

HEALTH OCCUPATIONS EDUCATION (HOE)

HOE is a satellite program in the Glendale Union High School District that presents and teaches basic medical science and exposes students to a realistic hospital environment. The class is open to any junior or senior who is mature, has a good work ethic and can accept direction from both teachers and clinical supervisors. HOE is for those students serious about exploring the ever changing and expanding health care environment. Students receive two credits for the two semester class.

Consider these facts:

- In Arizona there is a growing shortage of health technicians and nurses, and few are qualified for new jobs.
- The health care industry employs one out of every four Arizonans.



CERTIFIED NURSING ASSISTANT (CNA)

Certified Nursing Assistant programs are designed in conjunction with a local hospital. This course focuses on understanding skills and concepts such as: disease prevention and patient care.



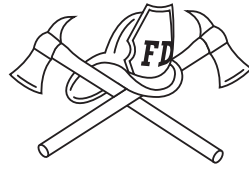
Hands-on activities ensure that students are able to perform basic nursing assistant tasks. Students are provided with real world experience by working side-by-side with hospital staff in a variety of health care related jobs. The course culminates in all students being prepared to take the State of Arizona Certified Nursing Assistant examination. Entry in to the program involves a tour of the hospital, an information session, and an interview process.

FAMILY LIVING/INDEPENDENT LIVING

Positive relationships are the foundation of a healthy and happy life style. This course develops skills in inter-personal relationships. **Family Living/Independent Living** is a study of basic concepts of personality development, goal setting, stress management, communication skills, mate selection, successful marriage strategies and personal economics.

FIRE SCIENCE

Fire Science...explore the career opportunities available! This class, which consists mainly of seniors, offers students a chance to have hands-on experience not only with fire fighting, but also with nursing (CPR), dispatch and other related fields. Students have the unique opportunity to learn about fire services, fire prevention, technical rescue, and hazardous materials. Students also earn their first aid certification. A unique experience of this class is the organization of the class into two "station houses" and the students role play the many positions. A favorite activity is the "turnout" when students get their gear on in the least amount of time possible. They say it's tough to do at first!



EDUCATION PROFESSIONS

Thinking about teaching? Give this class a try!

Aspire to Teach is a class where students gain first hand classroom experience that will help them be informed about occupational choices. They will learn from a Master Teacher and have the opportunity to plan and utilize lesson plans in a real classroom setting.

COOPERATIVE EDUCATION

Students wishing to take a **Cooperative Education** class (COE, DCE, DECA, or FACS Internship) must have taken a minimum of one Career and Technical Education course in their chosen department. The process also requires an application and coordinator approval before a student can sign up for this class. Senior students attend classes part of the day and are employed part time working a minimum of 15 hours per week (this is referred to as Career Internship Field). Through classroom instruction and on-the-job training, students develop work skills and work ethic, learn how to work with people, develop self-confidence, and earn money while gaining experience and exploring careers.

BUSINESS LAW



Business Law provides students with a working knowledge and understanding of legal principles. Students analyze case studies, participate as an attorney, witness, and juror in mock trials, study law for the minor, explore legal careers, gain a knowledge of the American court system and learn to research and present legal concepts using technology.

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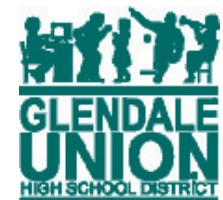


CAREER AND TECHNICAL EDUCATION...helping to
empower all students for the Choices and Challenges
of the Twenty-First Century."



CAREER AND TECHNICAL
EDUCATION

Glendale Union High School District

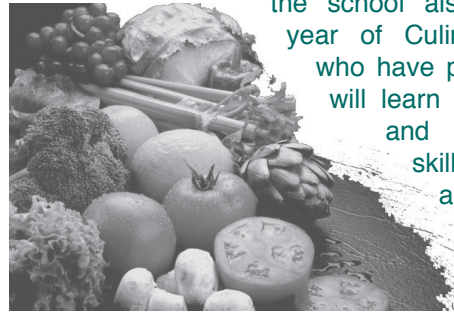


By offering students numerous and varied opportunities, in addition to traditional academics, Career and Technical Education helps ensure that ALL students can be successful in high school and leave "empowered for the choices and challenges of the 21st century."

FOODS/CULINARY ARTS

Introduction to Culinary Arts students will learn the basic culinary skills of food preparation, nutrition, sanitation and safety. Lab work is done in cooperative groups and students learn both the preparation and presentation of nutritious meals. Students will have the opportunity to experience the joys of cooking as they expand their cooking skills for home and/or the food service industry.

Culinary Arts 1-2 is offered at some schools. This class is designed to introduce and prepare students with the academic and workplace industry standard skills needed for hospitality and food production. If the school also offers a second year of Culinary Arts, students who have passed the first year will learn advanced academic and workplace industry skills for hospitality and food production. Students will have the opportunity to complete industry internship hours and then may take



the National Restaurant Association Industry Certification Test.

CHILD DEVELOPMENT

It's a lot of fun watching preschool children grow! This **Child Development** course focuses on the study of the physical, social-emotional and intellectual development of children from conception through pre-school age. Students will develop skills in working with young children that can be applied to parenting and/or future careers involving children. During a play school unit, students will practice the basic principles of guidance and caring for children.

CHILD ORIENTED OCCUPATIONAL PROGRAM (COOP)

COOP gives hands-on experience and exposes students to the possibility of working with children in challenging careers such as education, health, art, business and nutrition.



Students develop and prepare lesson plans that they then use to teach in the on-site preschool. This lab setting also allows students to observe the sequence of how children learn.

MARKETING

Marketing classes are offered at all nine high schools. The class involves determining customer needs and deciding how best to satisfy those needs. This is a challenging class for those students interested in selling, pricing, distribution, advertising, computer technology, owning a business, business management, employability skills, and market research. Marketing prepares the students for retail careers. Students in **Advanced Marketing (DECA)** must qualify for part-time employment and work a minimum of 15 hours a week in a marketing or distributing business.

NOTE: Not all courses listed in this brochure are available at all high schools in the Glendale Union High School District.

KEYBOARDING

One semester or full year **keyboarding** classes give students the opportunity to learn basic keyboarding skills using the touch typing method. This class provides basic preparation for other business/computer courses, personal use and college.

ACCOUNTING

Accounting is an excellent opportunity for students to gain real world experience learning accounting principles by analyzing and recording business transactions. In addition to managing the records of a business using automated accounting software, students will learn skills to prepare them for employment. At schools offering Advanced Accounting students increase their employability and accounting background.

COMPUTER APPLICATIONS

Business Computer Applications students learn advanced word processing and desktop publishing skills, how to set up a database and develop spreadsheets and graphs to analyze data, and how to use the Internet for research.

Multimedia Computer Applications students learn to design illustrations and presentations (PowerPoint), learn how to use a digital camera, scanner and video camera, and learn how to use Internet applications including email and web page development and design.

INTRODUCTION TO BUSINESS

Students in **Introduction to Business** experience handling a checking account, applying for credit, buying insurance, finding and applying for a job, computer technology, understanding investments, communication skills, and understanding the variety of ways businesses are organized.

CISCO

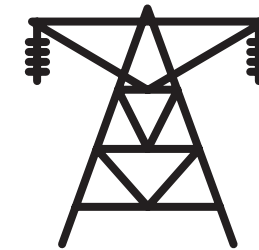
This **CISCO** course is designed to teach and certify students to design, build, and maintain computer networks. The course focuses on network equipment, design and operation through hands-on activities such as wiring and cabling and CISCO-prepared computer-assisted instruction. Final assessment entails setting up an operable LAN. At the completion of this course, students may take the two-day CISCO-sponsored certification test. Success on this test assures employers that a certified student knows how to build and maintain a network.

METALS

This course introduces, explores, and develops the basic skills used in **metalworking**, manufacturing and industrial production. Students will learn safety and proper use of hand tools, as well as have the opportunity to do sheet metal work, acetylene welding and cutting, electric welding, lathe work, hand forge, heat treating, foundry, wrought iron, soldering, plasma cutting and mig and tig welding.

INTROTECH

IntroTech is a year-long class offered to students in 9th through 12th grade. This course is designed to provide students with a broad exploratory experience in the world of technology. The course provides students the opportunity to study technological systems including energy/power, transportation, manufacturing/construction, and communications.



CONTACT INFORMATION:

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CAD DRAFTING AND DESIGN TECHNOLOGY

All drafting classes in the district are considered **Computer Aided Drafting (CAD)**, which means drawings are done on the computer at the student's own work station. The curriculum uses state-of-the-art technology and all CAD labs use recent versions of AutoDesk Design Academy software.



Students successfully completing CAD Drafting 1-2 may possess adequate skills to be employed by architectural firms, engineering firms or other companies that utilize drafting skills.

WOODWORKING

Woods classes are available for students in 9th through 12th grades. The Woods 1-2 class is an excellent beginning class which teaches enough skills to make woodworking a life long hobby. Students who wish to advance their skills have the opportunity to do so in Woods 3-4 (not offered at all schools). Students completing this class have substantial skills and may be qualified to be employed in the cabinetmaking business.



GCC AUTOS

The **automotives program** at Glendale Community College provides interested students with exposure to the world of automotive repair. This program is intended to provide the student with a knowledge background, in addition to hands-on training. Students wishing to enter this program begin taking classes at GCC during the summer prior to their senior year of high school. During the student's senior year, the student is encouraged to apply for a position in one of the factory sponsored automotive technician training programs.