

AUGUSTA ADULT AND COMMUNITY EDUCATION

FALL 2017 CATALOG



Hello, and thank you for taking the time to read our Fall 2017 Adult and Community Education brochure. Augusta Adult and Community Education's mission is to provide opportunities for citizens that meet their academic, occupation and enrichment needs.

We provide classes that include basic reading and math skills, English as a second language, high school completion, College Transition classes that enhance acceptance to post -secondary training and credentials for obtaining employment. We use tried and proven methods of instruction that includes supportive technology. Our new classes for fall are Bold and Beautiful Gift Box with Coordinating Card, Chess - The Royal Game, Constellations of Fall, Cooperative Parenting and Divorce, Crocheting for Beginners, Elder Law - the Basics, Healthy Asian Cooking, Leadership Empowerment, Learn to Knit, Raising Intuitive Children, Traditional Chair Caning, Understanding Anime, and Welding for Certification.

We offer a full range of Enrichment classes and are always looking for more ideas from the community. Please feel free to contact us with your thoughts. If you have ideas for new programming please don't hesitate to bring them to our attention. For more information in regards to our program and services, please feel free to call us at (207) 626-2470.

Augusta Adult and Community Education offers technical support to those who wish to become more familiar with how to use broadband, or high-speed internet services for education, enrichment, obtaining health information, supporting economic and community development and accessing governmental services. As your local Adult and Community Education program, we are the Community Connection for Broadband Technical Assistance in Augusta. This service is presented in cooperation with the Maine Department of Education and ConnectME Authority. Learn more at www.maine.gov/connectme.

Thanks!


Zane Clement, Director

Augusta Adult and Community Education



For High-Speed, Broadband Internet Technical Assistance

The Augusta Adult Education program is your ConnectME source for information on how you can use Maine's expanding high-speed, broadband internet connectivity to help you meet educational goals, enrich your life, obtain health information, access governmental services and enhance economic and community development. Contact our office and arrange a special presentation on the importance of high speed internet for your civic or social organization.

 Look for this symbol in our catalog. It identifies courses and workshops where you'll learn about high-speed internet connectivity. This community education program is presented in cooperation with the Maine Department of Education and the ConnectME Authority. Learn more at www.maine.gov/connectme and check the speed on your internet connection.

The MARTI project is funded by the American Recovery and Reinvestment Act
State Broadband Infrastructure Program
Award Number 23-50-M09062

Staff

Zane Clement, Director
Tanya Ducharme, Counselor
Rebecca Corcoran, College Transitions
Counselor
Helen Emery, Adult Ed Administrative
Assistant and Coordinator
Judith Howard, KLC Administrative
Assistant and Coordinator
Mae Libby, Adult Ed Day Secretary
TBA, KLC Receptionist

General Office Hours

August 14 through December 21, 2017, our office will be open:

Mondays 8:30 a.m. – 5:30 p.m.
Tuesdays 8:30 a.m. – 5:30 p.m.
Wednesdays 8:30 a.m. – 5:30 p.m.
Thursdays 8:30 a.m. – 5:30 p.m.

Afternoon/Evening Hours

Kennebec Learning Center
33 Union Street, Suite 2, Augusta
Melody Doody, Evening Secretary
(626-2470)
Monday through Thursday, 5:30-9:00 P.M.

Cony High School
60 Pierce Drive, Augusta
Jennie Baker, Evening Secretary
Deanna Coutts, Evening Staff
(626-2460)
Tuesday through Thursday, 6:00-9:00 P.M.

Capital Area Technical Center
40 Pierce Drive, Augusta
Pamela Coutts, Evening Secretary
(626-2475)
Tuesday, 6:00-9:00 P.M.

School Holidays

Classes will not be held September 4,
October 9, November 22 and 23.

Changes

Published dates and times are subject to change. Registrants will be notified if changes occur.

Mission Statement

Augusta Adult and Community Education promotes innovative and flexible learning opportunities through educational classes and community-based partnerships to ensure each student's ability to succeed and develop skills needed for further education, job training, or employment opportunities.

CASAS Assessments

Students enrolling in our high school diploma, HiSET, Aspirations, College Transition, Office Skills Certificate, or Post Secondary programs will need to complete the CASAS Educational Assessments. Please call our office at 626-2470 to set up an appointment.

Snow Days

If Augusta schools are cancelled during the day, all adult education classes are automatically cancelled and the office is closed. *If Augusta schools are **delayed**, our morning classes are cancelled.* If day classes are held, but the weather changes, a notice of cancellation will be given on local radio stations, TV stations 6, 8, and 13, and at 626-2470 by 3:00 P.M.

Handicap Accessibility

All activities offered by Augusta Adult and Community Education are held in accessible locations. Accommodations for individuals with disabilities are available upon request.

NO Smoking Policy
ALL SCHOOLS IN AUGUSTA ARE
SMOKE-FREE ZONES.

Equal Opportunity

Augusta Adult & Community Education ensures equal employment, educational opportunities, and affirmative action regardless of race, gender, color, national origin, religion, marital status, age, sexual orientation, or disability in accordance with all state and federal laws.

Please note

Food and drinks (except for water) are prohibited in the Cony classrooms and all computer labs.



Like us on Facebook!

www.facebook.com/augustaadulted

Course Listing

KENNEBEC LEARNING CENTER	7
COURSES LISTED BY NIGHT	16-17
SPECIAL TOPICS	
*College Transitions Program/College Credit Courses.....	23-24
*Healthcare Skills Training.....	20
*Office Skills Certificate Program.....	21
ARTS & CRAFTS	
Bold and Beautiful Gift Box with Coordinating Card.....	8
Crocheting for Beginners.....	8
Learn to Knit.....	8
Sewing Simplified.....	8
Silver Jewelry Making.....	8
Traditional Chair Caning.....	8
GENERAL INTEREST	
American Sign Language for Beginners.....	9
Beacon Hospice Volunteer Training.....	9
Chess - The Royal Game.....	9
Constellations of Fall.....	9
Cooperative Parenting and Divorce.....	9
Digital Photography I.....	10
Elder Law - The Basics.....	10
Healthy Asian Cooking - Chinese.....	10
Healthy Asian Cooking - Japanese.....	10
Healthy Asian Cooking - Korean.....	10
Leadership Empowerment.....	10
Maine Driving Dynamics.....	11
Meeting Your Spirit Guides.....	101
Paranormal Investigator.....	11
Past Life Regression, Etc.....	11
Raising Intuitive Children.....	11
Spanish I.....	12
Spiritual Table Tipping.....	12
Substitute Teacher Training.....	12
Survey of Central Maine's Architectural History.....	12
Thinking Inside the Box.....	12
Understanding Anime.....	13
Health & Safety	
America's Boating Course 3.....	13
Basic Life Support for Health Care Providers.....	13
Cardio Tennis.....	13
Circuit Training.....	13
Don't Get Pushed Around.....	14
Fitness Boot Camp.....	14
Fitness for Everybody.....	14
Rules of the Road (Waterways) for Boaters.....	14
Tennis for Adult Beginners - Saturday.....	14
Tennis for Adult Beginners.....	15
ZUMBA Fitness.....	15

Courses requiring CASAS Educational Assessment are marked with an asterisk*

LITERACY & LANGUAGES

*ABE Career Advising..... 18
*Adult Basic Education 18
*English Language Learners (ELL) 18
*ELL Career Advising..... 18
*ELL Odysseyware Lab..... 19

COMPUTER & OFFICE

*Business Math..... 19
Computer Basics 19
*Introduction to Computers..... 19
*Keyboarding 19
*Microsoft Excel 2010 20
*Office Communications 20

TOOLS & TRADES

*Certified Nursing Assistant..... 22
Welding for Certification..... 22

HIGH SCHOOL COMPLETION

*HISET® 2017 25
*HISET® Math Lab 25
*HISET® Prep 25
*HISET® Writing Lab..... 25

Art

*Introduction to Art 26

Careers

*Academic and Career Advising 26

Computers

*Introduction to Video Production 27

English

*Expressive Writing..... 27
*Film and Literature 27

Health

*Child Development..... 27
*Exploring Relationships..... 27
*Health 28
*Psychology 28

History & Government/Civics

*Civics..... 28
*Current Events 28
*Economic Foundations..... 28
*History of American Music..... 28
*U.S. History..... 29

Math

*Foundations of Math..... 29
*Introduction to Probability and Statistics 30
*Multi-level Math..... 30

Science

*Integrated Science 30
*Intro to Electronics, Programming, and Robotics 30

Courses requiring CASAS Educational Assessment are marked with an asterisk*

Registration Information

Online

You may register online by going to www.augusta.maineadulted.org and using the online payment option.

By Mail

Mail-in registration begins August 14th. Please complete the registration form ***located on the inside back cover*** and mail it along with registration fee to:

Augusta Adult Education
33 Union Street, Suite 2
Augusta, ME 04330

Make checks payable to Augusta Adult Education. No receipt will be mailed unless requested. *You will not be notified unless difficulty is encountered.*

By Phone

If you would like to register by phone, have your VISA, MASTERCARD, DISCOVER or DEBIT CARD ready and we will gladly take your registration.

In Person

You may register in person beginning August 14th at 33 Union Street, Augusta. Hours are from 8:30 a.m. to 4:30 p.m. *Note: Our Adult Education Enrichment classes are reserved for individuals 18 years of age and older who are not currently enrolled in high school.*

Cancellation Notices:

Augusta Adult and Community Education reserves the right to cancel any program which fails to meet minimum enrollment requirements, so please register early!

Refund Policy:

Full refunds will be made if we cancel the class. If circumstances prevent you from attending classes, and you notify us **before the first class**, we will refund the full amount to you. You will receive a check in the mail.

Please allow 2-3 weeks for processing. Please note that if you do not cancel and you do not attend, you are still responsible for full payment. Requests for refunds after the first class meeting will be considered on an individual basis.

Senior Discount:

If you are 60 years or older – take \$5.00 off any class with a registration fee of \$15.00 or more (except Maine Driving Dynamics).

Please Note:

If your courses are to be billed to an agency or employer, an authorization must accompany your registration.

Day Program At: *Kennebec Learning Center*

We offer educational opportunities from college preparation to basic literacy skills. Our classrooms provide a warm and inviting educational environment with small classes and individual learning levels. Course fees are based on your program enrollment. Please call 626-2470 to schedule an appointment for a CASAS assessment and to meet with one of our counselors to complete your registration process.

COLLEGE TRANSITIONS

We offer the academic entrance placement assessment (Accuplacer) once you have completed the CASAS. Those individuals enrolling in our College Transitions Program pay a textbook fee only..

COMPUTER CLASSES

If you want to learn or improve your current computer skills, we offer **Computer Basics, Introduction to Computers and Keyboarding.**

HIGH SCHOOL COMPLETION

Adults who want to earn their high school diploma have an option to enroll in day classes. Upon completion of the CASAS assessment, we will schedule a time for you to meet with our counselor to discuss your goals, learning styles, and develop a plan for your high school completion. We also offer HiSET preparation classes and testing for those who want to complete high school with a state recognized high school completion certificate.

ENGLISH LANGUAGE LEARNERS (ELL)

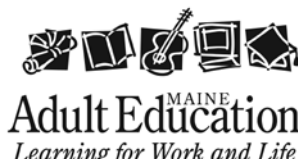
If English is not your first language or you want to improve your current speaking skills and knowledge, we offer classes from non-speaking to advanced. The ELL software program Rosetta Stone is also available to individuals.

ADULT BASIC EDUCATION (ABE)

This program is for adults who want to develop their basic reading, writing, and math skills. Our program offers the opportunity to learn in a small, comfortable, and encouraging classroom setting. We offer English and math classes Tuesday and Thursday mornings.

CAREER ADVISING classes for Adult Basic Education and English Language Learner students will help prepare individuals for the workplace.

We believe in individual endeavor, team cooperation, and lifelong learning!



ARTS & CRAFTS

BOLD AND BEAUTIFUL GIFT BOX WITH COORDINATING CARD

MITCHELL-CUSICK, CAROL

Learn to make this beautiful and uniquely decorated gift box with a coordinating card. We will be using specialty papers and die cutting to make the embellishment for this box. You'll have fun making these beautiful items for gifting. Printed tutorial is included in the supply fee so you can make more of these on your own.

WED/October 18, 2017, 6:00-8:30, 1 night, Cony, Self-supporting Fee: \$10 + \$10 Material Fee to be paid to instructor

CROCHETING FOR BEGINNERS

PHAM, HOA

Whether you've never held a skein of yarn before or you learned to crochet years ago and need a refresher, this class is for you! Students will learn about tools and basic crochet stitches including chains and single crochet! Please bring one skein of worsted medium-weight yarn (such as the Red Heart brand), a size G (7) crochet hook, a yarn needle, and scissors to the first class.

TUE/September 12, 2017, 6:00-8:30, 4 weeks, Cony, Self-supporting Fee: \$35

LEARN TO KNIT

PHAM, HOA

Learn to cast-on, knit, purl, and cast-off. We will work on a small project during this class. Please bring one skein of worsted medium-weight yarn (such as the Red Heart brand), #5 needles, a yarn needle, and scissors to the first class.

THU/September 14, 2017, 6:00-8:30, 4 weeks, Cony, Self-supporting Fee: \$35

SEWING SIMPLIFIED

WINCHELL, WYNNE

This class is for the beginner or intermediate student. Students from last semester may register again this semester to further their skills. Students will learn machine basics: threading, bobbins, and types of stitching available on the sewing machine. Instructions will be given on the use of patterns. Intermediate students will have more time to further develop basic skills. This is a good opportunity to make holiday items and gifts. You may bring your own machine or use a classroom machine. **Class limited to six students.**

MON/October 16, 2017, 6:00-9:00, 6 weeks, Kennebec Learning Center, Self-supporting Fee: \$65

SILVER JEWELRY MAKING

HARTWELL, PENNY

Learn a unique method of creating silver jewelry. We'll be using 99.9% pure silver (won't tarnish!) to create stunning earrings, pendants and rings. Molds will be found in every day items. Please be prepared to pay the instructor \$65 for supplies at the first class.

WED/November 8, 2017, 6:00-9:00, 3 weeks, Cony, Self-supporting Fee: \$32 + \$65 Material Fee to be paid to instructor first night of class

TRADITIONAL CHAIR CANING

SPENCER, ROBIN

Many people recognize the beauty of a caned chair. Yet the art of caning has almost become obsolete. Let's learn how. Caning a chair requires seven simple steps using basic tools. Please be willing to take your chair home to finish a step then move onto the next one in class. A small chair with the holes for caning is suggested. At the end of class, you will have that unique chair you caned yourself. Please bring your chair free of cane. The instructor will bring everything



Adult Education
MAINE
Learning for Work and Life

needed for the first class. Students will then be asked to bring in their own basic tools. The instructor will have the cane and extras for purchase at class.

WED/September 20, 2017, 6:00-8:00, 6 weeks, Technical Center, Self-supporting Fee: \$46 + \$25 Material Fee to be paid to instructor

GENERAL INTEREST

AMERICAN SIGN LANGUAGE - BEGINNERS

FILES, RACHEL

Come join in the fun and learn a language that's hands on. ASL will start with learning the manual alphabet, finger spelling, grammar, both visual and expressive communication vocabulary (in a group setting), and group activities. The activities will help you learn new skills, review, and practice what you have learned in class. A certificate will be given to those who complete the class.

TUE/September 5, 2017, 6:00-8:30, 10 weeks, Cony, Self-supporting Fee: \$75 + Text

BEACON HOSPICE VOLUNTEER TRAINING

HERLIHY, KELLY

Did you know over 50% of nursing home residents do not receive visitors? Be the person who makes a difference to a neighbor and their family as they face end of life issues: become a Beacon Hospice Volunteer. This training will prepare you to support patients and their families. Led by the volunteer coordinator, our team of registered nurse case managers, licensed clinical social workers, clergy, and bereavement specialists will provide the informational tools you will need to provide compassionate support for our patients and their families. You will learn the history and philosophy of hospice, medical issues at the end of life including pain and symptom management, communication, family dynamics, grief, loss and spiritual care.

Once you complete the course, you decide how best to serve the hospice community. Hospice volunteer work is not about a patient's demise, it is about their LIVING!

THU/September 14, 2017, 6:00-9:00, 7 weeks, Cony, Cost: Free

CHESS - THE ROYAL GAME

ELLIOTT, TED

Chess goes back 1,400 years and is the greatest of all board games. If you don't know the rules or are intermediate, you'll enjoy this class and discover another way of passing the time during the long Maine winter. I'll discuss the rules and then we'll look at some opening systems and how to read and write two commonly used notations using a wall demo-board. I'll coach or play, depending on the size of the class. Come play the favorite game of Abraham Lincoln, Thomas Jefferson and Benjamin Franklin. I have tournament-sized sets for use in the classroom.

TUE/October 24, 2017, 6:00-9:00, 4 weeks, Cony, Self-supporting Fee: \$50

CONSTELLATIONS OF FALL

ELLIOTT, TED

We'll have tons of fun looking through a telescope at Saturn's rings, Jupiter's moons, discussing the closest stars, light years, solar system, Messier's list...it's a big Universe but we'll make it scale-comprehensive. You will need the 2008 edition of "The Stars: A New Way to See Them" by Hans Rey. I'll have a green laser for pointing out everything we're looking for in the sky to make it easy.

TUE/September 19, 2017, 6:00-9:00, 4 weeks, Cony, Self-supporting Fee: \$42

COOPERATIVE PARENTING AND DIVORCE

BUCKHALTER, EMILY

This 8-week program gives divorcing or separating parents the power to make positive changes that shield their children from parental conflict and guides them into establishing a long-term

relationship with the child's other parent. Using video, PowerPoint, discussion, and text to address all learning styles, this evidence-based course offers in-depth information on communication strategies, cooperation techniques, child brain development, and much more.

TUE/October 10, 2017, 5:30-7:30, 8 weeks, Cony, Cost: Free

DIGITAL PHOTOGRAPHY I

HARADEN, LEAH

Whether you've just purchased your first digital camera or you are an aspiring pro photographer, this course will give you the skills and inspiration to take your work to a new level. You will become more confident handling your camera and choosing settings that will help to produce the quality of images you desire. The course will include a combination of lectures, demos, handouts, slideshows, videos, and as much hands-on practice as possible. Hopefully, the weather will cooperate and allow some time to go out on the school grounds. There will be optional weekly assignments. Students should bring their camera with charged battery, at least one lens, a tripod, and extra memory cards to each class.

WED/September 13, 2017, 6:00-9:00, 6 weeks, Cony, Self-supporting Fee: \$68

ELDER LAW - THE BASICS

NALE, ESQ., JOHN

This free two-hour class will include discussion regarding retirement planning, advance directives, guardianships and conservatorships, second marriage family planning, long-term care and estate planning. Attorney Nale will be available after class to answer any questions as well.

WED/October 11, 2017, 6:00-8:00, 1 night, Cony, Cost: \$10

HEALTHY ASIAN COOKING - CHINESE

OYERBIDES, LIAN

The hands-on learning experience in the Healthy Asian cooking class will help you master the favorite recipes step by

step. Join us for a fun night out with food and more!

TUE/September 19, 2017, 5:30-7:30, 1 night, Cony, Self-supporting Fee: \$10 + \$10 Material Fee to be paid to instructor first night of class

HEALTHY ASIAN COOKING - JAPANESE

OYERBIDES, LIAN

The hands-on learning experience in the Healthy Asian cooking class will help you master the favorite recipes step by step. Join us for a fun night out with food and more!

TUE/October 17, 2017, 5:30-7:30, 1 night, Cony, Self-supporting Fee: \$10 + \$10 Material Fee to be paid to instructor first night of class

HEALTHY ASIAN COOKING - KOREAN

OYERBIDES, LIAN

The hands-on learning experience in the Healthy Asian cooking class will help you master the favorite recipes step by step. Join us for a fun night out with food and more!

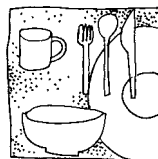
TUE/October 3, 2017, 5:30-7:30, 1 night, Cony, Self-supporting Fee: \$10 + \$10 Material Fee to be paid to instructor first night of class

LEADERSHIP EMPOWERMENT

MOSHER, TODD

Through an eclectic blend of leadership, management, Dale Carnegie, and law of attraction techniques we will focus on dramatically improving your leadership confidence, people skills, goal setting, and attainment. You will learn and apply tools and techniques needed to bring your business skills and belief in oneself to new heights!

WED/September 13, 2017, 6:00-8:00, 12 weeks, Cony, Self-supporting Fee: \$52



MAINE DRIVING DYNAMICS

TBA

Maine's "Driving Dynamics Course" offers all drivers the opportunity to improve their defensive driving abilities. This five-hour course will include discussion of collision avoidance techniques, safety issues, driver habits and attitudes, and the basic elements that constantly challenge drivers on Maine's highways. A certified Maine Driving Dynamics instructor teaches the course. The course format engages active participation of students. Those completing the course will receive a three-point credit on their driving record. *When registering, please include your date of birth and drivers license number.* REGISTRATIONS MUST BE RECEIVED BY THE THU BEFORE THE CLASS STARTS.

TUE/September 12, 2017, 6:00-8:30, 2 weeks, Technical Center, Self-supporting Fee: \$40 (up to age 65); \$25 (age 65+)

TUE/December 12, 2017, 6:00-8:30, 2 weeks, Technical Center, Self-supporting Fee: \$40 (up to age 65); \$25 (age 65+)

MEETING YOUR SPIRIT GUIDES

SULLIVAN, JEANNIE

Come find out who your spiritual team might be. We will have an interactive discussion about Arch Angels, angels, spirit guides, and those whom we love who have crossed over. Near the end of class you will participate in a meditation that will help you access a loved one, guide, or angel.

TUE/November 14, 2017, 6:00-8:30, 3 weeks, Cony, Self-supporting Fee: \$36

PARANORMAL INVESTIGATOR

LABBE, MICHAEL

Come join us and learn how to capture an Apparition or disembodied voice. Discover what needs to be collected, using various equipment, for credibility on your investigation? We will provide hands-on guidance on equipment - from

a regular compass to thermal imaging. There will be a local investigation - we're hoping for Fort Western. Plus much, much more to show and tell.

WED/October 11, 2017, 6:00-8:00, 5 weeks, Cony, Self-supporting Fee: \$40

PAST LIFE REGRESSION, ETC.

GORDON, RICHARD

A past life regression can be informative, it can be humorous, it can be sad, it can be happy. You can find out who you were and what you did and whether you were male or female. If you had any skills in a past life that you would like to bring forward into this lifetime it is possible. New this year - progressions and karmic lessons! The class is fun and interesting for participants and on lookers. The only requirements are an open mind and the willingness and ability to be hypnotized. Those who can visualize will have a more moving experience. All regressions will be discussed by the class. Tape recorders and video cameras are welcome with the agreement of those involved with the regression. The instructor is certified through the National Guild of Hypnotists and a member of the Hypnotists Union.

WED/September 6, 2017, 6:00-8:00, 8 weeks, Cony, Self-supporting Fee: \$58

RAISING INTUITIVE CHILDREN

BROWN, GAIL

This class is geared for any adult to assist the intuitive child to feel more empowered. It will help you recognize the qualities that are intuitive in a child versus only thinking, feeling, and sensing; according to Jung model. Come learn how to assist, support and understand how an intuitive child sees the world. The class will include individual and group work, reading, keeping a journal and creative expression. Participants will need to purchase the book "The Highly Intuitive Child" (ISBN 978-0-89793-509-8).

WED/September 20, 2017, 6:30-8:30, 6 weeks, Kennebec Learning Center, Self-supporting Fee: \$45

SPANISH I

CORDON CHACON, PATRICIA

Bienvenido to Español! This will be a fun way of learning the fundamentals of Spanish. We will focus on basic vocabulary, grammar, pronunciation and regular verbs. Toward the end of the course, you will be able to build short sentences. Come along!

**WED/September 6, 2017, 6:00-8:00,
6 weeks, Cony, Self-supporting Fee:
\$55**

SPIRITUAL TABLE TIPPING

KING, ALICE

Spiritual Table Tipping is a means of communicating with your Spirit Guides, Guardian Angels, and loved ones who have passed on. It is a very powerful healing modality: physically, emotionally, and spiritually. At a Table Tipping Session you can learn what your soul's plan is, areas that you are stuck and why, how to gain the most out of your relationships, how your deceased family member or pets are doing, and what they are doing on the other side for their own soul development. Limit 8 students.

**WED/October 4, 2017, 6:00-9:00,
1 night, Cony, Self-supporting Fee:
\$18**

**THU/October 12, 2017, 6:00-9:00,
1 night, Cony, Self-supporting Fee:
\$18**

**TUE/November 7, 2017, 6:00-9:00,
1 night, Cony, Self-supporting Fee:
\$18**

SUBSTITUTE TEACHER TRAINING

CLEMENT, ZANE

Be prepared! Here is the foundation of the basic responsibilities of a substitute, such as the substitute process, duties, school and classroom orientation, interpreting and implementing plans, health & safety information, professionalism, and legal & ethical considerations. Special topics to further prepare substitutes for specific challenges of the classroom will include techniques on how to effectively work in the educational community, including

behavioral and classroom management tips and more. Class will be taught by the Director of Augusta Schools' Adult and Community Education Program. A Substitute Handbook will be provided. A certificate of completion will be awarded at the end of the session.

**TUE/September 12, 2017, 6:00-8:00,
1 night, Cony, Cost: Free**

SURVEY OF CENTRAL MAINE'S ARCHITECTURAL HISTORY

MITCHELL, DANIEL

Learn about 250 years of Maine architecture, and maybe learn something about YOUR house. Learn how to be an advocate for historic preservation. The framework of this course will be presentations covering five major architectural periods (18th Century, Federal, Greek Revival, Victorian, Modern), but students are encouraged to enhance the class with experiences from their own homes. Student photos can be integrated into the slide presentations, and students can share their own old house stories or problems. There will be slides of many local, central Maine examples, numerous hands-on artifacts, suggested books, as well as general discussion of methods of construction, technology changes, style changes, and the ideas behind them. We'll cover topics of restoration and historic preservation as well as how to solve common old house problems. Class fees will be donated to a needy local historical organization.

**THU/September 14, 2017, 6:00-8:00,
6 weeks, Cony, Self-supporting Fee:
\$35**

THINKING INSIDE THE BOX

LAKIN, CHARLES

Do you find this topic scary? This class isn't; it's informative, even funny at times. At the end of the class you'll have learned about all the options you have in funeral arrangements for burial, cremation or body donation. Half the class time is devoted to answering your

questions. Do your survivors a favor and sign up for this class. Take a look at www.lastthings.net to see what you'll learn.

TUE/October 3, 2017, 6:00-8:30, 1 night, Cony, Self-supporting Fee: \$6

UNDERSTANDING ANIME

OYERBIDES, JOHN

What are those Japanese cartoons your kids are watching? Chances are they're Anime, and they're great! Come explore what Anime is, why they're so enjoyable, why your kids watch them and why you should watch them as well. This course will help you understand Anime terms, themes, and concepts through viewing and discussion. Casual fans and novice viewers are all welcomed.

TUE/September 12, 2017, 6:00-8:00, 8 weeks, Cony, Self-supporting Fee: \$25

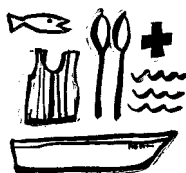
HEALTH & SAFETY

AMERICA'S BOATING COURSE 3

TBA

Offered by the Kennebec River Sail and Power Squadron, this 8 week course covers Boat Handling, Trailering, Aids to Navigation, Marine Radio Usage, Navigation Rules, Personal Watercraft Operation and Dealing with Adverse Conditions and Emergencies. Also included are Knots and Lines, Anchoring, the use of Marine Charts, Piloting and Determining Position. Fee of \$55 includes book and materials and is to be paid to the instructor the first night of class.

WED/October 4, 2017, 6:00-8:00, 8 weeks, Cony, Self-supporting Fee: \$10 + \$55 Material Fee to be paid to instructor first night of class



BASIC LIFE SUPPORT FOR HEALTH CARE PROVIDERS

MARTIN, KENNETH

The Basic Life Support (BLS) for Healthcare Providers classroom course is designed to provide a wide variety of healthcare professionals the ability to recognize several life-threatening emergencies, provide CPR, use an AED and relieve choking in a safe, timely and effective manner. This course is for healthcare professionals, direct care workers, day care providers, and those who need to know how to perform CPR, as well as other lifesaving skills, in a wide variety of in-hospital and out-of-hospital settings. The course is also for community members that are ready, willing and able to offer a hand during a crisis.

TUE/September 5, 2017, 5:00-9:00, 1 night, Cony, Self-supporting Fee: \$40 + \$25 Material Fee to be paid to instructor

WED/October 25, 2017, 5:00-9:00, 1 night, Cony, Self-supporting Fee: \$40 + \$25 Material Fee to be paid to instructor

CARDIO TENNIS

NORTON, SHERRI

A cardio workout using and learning basic tennis skills. Students are allowed to go at their own pace. Great workout - great fun!

SAT/September 9, 2017, 9:00-10:00, 5 weeks, A-Copi Tennis and Sports Center, Self-supporting Fee: \$77

CIRCUIT TRAINING

HUTCHINS, DEIDRE

This 45 minute Circuit Training Class is a great way to get your heart pumping, keep it pumping, and never get bored! Let Deidre motivate you through this pre designed circuit to give you a total body workout and leave you feeling fantastic! Stations include Battle ropes, Bosu Ball, hula hoop, jump rope, Reebok Step, Urban Rebounder, ladders, Simply Fit Board, and more. Modifications can be shown on all exercises to avoid

further issues on backs, knees, and other problem areas. You will need to bring sneakers, work out attire, and water. All ages and levels are welcome!

SAT/September 16, 2017, 9:00-10:00, 5 weeks, A-Copi Tennis and Sports Center, Self-supporting Fee: \$52

DON'T GET PUSHED AROUND *WEBB, KEVIN*

Do you have trouble dealing with interpersonal conflict? Are you one of those people that get pushed around or has trouble asserting yourself? Do people walk all over you? If so, this class is for you. In this course, participants will learn how to deal with being pushed around both physically and interpersonally. We will study the physical act of controlling (and being controlled) by pushing/pulling. We will translate the skills necessary to regain control in that type of physical altercation into how to respond when someone is trying to push us to do something we don't feel comfortable with in every day life. Participants should come in comfortable clothes. Course is designed for teenagers and adults.

MON/November 6, 2017, 6:15-7:45, 1 night, Martial Arts Institute, Self-supporting Fee: \$23

FITNESS BOOT CAMP *HUTCHINS, DEIDRE*

If you are looking for a challenge and to improve your fitness level, this class is for you. Working with fit balls, med balls, dumbbells, and resistance bands this workout will keep your heart pumping. You will feel stronger and energized and want to come back for more! The workout goes nonstop for 45 minutes and includes squats, lunges, planks, pushups, sit ups, and much more. We make fitness FUN!

TUE/THU, September 12, 2017, 5:00-5:45, 5 weeks, A-Copi Tennis and Sports Center, Self-supporting Fee: \$77

FITNESS FOR EVERYBODY *HUTCHINS, DEIDRE*

Need to improve your strength, balance, and flexibility? This 45 minute class offers toning, core strengthening, and stretching for all levels of ability. Fit ball, dumbbells, medicine balls, resistance bands, and mats are all provided for you! Deidre promises to make fitness FUN! Class will run on Mondays and Wednesdays. Students are allowed to attend two sessions a week.

MON/WED, September 11, 2017, 9:00-10:00, 5 weeks, A-Copi Tennis and Sports Center, Self-supporting Fee: \$77

RULES OF THE ROAD (WATERWAYS) FOR BOATERS *JONES, CAPTAIN ED*

This course provides an explanation with examples of the 37 Rules of the Road for the U.S. Inland Rules and the International Rules (COLREGS). It simplifies the sometimes complex law relating to Boat Operation for the Recreational Boater. It is a starting point for study and preparation for USCG License examination.

TUE/October 17, 2017, 6:00-8:00, 2 weeks, Cony, Self-supporting Fee: \$10

TENNIS FOR ADULT BEGINNERS *NORTON, SHERRI*

This program is geared towards beginners and players who may have been away from the game for too long. We will cover the basics, teaching you how to keep score, proper footwork, strategy and most important of all correct mechanics. Our program is a great way to familiarize yourself with the sport of tennis. Tennis is great exercise, appropriate for all ages, and a wonderful way to meet friends and get into shape.

SAT/September 9, 2017, 8:00-9:00, 5 weeks, A-Copi Tennis and Sports Center, Self-supporting Fee: \$77

TENNIS FOR ADULT BEGINNERS

VEILLEUX, DANIEL

This program is geared towards beginners and players who may have been away from the game for too long. We will cover the basics, teaching you how to keep score, proper footwork, strategy and most important of all correct mechanics. Our program is a great way to familiarize yourself with the sport of tennis. Tennis is great exercise, appropriate for all ages, and a wonderful way to meet friends and get into shape.

TUE/September 5, 2017, 5:00-6:00, 5 weeks, A-Copi Tennis and Sports Center, Self-supporting Fee: \$77

THU/September 7, 2017, 9:00-10:00, 5 weeks, A-Copi Tennis and Sports Center, Self-supporting Fee: \$77

ZUMBA FITNESS

FORTIN, JENNIFER

Perfect for everybody and every body! Each Zumba® class is designed to bring people together to sweat it out. How It Works: We take the "work" out of workout, by mixing low-intensity and high-intensity moves for an interval-style, calorie-burning dance fitness party. Once the Latin and World rhythms take over, you'll see why Zumba® Fitness classes are often called exercise in disguise. Super effective? Check. Super fun? Check and check. Benefits: A total workout, combining all elements of fitness – cardio, muscle conditioning, balance and flexibility,

THU/September 14, 2017, 5:30-6:30, 7 weeks, Technical Center, Self-supporting Fee: \$42

THU/November 2, 2017, 5:30-6:30, 6 weeks, Technical Center, Self-supporting Fee: \$36



For more information on the following trips or to register, please contact MSAD 11 Adult Education at 582-3774 or msad11.maineadulted.org/

Celtic Family Christmas Wednesday November 29

Depart: 5:15 p.m. from Waterville Elm Plaza and Return: 10:30 p.m.

Depart: 5:45 p.m. from Gardiner I-95 Park & Ride and Return 10:00 p.m.

Registration fee: \$99.00 per person

Deadline to register is October 25th. Refunds will not be available after this date.

Maine Winery Adventure Saturday, October 28

Depart 8:30 a.m., Waterville (Elm Plaza), Return 7:00 p.m.

Depart 9:00 a.m., Gardiner (I-95 Park and Ride), Return 6:30 p.m.

Registration fee: \$119.00 per person

Deadline to register is September 28th. No refunds will be issued after this date

Green Mountain Getaway Friday, Saturday, Sunday November 3, 4, 5

Depart 7:00 a.m. from Waterville (Elm Plaza) Return 9:30 p.m.

Depart 7:45 a.m. from Gardiner (Hannaford) Return 8:45 p.m.

\$559.00 per person based on double occupancy

Deadline to register is October 29th. No refunds after this date.

Augusta Adult & Community Education

Fall 2017 COURSE OFFERINGS BY NIGHT

Class location: T = Capital Area Technical Center

C = Cony High School L=Kennebec Learning Center

* = Off Site

MONDAY

(L) ABE Career Advising
(L) Academic and Career Advising
(L) Business Math
(L) Civics
(L) Current Events
(*) Don't Get Pushed Around
(L) Economic Foundations (M/W)
(L) ELL - Advanced (M/W)
(L) ELL - Intermediate (M/T/W/Th)

(*) Fitness for Everybody (M/W)
(L) Integrated Science
(L) Introduction to Art
(L) Maine Adult Education College
Transitions Student Success Course
(L) Multi-Level Math
(L) Number Skills for College
(L) Sewing Simplified

TUESDAY

(L) ABE Math (T/Th)
(L) ABE Reading (T/Th)
(C) American Sign Language - Beginners
(C) Basic Life Support for Health
Care Providers
(C) Chess - The Royal Game
(L) Child Development
(L) Computer Basics
(C) Constellations of Fall
(C) Cooperative Parenting and Divorce
(C) Crocheting for Beginners
(L) ELL - Intermediate (M/T/W/Th)
(L) ELL Advanced Reading and
Writing (T/Th)
(L) ELL High Beginner/Low
Intermediate (T/Th)
(L) ELL Literacy (T/W)
(L) Film and Literature
(*) Fitness Boot Camp (T/Th)
(C) Healthy Asian Cooking - Chinese

(C) Healthy Asian Cooking - Japanese
(C) Healthy Asian Cooking - Korean
(L) Introduction to Computers
(L) Keyboarding
(T) Maine Driving Dynamics
(C) Meeting Your Spiritual Guides
(L) Microsoft Excel 2010
(L) Multi-Level Math
(L) Psychology
(L) Reading and Writing for College
(C) Rules of the Road (Waterways)
for Boaters
(C) Spiritual Table Tipping
(C) Substitute Teacher Training
(*) Tennis for Adult Beginners
(C) Thinking Inside the Box
(C) Understanding Anime
(L) U.S. History
(T) Welding for Certification

www.augusta.maineadulted.org

Augusta Adult & Community Education

Fall 2017 COURSE OFFERINGS BY NIGHT

Class location: T = Capital Area Technical Center
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* = Off Site

WEDNESDAY

(L) Academic and Career Advising
(C) America's Boating Course 3
(C) Basic Life Support for Health Care Providers
(C) Bold and Beautiful Box with Coordinating Card
(C) Digital Photography I
(L) Economic Foundations (M/W)
(C) Elder Law - the Basics
(L) ELL - Advanced (M/W)
(L) ELL - Intermediate (M/T/W/Th)
(L) ELL Literacy (T/W)
(L) ELL Career Advising
(L) ELL Odysseyware Lab
(*) Fitness for Everybody (M/W)
(L) Foundations of Math

(L) Health
(L) Introduction to Electronics, Programming, and Robotics
(L) Introduction to Probability and Statistics
(L) Introduction to Video Production
(C) Leadership Empowerment
(L) Office Communications
(C) Paranormal Investigator
(C) Past Life Regression, Etc.
(L) Raising Intuitive Children
(C) Silver Jewelry Making
(C) Spanish I
(C) Spiritual Table Tipping
(T) Traditional Chair Caning

THURSDAY

(L) ABE Math (T/Th)
(L) ABE Reading (T/Th)
(C) Beacon Hospice Volunteer Training
(T) Certified Nursing Assistant (Th/F)
(L) ELL - Intermediate (M/T/W/Th)
(L) ELL - Intermediate (T/Th)
(L) ELL Adv. Reading and Writing (T/Th)
(L) ELL Citizenship and American Culture
(L) ELL High Beginner/Low Inter. (T/Th)
(L) Exploring Relationships
(L) Expressive Writing
(*) Fitness Boot Camp (T/Th)
(L) HiSET Math Lab

(L) HiSET Prep
(L) HiSET Writing Lab
(L) History of American Music
(C) Learn to Knit
(L) Multi-Level Math (T/Th)
(C) Spiritual Table Tipping
(C) Survey of Maine's Architectural History
(*) Tennis for Adult Beginners
(T) ZUMBA Fitness

SATURDAY

(*) Cardio Tennis
(*) Circuit Training
(*) Tennis for Adult Beginners

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LITERACY & LANGUAGES



ABE CAREER ADVISING

CORCORAN, REBECCA

This course will prepare ABE students for the workplace. It covers interest inventories, self-evaluations of work abilities and skill toward career pathways. Recognizing and overcoming barriers to the workplace will be discussed as well as development of appropriate attitudes, time management, organizational skills, conflict resolution and work ethics. Interviewing skills and how to fill out job applications on paper and online will be covered. We will address the soft skills one needs to get and keep a job.

MON/September 11, 2017, 8:30-11:30, 8 weeks, Kennebec Learning Center, Text Fee: TBA

ADULT BASIC EDUCATION

WINCHELL, WYNNE

Many adults have not developed their basic math or reading skills. This class offers the opportunity to learn in a small, comfortable, and encouraging classroom setting.

MATH: TUE/THU, September 5, 2017, 8:30-10:00, 15 weeks, Kennebec Learning Center, Cost: Free

READING: TUE/THU, September 5, 2017, 10:00-11:30, 15 weeks, Kennebec Learning Center Cost: Free

ENGLISH LANGUAGE LEARNERS

FOSTER, JANICE

KELLY, NANCY

Come join one of our ELL classes to increase language proficiency in any of the following areas: everyday conversation, pronunciation, grammar, or writing. The informal classroom setting creates a relaxed environment for learning and socialization. Call us at 626-2470 to register.

ELL - ADVANCED: MON/WED, September 6, 2017, 8:30-11:30, 15 weeks, Kennebec Learning Center, Cost: Free + Text

ELL - INTERMEDIATE: TUE/THU, September 5, 2017 OR MON/WED, September 6, 2017, 12:30-2:30, 15 weeks, Kennebec Learning Center, Cost: Free + Text

ELL - INTERMEDIATE: TUE/THU, September 5, 2017, 12:30-2:30, 15 weeks, Kennebec Learning Center, Cost: Free + Text

ELL ADVANCED READING AND WRITING: TUE/THU, September 5, 2017, 6:00-8:00, 15 weeks, Kennebec Learning Center, Cost: Free + Text

ELL CITIZENSHIP AND AMERICAN CULTURE: THU/September 7, 2017, 8:30-11:30, 15 weeks, Kennebec Learning Center, Cost: Free + Text

ELL HIGH BEGINNER/LOW INTERMEDIATE: TUE/THU, September 5, 2017, 8:30-11:30, 15 weeks, Kennebec Learning Center, Cost: Free + Text

ELL LITERACY: TUE/WED, September 5, 2017, 8:30-11:30, 15 weeks, Kennebec Learning Center, Cost: Free + Text



ELL CAREER ADVISING

CORCORAN, REBECCA

This course begins to prepare ELL students for the workplace. It covers work place vocabulary including job titles, actions and descriptions. We discuss different occupations, what education or skills are required, and work opportunities in the community. Students have the opportunity to tour local colleges and universities. Students start recognizing and overcoming barriers to finding education and employment.

WED/September 6, 2017, 5:30-7:00, 15 weeks, Kennebec Learning Center, Cost: Free + Text



ELL ODYSSEYWARE LAB

CORMIER, ANDRE

This class supports learners with varying levels of English language ability as they seek to deepen academic knowledge and prepare for a variety of educational outcomes, including earning credits toward a high school diploma, becoming ready to take the HiSET high school equivalency tests or the Accuplacer college placement exam, and entering one of our certificate programs. Students will be able to work on a variety of subjects at multiple levels of proficiency.

WED/September 6, 2017, 8:30-11:30, 15 weeks, Kennebec Learning Center, Cost: Free + Text

COMPUTER & OFFICE

BUSINESS MATH

WEST, DAWN

This course is offered for the Office Skills Certificate students or for any adults needing a general understanding of math functions in a business. Some of the entry level information covered includes: profit and loss; banking; payroll; accounts payable and receivable; spread sheets and computerized accounting; cash receipts and expenses; taxes; inventories; and the basics of bookkeeping. *This course may be used toward the Office Skills Certificate Program.*

MON/September 11, 2017, 6:00-9:00, 15 weeks, Kennebec Learning Center, Cost: \$30 (Residents); \$35 (Non-residents) + Text



COMPUTER BASICS

CORMIER, ANDRE

No matter what your age, if you are not quite sure how to navigate or get the most from your computer then this is the class for you. You will become familiar with basics of using a computer. The concept

of windows will be introduced as well as e-mailing (with attachments) and safe internet searches.

TUE/September 5, 2017, 8:30-11:30, 5 weeks, Kennebec Learning Center, Self-Supporting Fee: \$55



INTRODUCTION TO COMPUTERS

CORMIER, ANDRE

You will be introduced to the basic computer terminology, a computer operating system, and application software. This course will enable you to work independently on a personal computer with beginning skills in word processing, spreadsheet, and database applications. Typing skill is an advantage but not a requirement for this course. *This course may be used toward the Office Skills Certificate Program.*

TUE/October 10, 2017, 8:30-11:30, 10 weeks, Kennebec Learning Center, Cost: \$55 (Residents); \$60 (Non-residents)

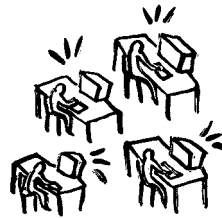


KEYBOARDING

CORMIER, ANDRE

Learn how to type using Windows XP and Microsoft Word for Windows software. You will focus on learning the keyboard and basic computer functions and then build speed and accuracy. Students may develop a resume as part of the class. Work at your own pace and get the skills needed in today's computer age. *This course may be used toward the Office Skills Certificate Program.*

TUE/September 5, 2017, 12:30-2:00, 15 weeks, Kennebec Learning Center, Cost: \$30 (Residents); \$35 (Non-residents)



Visit us at www.augusta.maineadulted.org

MICROSOFT EXCEL 2010

CORMIER, ANDRE

The course includes an introduction to electronic spreadsheets and how they are used; the difference between text, numbers, and calculating in Excel; creating and using formulas; right and wrong ways to enter a formula (and why); copying and pasting; drag-and-drop editing; formatting; printing; working with columns and rows; absolute references; and an introduction to charts. The intermediate portion of this course goes into a more advanced use of spreadsheet skills. It includes an intermediate level of formulas and functions; charting; using databases; working with multiple worksheets and workbooks; using HTML files; range names; labels in formulas; drawing objects and auto-shapes; PivotTables; using forms; importing data; and creating macros. Students must be experienced computer users with skills in keyboarding, navigating around files and folders, and basic working knowledge of Microsoft Word. *This course may be used toward the Office Skills Certificate Program.*

TUE/October 3, 2017, 6:00-9:00, 10 weeks, Kennebec Learning Center, Cost: \$65 (Residents); \$70 (Non-residents)

OFFICE COMMUNICATIONS

WEST, DAWN

Students will be introduced to the skills necessary to succeed as office workers such as effective communications skills, human resources issues, general office procedures and the usage of a variety of office machines. Knowledge of human relations skills and business etiquette will be emphasized. *This course may be used toward the Secretarial Certificate Program.*

WED/September 6, 2017, 6:00-9:00, 15 weeks, Kennebec Learning Center, Cost: \$30 (Residents); \$35 (Non-residents) + Text

Healthcare Skills Training

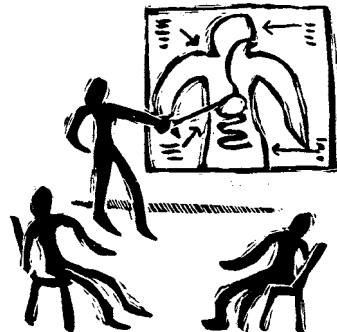
Augusta Adult and Community Education has partnered with the Academy of Medical Professions to provide a variety of healthcare skills training courses.

Please contact our office at (207) 626-2470 to set up an appointment to take the CASAS assessments and meet with our career counselor.

Course offerings include:

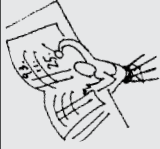
- **Dental Assistant
- **Certified Medical Administrative Assistant/Medical Office Specialist
- **Certified Group Exercise & Personal Trainer
- **Hospital Billing and Coding with COC Certification
- **ICD 10 - PCS Boot Camp
- **Medical Billing Specialist with CPB Certification
- **Medical Coding with CPC Certification
- **Medical Office Specialist (CMAA)
- **Medical Transcription Certificate
- **Pharmacy Technician PTCB National Certification
- **Phlebotomy with CPT Certification

All programs include the course materials and certification fees. Payment plans are available - contact the Academy. For more information, please visit our website at www.augusta.maineadulted.org or www.academyofmedicalprofessions.com





Office Skills Certificate Program



The Certificate Program is designed for those individuals preparing for re-entry into the business world, preparing for an entry-level job, upgrading skills or seeking a promotion. Proof of successfully completed courses from other Adult Education programs and/or college courses that align with our requirements will be accepted. Students with prior skills may receive credit for up to three (3) courses or test out of some classes.

Students will need to take the CASAS Educational Assessment, meet with an adult education counselor, and attend orientation to be officially enrolled in this program. There is a one-time registration fee of \$25.00.

CLERICAL CERTIFICATE

- ✓ Accounting I - Part I & II
- ✓ Business English
- ✓ Business Math
- ✓ Career Advising
- ✓ Introduction to Computers
- ✓ Keyboarding (40 wpm)
- ✓ MSO-Excel
- ✓ MSO-Word
- ✓ Office Communications

OFFICE ASSISTANT CERTIFICATE

- ✓ Accounting I - Part I & II
- ✓ Business English
- ✓ Business Math
- ✓ Career Advising
- ✓ Introduction to Computers
- ✓ Keyboarding (60 wpm)
- ✓ MSO-Excel
- ✓ MSO-Word
- ✓ Office Communications
- ✓ Office Forms

MEDICAL SECRETARY CERTIFICATE

- ✓ Accounting I - Part I & II
- ✓ Business English
- ✓ Business Math
- ✓ Career Advising
- ✓ Introduction to Computers
- ✓ Keyboarding (40 wpm)
- ✓ Medical Forms & Coding
- ✓ Medical Terminology
- ✓ MSO Excel
- ✓ MSO-Word
- ✓ Office Communications

ACCOUNTING CERTIFICATE

- ✓ Accounting I - Part I & II
- ✓ Business English
- ✓ Business Math
- ✓ Career Advising
- ✓ Introduction to Computers
- ✓ Keyboarding (40 wpm)
- ✓ MSO-Excel
- ✓ MSO-Word
- ✓ Office Communications
- ✓ Quickbooks

TOOLS & TRADES

CERTIFIED NURSING ASSISTANT COURSE

MARKLEY, ISABELLE

The CNA course is a 200 hour course consisting of classroom, lab and clinical instruction in an area health care facility. This course meets the Maine State Board of Nursing requirements. Successful completion of this course and passing the State of Maine CNA competency exam will qualify an assistant to work in a hospital, rehabilitation facility, clinic, or home health care. A reading assessment is required to show English reading proficiency. Candidates for the CNA program need to call us at (207) 626-2470 to set up an appointment for the CASAS Reading Assessment. Candidates will be given an application packet to complete when they complete the assessment, along with a list of documentation they will need for the interview. Upon acceptance to the CNA program, an applicant must have a background check. Classes will be held Thursday and Friday during the day.

THU/FRI, September 28, 2017, Time TBA, 12 weeks, Technical Center, Self-supporting Fee: \$1,000

WELDING FOR CERTIFICATION

DOYON, MAURICE

This course is designed for individuals who wish to enter the welding profession or enter a technical college program and/or test for the National Certification from the National Welding Society. The certificate preparation is aimed for SMAW structural plate and/or FCAW structural plate. This course does not cover pipe welding. This 90 hour experience will serve as a stepping stone to professional welding skills or millwrights and welding technology. There will be a focus on how to choose the right welding rod for the right job, oxy-fuel safety and handling techniques,

and OSHA requirements. This course will cover Stick and MIG/Flux Core welding. This course is not for the hobbyist. *Limited to 10 students.*

TUE/September 12, 2017, 4:30-8:30, 25 weeks, Technical Center, Cost: \$30 (Residents); \$35 (Non-residents) + \$255 Lab & Supply Fee

Are you interested in a career in Information Technology?

TechHire is a program designed to recruit, assess, train and place young adults into Maine's IT industry in positions like computer support specialist, software, and health informatics. Completed training will result in credentials recognized by the IT industry. This grant funded program provides a host of services to train young adults (between the ages of 17 and 29) as well as career changers who are looking to transition into IT roles.* Eligibility requirements do apply.

This 4 million dollar project is fully funded by a U.S. Department of Labor Employment and Training Administration grant awarded to Coastal Counties Workforce, Inc. This program/activity is an equal opportunity employer/program. Auxiliary aides and services are available upon request to individuals with disabilities.

For more information please contact: (Depending on region)

Northeastern Workforce area (Aroostook, Hancock, Penobscot, Piscataquis, Washington counties): Aleigh Wood, AWood@emdc.org, 207-561-4042

Central/Western Workforce area (Androscoggin, Franklin, Oxford, Kennebec, Somerset counties): Charles Woodbury, cwoodbury@cwmwdb.org, 207-753-9082

Coastal Counties Workforce area (York, Cumberland, Sagadahoc, Lincoln, Waldo and Knox counties): Dylan Barnett, dylan.barnett@workforcesolutionsme.org, 207-274-9131

College Prep Courses!

College Transitions Courses

The College Transitions Courses were developed in response to the need for college preparedness classes and is a bridge program leading to college. These classes are designed for high school graduates or high school equivalency certificate recipients who intend to apply to post-secondary institutions. College Transitions courses offered this semester are listed below. Registration is free. Students only pay for books and lab fees. **It's never too late to enroll!**

To become a College Transitions student, you must participate in four of the six activities listed below:

- Meet twice with your College Transitions coach
- Complete pre- and post-CASAS Educational Assessments
- Complete pre- and post-Accuplacer college placement assessments
- Enroll in at least one College Transitions Course
- Participate in one College Transitions workshop (Workshops to be announced)
- Participate in a College Transitions cohort group
- Tour at least one college campus

For FREE CASAS Educational and Accuplacer College Placement Assessments, please call 626-2470 and make an appointment to meet with our counselor.



ACADEMIC AND CAREER ADVISING

CORCORAN, REBECCA

This course will prepare students for post secondary education and the workplace. It covers interest inventories, learning styles, and personality preferences, self-evaluations of work abilities and skill toward career pathways. Recognizing and overcoming barriers to college and the workplace will be discussed as well as development of appropriate attitudes, time management, organizational skills, conflict resolution, and work ethics. College placement testing, college tours, navigating a college campus or career site, interviewing skills and applications for college and work will be covered, along with resumes, and doing on-line applications. We will address the soft skills one needs to get and keep a job or stay in school.

MON/September 11, 2017, 2:30-5:30, 8 weeks, Kennebec Learning Center, Text Fee: TBA

WED/September 13, 2:30-5:30, 8 weeks, Kennebec Learning Center, Text Fee: TBA



NUMBER SKILLS FOR COLLEGE

EMERY, MICHAEL

This course will help adult learners prepare for placement testing and success in college level math courses. Course content covers basic arithmetic of whole numbers, fractions, decimals, percents, ratio and proportion, integers, and simple geometry.

MON/September 11, 2017, 2:30-5:30, 15 weeks, Kennebec Learning Center, Text Fee: TBA



READING & WRITING FOR COLLEGE

CORMIER, ANDRE

This course is a preparatory class for college-bound students who would like to increase his or her comprehension, vocabulary, and implement good reading practices. Techniques in reading will be modeled and practiced through STAR reading method, educational technology, and other tools as needed to prepare



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students to pass the college entrance Accuplacer assessment. This course will include conventions of standard English usage with their applications in writing sentences, paragraphs, and simple essays. Writing exercises will introduce students to the rigors and requirements of college writing.

**TUE/October 3, 2017, 2:30-5:30,
8 weeks, Kennebec Learning Center,
Text Fee: TBA**



COLLEGE COURSE OFFERING

MAINE ADULT EDUCATION COLLEGE TRANSITION STUDENT SUCCESS COURSE CORCORAN, REBECCA

This course is designed to help students prepare for admission to a college program. In this course, students will be introduced to a variety of topics including the college application process, financial aid, time management, goal setting, learning styles, campus resources, catalog policies, critical thinking, study skills, and how to complete a college level research paper. Those who successfully complete this course will obtain 3 college level credits that can be transferred into the University of Maine at Augusta as an elective or Kennebec Valley Community College as 1 college level credit. In addition, those who successfully complete this course may be eligible for scholarship funds to pay for their first course at a college of their choice.

**MON/September 11, 2017, 6:00-9:00,
15 weeks, Kennebec Learning
Center, Cost: Free + Text**

***If interested in the following courses,
please contact steve_vose@maranacook.org or 685-4923 x1009.***

Math Skills for College

This course is designed to provide students not ready for algebra with a strong foundation in basic arithmetic skills. Skills covered include: fractions, decimals, percents, word problems and variables. The goal is that all students pass the Accuplacer in arithmetic.

Instructor: Scott Harmon

Tuesdays and Thursdays, 5:30-8:30

Begins week of September 26, 2017

Location: MCHS

Commercial Driving License (CDL)

Class B: Dump Truck or Bus

This class prepares you to meet Maine DMV requirements and gives you the hands-on skills that employers demand. The course consists of 42 hrs of classroom instruction to prepare you for the CDL license process, including written and skills exam. The 30 hours of one-on-one range instruction will prepare you for the road test. In addition to the cost of the course, a \$35 permit fee, payable to the Secretary of State, is due by the second class. Additional endorsements of Bus, Tank and Hazmat are \$10 each. For the bus driving endorsement you must be over 21, have a clean driving record and get a physical exam at your own expense.

Instructor: Nancy Frost

Orientation: October 6, 2017, 6-7 pm

**Classes meet during the following
dates and times:**

**Thursdays 9/28, 10/5, 10/12, 10/19, 10/26,
11/2 (5:45-9 pm)**

Saturdays 9/30, 10/7, 10/21 (8-2:30 pm)

**Driving time arranged individually with
Instructor**

Location: PDC, 75 North Road, Readfield

Registration: \$1,900

HiSET® 2017

Augusta Adult and Community Education offers HiSET® testing *year-round* for people who want their high school credentials.

There are several steps to attaining a HiSET® certificate. First, you need to **call us at 626-2470** and set up an appointment with our counselor to take the CASAS and HiSET® pretest. Once you have completed the pretest, our trained staff will review the results with you. If you have attained scores exceeding the required average, we will set up a schedule for you to come in and take the HiSET® examination and plan your next step with our College Transition and Work Coach staff.

Should you discover you are not quite ready to take the HiSET®, we have HiSET® preparation classes available. All of this is at **NO COST** – except your time. **Testing accommodations are available for individuals with documented disabilities.**

There are five sections to the HiSET® examination:

- **Writing** (consisting of 50 multiple choice questions and a written essay with a two-hour time limit)
- **Social Studies** (consisting of 50 multiple choice questions with a 70-minute time limit)
- **Science** (consisting of 50 multiple choice questions with an 80-minute time limit)
- **Reading** (consisting of 40 multiple choice questions with a 65-minute time limit)
- **Mathematics** (consisting of 50 multiple choice questions with a 90 minute time limit. You may use a calculator for the entire test.)

Please note: Due to State of Maine requirements, scoring is done off-site and may take two or more weeks for results.

HISET MATH LAB

TBA

Based on pretest results, students will receive instruction in math in preparation for HiSET testing. One-on-one instruction will be provided when possible.

THU/September 7, 2017, 6:00-9:00, 15 weeks, Kennebec Learning Center, Diploma Students Only, Cost: Free

HISET PREP

RENCKENS, THOMAS

Based on pretest results, students will receive instruction in Language Arts-Writing, Social Studies, Science, Language Arts-Reading, and Mathematics in preparation for HiSET testing. One-on-one instruction will be provided when possible.

THU/September 7, 2017, 5:00-9:00,

15 weeks, Kennebec Learning Center,

Cost: Free

HISET WRITING LAB

ROY, MONIQUE

This class is designed to help students improve their writing skills for college or the HiSET. Learn to develop a main idea through explanation of supporting reasons, examples, and details. We will cover clear organization of ideas, including an introduction and conclusion, logical paragraphs and effective transitions; language use, including varied word choice, varied sentence constructions and appropriate voice; and clarity and correctness of writing conventions.

THU/September 7, 2017, 6:00-9:00, 15 weeks, Kennebec Learning Center, Diploma Students Only, Cost: Free

HIGH SCHOOL COMPLETION

Did you complete your high school diploma? If not, now is the time to do so. Contact us at (207) 626-2470 and make an appointment and begin the step by step process. We will help you decide the best option for attaining that goal and others.

CONY HIGH SCHOOL DIPLOMA

For a Cony High School Diploma, you will have to earn 24 Carnegie Units or credits to graduate. Your transcript is analyzed, and previous high school, college, work, volunteer/community service, homemaking, military, and life experiences will be applied to determine remaining requirements for graduation. Basic requirements are as follows:

ENGLISH	4.0 CU	FINE ARTS	1.0 CU
U S. HISTORY	1.0 CU	ECON FOUNDATIONS	0.5 CU
CIVICS	0.5 CU	COMPUTERS	0.5 CU
GLOBAL INSIGHTS	1.0 CU	SCIENCE	3.5 CU
SOCIAL STUDIES	0.5 CU	ELECTIVES	7.0 CU
MATHEMATICS	3.5 CU	COLLEGE/CAREER	
HEALTH	0.5 CU	ADVISING	.5 CU
COMMUNITY SERVICE	20 HRS		

All required courses are offered through Adult Education. It is a constructive way to enjoy a night out and earn your high school diploma at the same time.

HIGH SCHOOL COMPLETION

ART

INTRODUCTION TO ART

WINCHELL, WYNNE

This beginners' level class provides an opportunity for self-discovery and inner exploration using a variety of creative media. We will explore 2-D and 3-D projects such as drawing, printmaking, and clay hand building. Projects will be a catalyst for individual and creative expression. Bring your curiosity and enthusiasm.

MON/September 11, 2017, 2:30-5:30, 15 weeks, Kennebec Learning Center, Diploma Students Only, Lab Fee: \$20

CAREERS



ACADEMIC AND CAREER ADVISING

CORCORAN, REBECCA

This course will prepare students for post secondary education and the workplace. It covers interest inventories, learning styles, and personality preferences, self-evaluations of work abilities and skill toward career pathways. Recognizing and overcoming barriers to college and the workplace will be discussed as well as development of appropriate attitudes, time management, organizational skills, conflict resolution, and work ethics. College placement testing, college tours, navigating a college campus or career site, interviewing skills and applications for college and work will be covered, along with resumes, and doing on-line

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applications. We will address the soft skills one needs to get and keep a job or stay in school.

MON/September 11, 2017 OR WED/September 13, 2017, 2:30-5:30, 8 weeks, Kennebec Learning Center, Text Fee: TBA

COMPUTERS

INTRODUCTION TO VIDEO PRODUCTION

CORMIER, ANDRE

Whether it is local news, live sports, documentaries, or long form videography, this class will give you insight and exposure to the process of video production. The class will go through the process of developing a story, a production plan, and bringing that plan to completion. The class will also cover the basics of using a video camera from both a technical and composition perspective. Students will also be introduced to editing software (Final Cut Pro/iMovie) and graphic design software (Photoshop/Gimp). The technical aspects of live video and studio production will also be discussed.

WED/September 6, 2017, 12:30-2:00, 15 weeks, Kennebec Learning Center, Diploma Students Only, Lab Fee: \$15

ENGLISH

EXPRESSIVE WRITING

FOSTER, JANICE

Are you a writer? Do you believe in self-expression? Need a break from the formal writing? Then, this class is for YOU. Students will examine, experiment, and introduce creative ideas through a variety of venues such as: anecdotes, monologues, cartoons, short stories, and films. Constructing pieces of writing with characters, events, or experiences will be presented through a portfolio designed with the use of innovative technology tools and lively discussions.

THU/September 7, 2017, 2:30-5:30, 15 weeks, Kennebec Learning Center,

Diploma Students Only, Lab Fee: \$15

FILM AND LITERATURE

FOSTER, JANICE

We will explore the multifaceted relationship between film and literature. The students become familiar with film genres, terminology, and techniques; how to analyze film using literary devices; how to examine the relevant evidence in films to develop well-written assignments; and how to initiate an understanding of film as an avenue for academic purposes, not just entertainment.

TUE/September 5, 2017, 2:30-5:30, 15 weeks, Kennebec Learning Center, Diploma Students Only + Text

HEALTH

CHILD DEVELOPMENT

MICHAUD, CAROL

Children's behavior can be both fascinating and frustrating, especially when you don't understand it. This class will explore physical, emotional, social and intellectual development from conception through adolescence. We will see how child development theory applies to everyday life. Links will be made to parenting, family, community, and the workplace. You will learn that taking care of children is one of the most important responsibilities you can have.

TUE/September 5, 2017, 2:30-5:30, 15 weeks, Kennebec Learning Center, Diploma Students Only, Lab Fee: \$15

EXPLORING RELATIONSHIPS

PARADIS, KATHLEEN

PROVOST, NANCY

This course focuses on the relationships between personal choices and individual well-being with an emphasis on teaching healthy ways to listen and communicate with family, peers, and others. Discussion will raise awareness about social issues and increase knowledge and understanding of the dynamics of interpersonal relationships.

THU/September 7, 2017, 2:30-5:30, 15 weeks, Kennebec Learning Center, Diploma Students Only, Lab Fee: \$15



HEALTH

EMERY, MICHAEL

This course will focus on many health-related issues facing today's adolescents. It is geared to enhance knowledge and skills for applying current information and resources related to mental health, conflict resolution, environmental health, substance use and abuse, prevention and control of diseases, safety and injury prevention, stress management, nutrition, aging, consumer health, and public health.

WED/November 1, 2017, 2:30-5:30, 8 weeks, Kennebec Learning Center, Diploma Students Only + Text



PSYCHOLOGY

MICHAUD, CAROL

Psychology is the study of behavior. In this class we will explore the fascinating human brain and the wide world of human behavior. Topics covered will include: emotions and motivation, sensations and perceptions, stress, the brain, the personality, altered states of consciousness, abnormal behavior and the learning process. This class will be helpful in understanding yourself and others.

TUE/September 5, 2017, 6:00-9:00, 15 weeks, Kennebec Learning Center, Diploma Students Only, Lab Fee: \$15

HISTORY & GOVERNMENT



CIVICS

EMERY, MICHAEL

This course introduces the concepts described in the Maine Learning Results. Students will engage in hands-on projects and activities to see the effect of an active citizenry in the local, state, and federal community. Students will utilize educational tools to supplement their learning experience.

MON/September 11, 2017, 6:00-9:00, 8 weeks, Kennebec Learning Center, Diploma Students Only + Text



CURRENT EVENTS

EMERY, MICHAEL

This course identifies and discusses significant contemporary events and trends, and also enhances understanding of these issues by placing them into proper historic context. News stories are discussed in depth each class and their importance and interrelationships are assessed. The course aims at instilling awareness and a continued interest in developments in the world and also seeks to provide young adult citizens with practice in seeking out information, processing it, and determining its value and meaning.

MON/November 13, 2017, 6:00-9:00, 8 weeks, Kennebec Learning Center, Diploma Students Only, Lab Fee \$15



ECONOMIC FOUNDATIONS

EMERY, MICHAEL

This course is designed to introduce students to basic economic principles and skills associated with Personal Economics, Microeconomics, Macroeconomics, and Global Economics. We will cover the basic skills (balancing a checkbook, maintaining good credit) you will need to get by in today's modern financial maze. We will explore what you need to know about credit and loans, insurance, taxes, how to pay for college and how to be an informed consumer when making a large purchase.

MON/WED, September 11, 2017, 12:30-2:00, 15 weeks, Kennebec Learning Center, Diploma students only + Lab Fee: \$15



HISTORY OF AMERICAN MUSIC

EMERY, MICHAEL

This course examines musical, historical, and social aspects of American popular music since the Colonial Period, with a focus on the development of American popular music since 1920. Genres explored will include folk, blues, rhythm and blues, country and western, rock and roll, punk, hard rock, and hip hop. Written assignments, listening and

viewing assignments, discussions, and projects are the major components of this course. Upon completion, students are expected to identify key styles, when and how they were significant in the timeline of popular music, and list key cultural and social differences.

THU/September 7, 2017, 2:30-5:30, 15 weeks, Kennebec Learning Center, Diploma Students Only, Lab Fee: \$15

U. S. HISTORY

EMERY, MICHAEL

This class will cover the history of our nation from the end of the Civil War, including Reconstruction, the Gilded Age, Immigration and Urbanization, the Progressive Era, World War I, the Roaring Twenties, the Great Depression and the New Deal, World War II, the Postwar Boom, the Great Society, the Civil Rights Movement, Vietnam and Counterculture, Nixon and Watergate, Conservatism, Clinton and the Tech

Boom. This class is taught with a combination of the academic software Odyssey, textbook, and class discussions.

TUE/September 5, 2017, 6:00-9:00, 15 weeks, Kennebec Learning Center, Diploma Students Only + Text

MATH

FOUNDATIONS OF MATH

EMERY, MICHAEL

This class provides instruction in basic math computation. We will explore the place value system, the meaning of the four basic operations (addition, subtraction, multiplication, and division) and their application to whole numbers, as well as an introduction to fractions and decimals. This course will lay the foundation for future math courses.

WED/September 6, 2017, 8:30-11:30, 15 weeks, Kennebec Learning Center, Diploma Students Only + Text

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Maine College Transitions is perfect for those who want to further their education and already have a high school diploma or equivalency.

Hundreds of students have taken Maine College Transitions and gained entrance into trade schools, community colleges, and four-year colleges or universities.

If you have a dream and the desire, we have the tools that will help you get to your goal.

TAKE THE STEP

- ON-GOING SUPPORT
- SKILLS DEVELOPMENT

- FINANCIAL PLANNING
- COLLEGE & CAREER GUIDANCE
- COLLEGE ADMISSION

MaineCollegeTransitions.org



INTRODUCTION TO PROBABILITY AND STATISTICS

CORMIER, ANDRE
EMERY, MICHAEL

This course provides a good foundation in the areas of statistics and probability. Students will interpret categorical and quantitative data, make inferences and justify conclusions from sample surveys and experiments, and understand and apply the rules of probability to solve problems and evaluate outcomes, among other things. Many assessments will be project-/data-based.

**WED/September 6, 2017 or
WED/November 1, 2017, 2:30-5:30,
8 weeks, Kennebec Learning Center,
Diploma Students Only, Lab Fee: \$15**

MULTI-LEVEL MATH

CORMIER, ANDRE
EMERY, MICHAEL

These course offerings are open to all students needing math for any purpose and at any level of skill, familiarity, and comfort with math. The levels are based on the Career and College Readiness Standards. The instructors' goal is to group students of similar levels together whenever possible. We will engage in both group and individual work, using a combination of textbook-, computer-, and activity-based learning. Topics, based on student need, will vary from whole-number operations to algebraic problem-solving, geometric reasoning, and everything in between.

**MON/September 11, 2017, 6:00-9:00,
15 weeks, Kennebec Learning Center,
Fee to be determined by program**

**MON/September 11, 2017, 8:30-11:30,
15 weeks, Kennebec Learning Center,
Fee to be determined by program**

**TUE/THU, September 5, 2017, 12:30-
2:00, 15 weeks, Kennebec Learning
Center, Fee to be determined by
program**

**TUE/September 5, 2017, 2:30-5:30,
15 weeks, Kennebec Learning Center,
Fee to be determined by program**

SCIENCE

INTEGRATED SCIENCE

CORMIER, ANDRE

Explore the different aspects and integrations of science using technology and student collaboration. Learners will be able to choose and investigate a scientific focus in Environmental, Earth and Space, or Physical Science, Biology, Chemistry, or Engineering – Energy – the Environment. Students will be able to work individually and participate in group experiments and activities; develop an ability to be aware of and participate in scientific inquiry; deepen their understanding of interrelationships between organisms and the environment, recognize patterns in systems, and expand their knowledge of cellular dimensions of living systems. Engage and explore the world through the lens of science!

**MON/September 11, 2017, 2:30-5:30,
15 weeks, Kennebec Learning Center,
Diploma Students Only, Lab Fee: \$15**

INTRO TO ELECTRONICS, PROGRAMMING, AND ROBOTICS

MCFARLAND, TRUAX

In this course students will learn the habits of mind needed to program, the science behind computers, the basic theory of electronics, simple electronic skills such as soldering, how to create a web page, how to program in a basic drag and drop format, data theory, and how to program a simple robot. Curriculum will be based largely on Exploring Computer Science (ECS) and the Edison Robot learning system. Students will need computer access, a willingness to collaborate with others and accept open ended challenges. Grading will be based on rubric similar to employee evaluation forms used in STEM fields.

**WED/September 6, 2017, 6:00-9:00,
15 weeks, Kennebec Learning Center,
Diploma Students Only, Lab Fee: \$20**

Registration Request Form

(Please cut along dotted lines & mail to: Augusta Adult & Community Education, 33 Union Street, Suite 2, Augusta ME 04330)

Use this form to enroll in Augusta Adult & Community Education courses. You are enrolled as soon as we receive your completed registration form & fee. **You will not be notified unless difficulty is encountered.** *(Please print)*

Name (Last) _____ (First) _____ Date _____
Address _____
Phone (work) _____ Phone (home) _____
E-mail address: _____
How did you learn about our program? _____

Course Name	Night*	Fee

**Please indicate night, if offered more than one night.*

<i>For office use only</i>

Check if senior citizen discount
Make your check payable to:
Augusta Adult Education
Total Enclosed: \$ _____

Registration Request Form

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**Please indicate night, if offered more than one night.*

<i>For office use only</i>

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Augusta Adult Education
Total Enclosed: \$ _____

