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**West Valley Occupational Center**

(818) 346-3540

**Reseda Community Adult School**

(818) 758-3700

**Van Nuys Community Adult School**

(818) 778-6000

### Important Dates

**Martin Luther King Jr. Day**  
January 21, 2019  
*No School*



## A Message from Our Principal

Welcome back WVOC Teachers! I am sure I speak for everyone when I say, "Thank goodness it is over!" It has been a tough time for WVOC students and staff. Last week was quite challenging with the teacher work stoppage and the inclement weather. It was awe-inspiring to see how everyone pitched in and mobilized to serve students in the best way possible under the circumstances. You all are awesome.

Moving forward let us remember our humanity and demonstrate respect for everyone regardless of their stance on the strike. It is time to come together to achieve our mission – helping students make it happen. The staff here at West Valley is a family. Sometimes families experience disagreements but in the end they come together. I trust we will focus on all that binds us so we can get back to the important work we do.

On behalf of the WVOC administrative team, I would like to express our sincere heartfelt thanks to each staff member who assisted with maintaining a safe school environment this last week. Your display of professionalism, commitment and dedication is appreciated.

WE ARE ONE WVOC!

With Sincere Appreciation,

Monica Balbuena, Principal  
West Valley Occupational Center  
Division of Adult and Career Education  
Los Angeles Unified School District



## Classroom Supervision

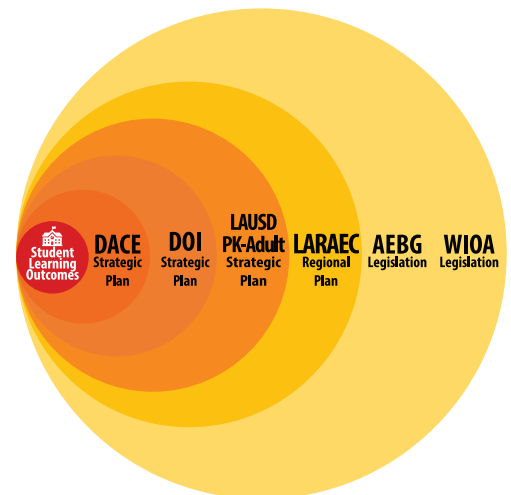
This is an important reminder to all teachers that students are not to be left in the classroom unattended under any circumstance. If there is a need for the instructor to leave the classroom during class hours, advise the teacher next door or call the main office for coverage.

Your full cooperation and support in this matter is appreciated.



## Framework for Adult Education Success

**DACE Alignment with Federal, State, Regional, and District Priorities**





# Making It Happen

## ESL Registration

### Current WVOC ESL Students

Registration starts the week of Jan. 22, 2019.

Morning: 8:00 AM - 12:00 PM

Evening: 5:00 PM - 8:00 PM

### Clients on Wait List

Wait List clients will be called on Monday, Jan. 28, 2019 for registration.

### Prospective Clients

Visit Room 102 to register for assessment.

## Graduation 2018-2019

This year, our graduation schedule is tentatively set for the last week of May. The High School Diploma/HiSET Graduation will be Wednesday, May 29th.

We are currently seeking student speakers for each event. Suggestions for dignitary speeches are also welcome.

If your students are interested in volunteering for any or all of the events, please let your pathway advisor know.

Class Terms			
<b>Quarter 1</b> 10 Weeks	<b>Quarter 2</b> 9 Weeks	<b>Quarter 3</b> 10 Weeks	<b>Quarter 4</b> 9 Weeks
08/14/18 thru 10/19/18	10/22/18 thru 01/18/19	01/22/19 thru 03/29/19	04/02/19 thru 06/07/19
<b>Trimester 1</b> 13 Weeks		<b>Trimester 2</b> 13 Weeks	
08/14/18 thru 11/09/18		11/13/18 thru 03/08/19	
<b>Semester 1</b> 19 Weeks		<b>Semester 2</b> 19 Weeks	
08/14/18 thru 01/18/19		01/22/19 thru 06/07/19	

## CCAE State Conference



### CCAE State Conference

The 2019 CCAE State Conference will be held from April 25-27, 2019 in San Diego, California at the Sheraton San Diego Hotel & Marina.

### Attend On Us

Teachers interested in attending the CCAE State Conference will have an opportunity to attend with all conference expenses paid. You must be CCAE member to apply. Pick up an application in the main office to express your interest in attending. We will send as many teachers as funding allows. The WVOC application deadline for this event is Jan. 3st.

### Conference Information

For more conference information, visit [www.ccaestate.org/2019-ccae-state-conference/](http://www.ccaestate.org/2019-ccae-state-conference/)

### CCAE Membership

Not a member yet? Contact your program supervisor for CCAE membership information.

## Competing at SkillsUSA



This year WVOC will be a major contributor to the regional Skills USA competition scheduled to take place from 8:00AM to 1:00 PM on **Saturday, January 26th**. Not only do we have students participating but WVOC will be hosting several of the events. The Cosmetology, HVAC, Construction and Culinary Arts competitions will be held right here on our campus.

We encourage teachers, classified staff and students to come watch the excitement and cheer for our student competitors. The Café will be open so stop by and say hello to Tania and George as well.

If WVOC students are successful in winning their contests, they will move on to the state level competitions. WVOC is proud of its outstanding students and Skills USA will give them an opportunity to shine!



### Schoolwide Learner Outcomes

Use spoken and written communication in their field of study  
Follow verbal and written directions  
Work independently and collaboratively

Demonstrate technological skills that support their goals  
Learn skills necessary to enter the workforce or continue their education