

ADULT BASIC EDUCATION (ABE)

A series of classes designed to help adults build on basic academic skills in reading, writing, and math. Skills learned in ABE classes will help prepare adults for next step in earning a community school diploma.

| ABE On-site Class | Site | Days | Dates | Time | Hrs |
|-----------------------|-----------------|-------|--------------|----------------|-----|
| ABE (Basic Skills) | Waianae | M / W | 10/19-12/2 | 6:00 – 9:00 pm | 39 |
| ABE Distance Learning | Site | Days | Dates | Time | Hrs |
| ABE (Basic Skills) | Waipahu/Kapolei | M / W | 10/19 – 12/2 | 6:00 – 9:00 pm | 39 |

ENGLISH LANGUAGE ACQUISITION (ELA)

These classes focus on the development of communication skills in speaking, listening, reading, writing and basic mathematics for foreign-born students.

| ELA On-site Classes | Site | Days | Dates | Time | Hrs |
|---------------------|----------------|--------|--------------|--------------------|-----|
| Levels 1 - 6 | Waipahu U.C.C. | T / Th | 10/20 – 12/8 | 9:00 am - 12:00 pm | 39 |
| Levels 1 – 6 | Waipahu H.S. | M / W | 10/19 – 12/2 | 6:00 pm - 9:00 pm | 39 |
| Levels 1 – 6 | Kapolei H.S. | Sat. | 8/22 – 12/5 | 9:00 am - 12:00 pm | 39 |

INDIVIDUALIZED CAREER ACHIEVEMENT NETWORK

The iCAN is a college and career transition program. Classes focus on strengthening reading, writing, and math in preparation for post-secondary education and entrance into the workforce.

| iCAN On-site Class | Site | Days | Dates | Time | Hrs |
|------------------------|-----------------|-------|--------------|----------------|-----|
| iCAN On-site Class | Waianae Site | M / W | 10/19 – 12/2 | 6:00 – 9:00 pm | 39 |
| iCAN Distance Learning | Site | Days | Dates | Online Hours | Hrs |
| iCAN Distance Learning | Waipahu/Kapolei | M / W | 10/19 – 12/2 | 6:00 – 9:00 pm | 39 |

PARAPROFESSIONAL ASSESSMENT PREP

| Course | Campus | Days | Dates | Time | Fees |
|--------------|---------|-------|--------------|----------------|------|
| ParaPro Prep | Waipahu | M / W | 10/19 – 12/2 | 5:00 - 8:00 pm | FREE |

SUBSTITUTE TEACHER CERTIFICATION COURSES

| Course | Dates and times of class | Session/hrs | Fees |
|-----------------------------|---------------------------|-------------|------|
| Sub Teacher Training | Call for dates and times. | TBA | \$70 |
| Sub Teacher Recertification | Call for dates and times. | TBA | \$40 |

ANNUAL NOTIFICATION OF PRIVACY RIGHTS

Know your privacy rights as they apply to 1) student record information; 2) directory information; 3) surveys and other information collection; and 4) military recruitment information. For more information on your privacy rights, the laws that protect them, and how to exercise your rights, contact your school administrator or visit <http://ferpa.k12.hi.us>.

CONTINUOUS NOTICE OF NON-DISCRIMINATION

The Hawaii State Department of Education (HIDOE) and its schools do not discriminate on the basis of race, color, national origin, ancestry, sex, gender identity, gender expression, sexual orientation, age, disability, and religion in its programs and activities. Please direct inquiries regarding HIDOE nondiscrimination policies as follows:

Civil Rights Compliance Branch, Hawaii State Department of Education, P.O. Box 2360, Honolulu, Hawaii 96804 (808) 586-3322 or relay CRCB@k12.hi.us

Beth Schimmelfennig, Director Rhonda Wong, Compliance Aaron Oandasan, Title VI
Toby Tamashiro, Title VII Nicole Isa-Iijima, Title IX Kristi Sukita, ADA/504

Inquiries concerning discrimination and/or harassment may also be referred to the Office for Civil Rights, United States Department of Education



Waipahu Community School for Adults Waipahu Campus



Fall 2020 - Term 2

October 5, 2020 – December 8, 2020

Holidays

Oct. 5-9 Spring Break Nov. 3 Election Day
Nov. 11 Veteran's Day Nov. 26 – 28 Thanksgiving Holiday

Pat Anbe, Principal

Special Note: Due to the COVID-19 situation, Waipahu Community School for Adults is offering FREE courses for the Fall 2020 Term 2. Courses will be provided via online or on-site.

Registration Information

| Location | In-Person Registration Dates | Days | Times |
|--------------|------------------------------|-----------|-------------------|
| Waipahu | August 18 – October 8, 2020 | Mon – Fri | 8:00 am – 3:30 pm |
| Kapolei Site | August 18 – October 8, 2020 | Mon – Fri | 8:00 am – 3:30 pm |

Online registration is also available at <http://www.wcsahawaii.org>. WCSA personnel will contact you to complete the registration and class assignment process.

Waipahu Campus Directory

| Location | Address | Phone |
|----------------------------------|---|--------------|
| Waipahu Campus (@ Waipahu HS) | 94-1211 Farrington Hwy. Waipahu, HI 96797 | 808-307-9677 |
| Kapolei Site (@ Kapolei HS) | 91-5007 Kapolei Parkway Kapolei, HI 96707 | 808-305-8340 |
| Waianae Site (@ Waianae HS) | 85-251 Farrington Hwy. Rm P-17 Waianae, HI 96792 | 808-307-8539 |

Vision

Where learning never ends!

School Mission

Waipahu Community School for Adults will provide learning opportunities for students to improve the quality of their lives as they contribute positively to society.

Our Website

<http://www.wcsahawaii.org>

DEPARTMENT OF EDUCATION/SCHOOL POLICIES

- Enrollment is open to all persons 18 years and over, regardless of race, color, national origin, ancestry, sex, gender identity, gender expression, sexual orientation, age, disability, and religion. Be prepared to present photo identification.
- Students ages 16-17 must be officially released from a public high school in the State of Hawaii before admission into academic classes. Call our office for more information.
- Unregistered persons, including children, are not allowed in adult classes.
- The consumption of alcohol, illegal substances and the use of tobacco products are prohibited during school functions and on school grounds.
- The school reserves the right to remove from class and school grounds any student or individual exhibiting inappropriate behavior.

REGISTRATION PROCEDURES

- Registration may be conducted in-person or online at our website <http://www.wcsahawaii.org>.
- If registering online, you will receive a call to schedule a placement test (if needed) and/or the class you will be placed in.
- Please bring a valid government-issued photo ID (State I.D., Driver's License, Passport or Military I.D.) with you to on-site registration and testing. For online registration, bring your ID with you to your pre-test assessment session.
- A Social Security number is also required for any HSE, WDDP, ABE and ELA course.
- The administration reserves the right to combine or cancel any class which lacks sufficient enrollment.
- Books will be purchased by students at registration. Book fees are non-refundable.
- Refunds vary by the type of fees that are paid. Enrollment fees are NON-REFUNDABLE unless the school cancels the class. Tuition fees vary by course and may be refunded only if a request is made **before the start of the second class or the school cancels the class.** Testing fees are non-refundable. Refunds may take 6-8 weeks.

CASAS PLACEMENT TEST

All new or returning students (after one year of absence) must take a placement test prior to enrolling in any academic or community school diploma course. The placement test will be used to determine which class best fits the student's academic need. Please bring the following items to the assessment test:

- Approved** release papers (4140) from your home high school (16 – 17 yrs old)
- A valid picture ID with birth date (State I.D., Driver's License, Passport, or Military I.D.).

| Location | Testing Dates & Time | Cost |
|----------------|---------------------------|---------|
| Waipahu Campus | October 13, 2020; 4:45 pm | No Cost |
| Waianae Site | October 13, 2020; 6:00 pm | No Cost |

COMPUTER BASED ONLINE LEARNING

Distance learning classes are available free of charge for the Fall 2020 term. These systems allow you to work at home on your computer, at your own pace. You will have access seven days a week, 24/hours a day. Teacher support is available also.

Upon registering with your campus, you will receive a call and be placed in one of the following courses:

- Essential Ed** and **PLATO** are self-directed online learning systems that will assist you in preparing for various tests like the GED®, HiSET®, Compass, and ASVAB. It also encompasses extensive reading and math skills.
- Burlington English** is an online program for English language acquisition.



If you are an individual with a disability, please contact your campus to make arrangements for accessibility at **least 10 working days** prior to the start of classes. Reasonable efforts will be made to accommodate your request.

PROGRAMS AND COURSES

HIGH SCHOOL EQUIVALENCY PREPARATION PROGRAM (HSE)

The High School Equivalency Program provides an opportunity for adults to earn a diploma through preparation courses for the GED® or HiSET® Tests. A textbook is available for purchase at each campus. The following requirements are needed to qualify for the diploma:

- A minimum test score must be met by either the GED® or HiSET® Tests:
 - GED®:** A score of 145 out of 200 will be required on each of the 4 subtest (Reasoning through Language Arts, Mathematical Reasoning, Science and Social Studies).
 - HiSET®:** A score of 8 out of 20 on 5 subtests (Language Arts – Reading, Language Arts – Writing, Mathematics, Science and Social Studies), 2 out of 6 on the essay and a minimum total score of 45 out of 100.
- Minimum ½ credit from an accredited private/public high school in Hawaii or at one of the Hawaii Community Schools for Adults.
- An official transcript from an accredited Hawaii high or Adult Community school.
- If you are under 18 years of age, you will need to provide additional documentation before being approved to register for the test. Contact our school for more information.

| HSE Prep On-site Class | Site | Days | Dates | Time | Hrs |
|--------------------------|-----------------|-------|--------------|---------------|-----|
| Reading/Writing/Math | Waianae | M / W | 10/19 – 12/2 | 6:00 – 9:00pm | 39 |
| HSE Prep (Dist Learning) | Site | Days | Dates | On-line Hours | Hrs |
| Math | Waipahu/Kapolei | M / W | 10/19 – 12/2 | 6:00 – 9:00pm | 39 |
| Read/Writing | Waipahu/Kapolei | M / W | 10/19 – 12/2 | 6:00 – 9:00pm | 39 |

WORKFORCE DEVELOPMENT DIPLOMA PROGRAM (WDDP)

The Workforce Development Diploma Program provides an opportunity for adults to gain the knowledge, skills, and abilities needed for employment and/or job training. The Workforce Development Diploma is not a High School Equivalency.

Module 1: The Academic Section

Students work in two classes on reading and work skills (active listening and situational judgment). Students must also:

- attend (online) at least 75% of the total class sessions per class,
- complete assigned tasks for each class,
- complete a 120 total of hours of on-site classes and computer-based learning, **AND**
- make one grade level gain on the pre and post tests.

Module 2: Career Goals

Students must complete and provide documentation for **one** of the following choices. The student must:

- be employed or volunteer for a minimum of 100 hours within a two- to six-month period of the start of the program. Hours must be with the same organization.
- complete the iCAN Program requirements, **OR**
- complete a minimum of one credit at an accredited post-secondary institution.

| WDDP Prep On-site Classes | Site | Days | Dates | Time | Hrs |
|--------------------------------|-----------------|-------|--------------|----------------|-----|
| WDDP - Reading | Waianae | M / W | 10/19 – 12/2 | 6:00 – 9:00 pm | 39 |
| WDDP – Sit. Judgment/Listening | Waianae | M / W | 10/19 – 12/2 | 6:00 – 9:00 pm | 39 |
| WDDP Distance Learning | Site | Days | Dates | Online Hours | Hrs |
| WDDP - Reading | Waipahu/Kapolei | M / W | 10/19 – 12/2 | 6:00 – 9:00 pm | 39 |
| WDDP – Sit. Judgment | Waipahu/Kapolei | M / W | 10/19 – 12/2 | 6:00 – 9:00 pm | 39 |