

# Westbrook Adult & Community Education



Photo by Ellen Stiles Westbrook High School Class of 2012

## Winter/Spring 2010

# Westbrook Adult Education

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## Registration Information

### BY MAIL

A completed registration form (located on the back) with payment, including course fee, book fee and lab fee, must be received at time of registration. Material fees are paid directly to the instructor, the first night of class. Checks are made payable to Westbrook Adult Education.

### IN PERSON

Drop off your registration at the Adult Education Office beginning **Monday, January 4, 2010.**

We do **not** accept phone registrations.

We do **not** confirm registrations. Enrollment into classes is accepted upon receipt of registration. If a course is full when your registration is received, your check will be returned and your name will be added to a wait list.

**Some courses start later in the semester so please save this brochure for future reference.**

Westbrook Adult Education  
125 Stroudwater Street  
Westbrook, ME 04092  
207.854.0826

### Office Hours

Monday	9:00am-5:00pm
Tuesday	9:00am-5:00pm
Wednesday	9:00am-5:00pm
Thursday	9:00am-5:00pm
Friday	10:00am-2:00pm

### Office Closed

January	1, 2010	New Year's Day
January	18, 2010	Martin L. King Day
February	15-19, 2010	Winter Vacation
April	19-23, 2010	Spring Vacation
May	31, 2010	Memorial Day

## INSUFFICIENT ENROLLMENT

Courses which fail to attract sufficient student enrollment will be canceled. Students will be notified and a complete refund will be issued.

## REFUND POLICY

\*A full refund will be issued if a course is canceled.

\*A 50% refund is issued if a student withdraws from the course before the second class.

\* No refunds will be issued to students that withdraw from a class without the proper notification to the Adult Ed office @ 854-0826.

\*All refunds will be paid with a school check and may take up to two weeks to be processed.

## AGE POLICY

Westbrook Adult Education programs are available to persons 18 years of age or older, who are not enrolled in a public or private high school. However, students under 18 who are interested in a high school diploma are welcome but must have parent and director permission. High school diploma courses are open to non-diploma students provided that space is available.

## SENIOR CITIZENS

Westbrook residents 65 and over may enroll in any course at a reduced rate of 50% off the published course fee (except where noted). Any lab and/or book fees are not included in the reduced rate.

## SNOW DAYS

Cancellation of adult evening classes will be announced on the following radio and TV stations after 2:00pm: WBLM-102..9, WGAN-56, WPOR-101.9, WCSH-TV CH.6, WGME-TV CH.13, WMTW-TV CH.8

Students may also call the **Storm Line @ 591-6224**

## HIGH SCHOOL COMPLETION COURSES

### High School Diploma

Diploma courses are offered in all required subjects and may also be taken by adults preparing for entrance into vocational technical schools or other college programs. Some adult vocational courses also qualify for diploma credits. Students who need more than 5 credits to graduate will be required to take and pass a computer course. Each diploma or vocational course which meets at least a total of 45 classroom hours represents one academic credit towards a diploma. Diploma students may **NOT** miss more than two classes. Students who are enrolled in the Adult Education Diploma Program and are working toward high school completion do not pay course fees but are required to pay any book and/or lab fees.

### GED

The test of General Education Development is a five part series in Language Arts/Reading, Language Arts/Writing, Social Studies, Science, and Mathematics. A State of Maine high school diploma can be obtained upon successful completion of the five sections. Westbrook provides **FREE** GED preparation classes and testing year round as needed. A pre-test must be taken to determine readiness to begin the GED process. All adults 18 years of age or older interested in taking the GED exam must contact the Adult Education Office at 854-0826.

**Interested in teaching a class?  
Share with us your idea for a class.  
Contact us at 854-0826 or email  
[rossj@westbrookschoools.org](mailto:rossj@westbrookschoools.org)**

**Westbrook Adult & Community Education provides equal employment/educational opportunities-affirmative action regardless of race, color, gender, national origin, religion, age and disability in accordance with all federal and state legislation.**

## ACADEMICS

### **CHEMISTRY & PHYSICS**

**Shannon Belt**

This course is an activity based semester into the study of matter, its interactions, motion and energy. In Chemistry we will cover characteristics of matter, the periodic table, the language of chemistry, chemical reactions, chemical bonding, solutions, and acids. In Physics we will look at motion, Newton's laws, simple machines, and energy. This course will fulfill the Chemistry and Physics requirement for a high school diploma and most Community College requirements.

**Wednesday 1/27/10-5/19/10**

**5:00-8:00 pm Room: 203 15 weeks**

**Course Fee: \$50.00**

**Material Fee: \$10.00**

### **ENGLISH – Jen Mull**

This course is designed for students working on their high school diploma or students preparing for post secondary education. The course is designed to explore the relationship between film and literature. Imagine a road trip through various times of literature presented through movies. The class will introduce you to strange and interesting characters and take you to wild and exotic places through the medium of film. After your film adventures, the class will focus on writing about their visual literary trips.



**Monday 1/25/10-5/17/10 15 weeks**

**5:00-8:00pm Room: 221**

**Course Fee: \$50.00**

**Materials Fee: \$10.00**

### **MATH LAB – Debbie Bellantoni**

This course is open to students who need math credit in consumer math, pre-algebra or algebra in order to graduate, as well as, to students who want a refresher course before starting college. It is self-paced, but the instructor will provide help when needed.

**Monday 1/25/10-5/17/10 15 weeks**

**6:00-9:00pm Room: 417**

**Course Fee: \$50.00**

**Material Fee: \$10.00**

### **WORKSHOP IN CREATIVE WRITING**

**Andrea Vasquez**

Toni Morrison once said, "If there is a book that you really want to read, but it hasn't been written yet, then you must write it." If you agree, this might be the course for you! Maybe you enjoyed writing in high school or college, or maybe it's just something you've always wanted to try. Whatever your writing background, this is the chance to give it a go. In this course, we will look at a variety of creative writing genres, acquire some tools to help you put your ideas and stories down on paper for yourself-or to share with your friends, children, or grandchildren. And, who knows? You just might discover a poet, essayist, or fiction writer has been hiding inside you all along!

**Friday 1/29/10-4/30/10 12 weeks**

**5:30-7:00pm Room: 428**

**Course Fee: \$60.00**

**Minimum/Maximum Students: 12/20**

### **ESL CONVERSATIONAL COURSE –**

**Maria Feoktistova**

Westbrook ESOL (English for Speakers of Other Languages) Program

Do you want to learn to speak English or enhance your knowledge of grammar and increase vocabulary? Do your spelling and writing skills need some refinement? Our program concentrates on developing conversational English and intermediary grammar/ language structure - tailoring the material to individual needs and level of proficiency. For more information, contact Westbrook Adult Education ESL Services at [westbrookesl@gmail.com](mailto:westbrookesl@gmail.com) or leave a message at 854-0810, ext. 553.

**Schedule of classes can be found in the back of the brochure.**

## COMPUTER

### **INTRODUCTION TO COMPUTERS**

#### **Stacy Alvarez**

It's the computer age! Don't get left behind! This class will help you get started, feel comfortable and understand what "all those wires" are about! Come learn basic computer terminology, how to navigate in a Windows environment, save and manage files and perform other basic computer tasks. Learn to trouble shoot problems and finally be able to send and receive e-mail with attachments!

**Tuesday 1/19/10-3/16/10 8 weeks**

**5:30-6:30pm Room: 411**

**Course Fee: \$50.00**

**Lab Fee: \$10.00**

**Max. Students: 12**

### **SOCIAL MEDIA – Stacy Alvarez**

Ever wondered what that Facebook thing is really all about? Heard about Twitter, but don't know where to start? Want to be able to access your internet bookmarks from any computer? Come explore online social networks with us and learn to use social media.

**Tuesday 3/23/10-4/13/10 4 weeks**

**5:30-6:30pm Room: 411**

**Course Fee: \$40.00**

**Lab Fee: \$10.00**

### **COMPUTER BASICS -**

#### **Beth Cassel-Tableman**

An introduction to basic computer terminology, the computer operating system, application of software, and hardware. You will become familiar with Internet/email, sending attachments, working with files, establishing directories, writing and editing documents, and the basics of Excel and Access.

**Thursday 1/21/10-2/25/10 4 weeks**

**5:00-6:30pm Room: 426**

**Course Fee: \$40.00**

**Lab Fee: \$10.00**

**Max. Students: 12**

### **CAD – Peter Morton**

This is an introductory course that covers 2D CAD drafting. This course will help students develop basic CAD skills. The activities will include the use of drawing and editing commands, modifying tools, creating dimensions and text styles and plotting to scale.

**Thursday 1/28/10-3/25/10 8 weeks**

**6:00-8:30pm Room: 432**

**Course Fee: \$80.00**

**Lab Fee: \$10.00**

## HEALTH AND FITNESS

### **T'AI CHI - Toby Plourde**

T'ai Chi which is literally translated to mean "Supreme Ultimate" often invokes an image of people rhythmically moving together in a public park at early dawn and harmonizing as one with nature. This basic introductory class will introduce you to a set of fun exercises that involve Quigong (Chi Kung) breathing exercises, push hands, and a basic introductory form. Students will leave at the end of each class feeling more relaxed with a calm peace of mind.

**Monday 1/25/10-3/8/10 6 weeks**

**Level 1 Beginner: 6:00-7:00pm**

**Level 2 Advanced: 7:00-8:00pm**

**Location: Saccarappa School Gym**

**Course Fee: \$50.00 Res./\$55.00 Non**

**NO DISCOUNT**

### **SHAOLIN TEMPLE EXERCISES –**

#### **Toby Plourde**

The Shaolin Temple Exercises are designed to be very therapeutic as they work the four main systems of your body. Systems being worked include the muscular, vascular, neuron, and most importantly your meridian system. Students will leave each class feeling revitalized!

**Wednesday 1/27/10-3/10/10 6 weeks**

**(no class 2/17/10) 6:00-7:00pm**

**Course Fee: \$25.00**

**Location: Saccarappa School Gym**

### **STREET SURVIVAL SELF DEFENSE**

**Toby Plourde**

Don't be a victim! The class is designed to teach the survival skills needed to avoid a confrontation, scare off a potential attacker and fight back if necessary. Students will leave the class feeling well educated and trained in knowing how to defend themselves and their loved ones if needed. The class will also teach basic stretches, blocks, strikes, and defense techniques. Class is open to all age groups.

**Wednesday 1/27/10-3/10/10 6 weeks**

**(no class 2/17/10) 7:00-8:00pm**

**Course Fee: \$25.00**

**Location: Saccarappa School Gym**

### **WORLD T'AI CHI AND QIGONG DAY –**

**Toby Plourde**

World T'ai Chi and Qigong Day is an annual event that is celebrated the last Saturday in April each year in over 65 nations. This event will be fun filled as we discuss the theory and may benefits behind T'ai Chi and Qigong. Participants will also have the opportunity to learn various T'ai Chi forms, Qigong exercises, push hands, and silk reeling. The class is open to everyone and no experience is necessary to attend.

**Saturday 4/24/10 1 week**

**10:00am – 12:00pm**

**Course Fee: \$15.00**

**Location: High School Gym**

**NO DISCOUNTS**

### **YOGA FOR ORDINARY PEOPLE & EVERYDAY LIFE – Arline Saturdayborn**

This fun & gentle introduction to Yoga is designed especially for the timid, sore, stiff, awkward, shy, inflexible, and inexperienced people of all ages. All you need is a body of any size or shape. The class is taught by Arline Saturdayborn who is a certified Kripalu Yoga Teacher who currently resides in a large body. She knows you don't need to be thin and flexible to have fun and reap great benefits from Yoga. The class consists of gentle warm-ups to lubricate the joints and bring blood to the body with special emphasis on developing back strength and flexibility. Each week we will learn new postures or asanas which help increase spinal flexibility and clear blocked energy. We will focus on different breathing practices to increase or decrease energy and end with a deep relaxation which helps reduce stress, integrate the class activity and **FEELS SO GOOD!** Please wear loose, comfortable clothes and bring a yoga mat/large towel or a blanket to class.

**Wednesday 1/20/10-3/17/10 8 weeks**

**5:15-6:30pm**

**Location: Canal School Gym**

**Course Fee: \$50.00 Res/ \$55.00 Non**

**NO DISCOUNTS**

## **ENRICHMENT**

### **ADULT BEGINNER FOLK GUITAR**

**Sharon Trace**

Learn beginning chords and strumming while playing your favorite folk songs. You must provide your own guitar.

**Tuesday 1/19/10-3/9/10 7 weeks**

**6:00-6:40pm Room: 434**

**Course Fee: \$60.00**

**NO DISCOUNT**

### **ADULT INTERMEDIATE FOLK GUITAR**

**Sharon Trace**

Learn more advanced chords, strumming and finger picking while playing your favorite folk songs. You must provide your own guitar.

**Tuesday 1/19/10-3/9/10 7 weeks**

**6:45-7:25pm Room: 434**

**Course Fee: \$60.00**

**NO DISCOUNT**

### **KNITTER'S CHOICE**

**Beth Cassel-Tableman**

This is an ongoing knitters and or beginners class; jump in whenever you want! **Knitter's Choice** is just that – **YOUR choice**: you pick the project, continue an on going project or learn to knit a scarf, mittens or hat! Mittens? Socks? Lace? Sweater? Need help with finishing because you have had some unfortunate experiences with ugly seams, unwieldy button holes, or uneven knitting. In this class you will learn how to make your projects, from a simple scarf to the most complexly patterned sweater, look as if it was made by a pro! Knit what YOU want, but if you get stuck, don't worry. This is a great option if you want to take a class and you knit different projects at different levels. Email me with any questions. [mbct3@yahoo.com](mailto:mbct3@yahoo.com)

**Saturday 1/23/10-4/10/10 12 weeks**

**10:00-11:30am Room: 411**

**Course Fee: \$65.00**

**Material Fee: Second class will meet at Seaport Yarn to purchase materials.**

### **CREATE IN CLAY- Kari Radasch**

In this introductory course students will have fun, channel their creativity and learn the nuts and bolts of working with clay. We will use hand building techniques to make both pottery and sculptural objects. The class will also be introduced to different glazing methods and surface decorating techniques. Participants should wear old clothing and bring a one gallon bucket, an old towel, and a sponge to the first class. This class is designed for students with little or no clay experience. The lab fee covers your clay, glazes, and firing of work made in the class.

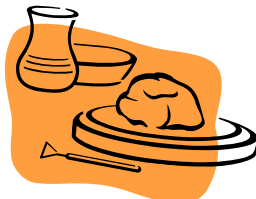
**Tuesday 2/2/10-3/16/10 6 weeks**

**6:00-8:00pm Room: 410**

**Course Fee: \$70.00**

**Material Fee: \$20.00 (payable to instructor)**

**Maximum: 10**



### **ACRYLIC PAINTING**

#### **THE INFINITE POSSIBILITIES OF ACRYLIC COLORS AND MEDIUMS**

**Debra Bickford**

This class will explore the world of Acrylic Paints and Mediums. Discover the ability of this amazing medium to create a full range of effects from luminous color to thick, lush texture. Students will start with some creative exercises designed to introduce them to the infinite possibilities of Acrylic Colors and Mediums. Participants will begin working on paper but will be encouraged to move towards a base or support of their own personal choice. Canvas is only one support in a whole world of possibilities! Instructional methods will include multiple technique samples, teacher demonstrations and the newest instructional books on Acrylics. Each participant will be encouraged to choose a direction for projects that will meet their personal creative needs. Some basic drawing and painting skills are suggested but not required. A materials list will be provided upon registration.

**Wednesday 1/20/10-4/14/10 12 weeks**

**5:30-8:30pm Room: 315**

**Course Fee: \$70.00**

**Lab Fee: \$20.00**

### **NAUTICAL NAVIGATION COURSE –**

**Captain Lyman Stuart**

Captain Lyman Stuart, who is a certified American Sailing Association Instructor will be teaching this course to students who want to learn the basics of nautical navigation including how to read charts, use navigation tools, how to plot a course, how to track location while underway, as well as, using a GPS on the sea.

**Tuesday 1/19, 2/23, 3/16/10 3 classes**

**6:00-9:00pm Room: TBD**

**Course Fee: \$70.00**

**Material Fee: \$30.00 (payable to instructor)**

**Maximum: 12 students**

### **HOME BUYER'S SEMINAR – Sue Durst**

Are you eligible for the Extended/Expanded Home Buyer's Tax credit? It is a BUYER'S Market in Maine. If you would like to own your own home or move to a different home, this is the time. Prices and interest rates are low. We will discuss: the 8 simple steps to successful home ownership, the benefits of owning vs renting, and how to secure financing. In addition, we will discuss the extended and expanded tax credit for home owners who have not owned a home in the last 3 years and those home owners who have lived in their current residence for five of the last eight years.

**Thursday 1/14/10 6:00-8:00pm**

**Tuesday 2/9/10 6:00-8:00pm**

**Course Fee: \$5.00 Room: 428**

### **SELLING YOUR HOME – Sue Durst**

It is a Buyer's Market in Maine. If you have thought about selling your home, but do not know where to start, this is the course for you. We will cover; inspections, repairs, staging, pricing, marketing, negotiating, etc. A stager, inspector and realtor will be on hand to answer questions and give advice.

**Thursday 1/28/10 6:00-8:00pm**

**Tuesday 3/9/10 6:00-8:00pm**

**Course Fee: \$5.00 Room: 428**

### **THE JOY OF CLEANING - Cynthia Lozier**

Not only does cleaning not have to be a drag, it can be a joy. What we use matters. Come learn about current household cleaners on the market and the alternatives. What should we use? Avoid? Also covers how to make your own simple cleaners from basic ingredients and natural substances to replace or supplement purchased ones. This intro to "cleaning more green" helps you save \$ while reducing chemicals and toxins. Be informed and inspired. Includes recipes, demonstrations and discussion.

**Tuesday 2/2/10 1 week**

**6:00-9:00pm Room: 408**

**Course Fee: \$30.00**

**Material Fee: \$10.00 (payable to instructor)**

**Minimum: 5 students**

### **ZUMBA – Susan Sinnett**

Zumba® fuses hypnotic Latin rhythms and easy to follow moves to create a dynamic fitness program that will blow you away. Our goal is simple: We want you to want to work out, to love working out, and to get hooked. Zumba® Fanatics achieve long term benefits while experiencing an absolute blast in one exhilarating hour of caloric-burning, body-energizing, awe-inspiring movements meant to engage and captivate for life!

The routines feature interval training sessions where fast and slow rhythms and resistance training are combined to tone and sculpt your body while burning fat. Add some Latin flavor and international zest into the mix and you've got Zumba®!

**Wednesday 1/20/10-3/17/10 7:00-8:00pm**

**Saturday 1/23/10-3/20/10 9:00-10:00am**

### **ZUMBA GOLD –**

Specifically designed to take the fusion of Latin and international rhythms created in the original Zumba® and bring them to the Older Active Adult or any other special population that may need MODIFICATIONS for success.

**Saturday 1/23/10-3/20/10 10:30-11:30**

**Course Fee: \$40.00**

**Location: Canal School Gym**

**NO DISCOUNT**

### **SPANISH FOR BEGINNERS OR TRAVELERS – Sara Gimeno**

This course is designed to introduce the Spanish language and culture to people with little or no experience. While learning basic vocabulary, conversational skills, grammar and correct pronunciation, students will participate in a wide variety of activities. We will role-play, practice reading and play games to acquire the ability to communicate in Spanish. ¡Hasta pronto!

**Wednesday 1/13/10-2/24/10**

**6 weeks (no class 2/17/10)**

**5:30-6:30pm Room: 222**

**Course Fee: \$65.00**

**Minimum: 5 students**

**NO DISCOUNT**

**ITALIAN FOR BEGINNERS AND TRAVELERS – Maria Luisa DeLuca**

If you are planning a trip to Italy, or if you are simply curious or fascinated by the Italian language, customs and culture, join this interactive and fun course. You will be introduced to basic grammatical structures and vocabulary of daily practice, while interacting with others in a full immersion experience. In doing this, you will acquire the ability to understand, speak, write and read basic Italian. These skills will be further enhanced through role-playing exercises that reproduce the kinds of everyday experience you might encounter in Italy. This course does not require any prior knowledge of Italian.

**Thursday 3/4/10-4/8/10 6 weeks**

**7:00-8:00pm Room: 428**

**Course Fee: \$65.00**

**Minimum: 5 students**

**NO DISCOUNT**

**COLOR AND INTERIOR DECORATING –**

**Jo-Anne Lucas**

Have you ever walked into a paint store and stared blankly at the thousands of choices of off whites for trim on your windows? Or, how about when looking for the perfect sofa and chair color, you don't like anything you are seeing in the store but don't know what color you like? Ever wonder why you walk into a room and get an automatic "cold" feeling yet it is a 65 very comfortable degrees in the room. Over the two classes, you will learn different factors to consider when choosing colors for rooms, how to pull rooms together with paint, fabrics and surfaces such as cabinetry, flooring and countertops. Color and feng shui will also be discussed.

**Wednesday 1/20/10-1/27/10 2 weeks**

**7:00-9:00pm Room: 410**

**Course Fee: \$40.00**

**Maximum: 20 students**

**FURNITURE ARRANGING – Jo-Anne Lucas**

How many times have you recently arranged your furniture and still are unhappy with the results? Do you have a room that you will not go into simply because it does not feel like it is arranged comfortably? Participants will learn how to simply work with what they have and arrange a room so it is comfortable, pleasing to the eye, and easy to use. This course will teach basic interior design principles, what pieces of furniture will be appropriate for a living room/family room. You will also learn correct spacing for traffic patterns, space between a sofa and coffee table; what is a comfortable space between dining room chairs; measurements of comfortable drawer space that does not interfere with traffic patterns in the bedroom. Feng shui and universal design will also be discussed.

**Wednesday 2/10/10-2/24/10 2 weeks**

**7:00-9:00pm (no class 2/17/10)**

**Room: 410**

**Course Fee: \$40.00**

**Maximum: 20 students**

**INTERNATIONAL DANCE – Kathleen Carroll**

Travel the world by learning dances from Greece, Armenia, Croatia, Israel, France, Bolivia and more! These traditional dances are for both genders and do not require a partner or prior dance experience. You'll enjoy a wide variety of dance styles, dance formations (circles, single lines, opposing lines, solo, etc.) unique rhythms, and wonderful music. Dances range from energetic to calming; contemporary to ancient. Each week you will learn new dances, step-by-step and review dances already learned. Dress comfortably and please bring clean (non-street), smooth-soled shoes to change into.

**Tuesday 1/19/10-3/2/10 6 weeks**

**6:30-7:30pm Location: Saccarappa Gym**

**Course Fee: \$54.00**

**Minimum/Maximum: 6/25 students**

**TRAILSIDE & ROADSIDE BICYCLE MAINTENANCE – Bruce Wallingford**

If you take only one bike repair class, take this one. Bruce Wallingford, owner of Ernie's Bike Shop, will teach you the difference between riding or walking home. You will learn bike terminology, brake adjustment, tire repair, overhauling hubs and lower brackets, truing rims and a host of emergency repair skills. Bring in your bike or work on one of ours!

**Monday & Wednesday 4/26/10 & 4/28/10**  
**6:00-9:00pm Room: Voc. Foyer**  
**Course Fee: \$25.00**  
**Maximum: 12 students**

**ID THEFT – Better Business Bureau**

Knowledge is the key to making educated decisions. Let the BBB provide you with the necessary information to keep you safe and secure.

**Wednesday 2/3/10 1 week**  
**6:00-6:30pm Room: 220**  
**Course Fee: \$5.00**  
**Minimum: 8 students**

**SCAMS & FRAUD – Better Business Bureau**

Learn from the BBB about schemes, scams, con-games and rip-offs (at work, at home and on the internet). Knowledge is the key to making educated decisions.

**Wednesday 2/3/10 1 week**  
**6:30-7:00pm Room: 220**  
**Course Fee: \$5.00**  
**Minimum: 8 students**

**MEDICARE: WHAT YOU NEED TO KNOW!**

**Carol Rancourt – Southern Maine Agency on Aging**

This seminar will cover the health care coverage offered by and through Medicare as well as health insurance coverage that works with or through Medicare. In 2008 there are two types of Medicare coverage offering 123 plan options, 53 prescription drug plans and 18 supplemental insurance carriers offering up to 180 different insurance plans to Mainers. This seminar will help the average Mainer sort through these myriad choices.

**Thursday 4/8/10 1 week**  
**5:30-7:30pm Room: 417**  
**Course Fee: \$10.00**

**GROW YOUR OWN BUSINESS –**

**Sandy Bonney**

Do you want to know how to start your own business, have fun and get started on a successful life you've imagined? Sandy has presented courses across the country sharing her strategies and techniques. Her high energy and motivation leave no doubt in the minds of her audiences that she knows what she is talking about.

**Wednesday 1/13/10-3/31/10 11 weeks**  
**6:00-7:45pm Room: 417**  
**Course Fee: \$25.00**  
**Material Fee: \$10.00 (payable to instructor)**

**FOSTER CARE – Beth Simmons**

Learn more about the foster care system, the needs of the children in care, the qualifications and skills required to be a skilled foster home and the process to make this happen. Learn more about the supports and benefits of being a therapeutic foster home. Current foster parents are welcome. Please come and bring your questions!

**Wednesday 2/24/10 1 week**  
**6:00-8:00pm Room: 220**  
**Course Fee: \$5.00**

**IF YOU ARE READY TO BUY A HOME HERE'S WHAT YOU NEED TO KNOW - Jody Nutting-Realtor**

**Rick Charest, Senior Mortgage Consultant**

First time Home Buyers and Home Buyers who have owned their home for the last 5 years, don't miss this opportunity!! A Tax Credit for up to \$8,000.00 will expire in April 2010. We will teach you everything you need to know about buying your first home and receiving this tax credit. FMI-Contact Jody Nutting 899-8850

**Choose one of the following classes to attend:**

**Tuesday 1/19/10 6:30-8:00pm**  
**Tuesday 3/2/10 6:30-8:00 pm**  
**Saturday 2/20/10 9:00-10:30 am**  
**Room: TBD**  
**Course Fee: \$5.00**

**Short Sales vs Foreclosures. Should You Choose a Short Sale Over a Foreclosure?**  
**Sandy Bonney**

**Benefits to Investors/Buyers**

- Contrary to popular belief, you can be current on your payments and still effect a short sale.
- Your home sale will be handled like any other home sale.

**Buying Again After a Short Sale**  
**Buying Again After a Foreclosure**  
**Credit Reports After a Short Sale**  
**Credit Reports After a Foreclosure**  
**Loan Application Questions After a Foreclosure**  
**Length of Time to Move After a Short Sale**  
**Taxation After a Short Sale**  
**Taxation After a Foreclosure**

**Monday 1/25/10 1week**  
**6:00-8:30pm Room: 218**  
**Course Fee: \$25.00**  
**Material Fee: \$10.00 (payable to instructor)**



**WHAT ARE ANGELS & HOW TO COMMUNICATE WITH THEM**

**Brenda Paquette**

This class will explain what Angels are, and how to ask for the Angels help. Why the Angels presence on our planet is so important at this time. You will discover your divine communication style through learning about the four major Clair's of communication with the Angels: Clairvoyance, Clairaudience, Clairsentience and Claircognizance.

**Tuesday 4/6/10 1 week**  
**6:30-8:30pm Room: 218**  
**Course Fee: \$30.00**  
**Minimum: 5 students**

**FREE YOURSELF THROUGH FORGIVENESS-Brenda Paquette**

Are you tired and drained by old unforgiveness? Learn the importance of forgiveness for yourself and others. Join us for a meaningful evening of understanding the power of forgiveness. You will experience a guided meditation on forgiveness, so bring within your heart one person or yourself you would like to forgive, to free yourself and feel the deep healing take place. " The weak can never Forgive, Forgiveness is the attribute of the strong" *Mahatma Gandhi.*

**Tuesday 4/13/10 1 week**  
**6:30-8:30pm Room: 218**  
**Course Fee: \$30.00**  
**Minimum: 5 students**

**Westbrook Alternative Learning Bike Program**



The 9-12 Alternative learning program is taking donated bikes and refurbishing. If you are interested in a bike or want to see what we have fixed, please contact Shannon Belt at the high school. We are also always taking bikes if you have a bike to donate. All donations are tax deductible and the funds raised by this program are going to scholarships for graduating seniors and to help keep the program running. Thanks for your help!

**Shannon Belt, Alternative Learning**  
**Westbrook High School**  
**125 Stroudwater Street**  
**Westbrook, ME 04092**  
**207-854-810 ext. 542**  
**belts@westbrookschoools.org**

## VOCATIONAL

### **PERSONAL SUPPORT SPECIALIST –**

**Tracy Burnham**

Personal Support Specialist (PSS) is a 50 hour course in which students are taught the necessary hands on and social skills to be able to work with clients in home care or assisted living settings providing personal care. There is currently a high demand for PSS's in the health care field. The PSS Course is suitable for people with training who need certification and for those with no training in the field. Upon completion you will receive a PSS Certificate issued by the State of Maine, as well as, CPR Certification. Students must be 17 years of age and have an 8<sup>th</sup> grade education to participate in this class.

**Monday & Wednesday 1/20/10-3/24/10**

**6:00-9:00pm Room: 415**

**Course Fee: \$300.00**

**NO DISCOUNT**

### **SMALL ENGINE REPAIR – Ryan Rice**

Learn preventive maintenance, basic repairs, and troubleshooting in this hands-on course. We welcome any small engine from chainsaws to snowmobiles. Bring in your own equipment to learn all you can about it.

**Tuesday 1/19/10-3/30/10 10 weeks**

**6:00-9:00pm Room: 409**

**Course Fee: \$45.00 Res./\$50.00 Non**

**NO DISCOUNT**

### **UNDERSTANDING YOUR AUTOMOBILE**

**Ryan Rice**

Learn about basic to complex systems found in your personal car or truck today. Systems covered in this course include but are not limited to brakes, steering, suspension, exhaust, tires, and vehicle scheduled maintenance and electrical. This course has time split between classroom and hands-on shop time. Tools are provided.

**Wednesday 1/27/10-5/15/10 15 weeks**

**6:00-9:00pm Room: 409**

**Course Fee: \$60.00**

**NO DISCOUNT**

### **EMT/ EMERGENCY MEDICAL TECHNICIAN – B COURSE – Dave Roubo & Russ Bearor**

The EMT – B course is a nationally recognized certification course that prepares the student for entry level emergency medicine. Students must be willing to attend 120 hours of instruction plus 12 hours of clinical field time in order to complete the program. Graduates of this program will be eligible to take their National registry written test and acquire a State of Maine License to practice emergency medicine. SMCC awards 5 credit hours for this course in their Fire Science, Para-medicine & Law Enforcement degree programs. **It is the responsibility of the student to obtain the books for the first night of class.**

**Approximate Cost: \$135.33**

Aehlert I Gen Combo Emergency 9780078177101

Aehlert I Emergency Medical Technician 9780073206448

Aehlert I Emerg. Tech Workbook 9780077279455

**Tuesday & Thursday 2/2/10-6/11/10**

**6:00-9:30pm Room: 419**

**Course Fee: \$300.00**

**Minimum/Maximum: 15/20 students**

**NO DISCOUNT**

### **MEDICAL TERMINOLOGY & MEDICAL CODING/BILLING – Beth Cassel-Tableman**

This class is an introduction to the language of medicine and the medical coding/process. Students will gain an understanding of basic elements of building and analyzing medical words, and medical terms associated with the body as a whole. Students will also learn the basics of medical coding which are essential to getting a job in the growing field of health care.

**Tuesday 1/19/10-4/13/10 12 weeks**

**5:30-7:30pm Room: 417**

**Course Fee: \$70.00**

**NO DISCOUNT**

### **ADVANCED WOODWORKING**

**Tom Pitman**

Students work on a project of their choice with instructional supervision. Students must have previous working knowledge of all shop machinery. Projects may include furniture and cabinetmaking.

**Thursday 1/21/10-4/8/10 10 weeks**

**6:00-9:00pm Room: 405**

**Course Fee: \$50.00 Res./\$55.00 Non**

**TAX LAW CHANGES AND UPDATES –  
Kerry Robinson, Education Coordinator  
H&R Block**

This class is for every tax payer. Do the new tax laws have you stumped? Are you even aware of the new tax laws? Let us help you make sense of it all. We will explain all of the changes that may effect you. Come prepared with questions.

**Tuesday 3/9/10 1 week  
6:30-8:00pm Room: 428  
Course Fee: \$5.00**

**SELF-EMPLOYMENT & SMALL BUSINESS  
TAX CONSIDERATIONS –  
Kerry Robinson, Education Coordinator  
H&R Block**

Do you have a small business or are you self-employed? If so, are you aware of all of the tax consequences? Come to this course and learn about how to prepare for the upcoming tax season. Learn excellent record keeping techniques to minimize your tax liability. We will explain both obvious and overlooked expenses that can be deducted, including car expenses. Come prepared with questions.

**Tuesday 3/16/10 1 week  
6:30-8:00pm Room: 428  
Course Fee: \$5.00**

**EDUCATION TAX CREDITS & SAVING FOR  
HIGHER EDUCATION –  
Kerry Robinson, Education Coordinator  
H&R Block**

Do you have children in college, or will they be entering soon? You may qualify for a tax credit or deduction. We will explain these tax savings, along with the student loan interest deduction. Or do you have young children? Let us help you learn how to save for college and reduce your taxes on those savings. Don't miss the opportunity to reduce your tax liability. Come prepared with questions.

**Tuesday 3/23/10 1 week  
6:30-8:00pm Room: 428  
Course Fee: \$5.00**

**FINANCIAL AID – MEOC - Tina McDonald**

The Financial Aid Workshop will provide an overview of financial basics and the completion of the Free Application of Federal Student Aid (FAFSA). Discussion will include a review of the federal, state, school-based, and private funding sources. Upon completion of this workshop the student will be able to effectively access the funding they need to complete their college degree. An emphasis will be placed on student responsibility and an understanding of the full financial process and timetable. Participants should bring their last year's income details to the workshop. Participants should be current college students or prospective college students; 19 years old and older, who have attended an earlier session of Essentials of College Planning Workshop with MEOC.

**Wednesday 1/20/10 1 week  
6:00-7:30pm Room: 428  
Course Fee: FREE**

**COLLEGE PLANNING – Tina McDonald**

This workshop introduces people to educational opportunities in general and MEOC services in particular. This interactive workshop touches on the four steps in the college process: admissions, financial aid, career and study skills. The admission section reviews college options, the college search process and the application structure. The fundamentals of financial aid, including the filing process and the applications are covered in detail. Career options and counseling are introduced. Effective transitions into college, college readiness and study skills are discussed. The participant receives 101 The Essentials of College Planning Workbook, The Post Secondary Guide to Education in Maine, The Student Guide, and the Free Application for Federal Student Aid.

This workshop is intended for adults 19 and older who are interested in pursuing college.

**Wednesday 3/3/10 1 week  
6:00-8:30pm Room: 428  
Course Fee: FREE**

**NOWADAYS, LIVING A LONG LIFE IS ALMOST A CERTAINTY, ISN'T IT?**

**Bob Davidson**

Living a long life doesn't guarantee that it'll be a perfectly healthy one, does it? The possibility of needing long term care is very real. Almost a quarter of U.S. households-22 million-already are involved in caring for a relative or friend who is 50 or older, according to the non-profit National Alliance for Care giving. If you needed care, the question isn't who will take care of you. The question is how will caring for you impact your family, and how many months or years could you continue to afford to pay for care before you depleted your assets? A well-thought out plan for addressing the need for care is essential to the financial, emotional, and physical needs of you and your family. What's your plan? Let's talk. Come to this workshop and learn about your options and other important considerations involved in this critically important issue.

**Tuesday 2/2/10 1 week**  
**6:30-8:00pm Room: 220**  
**Course Fee: \$10.00**



**MICROSOFT OFFICE TRAINING  
ARE YOU INTERESTED IN BEING  
CERTIFIED IN MICROSOFT OFFICE?**

Microsoft Office Certification is a globally-recognized standard for demonstrating desktop skills. You will benefit from Microsoft Office Specialist certification—whether you want to take your career further or improve your company's bottom line. Microsoft Office certified individuals report increased competence and productivity with Microsoft Office programs as well as increased credibility with their employers, co-workers, and clients. Certification sets you apart in today's competitive job market, bringing employment opportunities, greater earning potential and career advancement, in addition to increased job satisfaction.

Contact: Brenda Dolloff  
[Dolloffb@westbrookschoools.org](mailto:Dolloffb@westbrookschoools.org)  
to discuss possible options for training and testing.

**ESL SCHEDULE**

***ESL Beginners and Conversational***

Monday 12:00pm – 2:00pm  
Wednesday 9:00am – 11:00am

Monday, March 22 class will be  
from 9:00-11:00am

***ESL Intermediate Level/Grammar Master  
Workshop***

Monday 5:30pm – 7:00pm  
Wednesday 5:30pm – 7:00pm

***Office Hours***

Friday 12:00pm – 3:00pm



**Westbrook Adult Education**  
 125 Stroudwater Street  
 Westbrook, ME 04092  
 207-854-0826

**REGISTRATION FORM  
 WINTER/SPRING 2010**

Use for mail-ins only

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Please check one age group:	<input type="checkbox"/> 18-26	<input type="checkbox"/> 27-45	<input type="checkbox"/> 46-64	<input type="checkbox"/> 65+
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**DO NOT INCLUDE FEES PAYABLE TO INSTRUCTOR**

Course Name	Day	Course Fee	Book Fee	Lab Fee	Totals

*Incorrect or incomplete registrations will be returned without enrollment*

**Mailing Information:**

Make check payable to: **Westbrook Adult Education**

*Office Use Only:*

Check \_\_\_\_\_ Cash: \_\_\_\_\_ Date: \_\_\_\_\_



Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Please check one age group:	<input type="checkbox"/> 18-26	<input type="checkbox"/> 27-45	<input type="checkbox"/> 46-64	<input type="checkbox"/> 65 +
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**DO NOT INCLUDE FEES PAYABLE TO INSTRUCTOR**

Course Name	Day	Course Fee	Book Fee	Lab Fee	Totals

*Incorrect or incomplete registrations will be returned without enrollment*

**Mailing Information:**

Make check payable to: **Westbrook Adult Education**

*Office use only*

CK#: \_\_\_\_\_ Cash: \_\_\_\_\_ Date: \_\_\_\_\_

WESTBROOK ADULT EDUCATION  
125 STROUDWATER STREET  
WESTBROOK, MAINE 04092

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