

**COLLEGE AND CAREER ACCESS PATHWAYS PARTNERSHIP AGREEMENT  
BETWEEN THE GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT  
AND THE STEELE CANYON CHARTER HIGH SCHOOL**

WHEREAS, the Steele Canyon Charter School (“SCHS”) is an independent charter school, operated as a California Nonprofit Public Benefit Corporation and operating autonomously from the Grossmont Union School District pursuant to California Education Code sections 47604 and 47605 et. seq., with the exception of the supervisory oversight by the Grossmont Union School District (“DISTRICT” or “SCHOOL DISTRICT”) which granted SCHS’S charter; and

WHEREAS, this effort is intended to support the 21st century idea that college readiness as well as career and workforce readiness are beneficial and necessary to help young people compete in this new economy, realize their full potential, increase high school graduation rates, increase college attendance rates and college completion rates while helping families in our region to prosper through higher education; and

WHEREAS, pursuant to Education Code section 76004(a), GCCCD and SCHS (as a charter school within the SCHOOL DISTRICT’s jurisdiction)<sup>1</sup> may enter into a partnership that is governed by an AB 288 College and Career Access Pathways (“CCAP”) Partnership Agreement (“Agreement”) approved by the governing boards of GCCCD and SCHS, respectively; and

WHEREAS, GCCCD and SCHS desire to continue the collaborative effort of their dual enrollment program within the guidelines of a CCAP Agreement for the purpose of expanding dual enrollment opportunities for students who may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college for career technical education and preparation for transfer, improving high school graduation rates, and helping high school students achieve college and career readiness; and

WHEREAS, the operational aspects of the CCAP partnership are incorporated into this CCAP Agreement, the provisions of which establish adherence to various education code requirements pertaining to, among other things, allowances, apportionments, and enrollment. This Agreement is made and entered into as of the date written below by and between the Grossmont-Cuyamaca Community College District, 8800 Grossmont College Dr, El Cajon, CA 92020; and the SCHS Charter School, 3910 University Ave., Ste. 100 92105.

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<sup>1</sup> Community Colleges Chancellor’s Office, Interim General Counsel, Legal Opinion - Dual Enrollment and Assembly Bill 288 (CCAP) Legal Opinion 16-02, Page 8, states that “[C]harter schools, to the extent they are part of the local school district’s jurisdiction, are qualified to participate in CCAP programs. The charter school must be chartered by a school district within the service area of the college district.

## **TERMS OF AGREEMENT**

### **1. TERM OF AGREEMENT**

1.1 The term of this Agreement shall be July 1, 2017 to June 30, 2018.

### **2. ADMISSIONS AND REGISTRATION**

2.1 Admissions and registration shall be coordinated by the CCAP Agreement conditions for enrollment and all other applicable policies and procedures established by the COLLEGE.

2.2 Prior to registering for a dual enrollment course, students shall complete and submit a Dual Enrollment Application.

2.3 Prior to a student's enrollment in a COLLEGE course pursuant to this Agreement, SCHS shall confirm in writing to COLLEGE that each student applying to enroll in a COLLEGE course, including COLLEGE summer session course(s), has received the necessary approvals required pursuant to Education Code section 48800 et. seq. to attend a COLLEGE course. Written confirmation of approval for a student to attend a COLLEGE course(s) may be evidenced by documentation from the student's principal or the county board of education, approving student's attendance in the COLLEGE course(s) for which the student is applying for enrollment. With regard to students enrolled at SCHS, SCHS shall also confirm in writing to COLLEGE prior to a student's enrollment in a COLLEGE course, that the parent or guardian of a student applying for enrollment in a COLLEGE course has consented to such enrollment.

2.4 SCHS shall pay the total cost of books and materials for SCHS students who enroll in a dual enrollment course.

2.5 Registration and access to all dual enrolled courses scheduled at the SCHS shall be open to the general public, except those courses which are held on a closed high school campus and limited to high school students in accordance with Education Code section 76004.

2.6 All dual enrollment courses shall meet the enrollment requirements as set forth by the COLLEGE.

### **3. COURSES**

3.1 Courses offered pursuant to this CCAP Agreement shall go through the approval process which includes review and consideration by the SCHS.

3.2 Courses offered pursuant to this CCAP Agreement shall be of the same quality and rigor as those offered on the COLLEGE campus.

- 3.3 Courses offered pursuant to this CCAP Agreement shall be COLLEGE catalogued courses with the same department designations, course descriptions, numbers, titles and credits.
- 3.4 Courses offered pursuant to this CCAP Agreement shall adhere to the official course outline of record and the student learning outcomes established by the associated academic department within the COLLEGE.
- 3.5 Site visits by one or more representatives of the COLLEGE shall be permitted by SCHS to ensure that courses offered pursuant to this CCAP Agreement at SCHS's location are the same as the courses offered on the COLLEGE campus.
- 3.6 Dual enrollment courses offered pursuant to this CCAP Agreement shall include, but not be limited to, courses in the Intersegmental General Education Transfer Curriculum.
- 3.7 A student may receive COLLEGE credit and high school credit for COLLEGE courses that he or she completes, as determined to be appropriate by the governing boards of the SCHS and COLLEGE, and in accordance with Education Code sections 48802 and 76001(c) and other state and federal laws.

#### **4. CCAP COURSE INSTRUCTORS**

- 4.1 Instructors teaching a course pursuant to this CCAP Agreement shall be COLLEGE approved teachers.
- 4.2 The COLLEGE may select instructors from SCHS personnel. SCHS personnel selected to be an instructor pursuant to this CCAP Agreement remain employees of SCHS, notwithstanding the provisions set forth in section 4.5 below
- 4.3 SCHS shall be solely responsible for all salaries, wages, and benefits due to instructors teaching a course pursuant to this CCAP Agreement who are SCHS employees.
- 4.4 The COLLEGE shall be solely responsible for all salaries, wages, and benefits due to instructors teaching a course pursuant to this CCAP Agreement who are COLLEGE employees.
- 4.5 An instructor provided by the SCHS shall meet, the discipline-specific minimum qualifications established by the COLLEGE and must complete an Instructional Service Agreement for the COLLEGE requiring that attendance and Full-Time Equivalent Students (FTES) be reported by the instructor as required by COLLEGE and stating that COLLEGE shall have the primary right to control and direct the instructional activities of the instructor providing instruction in a courses pursuant to this CCAP Agreement.
- 4.6 An instructor provided by the SCHS will be expected to participate in all professional development activities sponsored by the COLLEGE and shall be

encouraged to participate in ongoing collegial interaction to address course content, course delivery, assessment, evaluation, and/or research and development in the field.

- 4.7 Prior to teaching a course pursuant to this CCAP Agreement, an instructor provided by the SCHS shall receive discipline-specific training and orientation from COLLEGE regarding, but not limited to, course curriculum, assessment criteria, pedagogy, course philosophy, testing and grading procedures recordkeeping, and other instructional responsibilities. Said training shall be approved by and provided by the COLLEGE.
- 4.8 An instructor provided by the SCHS who does not comply with the policies, regulations, standards, and expectations of the COLLEGE shall be ineligible to teach courses provide pursuant to this CCAP Agreement.
- 4.9 The performance of instructors provided by SCHS shall be evaluated by the COLLEGE using the adopted evaluation process and standards for part-time faculty of the COLLEGE and by SCHS using the adopted evaluation process for teachers employed by SCHS.
- 4.10 Instructors who teach dual enrollment courses must be under the immediate supervision and control of the vice president if instruction of COLLEGE or his/her designee.
- 4.11 Instructors who teach dual enrollment courses must provide the supervision and control reasonably necessary for the protection of the health and safety of students and may not have any other assigned duty during the instructional activity. The instructor must be physically present in the classroom or laboratory or within line-of-sight of the students.
- 4.12 Instructors teaching courses under this CCAP Partnership Agreement shall not have any other assigned duty while course instruction is taking place.
- 4.13 This CCAP Agreement specifies that the SCHS will assume reporting responsibilities pursuant to applicable federal teacher quality mandates.
- 4.14 Instructor performance shall be evaluated by the COLLEGE using the adopted evaluation process and standards for faculty of the COLLEGE, subject to the approval of COLLEGE.
- 4.15 The COLLEGE shall determine the number of instructors, the ratio of instructors to students, and the subject areas of instruction.

## **5. LIAISON**

- 5.1 The COLLEGE shall appoint an educational administrator who will serve as liaison, and who will approve all dual enrollment instructors in consultation with the Academic Department of the COLLEGE.

College Liaison: Dr. Ryan Shumaker, Associate Dean of Athletics  
Telephone: 619-660-4505  
Email: ryan.shumaker@gcccd.edu

- 5.2 The COLLEGE Liaison shall provide initial and ongoing training for instructors teaching a course pursuant to this CCAP Agreement, conduct site visits, perform COLLEGE performance evaluations for instructors teaching courses pursuant to this CCAP Agreement, and strengthen communication between essential elements of the SCHS, the COLLEGE, academic departments and student affairs.
- 5.3 The COLLEGE Liaison will also keep instructors teaching a course pursuant to this CCAP Agreement informed of new curriculum developments, pedagogic innovations, textbook adoptions, educational outcomes, assessment of learning, grading standards, proficiency expectations and syllabus components.
- 5.4 The SCHS shall appoint an Educational Administrator who will serve as a Liaison between SCHS and COLLEGE to facilitate coordination and cooperation between SCHS and COLLEGE in conformity with SCHS policies and standards.  
SCHS Liaison: Shannon Ramsinghani\_\_\_\_\_ Telephone: \_619-660-3521\_\_\_\_\_  
Email: \_sramsinghani@schscougars.org\_\_\_\_\_

## **6. ON-SITE SUPERVISION**

- 6.1 Courses offered pursuant to this CCAP Agreement and students shall be under the direct supervision of the administrator designated by the COLLEGE as the Liaison as provided in Section 5.1.

### **STUDENTS**

- 6.2 Students must meet all COLLEGE pre-requisite requirements as established by the COLLEGE and stated in the college catalogue before enrolling in a dual enrollment course pursuant to this CCAP Agreement, including, but not limited to, obtaining a satisfactory score on any required placement test, or filing a College Pre-requisite/Co-requisite/Enrollment Limitation Challenge and providing documentation evidencing knowledge or ability to succeed in the course or program despite not meeting the pre-requisite or co-requisite.
- 6.3 Grades earned by students enrolled in courses pursuant to this CCAP Agreement will be posted on official COLLEGE transcripts; students are eligible to request a Request for Pass/No Pass or Credit/No Credit if the course is eligible for this as noted in the college catalogue, or audit COLLEGE course (if space is available).
- 6.4 Students enrolled in courses pursuant to this CCAP Agreement will be directed to the official catalogue of the COLLEGE.

- 6.5 Students enrolled in courses pursuant to this CCAP Agreement will be eligible for student support services, which shall be available to them at the COLLEGE or SCHS.
- 6.6 Students who withdraw from a course pursuant to this CCAP Agreement will not receive any COLLEGE credit for work completed and must submit appropriate information/paperwork by all published deadlines.
- 6.7 A dropped class within the COLLEGE drop date will not appear on the high school transcript as a COLLEGE course. A student may complete the course to receive high school credit. High school drop date for a course is within the first five-week period of the class.
- 6.8 Students enrolled in CCAP courses pursuant to this CCAP Agreement are exempt from payment of COLLEGE enrollment fees pursuant to Education Code sections 49011 and 76004(f).

## **7. ASSESSMENT OF LEARNING AND CONDUCT**

- 7.1 Students enrolled in dual enrollment courses shall be held to the same standards of achievement as students on the COLLEGE campus.
- 7.2 Students enrolled in dual enrollment courses shall be held to the same grading standards as those expected of students in campus COLLEGE sections.
- 7.3 Students enrolled in dual enrollment courses shall be assessed using the same methods (e.g. papers, portfolios, quizzes, labs, etc.) as students in on campus COLLEGE sections.
- 7.4 Students enrolled in dual enrollment courses shall be held to the same behavioral standards as those expected of students in campus COLLEGE sections.
- 7.5 COLLEGE shall establish the criteria for students to benefit from CCAP courses offered under this Agreement.

## **8. EVALUATION**

- 8.1 The COLLEGE and the SCHS may conduct end-of-term student evaluations for each dual enrollment course offered at SCHS in accordance with established guidelines approved by COLLEGE.
- 8.2 The COLLEGE and the SCHS may survey and collect data on students and alumni of dual enrollment courses after they graduate from the SCHS.
- 8.3 The COLLEGE and the SCHS may annually conduct surveys of participating instructors, principals, and guidance counselors.

- 8.4 The COLLEGE, and SCHS shall share survey data for the purpose of informing practice, making adjustments, and improving the quality of dual enrollment course delivery.

## **9. STUDENT RECORDS AND PRIVACY**

- 9.1 Records of student attendance and achievement for all SCHS students who enroll in a dual enrollment course shall be maintained by the SCHS on AERIES and by the COLLEGE electronic records system LancerPoint or other equivalent and mutually agreed upon systems through the course instructor.
- 9.2 COLLEGE and SCHS understand and agree that education records of students enrolled in the CCAP course and personally identifiable information contained in those educational records are subject to the Family Educational Rights and Privacy Act (“FERPA”) 20 U.S.C. § 1232g; 34 C.F.R. Part 99, including the disclosure provisions of § 99.30 and state law as set forth in Education Code sections 49064 and 49076. COLLEGE and SCHS agree to hold all student education records generated pursuant to this CCAP Agreement in strict confidence, and further agrees not to re-disclose such records except as authorized by applicable law or regulation or by the parent or guardian’s prior written consent. (34 C.F.R. § 99.33 (a), (b); 34 C.F.R. § 99.34(b) and Education Code sections 49064 and 49076.)
- 9.3 Limitation on Use. COLLEGE and SCHS shall use each student education record that he or she may receive pursuant to this CCAP Agreement solely for a purpose(s) consistent with his or her authority to access that information pursuant to federal and state law, as may be as applicable. (34 C.F.R. § 99.31, 34 C.F.R. § 99.34, and Education Code section 49076.)
- 9.4 Recordkeeping Requirements. COLLEGE and SCHS shall comply with the requirements governing maintenance of records of each request for access to and each disclosure of, student education records set forth under Title 34, Code of Federal Regulations section 99.32 and under Education Code section 49064 as applicable.
- 9.5 Acknowledgement of Receipt of Notice of FERPA Regulations. By signature of its authorized representative or agent on this Agreement, COLLEGE and SCHS hereby acknowledge that they had been provided with the notice required under 34 C.F.R. § 99.33(d) that they are strictly prohibited from re-disclosing student education records to any other person or entity except as authorized by applicable law or regulation or by the parent or guardian’s prior written consent.

## **10. REIMBURSEMENT**

- 10.1 If the course instructor is an employee of SCHS then COLLEGE shall reimburse SCHS at an amount to be agreed upon in writing by COLLEGE and SCHS as set forth in the Course and Instruction Agreement.

## **11. FACILITIES USE**

- 11.1 The SCHS will provide adequate classroom space at its facilities, or other mutually agreed upon location, to conduct the instruction and do so without charge to COLLEGE or students. SCHS agrees to clean, maintain, and safeguard SCHS's premises. SCHS warrants that its facilities are safe and compliant with all applicable building, fire, and safety codes.
- 11.2 The SCHS will furnish, at its own expense, all course materials, specialized equipment, books and other necessary equipment for all SCHS students. The parties understand that such equipment and materials are SCHS's sole property. The instructor shall determine the type, make, and model of all equipment, books and materials to be used during each course offered as part of this CCAP Agreement. SCHS understands that no equipment or materials fee may be charged to students except as may be provided for by Education Code section 49011.
- 11.3 The COLLEGE facilities may be used subject to mutual agreement by the parties.

## **12. INDEMNIFICATION**

- 12.1 The COLLEGE agrees to and shall Indemnify, save and hold harmless the SCHS and its officers, agents, and employees from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of the COLLEGE's performance of or in connection with this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the COLLEGE, its officers and employees.
- 12.2 SCHS agrees to and shall Indemnify, save and hold harmless the COLLEGE its officers, agents, and employees from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of SCHS's performance of or in connection with this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the SCHS, its officers and employees

## **13. INSURANCE**

- 13.1 SCHS, in order to protect the COLLEGE, its agents, employees and officers against claims and liability for death, injury, loss and damage arising out of or in any manner connected with the performance and operation of the terms of this Agreement, shall secure and maintain in force during the entire term of this Agreement, an insurance policy or an approved program of self-insurance in the amount of not less than ONE MILLION DOLLARS (\$1,000,000) per occurrence, and property damage insurance of not less than ONE HUNDRED THOUSAND DOLLARS (\$100,000) per occurrence with a reliable insurance carrier authorized to do such public liability and property damage insurance business in the state of California. Said policy of insurance or program of self-insurance shall expressly name the COLLEGE, its agents, employees and officers as an additional insured for



the purposes of this Agreement. A certificate of insurance including such endorsement shall be furnished to the COLLEGE.

#### **14. APPORTIONMENT/AVERAGE DAILY ATTENDANCE**

- 14.1 SCHS may report and receive payment for all Average Daily Attendance (“ADA”) which complies with the current requirements for receiving ADA under applicable California law.
- 14.2 The COLLEGE may include the students enrolled in the CCAP courses in its report of FTES for purposes of receiving state apportionments, so long as the CCAP courses comply with current requirements for dual enrollment under applicable California law.

#### **15. CERTIFICATIONS**

- 15.1 COLLEGE certifies that any community college instructor teaching a course at the SCHS high school campus has not displaced or resulted in the termination of an existing high school teacher teaching the same course on that high school campus.
- 15.2 SCHS certifies that a qualified high school teacher teaching a course offered for college credit at a SCHS campus has not displaced or resulted in the termination of an existing community college faculty member teaching the same course at the COLLEGE campus.
- 15.3 COLLEGE certifies that a community college course offered for college credit at the SCHS campus does not reduce access to the same course offered at the partnering community college campus.
- 15.4 COLLEGE certifies that a community college course that is oversubscribed or has a waiting list shall not be offered in the CCAP Partnership Agreement.
- 15.5 COLLEGE certifies that participation in the CCAP Partnership Agreement is consistent with the core mission of the community colleges pursuant to Education Code section 66010.4, and that students participating in the CCAP Partnership Agreement will not lead to enrollment displacement of otherwise eligible adults in the COLLEGE.
- 15.6 The parties certify that any remedial course taught by community college faculty (which includes a qualified high school teacher teaching a college course as an “employee” of the community college district pursuant to C.C.R. Title 5 Section 58058(b)) at a partnering high school campus shall be offered only to high school students who do not meet their grade level standard in math, English, or both based on an interim assessment in grade 10 or 11, as determined by the SCHS, to the extent permissible by law, and that the delivery of these remedial courses shall involve a collaborative effort between high school and community college faculty to deliver an innovative remediation course as an intervention in the student’s

junior or senior year to ensure the student is prepared for college-level work upon high school graduation.

- 15.7 The parties certify that both the SCHS and the COLLEGE partners comply with local collective bargaining agreements and all state and federal reporting requirements regarding the qualifications of the school district teacher or community college faculty member teaching a CCAP Partnership Agreement course offered for high school credit.
- 15.8 The COLLEGE certifies that it does not receive full compensation for the direct education costs of the CCAP courses from any public or private agency, individual or group.
- 15.9 SCHS certifies that the instructional activity to be conducted pursuant to this Agreement will not be fully funded by other sources.
- 15.10 The COLLEGE certifies that any COLLEGE instructor teaching a course on a SCHS campus has not been convicted of any sex offense as defined in Education Code section 87010 or as amended, or any controlled substance offense as defined in Education Code section 87011 or as amended.
- 15.11 COLLEGE and SCHS agree that as a condition of and prior to the adoption of this Partnership Agreement, the governing board of COLLEGE and the governing board of SCHS at an open public meeting of each respective board, shall present the CCAP Partnership Agreement as an informational item. COLLEGE and SCHS further agree that the governing board of COLLEGE, and the governing board of SCHS, at a subsequent open public meeting of each respective board shall take testimony from the public and shall approve or disapprove the CCAP Partnership Agreement.

## **16. NON-DISCRIMINATION**

- 16.1 Neither the COLLEGE nor SCHS shall discriminate on the basis of race or ethnicity, gender, gender identity, gender expression, nationality, physical or mental disability, sexual orientation, religion, or any other characteristic that is contained in the definition of hate crimes set forth in the California Penal Code.

## **17. TERM OF AGREEMENT**

- 17.1 The term of this Agreement shall be July 1, 2017 to June 30, 2018.

## **18. TERMINATION OR CHANGES**

- 18.1 Either party may terminate this Agreement at any time by providing 30-days' written notice to the other party. Written notice of termination or changes to this Agreement shall be addressed to the responsible person listed in item 19 below.

18.2 Upon termination of this Agreement, the SCHS shall develop a COLLEGE approved teach-out plan that enables students to complete the CCAP Partnership course they are enrolled in.

## **19. NOTICES**

19.1 Any and all notices required to be given hereunder shall be deemed given when personally delivered or deposited in the U. S. Mail, postage to be prepaid, to the following addresses:

GROSSMONT CUYAMACA COMMUNITY COLLEGE DISTRICT

Dr. Cindy Miles, Chancellor  
Grossmont-Cuyamaca  
Community College District  
8800 Grossmont College Drive  
El Cajon, California 92020

SCHS CHARTER SCHOOL

Don Hohimer, CEO  
Steele Canyon Charter School  
12440 Campo Road Spring Valley, CA 91978

## **20. INTEGRATION**

20.1 This Agreement sets forth the entire Agreement between the parties relating to the CCAP Partnership Agreement. All agreements or representations, express or implied, oral or written, of the parties with regard to the subject matter hereof are incorporated into this Agreement.

## **21. MODIFICATION AND AMENDMENT**

21.1 No modifications or amendments of any of the terms or provisions of this Agreement shall be binding unless made in writing and signed by the parties.

## **22. GOVERNING LAWS**

22.1 This Agreement shall be interpreted according to the laws of the State of California.

## **23. SEVERABILITY**

23.1 This Agreement shall be considered severable, such that if any provision or part of the Agreement is ever held invalid under any law or ruling, that provision or part of the Agreement shall remain in force and effect to the extent allowed by law, and all other provisions or parts shall remain in full force and effect.

**24. COUNTERPARTS**

24.1 This Agreement may be executed by the parties in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument.

**25. SIGNATURE OF THE PARTIES**

GROSSMONT CUYAMACA COMMUNITY COLLEGE  
DISTRICT

\_\_\_\_\_  
Dr. Cindy Miles, Chancellor

Date: \_\_\_\_\_

Steele Canyon Charter School

\_\_\_\_\_  
Don Hohimer, CEO

Date: \_\_\_\_\_

**Grossmont-Cuyamaca Community College District and Steele Canyon Charter School  
Course List for Cuyamaca College  
Enrollment Period: Fall 2017 (Dates: 8/21/2017-12/14/2017)**

**Course Title:** ASL 120

**Scope/Nature:** Introduction to American Sign Language (ASL) and Deaf culture. The course is designed to give students with little to no experience in or exposure to ASL an emerging conversational and cultural foundation. Students will develop skills in telling about and comprehending common every day activities and asking questions. Students will learn how to use nonmanual signs, facial expressions and other culturally appropriate uses of the face and body to interact with, show comprehension, get attention, and form appropriate cultural connections with Deaf people. AA/AS GE, CSU, CSU GE, IGETC, UC

**Time:** MW 1:10pm – 3:15pm**Location:** Steele Canyon Charter School**Units/Hours:** 4 units/ 70 hours**Course Title:** COUN 101

**Scope/Nature:** An introductory course designed to assist the student with a successful transition to college. An overview of student responsibilities, college expectations, and success strategies will be discussed. Students will learn about the college; its facilities, services, academic regulations, general education requirements, and certificate, degree and transfer options. Students will receive preliminary guidance in education planning. Pass/No Pass only. Non- degree applicable.

**Time:** W 7:30am – 8:45am (8/23/2017-9/27/2017)**Location:** Steele Canyon Charter School**Units/Hours:** 0.5 units/ 8.75 Hours**Course Title:** COUN 110

**Scope/Nature:** Utilization of a group seminar structure to explore and research various career and major options. Lecture, group discussion, experiential activities, and vocational assessment tools will be utilized to assist students in identifying their individual interests, values, and personality styles. Students will conduct educational and career research to relate their vocational assessment results to setting academic and career goals. CSU

**Time:** W 7:30am – 9:00am (10/4/2017-12/13/2017)**Location:** Steele Canyon Charter School**Units/Hours:** 1 units/ 17.5 Hours**Course Title:** BUS 110

**Scope/Nature:** Provides a comprehensive view of today's dynamic American business and the global economy. Topics include: starting a small business, satisfying customers, managing operations, motivating employees and building self-managed teams, developing and implementing customer-oriented marketing plans, managing information, managing financial resources, and exploring ethical and social responsibilities of American business. CSU, UC

**Time:** MW 7:30am - 8:55am (8/21/2017-12/14/2017)**Location:** Steele Canyon Charter School**Units/Hours:** 3 units/ 52.5 Hours

**Total Number of High School Students to be Served: 120**

**Total Number of FTES Projected to be Claimed: 7.5 FTES**