduled day of orientation.

# Career Technical Education

## HEALTH SCIENCE AND MEDICAL TECHNOLOGY

### Certified Nursing Assistant (CNA) Program (Articulation with Mission College Courses AH 020D/AH 020E for 5.5 credits)



The Certified Nursing Assistant (CNA) program prepares students for entry-level employment in skilled nursing and long-term care facilities, and equips them to pass the state certification examination. Students must successfully complete 80 hours of classroom instruction and 100 hours of supervised clinical training. Depending on the facility, clinical training may start as early as 7:00AM (day program) or 3:00PM (evening program for Fall and Winter/Spring sessions).

Due to COVID-19 limitations, clinical training hours may be simulated and demonstrated online via distance learning platforms, Zoom, and Google Classroom. In-person skills practice will resume when clinical sites are open to students. In the event that the clinical site is not available for clinical skills practice, small cohorts of students can complete the skills practice requirement in the adult school skills lab, or according to safety guidelines provided by CDPH.

**ALL required paperwork is due before start of program.** Free mandatory resume workshop. Job placement assistance provided. Instructors: TBD (day), Lovejoy Lagundino/Livi Osuji (evening).

This is an online distance learning program and meetings will be held via Zoom and Google Classroom. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam. Instructor will email registered students Zoom meeting and course-related information prior to the first day of class.



**Prerequisites:** Students must attend an online orientation prior to registering for this program. Register online at [mvla.net/AS](http://mvla.net/AS). See orientation dates on page 3 or check [mvla.net/AS](http://mvla.net/AS) for additional dates and information.

Students need to wear **navy blue scrubs and white solid shoes** while at school and in clinical and must provide proof of valid TB test and immunizations **before start of program**. Flu shot required between October and April. In addition, students are required to obtain Live Scan fingerprinting themselves and provide the school with a copy of the receipt by the first day of class. A fingerprinting form and information about Live Scan locations will be provided during orientation.

#### Day Program ("Fast Track"):

DL063056 Mon-Thu 8:00AM-2:30PM  
1/11-3/25 (10 weeks), no class 1/18, 2/15-2/18  
Live Zoom Lecture: 8:00-11:30AM  
Google Classroom/Additional Coursework/Office Hours: 11:30AM-2:30PM, with 30-minute break  
\$650 fee for textbooks, supplemental materials, and instruments

#### Evening Program:

DL063057 Mon-Thu 4:30-8:30PM  
1/11-5/6 (15 weeks), no class 1/18, 2/15-2/18, 4/12-4/15  
Live Zoom Lecture: 4:30-7:30PM  
Google Classroom/Additional Coursework/Office Hours: 7:30-8:30PM  
\$650 fee for textbooks, supplemental materials, and instruments

#### Partnership with ManorCare for CNAs!

ManorCare is partnering with MVLA Adult School and awarding scholarships to qualifying people who would like to train as CNAs. Students are welcome to apply online at:

#### ManorCare:

<https://jobs.hcr-manorcare.com/job/sunnyvale/certified-nursing-assistant-cna/5346/17907226>

#### Craigslist:

<https://sfbay.craigslist.org/sby/hea/d/sunnyvale-certified-nursing-assistant/7226463986.html>

# Career Technical Education

## HEALTH SCIENCE AND MEDICAL TECHNOLOGY

### Medical Assistant Training Program National Certification (NCMA) – Front and Back Office (CCBMA Test Optional)

Distant Learning Certified Medical Assistant is a comprehensive class that prepares students for career opportunities in the Medical Assisting field. Medical assistants provide direct patient care and perform clerical duties in physician's offices, urgent care, and other ambulatory settings. The first 15 weeks of the program consist of theory, covering administrative skills as well as clinical skills, Electronic Medical Record (EMR), and medical terminology. The last 4 weeks include clinical skills practice and skills check to prepare the students for externship.

The course begins with theory and virtual classroom instruction, followed by a skills lab practicum component. Due to COVID-19 limitations, skills may be simulated and demonstrated online via distance learning platforms, Zoom, and Google Classroom. Skills lab practicum may be completed in small cohorts of students in the adult school skills lab, or according to safety guidelines provided by CDPH. Students are required to complete 375 hours of theory and lab before taking the national certification test (NCCT), followed by 160 hours of externship. Externship provides students with the necessary practice and skills.

This online distance learning course will be held via live Zoom, Google Classroom, and Cengage MindTap online platforms. Students will need to download and install the Zoom application on a computer or other device with an Internet connection and microphone/webcam. It is highly recommended that this course be taken on either a PC or Mac laptop, with Windows 10 or an updated device. Instructor will email registered students Zoom meeting information, online course link, and course-related information prior to the first day of class.

Free mandatory resume workshop. Job placement assistance provided. Instructor: Abhaya Karangutkar.

The MA classes fill up quickly! We recommend attending an orientation as early as 6 months before the class start date.

**Prerequisites:** Must possess a high school diploma or GED. Students must attend an online orientation prior to registering for this program. Register online at [mvla.net/AS](http://mvla.net/AS). See orientation dates on page 3 or check [mvla.net/AS](http://mvla.net/AS) for additional dates and information.

Students need to wear **navy blue scrubs and white solid shoes** while at school and in externship and must provide proof of valid TB test and immunizations **before start of program**. Flu shot required between October and April.

#### Day Program:

DL062032 Mon-Fri 8:00AM-2:30PM

2/22-7/9 (19 weeks), no class 4/12-4/16, 5/31, 7/5

Theory: 2/22-6/11 (15 weeks)

Lab/Skills Check: 6/14-7/9 (4 weeks)

Live Zoom Session/Google Classroom/MindTap:  
Mon-Fri 8:00AM-2:30PM (break: 12:00-12:30PM)

Office Hours: Wed/Thu/Fri 8:00AM-9:00AM

\$950 incl. textbooks, materials, supplemental materials, and instruments



# Career Technical Education

## HEALTH SCIENCE AND MEDICAL TECHNOLOGY

### Workshops for CNA/HHA Certificate Renewal – Continuing Education Units (CEUs)

As a California Certified Nursing Assistant you need to have 48 hours of continuing education to renew your certificate. In addition, you must show proof that you have worked at least 1 (one) paid day within two years in a facility where you provided nursing related services. A California Home Health Aide must complete 24 hours of CEUs within 2 years. Don't allow your certificate to expire! We offer classes and workshops to keep your certificate current. Choose from one of the options to meet your CEU requirements. All classes have been approved by the California Department of Public Health and qualify for CEUs. Instructor: Tamara Rood-Spenker, RN.

This classroom-based course is temporarily being offered on a distance learning platform. Meetings will be held via Zoom, with additional coursework provided via Google Classroom. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam. Instructor will email registered students meeting information and student login for Google Classroom prior to the first day of class.

**Students must have a current CNA/HHA certificate in order to participate in the workshops.** When registering, type in your name as it appears on your CNA/HHA certificate. Students are required to register at least two days before the workshop date.

### Environmental Safety and CNA Safety

DL063296 Fri 8:00AM-2:30PM 4/30 \$39 6 CEUs

### Interpersonal Relationships and Communication

DL063297 Fri 8:00AM-2:30PM 5/21 \$39 6 CEUs

### Medical Office Assistant National Certification (NCMOA)

This online distance learning course provides students with the tools and skills they need to work in a medical front office setting. Students will be trained in insurance, medical terminology, law and ethics, and general office management duties. The course content prepares them to find employment in a variety of medical settings such as physicians' offices, clinics, hospitals, dental offices, foundations, insurance companies, and managed care organizations. Students who complete this course will receive a Medical Office Assistant program certificate. Students who complete this course are eligible to take the certification test through the National Center for Competency Testing (NCCT) and receive a NCMOA. This program includes a free optional resume workshop and provides job placement assistance. Instructor: Abebe Gelagay.

Required texts and materials: Students must purchase a textbook or eBook with a Connect Access Card for the online interactive features: *Medical Office Procedures, 9th Edition*, Bayes, ISBN-10: 1259630765, ISBN-13: 9781259630767. All required online assignments and the interactive eBook for this course are available on McGraw-Hill Connect.

This course will be held via Zoom and McGraw Hill Connect online platforms. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam. Instructor will email registered students Zoom meeting information and online course link prior to the first day of class.

DL067019 Tue/Thu 5:00-8:30PM

1/12-4/29 (14 weeks), no class 2/16, 2/18, 4/13, 4/15

Live Zoom Lecture: 5:00-7:00PM

McGraw Hill Connect/Additional Coursework/Office Hours:  
7:00-8:30PM

\$175





# Career Technical Education

## HEALTH SCIENCE AND MEDICAL TECHNOLOGY

### MEDICAL RECORDS SPECIALIST CERTIFICATE

#### National Certification (National Certified Insurance and Coding Specialist – NCICS)

Students who complete both *Electronic Health Record Keeping* and *Medical Billing and Coding* will receive a Medical Records Specialist school certificate. Students who complete both classes also qualify for the National Certification Test for Insurance and Coding Certification through NCCT. This program includes a free optional resume workshop and provides job placement assistance.

### Electronic Health Record Keeping (EHR)

This course introduces students to the concepts and skills they will need for a successful career in medical office billing and computerized practice management. Students will acquire an in-depth knowledge of the medical billing cycle and the use of health information technology in physicians' practices. The course centers on an advanced MediSoft V19 training, where students will practice hands-on how to enter patient information, work with cases, create claims, post insurance payments, create reports, and schedule. Students completing this course will receive a course completion certificate for Electronic Health Record Keeping.

Required texts and materials: Students must purchase a textbook or eBook with a Connect Access Card for the online interactive features: *Computers in the Medical Office, 9th Edition*, Sanderson, ISBN: 9780077836382. All required online assignments and the interactive eBook for this course are available on McGraw-Hill Connect.

This course will be held via Zoom and McGraw Hill Connect online platforms. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam. Instructor will email registered students Zoom meeting information and online course link prior to the first day of class.

DL066220 Tue/Thu 8:00AM-12:00PM  
1/12-4/29 (14 weeks), no class 2/16, 2/18, 4/13, 4/15  
Live Zoom Lecture: 8:00AM-10:00AM  
McGraw Hill Connect/Office Hours: 10:00AM-12:00PM  
\$175

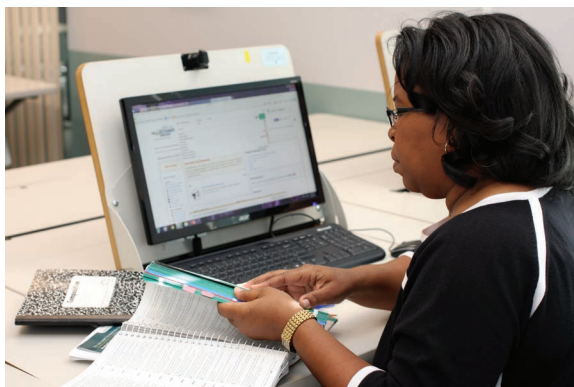
### Medical Billing and Coding

Medical Insurance plays an important role in the financial well-being of every healthcare business. This online distance learning course provides the students with knowledge of the fundamentals of, ICD-10 and CPT coding, managed-care contracts, reimbursement procedures, and insurance referrals for the health care industry. In addition, students will obtain the basic knowledge of the billing and coding procedures for medical practice. Students will learn how to code and enter information into a computer system and how an invoice is generated and sent to the patient. Students completing this course will receive a course completion certificate for Medical Insurance Billing and Coding. Instructor: Dr. Abebe Gelagay.

Required texts and materials: Students must purchase a textbook or eBook with a Connect Access Card for the online interactive features: *Medical Insurance: A Revenue Cycle Process Approach, 8th Edition*, Valerius/Bayes/Newby/Blochowiak, McGraw-Hill Education, MHID: 1259608557, ISBN: 9781259608551. All required online assignments and the interactive eBook for this course are available on McGraw-Hill Connect.

This course will be held via Zoom and McGraw Hill Connect online platforms. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam. Instructor will email registered students Zoom meeting information and online course link prior to the first day of class.

DL060420 Mon/Wed 5:00-9:00PM  
1/11-4/28 (14 weeks), no class 1/18, 2/15, 2/17, 4/12, 4/14  
Live Zoom Lecture: 5:00-7:00PM  
McGraw Hill Connect/Office Hours: 7:00-9:00PM  
\$175



# Career Technical Education

## BUSINESS AND FINANCE



### Accounting 1A: Principles of Small Business Accounting

This online distance learning course introduction to basic accounting procedures is for new or potential business owners and those who want to increase their knowledge of working with ledgers, debits and credits, and financial statements. After completing this course, students will be able to analyze business transactions, record journal entries, post to general ledger accounts, and prepare financial statements. **Students must complete both Accounting 1A and Accounting 1B to receive a certificate of completion.** Instructor: Dr. Abebe Gelagay.

Required texts and materials: Students must purchase a textbook or eBook with a Connect Access Card for the online interactive features: *College Accounting, Fifteenth Edition*, Price, Haddock, Farina, ISBN: 9781259995163. This textbook covers both *Accounting 1A* and *Accounting 1B* courses.

This online distance learning course will be held via Zoom and McGraw Hill Connect online platforms. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam. Instructor will email registered students Zoom meeting information and online course link prior to the first day of class.

DL061826 Mon/Wed 8:00-11:30AM  
1/11-3/3 (7 weeks), no class 1/18, 2/15, 2/17  
Live Zoom Lecture: 8:00-10:00AM  
McGraw Hill Connect/Additional Coursework/Office Hours:  
10:00-11:30AM  
\$70

DL061828 Tue/Thu 5:00-9:00PM  
5/4-6/17 (7 weeks)  
Live Zoom Lecture: 5:00-7:00PM  
McGraw Hill Connect/Additional Coursework/Office Hours:  
7:00-9:00PM  
\$70

	Winter 2021	Spring 2021
<b>Foundational Courses</b>		
Small Business Administration		✓
<b>Certificate Programs</b>		
<b>General Accounting Clerk Certificate:</b>		
Accounting IA	✓	✓
Accounting IB	✓	
Payroll Records and Procedures		✓
QuickBooks Pro		✓

### GENERAL ACCOUNTING CLERK CERTIFICATE

Students who complete all four of the following classes: *Accounting IA*, *Accounting IB*, *Payroll Records and Procedures*, and *QuickBooks Pro* are eligible to receive a General Accounting Clerk certificate. The program includes a resume workshop.

*Accounting 1A* and *Accounting 1B* are articulated with Mission College Course ACC 022. Students can earn 3.0 credits upon completion of both classes.



# Career Technical Education

## BUSINESS AND FINANCE

### Accounting 1B: Principles of Small Business Accounting

Prerequisite: *Accounting 1A*. This online distance learning course introduces the procedures involved in accounts receivable, accounts payable, cash receipts, cash payments, and accounting for purchases. It also includes preparing state sales tax returns, payroll computations, payroll taxes, deposits, and reports. **Students must complete both *Accounting 1A* and *Accounting 1B* to receive a certificate of completion.** Instructor: Dr. Abebe Gelagay.

Required texts and materials: Students must purchase a textbook or eBook with a Connect Access Card for the online interactive features: *College Accounting, Fifteenth Edition*, Price, Haddock, Farina, ISBN: 9781259995163. This textbook covers both *Accounting 1A* and *Accounting 1B* courses.

This online distance learning course will be held via Zoom and McGraw Hill Connect online platforms. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam. Instructor will email registered students Zoom meeting information and online course link prior to the first day of class.

DL061827 Mon/Wed 8:00-11:30AM  
3/8-4/28 (7 weeks), no class 4/12, 4/14  
Live Zoom Lecture: 8:00-10:00AM  
McGraw Hill Connect/Additional Coursework/Office Hours:  
10:00-11:30AM  
\$70

### Payroll Records and Procedures

This online distance learning course provides well-rounded and practical instruction in how to perform payroll work. It focuses on the payroll activities associated with calculating, recording, transferring data, and the management aspects of payroll such as state and federal tax reports. After completing this course, students will be able to understand federal payroll laws and regulations, calculate gross earnings and deductions, handle payroll records, and prepare and report federal and state payroll tax returns. Students completing this course receive a general payroll certificate. Instructor: Dr. Abebe Gelagay.

Required texts and materials: Students must purchase a textbook or eBook with a Connect Access Card for the online interactive features: *Payroll Accounting, Fifth Edition*, Landin, ISBN-13: 9781260260144, ISBN-10: 1260260143.

This online distance learning course will be held via Zoom and McGraw Hill Connect online platforms. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam. Instructor will email registered students Zoom meeting information and online course link prior to the first day of class.

DL060708 Mon/Wed 8:00-11:30AM  
5/3-6/16 (7 weeks), no class 5/31  
Live Zoom Lecture: 8:00-10:00AM  
McGraw Hill Connect/Additional Coursework/Office Hours:  
10:00-11:30AM  
\$70



# Career Technical Education

## BUSINESS AND FINANCE

### QuickBooks Pro

QuickBooks is a popular accounting software commonly used by small and mid-sized businesses. It is a powerful tool to manage your business or private finances more effectively. This online distance learning course is designed to empower you to use this software to its full potential by teaching you basics, such as how to pay bills, print checks, and track expenses. You will also learn how to exchange data with Microsoft Excel and other software applications. You will be able to track employee time and job costs, create reports comparing estimated costs to actuals, organize your finances all in one place, easily create invoices and track sales and expenses, get reliable records for tax time, manage customer, vendor, and employee data, and how to go paperless with online banking. Students completing this course will receive a general computer accounting certificate. Instructor: Dr. Abebe Gelagay.

Required texts and materials: Students must purchase a textbook or eBook with a Connect Access Card for the online interactive features: *Computer Accounting with QuickBooks 2018*, Donna Kay, ISBN: 9781260496291.

This online distance learning course will be held via Zoom and McGraw Hill Connect online platforms. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam. Instructor will email registered students Zoom meeting information and online course link prior to the first day of class.

DL064017 Tue/Thu 8:00-11:30AM  
5/4-6/17 (7 weeks)  
Live Zoom Lecture: 8:00-10:00AM  
McGraw Hill Connect/Additional Coursework/Office Hours:  
10:00-11:30AM  
\$70

### Small Business Administration – How to Start and Manage a Small Business

Small business is BIG! There are 28 million small businesses in the U.S. that provide 55% of all jobs and their number is rapidly growing. This course targets anyone who is planning to start a new business or who is working in a small business with room for growth. It is a step-by-step guide to how to start a business, write a business plan, choose a business structure, understand and manage the business financials, file and pay taxes, hire and retain employees, run the business, manage supply, market the business, and grow the business. This distance learning course also touches on integrating technology and cybersecurity. It will bring you one step closer to your entrepreneurial ventures. Instructor: Dr. Abebe Gelagay.

Required texts and materials: Students must purchase a textbook or eBook with a Connect Access Card for the online interactive features: *Small Business Management, Eighth Edition*, Byrd, ISBN-13: 9781259538988, ISBN-10: 1259538982.

This online distance learning course will be held via Zoom and McGraw Hill Connect online platforms. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam. Instructor will email registered students Zoom meeting information and online course link prior to the first day of class.

DL065105 Mon/Wed 5:00-9:00PM  
5/3-6/16 (7 weeks), no class 5/31  
Live Zoom Lecture: 5:00-7:00PM  
McGraw Hill Connect/Additional Coursework/Office Hours:  
7:00-9:00PM  
\$70



# Career Technical Education

## INFORMATION AND COMMUNICATION TECHNOLOGIES

	Winter 2021	Spring 2021
<b>Foundational Courses</b>		
<b>Coding Academy:</b>		
NEW: Intermediate Python Programming	✓	
NEW: Adobe Photoshop		✓
Google Applied Digital Skills	✓	

### CODING ACADEMY

Silicon Valley has an insatiable need for people with programming skills. The programming languages highest in demand are SQL, Java, JavaScript, Python, and C++ and job openings are plentiful. On any given day job boards like Indeed or Glassdoor have over 5,000 openings for jobs who require at least one of these coding skills. In our mission to provide students with market-relevant skills and our obligation towards the local business community to train a workforce which meets labor market demands we are now offering an intermediate Python courses to help you add to your skill set and be more marketable.



### NEW: Intermediate Python Programming

Python is a popular, general-purpose, multi-paradigm, open-source scripting language used extensively in a variety of industry applications. This lab-based distance learning course offers proficiency in the core concepts of Python, and the skills and knowledge for building applications using any of the hundreds of thousands of task-specific Python libraries. The curriculum includes flow control, function protocols, exception handling, functional programming, all built-in data types, sequence manipulations, object-oriented features: classes and inheritance, building applications, decorators and dynamic coding. Instructor: Tamzida Momen.

Prerequisite: Previous programming knowledge is required. It is ideal for any technically curious individual looking to learn a high-in-demand, dynamic programming language.

Textbook requirement: Students must purchase a textbook or e-book: *Learning Python, 5th Edition*, Mark Lutz, ISBN: 9781449355739.

This online distance learning course will be held via Zoom, Google Classroom, and course website. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam. Instructor will email meeting and course-related information to students prior to the first day of class.

DL062750 Tue/Thu 9:00AM-12:00PM  
 1/12-3/11 (8 weeks), no class 2/16, 2/18  
 Live Zoom Lecture: 9:00-11:00AM  
 Google Classroom/Additional Coursework/Office Hours:  
 11:00AM-12:00PM  
 \$70

# Career Technical Education

## INFORMATION AND COMMUNICATION TECHNOLOGIES

### Google Applied Digital Skills – Entry Level Project Management

This online distance learning course is offered in collaboration with Google to provide students with the digital skill set required for entry level employment in project management. In this video and instructor guided course, students will learn how to solve relevant real-life problems using Google Apps as a tool. Upon completion of this course students will be able to create spreadsheets and effectively organize, analyze, manipulate, and visualize data and identify patterns in data. Students will also have developed research-based decision-making skills, and will be able to collaborate digitally to communicate successfully with others. The course also covers programming basics and debugging as well as implementing algorithms. Instructor: Tamzida Momen.

Prerequisites: Computer literacy and basic typing skills, High School Diploma/GED desired. **Computer literacy includes:** knowing USERNAME and PASSWORD to Gmail account being used for curriculum as well as sending and replying to emails from instructor.

This online distance learning course will be held via Zoom and/or Google Meet. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam. Instructor will email meeting and course-related information to students prior to the first day of class.

DL069410 Mon/Wed 9:00AM-12:00PM  
1/11-5/19 (17 weeks), no class 1/18, 2/15, 2/17, 4/12, 4/14  
Live Zoom Lecture: 9:00-11:00AM  
Google Classroom/Additional Coursework/Office Hours:  
11:00AM-12:00PM  
\$70



### SPRING PREVIEW DATES TO BE ANNOUNCED

#### **NEW: Adobe Photoshop**

Photoshop is an essential industry-leading application used by both professionals and amateurs for editing and retouching photos, designing graphics and interfaces, and creating digital art work. It is a must-to-have skill required in the fields of web design, graphic design, UI/UX design, digital photography, and digital marketing.

This introductory course will teach you all the fundamental tools and techniques of Adobe Photoshop through a systematic, step-by-step, and practical approach. It covers the topics of Photoshop basics, workspaces, text, shapes, colors, layers, masks, brush and pen tools, filters, adjustment layer, and more. You will use the tools to edit and retouch photos, make collages, design cards and flyers, and create web graphics and digital painting artwork.

# ESL – English as a Second Language



We offer ESL classes from Literacy to Advanced level. Classes meet online in the morning (Mon-Fri, 9:00-11:00AM), afternoon (Mon-Thu, 12:30-2:30PM), or evening (Mon-Thu, 6:30-8:30PM). There will be additional coursework for students to complete on their own outside of class every week. These classes are free.

These are online-only classes and meetings will be held via Zoom. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam. There are no in-person ESL classes being held at the MVLA Adult School this winter.

Some classes are full and students may have to wait for a place in class. Regular online attendance and participation in class is required to remain in the ESL program.

We require students who enroll in our classes live within driving distance of our school. Priority is given to residents of Mountain View, Los Altos, and Los Altos Hills.

## **ESL Program Orientation and Online Placement Tests** ***By Appointment Only: Jan. 13, Feb. 3, Mar. 3***

Students eligible for ESL classes must take a placement test via Zoom. Interested students can sign up for a testing slot by contacting [mvlaeslprogram@gmail.com](mailto:mvlaeslprogram@gmail.com) or (650) 940-1333, ext. 4015. Appointments will be made for online testing on the next orientation/testing date and you will receive a Zoom invitation link to your session. Please sign up at least 2 days in advance of the placement test date. We suggest contacting us by or before Jan. 11, Feb. 1, or Mar. 1.

Orientation and testing will be offered:

Wednesday, January 13 – 9:00-10:30AM, 1:00-2:30PM, 6:30-8:00PM

Wednesday, February 3 – 9:00-10:30AM, 1:00-2:30PM, 6:30-8:00PM

Wednesday, March 3 – 9:00-10:30AM, 1:00-2:30PM, 6:30-8:00PM

Your testing appointment will include some general information about our school and program. You should be available to stay online for up to 90 minutes for the testing process. It may not take that long, however if you are signed up for a testing slot (for example, 9:00AM), you should be prepared to wait online until we are able to interview you for an English class (up until 10:30AM).

Note: The school cannot guarantee that you will be tested. We do not guarantee anyone an English class even if you contact us or take the online placement test. The pre-screening process and online placement test are given to determine if we have an English class available at a level that is right for you.

# ESL – English as a Second Language

## ONLINE ESL CLASSES

Classes begin Tuesday, January 5 for continuing students. Placement test is required for new students. Regular attendance via Zoom is mandatory in all ESL classes. ESL Beginning Literacy, ESL Beginning (Low–High), ESL Intermediate (Low–High), ESL Advanced, and ESL Multilevel. These classes are free.

No ESL classes will be held 1/4, 1/18, 2/15-2/19.

Days	Frequency	Times	Levels
M–F	Daily	9:00-11:00AM	All levels
M–Th	4 Days	12:30-2:30PM	Beg. High to Adv.
M–Th	4 Nights	6:30-8:30PM	All levels
M/W/F	3 Days	9:00-10:15AM	Beginning ONLY Senior-focused (Age 55+only)
M/W/F	3 Days	10:30AM- 12:00PM	Intermediate ONLY Senior-focused (Age 55+only)

## CITIZENSHIP PREPARATION (Intermediate-level ESL or above)

If you are interested in online U.S. Citizenship Preparation class, please contact [mvlaeslprogram@gmail.com](mailto:mvlaeslprogram@gmail.com). This is an online class and meetings are held via Zoom. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam. These classes are free.

### Citizenship

Study important information about American history, government, culture, and geography. Practice answering questions for the citizenship interview. Students should enroll at least 3 months before sending in their application for U.S. citizenship. Instructor: Sandy Cutshall. No class 1/4, 1/18, 2/15, 2/18.

Thu 12:30-2:30PM starts 1/7  
Mon 6:30-8:30PM starts 1/11





# High School & GED Programs



For information about any of our programs, contact our Coordinator at [danielle.dinh@mvla.net](mailto:danielle.dinh@mvla.net).

Due to the extended physical school closure, the MVLA Adult School is offering online, distance learning (DL) classes for Winter 2021. All programs are open entry; you may begin any time after the semester begins.

## **High School Diploma Distance Learning Program for Adults (starts Tuesday, 1/5/21)** **(All diploma programs meet district and state requirements)**

Mountain View Los Altos High School District offers a high school diploma program for persons 18 years of age and older who want to complete their high school credits through a combination of online coursework and regular teacher meetings through Zoom. This program is recommended for adult students who need 50 credits or fewer to complete an MVLA high school diploma. A credit evaluation based on an official e-transcript is required before beginning the program. To be considered for the program, please email all official transcripts to [marina.sandoval@mvla.net](mailto:marina.sandoval@mvla.net).

Students can obtain academic support from teachers during their virtual office hours:

Mon-Thu 9:00AM-8:30PM, Fri 12:00-4:00PM

No class 1/18, 2/15-2/19, 4/12-4/16, 5/31

## **Concurrent Enrollment/Online Credit Recovery (starts Tuesday, 1/5/21)**

MVLA Adult School offers part-time high school online coursework to currently attending district high school students who are 16 years old or older. Students must consult their high school counselor in order to be officially referred to this online program during the regular school year.

Students can obtain academic support from teachers during their virtual office hours:

Mon-Thu 9:00AM-8:30PM, Fri 12:00-4:00PM

No class 1/18, 2/15-2/19, 4/12-4/16, 5/31

## **Young Parents Program – YPP (starts Tuesday, 1/5/21)**

Due to the extended physical school closure, the MVLA Adult School will not provide childcare during Winter 2021. Pregnant and parenting teens in the MVLA district can still earn credits towards their high school diploma through a combination of online coursework and regular teacher meetings through Zoom. **Students must consult their high school counselor in order to be officially referred to this program during the regular school year.**

Students can obtain academic support from teachers during their virtual office hours:

Mon-Thu 9:00AM-8:30PM, Fri 12:00-4:00PM

No class 1/18, 2/15-2/19, 4/12-4/16, 5/31

## **GED Test Preparation Classes (starts Tuesday, 1/5/21)**

Pre-GED and GED classes are now available in the comfort of your own home through distance learning! Morning and evening distance learning classes will start Tuesday 1/5/21. In order to qualify for the GED program, students are **required to attend an online orientation and take a placement test**. Students must register for an orientation in advance and a Zoom link will be emailed to students the day before an orientation. Visit [mvla.net/AS](http://mvla.net/AS) to access our online registration site.

This is an online class and meetings will be held via Zoom, which allows participants to be heard and seen on-screen. Instructors will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

## **GED Day Program (Online) – Open Entry/Exit**

020109 Mon-Fri 8:45-11:45 AM

1/5-6/3, no class 1/18, 2/15-2/19, 4/12-4/16, 5/31

Live Zoom Lecture: Mon-Fri 8:45-10:45AM

Google Classroom/Additional Coursework/Office Hours: 10:45-11:45AM

## **GED Evening Program (Online) – Open Entry/Exit**

020601 Mon-Thu 6:00-8:30PM

1/5-6/3, no class 1/18, 2/15-2/19, 4/12-4/16, 5/31

Live Zoom Lecture: Mon-Thu 6:00-7:30PM

Google Classroom/Additional Coursework/Office Hours: 7:30-8:30PM

# High School & GED Programs



## GED Testing

MVLA Adult School is an official Pearson VUE computer-based GED test center. Due to the extended physical school closure, the MVLA Adult School will not offer onsite GED Testing during Winter 2021.

**Testing candidates:** check Pearson VUE's COVID-19 update page to look for testing availability and review the health and safety measures required for testing. Appointment availability is limited due to social distancing precautions and varies by location. Students can also take the test online from their home if they are 18 years or older and have passed the GED Ready tests.

Please visit [home.pearsonvue.com/Test-takers.aspx](http://home.pearsonvue.com/Test-takers.aspx) and [ged.com/take-the-ged-test-online/](http://ged.com/take-the-ged-test-online/) for more information on GED Testing.

## Parent & Family Education

### Mountain View Parent Nursery School (MVPNS)

Call (408) 883-KIDS or visit [mvpns.org](http://mvpns.org) to learn more about our programs and enrollment for the 2020-2021 and 2021-2022 school years. Mountain View Parent Nursery School (MVPNS) is located at 1535 Oak Avenue, Los Altos, adjacent to Foothill Covenant Church. Instructors: Cindy Flynn, Diane Hart, Claire Koukoutsakis, Rachel Martensson.

In the event that COVID-19 prevents offering classes in person, we will go to virtual learning.

#### Parent and Child Classes: The Toddler

Child must be 15 months old by September 1st. The child and parent spend one 2-hour session a week together at school with the parent observing, participating, and meeting other parents of similar age children. There will be a lecture/discussion for the parents to learn how to best support their child's growth and development at the end of each session. (Thu. 3:00-5:00PM or Fri. 8:45-10:45AM)

#### Parent and Child Classes: The Two Year Old

Child must be 2 years old by September 1st. The child and parent spend one 2.5-hour session a week together in a school setting. The schedule includes explorative and imaginative play, art, fine and gross motor activities, and music and movement. There will be a parenting lecture and class discussion at the end of each session. (Mon. or Wed. morning)

#### Parent Participation Preschool:

##### The Two, Three, Four and Five Year Old

Children must be 2 or 3, or 4 years old for prospective classes by September 1. Classes are held 2 or 3 or 4 days per week for 2.5 or 3 hours per session depending on age. Parents are required to work in classroom approximately one day per week. We provide high quality early childhood education in an accredited parent participation program. The program fosters healthy growth and development of preschool age children through developmentally appropriate practices and parent education. We provide opportunities to explore and learn through blocks, manipulatives, dramatic play, cooking, art, literacy, science, math, and the outdoors. We value play, nature, and the development of the whole child (social, emotional, cognitive, and physical). Two day classes for 2/Y3's, and 3/Y4's. Three day classes for 3/Y4's and 4/Y5's. Four day classes for 4/Y5's.

# Community Interest & Older Adults Distance Learning



Due to the extended physical school closure, the MVLA Adult School is **only offering online, distance learning (DL) classes for Winter 2021, and can only offer online registration** for classes. Visit [mvla.net/AS](http://mvla.net/AS) to access our online registration site.

If you encounter any issues during the registration process, or if you have registered for classes at the Adult School in the past, but have never registered online, **please email us at [adulthood@mvla.net](mailto:adulthood@mvla.net)** and your message will be forwarded to a staff member who can assist you. Please include your contact phone number as well as your email address in your message.

Looking to develop a new interest or stay connected with our classroom community? Our instructors are offering an exciting array of distance learning classes! Enrich yourself by learning a new language or skill through a teacher-led Zoom class. Please read the individual class descriptions for online platform information and technical requirements. Instructors will send enrolled students a Zoom link via email prior to the first day of class. Feel free to contact instructors if you have any questions about their distance learning classes.

Zoom software is available for Windows and Macintosh desktop computers, Apple iOS devices, and Android devices. For help getting started, visit the Zoom Help Center, [support.zoom.us](http://support.zoom.us), or register for the **FREE Introduction to Distance Learning Workshop** listed on this page to learn how to get started with online learning.

All Winter 2021 Community Interest & Older Adults distance learning classes offer a discounted rate for students 55 and older.

## 55+ COMPUTER SKILLS ON PC

### **FREE Introduction to Distance Learning Workshop**

Have you ever wanted to take an online course but are not sure how to get started? Distance Learning can be a rewarding and fun way to learn a new topic or skill while connecting with a supportive community of other lifelong learners. Now is the perfect time to take advantage of this **NEW** introductory workshop for **FREE!** This is your opportunity to ask all of the questions about online learning that you have never had the chance to ask before. Let us teach you all about the world of Zoom meetings and take the anxiety out of the unknown. Instructor: Sharon Walker, [sharon.walker@mvla.net](mailto:sharon.walker@mvla.net).

Prerequisites: familiarity with using a computer and logging onto the Internet is helpful but not required. Equipment: a computer, tablet, or other device with an Internet connection and microphone/webcam.

This is an online class and meetings will be held via Zoom. Instructor will provide meeting information to students via email prior to the first class. Students will learn how to download and install the Zoom application onto their computer, tablet, or other device.

DL089000 Mon/Wed 9:00-11:00AM  
1/25 – 1/27 (2 meetings)  
FREE

### **Introduction to Zoom**

In this course you will learn how to install Zoom and use it to connect to your meetings with colleagues, family, friends, and social groups, from your home or anywhere you have Internet. Instructor: Sharon Walker, [sharon.walker@mvla.net](mailto:sharon.walker@mvla.net).

Prerequisites: familiarity with using a computer and logging onto the Internet is helpful but not required. Equipment: a computer, tablet, or other device with an Internet connection and microphone/webcam.

This is an online class and meetings will be held via Zoom. Instructor will provide meeting information to students via email prior to the first class. Students will learn how to download and install the Zoom application onto their computer, tablet, or other device.

DL089101 Mon/Wed 9:00-11:00AM  
2/1 - 2/10 (4 meetings)  
Age 55+ \$38/others \$58

# Community Interest & Older Adults Distance Learning

## How to Schedule a Zoom Meeting

In this course you will learn how to set up a Zoom meeting. Steps covered include setting up a Zoom account, scheduling a Zoom meeting, sending out a meeting invitation, and learning the features available to the meeting host. Instructor: Sharon Walker, sharon.walker@mvla.net.

Prerequisites: *Introduction to Zoom* or equivalent introductory Zoom class or experience. Equipment: a computer, tablet, or other device with an Internet connection and microphone/webcam.

This is an online class and meetings will be held via Zoom. Instructor will provide meeting information to students via email prior to the first class. Students will learn how to download and install the Zoom application onto their computer, tablet, or other device.

DL089106 Mon/Wed 9:00-11:00AM  
2/22 - 3/3 (4 meetings)  
Age 55+ \$38/others \$58

## Introduction to Google Drive and Docs

Bring your documents to life using Google Drive and Google Docs. Learn how to use smart editing and fairly easy-to-learn styling tools to help you create professional-looking documents that incorporate your unique style and creativity. Instructor: Sharon Walker, sharon.walker@mvla.net.

Prerequisites: basic computer skills. Students also must have a Gmail account set up before class and know their username and password. Equipment: a computer, tablet, or other device with an Internet connection and microphone/webcam.

This is an online class and meetings will be held via Zoom. Instructor will provide meeting information to students via email prior to the first class. Students will learn how to download and install the Zoom application onto their computer, tablet, or other device.

DL082805 Mon/Wed 9:00-11:00AM  
3/8 - 3/17 (4 meetings)  
Age 55+ \$38/others \$58



## CURRENT EVENTS, HISTORY & GENEALOGY

### Current Affairs

A discussion-based class that deals with federal, state, and local issues. Is the American glass half-empty or half-full? Questions about the economy, individual rights, and many other issues will be presented and discussed. Instructor: Jack Cormode, john.cormode@mvla.net.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam. Students can also connect to meetings via a landline (audio only). Contact instructor for more details.

DL087213 Mon 1:00-2:30PM  
1/25 - 3/15, no class 2/15 (7 weeks)  
Age 55+ \$49/others \$69

# Community Interest & Older Adults Distance Learning

## **Genealogy, Beginning/Intermediate**

Learn to use a wide variety of genealogical records to discover your roots. Sharing your journey with other passionate genealogists is a part of the class. Optional text is available for purchase online: *The Researcher's Guide to American Genealogy, 4th Edition*, Greenwood (ISBN: 9780806320663). Instructor: Christine Green, christine.green@mvla.net.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

DL088811 Tue 1:00-3:00PM  
1/19 - 3/16, no class 2/16 (8 weeks)  
Age 55+ \$90/others \$110

## **Genealogy, Intermediate/Advanced**

Break through your brick walls and solve complex genealogical problems using a broad cross-section of genealogical records. Become skilled at inferential genealogy. Optional text is available for purchase online: *The Researcher's Guide to American Genealogy, 4th Edition*, Greenwood (ISBN: 9780806320663). Instructor: Christine Green, christine.green@mvla.net.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

DL088911 Mon 1:00-3:00PM  
1/25 - 3/15, no class 2/15 (7 weeks)  
Age 55+ \$79/others \$99

## **LANGUAGE ARTS & LANGUAGES**

### **Chinese Writing and Speaking Skills I**

Prerequisite: ability to use Chinese phonetics or characters to write a paragraph of 50 words in correct Chinese grammar. This class welcomes students of different levels who have a long term goal to use Chinese in their lives. Students will improve their ability to write and converse fluently based on their individual level. Students will use Zoom meetings to meet with the teacher for assignment preparations. Students at similar levels will be paired up in groups to complete their parts of the class project. Topics will be discussed in class. Instructor: Wing Hung Wu (Lucia), winghung.wu@mvla.net.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

DL087030 Thu 7:00-9:00PM  
1/21 - 3/18, no class 2/18 (8 weeks)  
Age 55+ \$90/others \$110

### **Chinese: Fun, Laugh, and Learn!**

Prerequisite: knowledge of Chinese phonetics, basic vocabulary, and grammar structure. Learn Chinese effectively with fun and laughter by watching popular Chinese movies and modern shows. No homework! This session includes a diverse array of modern and old movies, comics, talk shows, news, interviews, and documentaries. Pick up vocabulary, phrases, idioms, and grammar along with a glimpse into Chinese history and culture. Students can relax, enjoy and learn at their own pace. Discussions about various aspects of the movies will be held regularly after each movie. Instructor: Wing Hung Wu (Lucia), winghung.wu@mvla.net.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

DL087050 Mon 7:00-9:00PM  
1/25 - 3/15, no class 2/15 (7 weeks)  
Age 55+ \$79/others \$99



# Community Interest & Older Adults Distance Learning

## Creative Writing Workshop

Maximize your creative energy and growth within an online supportive and encouraging forum of fellow writers. Be inspired to pursue new projects or bring your in-progress work to read in a safe and helpful environment. All levels of experience welcome! Instructor: Sylvia Halloran, sylvia.halloran@mvla.net.

This is an online class and meetings will be held via Zoom, which allows participants to be heard and seen on-screen. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam. Students can also connect to meetings via a landline (audio only). Contact instructor for more details.

### Day class:

DL089411 Wed 1:00-3:00PM  
1/20 - 3/17, no class 2/17 (8 weeks)  
Age 55+ \$90/others \$110

### Evening class:

DL089413 Wed 7:00-9:00PM  
1/20 - 3/17, no class 2/17 (8 weeks)  
Age 55+ \$90/others \$110

## Finnish Language

One of the few Finnish language classes in the Bay Area! All levels are welcome and will be given group and individual attention. Instructor: Tuula Beals, tuula.beals@mvla.net.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

DL500511 Tue 7:00-9:00PM  
1/19 - 3/16, no class 2/16 (8 weeks)  
Age 55+ \$90/others \$110

## French, Beginning II

Prerequisite: minimum two quarters of French or equivalent. Students will increase vocabulary knowledge and improve conversational skills in guided activities. They will continue to learn grammar and enhance listening comprehension, and will develop pronunciation through reading exercises. The students will also become more familiar with French culture and customs. Purchase *Dis-moi!* textbook online (ISBN: 0673216276). Instructor: Pary Sarraf, pary.sarraf@gmail.com.

Enjoy learning French in the comfort of your home! This is an online class and meetings will be held via Zoom. Students will receive a Zoom invitation via email prior to the first class meeting. Students will need to download and install the Zoom app on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

DL084112 Fri 1:00-3:00PM  
1/22 - 3/19, no class 2/19 (8 weeks)  
Age 55+ \$90/others \$110

## French, Conversation

Prerequisite: Completion of Intermediate French. Students will initiate and participate in a variety of conversational topics in real-life settings including current events, literature, art, history, civilization, cuisine, travel, hobbies, and more. Students will increase vocabulary and enhance their communication skills, as well as grammar and syntax. They will expand their ability to express thoughts and opinions in discussions of social and cultural matters. Course material will be provided by the instructor. Instructor: Pary Sarraf, pary.sarraf@gmail.com.

Enjoy learning French in the comfort of your home! This is an online class and meetings will be held via Zoom. Students will receive a Zoom invitation via email prior to the first class meeting. Students will need to download and install the Zoom app on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

DL084103 Wed 9:30-11:30AM  
1/20 - 3/17, no class 2/17 (8 weeks)  
Age 55+ \$90/others \$110

# Community Interest & Older Adults Distance Learning

## French, Short Stories Discussion and Analysis

Prerequisite: Completion of higher Intermediate French. In this course, students will explore French literature through short stories written by outstanding authors. Students will acquire the tools and vocabulary to discuss literary works, improving comprehension, pronunciation, and grammar. Purchase *Vingt et un contes, Third Edition*, course book online (ISBN: 9780060432201). Instructor: Pary Sarraf, pary.sarraf@gmail.com.

Enjoy learning French in the comfort of your home! This is an online class and meetings will be held via Zoom. Students will receive a Zoom invitation via email prior to the first class meeting. Students will need to download and install the Zoom app on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

DL084120 Mon 2:00-4:00PM  
1/25 - 3/15, no class 2/15 (7 weeks)  
Age 55+ \$79/others \$99

## French, Advanced Conversation

In this free form conversation class, students' input is paramount. The teacher will make sure everybody has the opportunity to participate equally and will provide attention and personalized corrections to everyone. The focus is on practicing French without being afraid of making mistakes. Scanned material will be emailed regularly to provide conversation starters. Instructor: Veronique Strange, veronique.strange@mvla.net.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

DL084100 Tue 1:00-2:45PM  
1/19 - 3/16, no class 2/16 (8 weeks)  
Age 55+ \$79/others \$99

## German, Beginning I

Willkommen! Students with no prior German instruction will learn the principles of grammar and usage, practice dialogues, and discover the culture of German-speaking countries. We will use the textbook *Passwort Deutsch 1, A1* (ISBN: 9783126764100). Instructor Dorith Endler, dorith.endler@mvla.net.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

DL502715 Thu 6:00-7:30PM  
1/21 - 3/18, no class 2/18 (8 weeks)  
Age 55+ \$68/others \$88

## German, Beginning II

Prerequisite: Beginning German I or equivalent. Students will continue to learn the principles of grammar and usage, practice dialogues, and discover the culture of German-speaking countries. We will use the textbook *Passwort Deutsch 2* (ISBN: 9783126764131). Instructor: Dorith Endler, dorith.endler@mvla.net.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

DL502720 Mon 6:00-7:30PM  
1/25 - 3/15, no class 2/15 (7 weeks)  
Age 55+ \$59/others \$79



# Community Interest & Older Adults Distance Learning

## German Conversation

Willkommen! Do you want to speak German? Contribute about whatever you are interested in and talk about texts, songs, and poems from German speaking countries. Instructor: Dorith Endler, dorith.endler@mvla.net.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

DL084701 Wed 1:30-3:00PM  
1/20-3/17, no class 2/17 (8 weeks)  
Age 55+ \$68/others \$88

## Italian, Intermediate 1

Sequential to *Italian Language for Beginners 3* (knowledge of present and perfect tense of regular and irregular verbs, reflexive verbs, direct object pronouns, use of different prepositions), this class is designed for students who want to master their ability acquired in previous classes. In a positive learning environment, you will be expanding your vocabulary and learning more grammatical structures and expressions in varied contexts, for oral and written communication. The course will include many conversational activities to prepare students to communicate effectively in many real-life situations. No textbook required. Instructor: Stefania Filigheddu, stefania.filigheddu@gmail.com.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

DL088010 Mon 9:00-10:30AM  
1/25 - 3/15, no class 2/15 (7 weeks)  
Age 55+ \$59/others \$79

## Italian, Advanced Reading and Conversation

Prerequisites: advanced Italian skills, knowledge of advanced grammar and vocabulary. Have fun and increase your Italian vocabulary, idiomatic expressions, and culture while reading and conversing only in Italian. The selected texts will focus on Italian fashion, style, identity, and their cultural meanings. Students will have the opportunity to enrich linguistic skills, as well as reading, writing, and speaking. Grammar review exercises will be incorporated

in each lesson. Suggested textbook: *Moda, stile e simboli*, Daniela De Pau and Rita Pasqui, Edizioni Farinelli (we will work on the second half of the book). Order your copy at edizionifarinelli.com. Instructor: Stefania Filigheddu, stefania.filigheddu@gmail.com.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

DL088030 Fri 9:00-10:30AM  
1/22 - 3/19, no class 2/19 (8 weeks)  
Age 55+ \$68/others \$88

## Memoirs Writing

Stimulate your thinking as you rediscover your past by listening to the memoirs of others online. Follow weekly memory prompts, gather ideas to proceed with what you have already begun, or bring in what you have already written for a final class "edit" for clarity, logic, and style. Instructor: Sylvia Halloran, sylvia.halloran@mvla.net.

This is an online class and meetings will be held via Zoom, which allows participants to be heard and seen on-screen. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam. Students can also connect to meetings via a landline (audio only). Contact instructor for more details.

### Thursday class:

DL089513 Thu 1:00-3:00PM  
1/21 - 3/18, no class 2/18 (8 weeks)  
Age 55+ \$90/others \$110

### Friday class:

DL089511 Fri 10:00AM-12:00PM  
1/22 - 3/19, no class 2/19 (8 weeks)  
Age 55+ \$90/others \$110



# Community Interest & Older Adults Distance Learning



## Spanish, Beginning I (day)

Immerse yourself in the world of Spanish Language by learning basic sentences! Students will acquire and develop listening, speaking, reading, and writing skills as they also gain knowledge about cultural similarities and differences between the United States and the Spanish-speaking world. This is a fun, relaxed class and conversation is encouraged. Instructor: Kate Adams, kate.adams@mvla.net.

Textbooks: *Spanish Is Fun Book 1, Fifth Edition*, Heywood Wald (ISBN: 9781634199285), and workbook (ISBN: 9781634199292), are available for purchase online.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

### Tuesday class:

DL086902 Tue 12:30-2:00PM  
1/19 - 3/16, no class 2/16 (8 weeks)  
Age 55+ \$68/others \$88

### Thursday class:

DL086903 Thu 12:30-2:00PM  
1/21 - 3/18, no class 2/18 (8 weeks)  
Age 55+ \$68/others \$88

## Spanish, Beginning IA/IB (evening)

This is a beginning combo Spanish class that immerses students virtually in a creative and engaging learning environment. Students will acquire and develop listening, speaking, reading, and writing skills in Spanish, and will develop their interpersonal communicative skills and confidence through virtual interaction with other classmates and the teacher. Students will also gain knowledge about cultural similarities and differences between the United

States and the Spanish-speaking world. The curriculum includes basic vocabulary words related to the calendar, parts of the body, weather, food, family, health, shopping, holidays, and likes and dislikes. In grammar, the course covers verb tenses, such as the present, preterit, and the imperfect, along with the use of Spanish commands. This is a fun, relaxed class where students are active participants in classroom activities in Spanish. Let's chat in Spanish! Instructor: Sarah Hsu, sarah.hsu@mvla.net.

Textbooks: *¡Exprésate! Spanish 1* (ISBN: 9780030676789) and *¡Exprésate! Spanish 1 Cuaderno de actividades* (ISBN: 9780030744662). Used books can be purchased online at a low price.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

DL501215 Tue 4:45-6:45PM  
1/19 - 3/16, no class 2/16 (8 weeks)  
Age 55+ \$90/others \$110

## Spanish, Conversation A (day)

This class is intended for beginning Spanish speakers who have taken the equivalent of a Spanish I class, have some experience speaking Spanish, and can read beginning Spanish literature. We will work on our conversational Spanish with minimal review of grammar and focus on basic conversation in tenses that have been learned (past, present, future). Instructor: Kate Adams, kate.adams@mvla.net.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam. Headphones or earbuds might be helpful for clear audio.

DL085510 Thu 2:30-4:00PM  
1/19 - 3/18, no class 2/18 (8 weeks)  
Age 55+ \$68/others \$88

# Community Interest & Older Adults Distance Learning

## Spanish, Beginning II (day)

Prerequisite: *Beginning Spanish I* or other beginning Spanish class. Students will continue to acquire and develop listening, speaking, reading, and writing skills. Major grammatical structure of the present indicative, preterit and imperfect tense review, and introduction of future tense. If time allows, we will continue down the road. This is a fun, relaxed class and conversation is encouraged. Instructor: Kate Adams, kate.adams@mvla.net.

Textbooks: *Spanish Is Fun Book 1, Fifth Edition*, Heywood Wald (ISBN: 9781634199285), and workbook (ISBN: 9781634199292), are available for purchase online.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

DL086904 Tue 2:30-4:00PM  
1/19-3/16, no class 2/16 (8 weeks)  
Age 55+ \$68/others \$88

## Spanish, Beginning IIA (evening)

Prerequisite: *Beginning Spanish IB* or other beginning Spanish class. Students will continue to acquire and develop listening, speaking, reading, and writing skills. Major grammatical structure of the present indicative, preterit and imperfect tense review, and introduction of future tense. In this class, students will gain confidence with their speaking skills and engage in real life conversation. So, bring your interesting conversation topics and your good sense of humor and let's chat in Spanish! Instructor: Sarah Hsu, sarah.hsu@mvla.net.

Textbooks: *¡Exprésate! Spanish 2* (ISBN: 9780030453229) and *¡Exprésate! Spanish 2 Cuaderno de vocabulario y gramática* (ISBN: 9780030744976). Used books can be purchased online at a low price.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

DL501202 Tue 7:00-9:00PM  
1/19 - 3/16, no class 2/16 (8 weeks)  
Age 55+ \$90/others \$110



## Spanish, Beginning IIB (evening)

Prerequisite: *Beginning Spanish IIA* or equivalent. This class is a continuation of *Beginning Spanish IIA*. In this course students will feel more comfortable when speaking with others and the teacher. Students will continue their language acquisition as they work on more complex verb tenses. At the same time, students will continue to acquire new vocabulary through their participation in classroom activities, including singing, playing games, and total physical response activities. This is a fun and relaxed class that allows students to practice their skill in real life situations. Instructor: Sarah Hsu, sarah.hsu@mvla.net.

Textbooks: *¡Exprésate! Spanish 2* (ISBN: 9780030453229) and *¡Exprésate! Spanish 2 Cuaderno de vocabulario y gramática* (ISBN: 9780030744976). Used books can be purchased online at a low price.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

DL501207 Thu 4:45-6:45PM  
1/21 - 3/18, no class 2/18 (8 weeks)  
Age 55+ \$90/others \$110

# Community Interest & Older Adults Distance Learning

## Spanish, Beginning IIIA (evening)

Prerequisite: *Beginning Spanish IIB* or equivalent. In this course students will be speaking Spanish with their peers and teacher most of the time. This course focuses on students' language development. In grammar, students will be learning the different uses of the subjunctive mood, as well as the present perfect, conditional, and future tenses. Students will be learning new vocabulary words in every session and will be encouraged to speak Spanish with classmates outside of the virtual classroom. This is a fun and relaxed class that allows students to practice their language skills using real life situations. Instructor: Sarah Hsu, sarah.hsu@mvla.net.

Textbooks: *¡Exprésate! Spanish 3* (ISBN: 9780030453724) and *¡Exprésate! Spanish 3 Cuaderno de vocabulario y gramática* (ISBN: 9780030744983). Used books can be purchased online at a low price.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

DL501209 Thu 7:00-9:00PM  
1/21 - 3/18, no class 2/18 (8 weeks)  
Age 55+ \$90/others \$110

## MUSIC & DANCE

### Beginners for Broadway!

Wish you could tap dance? All you need is two feet and a little floor space. Join us on Zoom as we learn the basics: shuffle, flap, ball change, cramp rolls, grapevines, and pivot turns (no spins). Dancers need about 6 square feet of clear floor space, free of collision and trip hazards and sharp corners. Equipment: a yoga mat over a piece of cardboard will provide enough padding and protection for both carpeted and hard flooring (wood or linoleum). Instructor: Marnie Ridgway, am\_consulting@usa.net.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a stationary device with an Internet connection and microphone/webcam that can be seen from a 6-foot distance (no phones or other hand-held devices).

The MVLA Adult School and the class instructors assume no responsibility for any injuries arising from participating in this online class.

DL082910 Tue 11:45AM-12:45PM  
1/19 - 3/16, no class 2/16 (8 meetings)  
Age 55+ \$45/others \$65

### Hula, All Levels

Learn to Sway Da Island Way... with Kumu Makalea! Beginner to advanced students learn traditional Hula incorporated with language, history, and culture of the islands. Beginner students will learn basic techniques (feet and hands) and intermediate/advanced students will be challenged to the next level of their Hula journey. Students need to keep a binder with tabs and binder paper, and pen and pencil. Suggested clothing: non-logo black t-shirt, pa'u or pareau (wrap). A handout of specific expectations will be sent to new students. Please email the instructor directly if you have any questions. Instructor: Makalea Kim, pahulaohana@gmail.com.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam. Please find an area to dance where the instructor can see your full body (feet and especially when arms are up).

The MVLA Adult School and the class instructor assume no responsibility for any injuries arising from participating in this online class.

DL801813 Tue 7:00-8:00PM  
1/19-3/16, no class 2/16 (8 weeks)  
Age 55+ \$45/others \$65



# Community Interest & Older Adults Distance Learning

## NEEDLE ARTS & SEWING

### Knitting Workshop, All Levels

Have you ever faced a "brick wall" with a knitting project? Come join others who are looking for solutions. Learn to read directions successfully. Projects incorporating a variety of knitting techniques will be offered. Beginners will need a skein (ball) of cotton yarn and either #7 or #8 knitting needles, preferably a 16" circular needle. Instructor: Caroline Hui, caroline.hui@mvla.net.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

DL087311 Tue 1:00-3:00PM  
1/19 - 3/16, no class 2/16 (8 weeks)  
Age 55+ \$90/others \$110

### Needle Arts: Basic Techniques of Needlepoint and Counted Cross Stitch

A class that encompasses all ages, levels and interests, needle arts emphasizes needlepoint and counted cross stitch techniques. Alternative stitches, finishing, and solving individual problems are included in the instruction. Instructor: Caroline Hui, caroline.hui@mvla.net.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

DL087411 Wed 1:15-3:15PM  
1/20 - 3/17, no class 2/17 (8 weeks)  
Age 55+ \$90/others \$110



## PHYSICAL FITNESS & LIFESTYLE WELLNESS

### Ballet Barre with Floor Barre, via Zoom with Jean

Promote balance, strength and mobility, with classical ballet technique at the barre, combined with mat work and light conditioning for adults of all ages. No experience necessary. Condition to upbeat, fun, classical music. Develop grace, expressiveness, and confidence. The instructor makes movement easier for each individual. Instructor: Jean Elvin, jean.elvin@mvla.net, sweetagility.com.

Meet from your home, using Zoom! All you need is a chair, countertop, or portable barre, a mat for floor work, and the Zoom application installed on your computer, mobile phone, or other device. The device needs an Internet connection and a microphone and webcam. Students can also connect by landline (audio only, no webcam needed). Instructor will email meeting information to students prior to the first class.

The MVLA Adult School and the class instructor assume no responsibility for any injuries arising from participating in this online class.

DL083320 Mon 4:00-5:15PM  
1/25 - 3/15, no class 2/15 (7 weeks)  
Age 55+ \$49/others \$69

### Feldenkrais® Awareness Through Movement®, via Zoom with Jean

Improve coordination and quality of movement naturally. Surprise yourself with a new sense of well-being in all areas: back, neck, shoulders, balance and transitions from the floor. Gentle movements reduce pain and stiffness and restore grace. Improve not only physically, but also in self-concept and creativity. Instructor: Jean Elvin, jean.elvin@mvla.net, sweetagility.com.

Meet from your home, using Zoom! All you need at home is your mat for floor work and the Zoom application installed on your computer, mobile phone, or other device. The device needs an Internet connection and a microphone and webcam. Students can also connect by landline (audio only, no webcam needed). Instructor will email meeting information to students prior to the first class.

The MVLA Adult School and the class instructor assume no responsibility for any injuries arising from participating in this online class.

DL083311 Fri 10:00-11:15AM  
1/22 - 3/19, no class 2/19 (8 weeks)  
Age 55+ \$56/others \$76

# Community Interest & Older Adults Distance Learning



## Exercise for the Older Adult

Are your daily routines inhibited because you are plagued with stiffness and limited movement? Are you afraid your balance is rapidly declining and you may need to depend on special aids? This class includes specific strengthening exercises from a sitting or standing position. All kinds of music, including Latin music, will be played with simple routines where you will choose high or low intensity exercises. Routines are easy to follow, concentrating on balance, movement, strength, and coordination. No advanced experience is required. A TheraBand should be purchased before the first day of class if students don't already own one. Please contact the instructor, Alejandra Picollo, [alejandrapicollo822@gmail.com](mailto:alejandrapicollo822@gmail.com), if you have any questions.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

The MVLA Adult School and the class instructor assume no responsibility for any injuries arising from participating in this online class.

DL082602 Tue 11:30AM-12:30PM  
1/26 - 3/16, no class 2/16 (7 weeks)  
Age 55+ \$40/others \$60

## High Performance Coaching

Are you struggling with everyday life? Are you ready to transform to your best self? Change your life NOW with High Performance Coaching. This group coaching is led by a bilingual Certified High Performance Coach. The course will provide students with the tools and skills they need to help them achieve their goals faster, improve their life, and reach high performance in every area, no matter what their background, through powerful discussions and effective habit-building across six core 60-minute sessions. "No matter how small you start, start something that matters." Instructor: Alejandra Picollo, [alejandrapicollo822@gmail.com](mailto:alejandrapicollo822@gmail.com).

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

DL082500 Tue 1:30-2:30PM  
1/26 - 3/9, no class 2/16 (6 weeks)  
Age 55+ \$56/others \$76

## Tai Chi and Qigong, Chen Style – Beginning

This class will introduce the Chen-style Taijiquan form, Silk-reeling Exercises, and Wuji Qigong. Silk-reeling Exercises are a series of spiral movements which promote muscle relaxation and flexibility by reducing physical tension and strain. Wuji Qigong (standing meditation) will help students to cultivate internal energy (qi) with proper body alignment for better internal energy flow which will enhance their immune systems, and to reduce physical and mental stress. Instructor: Master Anthony Wong, [wongwaiyi@hotmail.com](mailto:wongwaiyi@hotmail.com). For more information, visit [chenfamilytaiji.com](http://chenfamilytaiji.com).

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

The MVLA Adult School and the class instructor assume no responsibility for any injuries arising from participating in this online class.

DL601121 Tue 6:00-7:30PM  
1/19 - 3/16, no class 2/16 (8 weeks)  
Age 55+ \$75/others \$95

# Community Interest & Older Adults Distance Learning



## Tai Chi and Applications, Chen Style – Intermediate

This class will continue the Chen-style Taijiquan form, and applications for various movements will be presented in this class. The Chen-style Taijiquan form is soft and graceful with strong rooted stands that will help students to develop strength, balance, coordination and an understanding of basic Taiji principles. Instructor: Master Anthony Wong, wongwaiyi@hotmail.com. For more information, visit chenfamilytaiji.com.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

The MVLA Adult School and the class instructor assume no responsibility for any injuries arising from participating in this online class.

DL601123 Tue 7:45-9:15PM  
1/19 - 3/16, no class 2/16 (8 weeks)  
Age 55+ \$75/others \$95

## Chair Yoga

Chair Yoga is a gentle form of yoga where students perform postures and breathing exercises with the aid of a chair, either sitting or standing using a chair for support. Students can experience many benefits of yoga without having to get up or down from the floor, including increased balance, strength, flexibility, range of motion, and stress reduction. What you need: all you need to bring for the Chair Yoga experience is a towel and yoga block. It is important to wear loose, comfortable clothing when doing yoga. Please take off any jewelry and metal items, and tie hair back loosely. You also need to stay warm after your session. Instructor: Shadi Haghi, shadihaghi1@gmail.com.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

The MVLA Adult School and the class instructor assume no responsibility for any injuries arising from participating in this online class.

DL600401 Fri 6:30-7:30PM  
1/22-3/19, no class 2/19 (8 weeks)  
Age 55+ \$45/others \$65

## Hatha Yoga

This class is designed to improve the health, performance, and mental acuity of athletes or individuals interested in improving their level of fitness. Based on the ancient fitness science of Hatha Yoga, the class blends balance, strength, flexibility, and power in a fitness format. All you need for the Hatha Yoga experience is a towel, mat, and yoga block. It is important to wear loose, comfortable clothing when doing yoga. Please take off any jewelry and metal items, and tie hair back loosely. You also need to stay warm after your session. Instructor: Shadi Haghi, shadihaghi1@gmail.com.

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

The MVLA Adult School and the class instructor assume no responsibility for any injuries arising from participating in this online class.

DL600330 Thu 6:00-7:00PM  
1/21-3/18, no class 2/18 (8 weeks)  
Age 55+ \$45/others \$65

# Community Interest & Older Adults Distance Learning

## Zumba Gold

Come join us for exciting Latin and international dance rhythms created in the original Zumba and designed for the Older Adult. Includes Merengue, Salsa, Cha Cha, Cumbia, Calypso, and Rock and Roll. This program provides the participant with a safe and effective total body workout! It's fun, different, easy, and effective, and it's great for the mind, body, and soul. No previous dance experience required. Instructor: Alejandra Picollo, [alejandrapicollo822@gmail.com](mailto:alejandrapicollo822@gmail.com).

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

The MVLA Adult School and the class instructor assume no responsibility for any injuries arising from participating in this online class.

DL082400 Tue 6:15-7:15PM  
1/26 - 3/16, no class 2/16 (7 weeks)  
Age 55+ \$40/others \$60



## Zumba Latin

Zumba combines high energy and motivating Latin music with easy-to-follow dance steps. This feel-happy workout (twice weekly) is great for the body and the mind! Routines feature aerobic/fitness interval training with a combination of fast and slow rhythms that tone/sculpt the body and maximize caloric output, fat burning, and total body toning. Instructor: Alejandra Picollo, [alejandrapicollo822@gmail.com](mailto:alejandrapicollo822@gmail.com).

This is an online class and meetings will be held via Zoom. Instructor will email meeting information to students prior to the first class. Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam.

The MVLA Adult School and the class instructor assume no responsibility for any injuries arising from participating in this online class.

DL801609 Mon/Thu 6:00-7:00PM  
1/25 - 3/18, no class 2/15 and 2/18 (14 meetings)  
Age 55+ \$66/others \$86

# Student Support Services

## ACADEMIC TUTORING

Tutoring services are available for students enrolled in our ESL, GED, and CTE programs. Please contact the coordinator in your specific program area for more information.



## CALWORKS PROGRAM

If you meet certain eligibility requirements, you may be qualified for CalWORKs assistance. CalWORKs provides qualified families with benefits including cash aid, childcare, transportation and educational cost reimbursement. For more information or to apply, visit [cdss.ca.gov/calworks](http://cdss.ca.gov/calworks) or the Mountain View Santa Clara County Social Services Agency: [sccgov.org/sites/ssa/financial-assistance/Pages/calworks-program.aspx](http://sccgov.org/sites/ssa/financial-assistance/Pages/calworks-program.aspx).

**Already a CalWORKs participant?** MVLA's CalWORKs representative will help and partner with you while you attend classes at MVLA Adult School. Due to the current Adult School physical closure, our CalWORKs representative is available by phone, email, or text during the office hours listed below and by online appointment via Zoom. You may contact our representative at:

Jim Wong, CalWORKs Site Representative, MVLA  
(650) 940-1333 x4105 / [jim.wong@mvla.net](mailto:jim.wong@mvla.net)

Office hours:  
Mon-Thu 9:00AM-1:00PM  
Fri 11:00AM-3:00PM

## TRANSITION ADVISING AND CAREER SERVICES

MVLA Adult School, along with our partners in the North Santa Clara County Consortium (NSCCC), acknowledges that adult students deserve to attain education and career success. With the assistance of Adult Education Program funding, we have put in place a Transition Adviser to work one-on-one with students to facilitate their seamless transition to further education and the workforce.



Transition advising and career services are available to adult school students registered in any of our core classes or programs, up to one year after course completion; they include:

- Job Seeking Assistance
- Resume Writing
- Job Search Information
- Career Exploration
- Networking
- Interview Practice
- Online Job Postings at our Job Blog: [mvlaae.wordpress.com](http://mvlaae.wordpress.com)
- College Selection, Application, Registration
- Connection to Support Services

Due to the current physical Adult School closure, transition services will be available Mon-Fri 8:30AM-3:00PM and Tue 6:00-9:00PM, via Zoom meetings or Google Meet. Please email Transition Advisor-Coordinator, Tina Dave, at [tina.dave@mvla.net](mailto:tina.dave@mvla.net) to set up a meeting. 24-hour notice to set up a meeting is highly appreciated.



# Student Support Services

## CAREER TRANSITION WORKSHOPS

These workshops are available for adult school students registered in any of our core classes or programs, up to one year after course completion. All workshops are free of charge but registration is required. Register online.

DL603104	Career Exploration	1/12	Tue 1:00-2:00PM
DL603204	Resume Workshop	1/19	Tue 1:00-2:00PM
DL603404	Interview Preparation	1/26	Tue 1:00-2:00PM
DL603504	FAFSA Overview	2/2	Tue 1:00-2:00PM
DL603304	LinkedIn Account	2/9	Tue 1:00-2:00PM

**Workshops will be held online via Zoom.** Students will need to download and install the Zoom application on a computer, tablet, mobile phone, or other device with an Internet connection and microphone/webcam. Registered participants will receive the Zoom link 24 hours prior to the workshops.



### Career Exploration

Unsure what career would be the best option for you? Attend the career exploration workshop to discover which career best meets your interests and skills.

### Resume Workshop

What makes an effective resume? Learn the essentials of how to write a resume that will get you noticed. Create a new resume that highlights your skills or receive guidance on how to update an existing resume to land you that next position! (Please bring relevant background information such as job history and educational experience to add to your resume.)

### Interview Preparation

Now that you have an interview, how should you prepare? What should you wear? What types of questions will be asked? Learn about different types of interviews and practice responding to questions in a way that demonstrates your knowledge and qualifications for the position you want.

### Community College Application

#### FAFSA Overview

Interested in continuing your education in the college setting? Did you know that the government provides financial assistance for those who qualify? Attend this workshop to learn how to access and apply for the Free Application for Federal Student Aid (FAFSA).

### LinkedIn Account

Professional networking is an essential component of your job search. Learn simple tips and strategies that will help you develop a strong LinkedIn profile and stand out! Learn how to create or update your LinkedIn account using your current resume.

# Registration Information

## REGISTRATION BEGINS NOVEMBER 20TH

Due to the extended physical school closure, the MVLA Adult School is **only offering online, distance learning (DL) classes for the start of Winter 2021, and can only offer online registration** for classes. Classes are open to residents of California only.

## ONLINE REGISTRATION

Go to [mvla.net/AS](http://mvla.net/AS) and click the Registration link. We accept VISA or MasterCard.

If you encounter any issues during the registration process, or if you have registered for classes at the Adult School in the past, but have never registered online, **please email us at [adulthood@mvla.net](mailto:adulthood@mvla.net)** and your message will be forwarded to a staff member who can assist you. Please include your contact phone number as well as your email address in your message.

**Who Is Eligible to Register** Classes are open to residents and non-residents 18 years and older. High school enrolled students, 16 years and older, may register for an adult education class for credit after getting approval from their home school and the Adult School office prior to registering or attending.

**Refund Policy** Please choose classes carefully. Because the fees collected pay teachers' salaries, we must limit our refund policy. Refunds will only be given if requested **at least one week before the first class meeting**. No refunds will be given within one week of the first class meeting. **For all Career Technical Education classes, a 10% cancellation fee will be assessed** for refunds requested at least one week before the first class meeting, and no refunds will be given within one week of the first class meeting. **We cannot accept medical, business, travel, or other reasons for not participating in a class.** Thank you for your cooperation. If there is not sufficient enrollment by the preregistration deadline and your class is cancelled, we will issue a refund to your credit card.



## PUBLIC NOTICE

### MVLA Adult School Non-discrimination Policy

Mountain View Los Altos Union High School District Adult School does not discriminate in its educational programs, activities, or employment practices with respect to ethnic group, religion, gender, color, race, national origin or physical or mental disability.

### Equal Opportunity Statement

As a WIOA Title-I financially assisted program, Mountain View Los Altos Adult School is an equal opportunity employer/program. Auxiliary aids and services are available upon request for individuals with disabilities.

### Complaint Process

The Mountain View Los Altos Union High School District has a uniform complaint process as required in Code of Regulations, Title 5, Section 4622. MVLA UHSD Policy AR 1312.3(a). Leyla Benson, Associate Superintendent of Human Resources, is the designated compliance officer. A copy of that policy is available at the MVLA Adult School front office. The policy provides for mediation or investigation, presentation of information relevant to the complaint, follow-up and remedies or appeals as appropriate. For more information, call (650) 940-4675.

## Mountain View Los Altos Adult School Mission Statement

*The Adult School is committed to serving adult learners who will gain the knowledge, skills, and proficiency necessary to achieve personal goals in employment, secondary education, and English language skills in order to become self-reliant and productive members of the community.*

### Student Learning Outcomes

Students will:

- Set goals and progress towards them.
- Achieve a measurable increase in knowledge, skills and proficiency in their goal area.
- Be able to apply knowledge, skills and proficiency to employment and continuing education.

### Mountain View Los Altos High School District Superintendent & Board of Trustees

Dr. Phil Faillace  
Mr. Sanjay Dave

Ms. Debbi Torok  
Ms. Fiona Walter

Ms. Catherine Vonnegut  
Dr. Nellie Meyer, Supt.

### North Santa Clara County Consortium (NSCCC)

The MVLA Adult School is a member of the North Santa Clara County Consortium (NSCCC), a collaboration that serves the communities of Cupertino, Los Altos, Los Altos Hills, Mountain View, Palo Alto, and Sunnyvale, as well as portions of San Jose. Its mission is to coordinate and align programs, create linkages, and develop regional plans to better serve the educational needs of adults in the region. Meet the members of the consortium:

**Mountain View Los Altos Adult School** [mvla.net/AS](http://mvla.net/AS)

**Palo Alto Adult School** [paadultschool.org](http://paadultschool.org)

**FUHSD Adult School** [fuhsdadultschool.com](http://fuhsdadultschool.com)

**De Anza College** [deanza.edu](http://deanza.edu)

**Foothill College** [foothill.edu](http://foothill.edu)

**MVLA**  
ADULT SCHOOL  
Learning for a Lifetime



**FUHSD Adult School**  
One School Educating All

Find out more about NSCCC at [nscadulterd.com](http://nscadulterd.com).



**The Mountain View Los Altos Adult School has been accredited by the Western Association of Schools & Colleges since 1965.**

The Mountain View Los Altos Adult School is a Pearson VUE Test Center; an NCCT (National Center for Competency Testing) test site for Medical Assistants, Medical Office Assistants, and Medical Insurance and Coding Specialists; an AMCA (American Medical Certification Association) test center for Physical Therapy Aide (PTA); and a CompTIA-approved academic partner.

