



Biddeford
Adult Education

Give Yourself a Raise... Education Pays

Spring 2018
Course Catalog
Jan.-June

What Hidden Talent Can We Help You With??



You Should Be a Stand
Up Comic Class
see page 2 for story

www.biddeford.maineadulted.org
207-282-3883



Adult Education MAINE
Learning for Work and Life

WELCOME *Learners*

What happens when you put two comedians and 6 students in a class together? Hours of laughter.

Dennis Fogg, owner of Uncle Andy's in South Portland, travels the country doing stand-up comedy. Steve Cloutier, owner of Cloutier's Power and Sports in Arundel, has been working comedy with Dennis for a while now. As for the reasons why the students took the class:

- his wife wanted him to take the course because she thought he was funny
- her friends suggested she further her career and start comedy
- would like to start a career doing stand-up comedy and this was a great introduction to help her get started
- kept their coworkers in stitches most of the time
- it was on the bucket list

This class might be just for you to bring out your hidden talent, but there are so many more opportunities in this brochure that can help you as well. Keep looking and see what hidden talent we can help you with.



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Heartsaver First Aid/CPR/AED Certification Course

This course is designed for parents, grandparents, laypersons, childcare providers, educators, camp counselors, health/fitness trainers, hospitality workers, security, school personnel and more. Students will receive a Heart saver First Aid CPR AED Course Completion Card upon successful completion. Our Certified American Heart Instructors will teach: Adult CPR and AED use; Environmental emergencies actions for bites and stings, and temperature related and poison emergencies; First Aid Basics including scene safety, finding the problem, calling for help and more; Injury emergencies including bleeding, wounds, broken bones, sprains and more; Medical emergencies including actions for choking, breathing problems, allergic reaction, shock and more; Child CPR and AED Infant CPR; Adult, child and infant choking. Please bring water and a bag lunch.

Instructor: Diane Frechette, R.N., B.S.N., M.S., CNOR

Date	Day	Time
2/3	Sat	8:00am-4:00pm

Learning Center/Room 27
\$65 PLUS \$15 Text fee (please pick up book at the Adult Ed Office PRIOR to the class)

HealthCare Provider Basic Life Support (American Heart Association)

This 2 year certification course is designed for healthcare professionals and other personnel who need to know how to perform CPR and other basic cardiovascular life support skills in a wide variety of medical settings. This audience includes nurses, physicians, EMS professionals, students in a healthcare program at a university/college, allied health professionals (physical therapists, occupational therapist, athletic trainers, etc.), and others who may need training in basic life support skills. Taught by American Heart Association Certified Instructor.

Instructor: Diane Frechette, R.N., B.S.N., M.S., CNOR

Date	Day	Time
4/7	Sat	8:00am-12:00pm

Learning Center/Room 27
\$45 PLUS \$15 Text fee (please pick up book at the Adult Ed Office PRIOR to the class)

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: Coastal Counties Workforce area: Dylan Barnett, dylan.barnett@workforcesolutionsme.org, 207-274-9131

*For those over the age of 29, connect with your local career center to learn what training and employment services are available. <http://www.mainecareercenter.gov/>



Did you know that if you are High School Graduate, received a High School Equivalency, or are a current High School student, you can attend classes during the day at the Regional Center of Technology (BRCOT)? BRCOT offers courses to high school students and adults serving the communities of Biddeford, Old Orchard Beach, RSU 21 and RSU 23. Courses are:

- Architecture & Design
- Auto Collision Repair
- Auto Mechanics
- Building Construction
- Business & Financial Management
- Business & Information Technology
- Early Childhood Education
- Electrical Technology
- Engineering
- Health Assistant
- Intro to Medical Sciences
- Legal Studies
- Medical Assisting
- Plumbing
- Precision Machining
- Welding & Metal Fabrication

Classes begin again in September. Contact Paulette Bonneau, Director at 282-1501 for more information.



Certified Nursing Assistant

This is a Maine State Approved Certified Nursing Assistant training course. There are 180 course hours which prepare students to become C.N.A. certified (90 classroom hours, 20 lab hours, and 70 clinical hours). Routine tasks required for personal nursing care will be taught.

Applicants must attend an informational orientation, apply, and be screened for acceptance in accordance with local and Maine State regulations, confirm academic skills through the CASAS Test of 236 or higher, and pass a criminal background check.

Please call Sue at 282-3883 to receive an application or you may also download the application at our website www.biddeford.maineadulted.org

Day Class:	Instructor: Kathy Bickford, R.N.
1/9-4/24	T W & F
	Course: 8:00pm-2:00pm
	Clinical: 7:00am-2:00pm
	Learning Center/Room 25
	\$30 Non-refundable background check
	\$929 Course fee PLUS \$76 Text fee
	PLUS \$100 Competency Test

Evening Class:	Instructor: Patti Feda, R.N.
1/22-5/24	M T & Th
	Course: 4:00pm-9:00pm
	Clinical: 4:00pm-9:00pm
	Learning Center/Room 25
	\$30 Non-refundable background check
	\$929 Course fee PLUS \$76 Text fee
	PLUS \$100 Competency Test

Evening & Sat Class:	Instructor: Patti Feda, R.N.
1/17-5/23	W Course: 4:00-9:00pm
	Sat Course: 8:30am-3:30pm
	W Clinical: 4:00-9:00pm
	Sat Clinical: 7:00am-2:00pm
	Learning Center/Room 25
	\$30 Non-refundable background check
	\$929 Course fee PLUS \$76 Text fee
	PLUS \$100 Competency Test

Certified Nursing Assistant MED

Medications course follows standardized curriculum approved by the Maine State Board of Nursing. The purpose of this course is to teach experienced certified nurses assistants to administer selected noninjectable medications to patients who are 4 years of age and older.

This standardized medication course will provide the basis of understanding needed for the certified nursing assistant (CNA) to administer medications accurately and safely.

Please call Sue at 282-3883 to receive your application and schedule your CASAS Testing.

Instructor: Kathy Bickford

Course:	
Day Class:	Instructor: Kathy Bickford, R.N.
1/8-4/12	M & Th
	Course: 8:00am-1:30pm
	Clinical: 7:00am-1:00pm
	Learning Center/Room 25
	\$30 Non-refundable background check
	\$885 Course fee PLUS \$142 Text fee

Evening Class:	Instructor: Kathy Bickford, R.N.
1/8-4/12	M & Th
	Course: 4:00-9:00pm
	Clinical: 4:00-9:00pm
	Learning Center/Room 25
	\$30 Non-refundable background check
	\$885 Course fee PLUS \$142 Text fee





Entrepreneurial Finance Certificate

Finance is a key to entrepreneurial success. Knowing where to put your valuable time, and your limited resources, is critical to the success of your new venture.



You will gain a deeper knowledge of the financial concepts and accounting processes used in most businesses; learn practical techniques that will increase your effectiveness and entrepreneurial success; understand the seven steps in the accounting cycle and how to use financial information in decision making; and come away with the knowledge to analyze resource allocation and evaluate financial performance.

Online: 2/5-4/27 Courses: \$495

Individual Classes:

Accounting and Finance for Non Financial Managers

Sharon deFonteny

Online: 2/5-3/2 Courses: \$195

Cash is King

Jodie Trana

Online: 3/5-3/30 Courses: \$195

Funding Your Business

Jodie Trana

Online: 4/2-4/27 Courses: \$195

Certificate in Customer Service

Customer service is now essential for business and all work organizations. Learn to improve your customer service skills to enhance your career skill set, improve productivity, and increase your organization's success. You will also take away some extraordinary customer service techniques you won't find anywhere else.



Online: 2/5-3/2 Courses: \$245

Individual Classes:

Keys to Customer Service

Online: 2/5-3/2 Courses: \$145

Extraordinary Customer Service

Online: 3/5-3/30 Courses: \$145

Certificate in Workplace Communication

Good communication in the workplace is more important than ever. And critical to your career advancement and success. Come get a comprehensive and intensive preparation with skills and techniques you can put to use on Monday morning.



Online: 2/5-4/27 Courses: \$595

Individual Classes:

Conflict Management

Sally Klauss

Online: 2/5-3/2 Courses: \$245

Negotiation: Get What You Want

Sally Klauss

Online: 3/5-3/30 Courses: \$195

Using Personality Profiles for Better Work Performance

Sally Klauss

Online: 4/2-4/27 Courses: \$295

Certificate in Business Writing

Discover the keys to successful writing for the workplace. Whether you are writing a report, memo, letter or publicity notice, business writing has some defined characteristics for success. Help your organization stand out with your new skills in business writing. This certificate will take you to the next level where business writing is a skill for personal and organizational success.



Online: 2/5-4/27 Courses: \$495

Individual Classes:

Business Writing

Dionne (Dee) Felix

Online: 2/5-3/2 Courses: \$195

Effective Copywriting

Kathryn Will

Online: 3/5-3/30 Courses: \$195

Writing News and Press Releases

Bill Draves

Online: 4/2-4/27 Courses: \$195

Master Automobile Training



Cars are becoming more sophisticated every year. If you are a career-minded individual, this course is the perfect place to begin your studies. The focus of the course will prepare you for an entry level technician position and prepare you to take the ASE (Auto Service Excellence) exam. ASE is an industry recognized credential and our program is NATEF certified.

Housed in a fully-equipped shop, the Automotive Technology Program emphasizes safety, and employability. This program provides the theoretical foundation, practical education, and work experience in the troubleshooting, testing, service, and repair of modern automobiles.

The year long course will be conducted in 4 sets of modules, 12 weeks per module. Students will gain technical knowledge as well as a hands on learning experience in the shop. Students will be responsible to provide their own protective eye equipment and proper footwear. The purchase of a basic toolkit will be expected. This course requires reading at least at a high school level and students will be CASAS tested as part of the participation process.

Instructor: Todd Martin

Date	Day	Time
1/22-4/23	M	5:30pm-8:30pm
No class 2/19 & 4/16		

Center of Technology/T-7
\$489 per module



Computer Aided Drafting (CAD)



Learn the fundamentals of computer-aided drafting using AutoCAD. Learn how to draft at an entry level using the AutoCAD program to draw technical drawings in the architectural, mechanical, land development, or engineering field. The course material will be presented in a series of brief hands-on demonstrations which will teach you the basics of AutoCAD and will be tailored to each student depending on individual interests. The student will be provided weekly exercises in class and work individually or in groups on a final drawing assignment at the end of the course. A working knowledge of personal computers is mandatory in order to take this class.

Instructor: Chris Michaud

Date	Day	Time
1/23-4/24	T	6:00pm-9:00pm
No class 2/20 & 4/17		

Center of Technology/T-1
\$125 Res/\$129 Non-res

National Electrical Code 2017



The National Electrical Code is the basis for electrician installations. This class will cover NEC requirements exclusively with no time allotted for labs or theory. Conductor sizing, wiring methods, residential calculations as well as motor, transformer, commercial/industrial wiring requirements, and special occupancy wiring methods will be examined. This class will be presented in PowerPoint format accompanying the text "Illustrated Guide to the National Electrical Code". Emphasis will be placed on the thorough understanding of the layout of the NEC and its efficient use. This course meets the licensing requirements of the Electrician Examining Board in the State of Maine. Students must have NEC 2017 code book.

Instructor: Bill Gervais

Date	Day	Time
4/2-5/30	M & W	5:30pm-8:30pm
No class 4/16 & 4/18		

Center of Technology/T-3
\$295
PLUS \$95 Text fee



Welding, Basic (Tuesdays)

A skillful welder is an asset to any company! Join the class to learn basics or gain additional skills in the art of welding. Focus on TIG & MIG.

Topics covered:

- Materials used in welding process
- How to operate welding equipment
- Operation of welding equipment in the flat and horizontal positions
- Safety practices

Students should wear jeans, long sleeve shirts, steel toe boots and bring welding gloves, and safety glasses to class. It is recommended that student brings a welding helmet (auto darkening).

Instructor: Mike Lambert

Date	Day	Time
1/23-4/24	T	6:00pm-9:00pm
No class 2/20 & 4/17		

Center of Technology/T-4
\$125 Res/\$129 Non-res



Welding, Basic (Thursdays)

A skillful welder is an asset to any company! Join the class to learn basics or gain additional skills in the art of welding. Focus on stick & MIG.

Topics covered:

- Materials used in welding process
- How to operate welding equipment
- Operation of welding equipment in the flat and horizontal positions
- Safety practices
- Intro to TIG welding

Students should wear jeans, long sleeve shirts, steel toe boots and bring welding gloves, and safety glasses to class. It is recommended that student brings a welding helmet (auto darkening).

Instructor: Gordon Workman

Date	Day	Time
1/25-4/26	Th	5:30pm-8:30pm
No class 2/22 & 4/19		

Center of Technology/T-4
\$125 Res/\$129 Non-res

Auto Mechanics - The Backyard Pro

This is a “hands on” course. Much of the course will be geared toward the needs of the participant and his/her specific vehicle. It is an excellent opportunity for a person to learn basics of maintaining and servicing his/her own vehicle. You need to provide a vehicle to work on and there is NO storage at the school.

Instructor: Larry Fickett

Session I:		Session II:	
Date	Day	Date	Day
1/24-4/25	W	1/25-4/26	Th
No class 4/21 & 4/18		No class 1/22 & 4/19	
Time		Time	
6:00pm-9:00pm		6:00pm-9:00pm	
Center of Tech./Rm T-7 \$125 Res/\$129 Non-res		Center of Tech./Rm T-7 \$125 Res/\$129 Non-res	

Effective Resumes



Hoping to return to the workforce? In an okay job, but you know there’s something more? Distributed your resume, without much response? Is it time to update that old resume, or create a fabulous new one from scratch? Gain insights into the “hiring manager’s brain”; learn how to artfully-describe your skills so they fit a prospective employer’s needs, and carefully target your resume to land the job you desire? Then launch your resume with helpful job search strategies and interview tips. Plenty of time for Q & A. Bring a resume if you have one and an interesting, relevant job posting. Leave with a workbook, sample resumes, and a format you can use to complete your resume at home. Joyce’s background includes executive agency resume creation; extensive corporate recruiting, placement and hiring; and technical school career advising.

Instructor: Joyce Donald

Date	Day	Time
2/13	T	6:30pm-9:00pm

Learning Center/Room 24
\$19

Mastering Microsoft Excel

A must-have skill to succeed in business, whether an entrepreneur or a valued employee, is the ability to create, edit and manage spreadsheets. Learn how an Excel worksheet is constructed, populated with content, and edited for delivery. Master the options that can take your Excel worksheet from plain, drab numbers to exciting and engaging multimedia.



Online: 2/5-4/27 Courses: \$495

Individual Classes:

Mastering Microsoft Excel

Online: 2/5-3/2 Betsy Flanagan Courses: \$195

Intermediate Excel

Online: 3/5-3/30 Amy Klous Courses: \$195

Advanced Excel

Online: 4/2-4/27 John Rutledge Courses: \$195

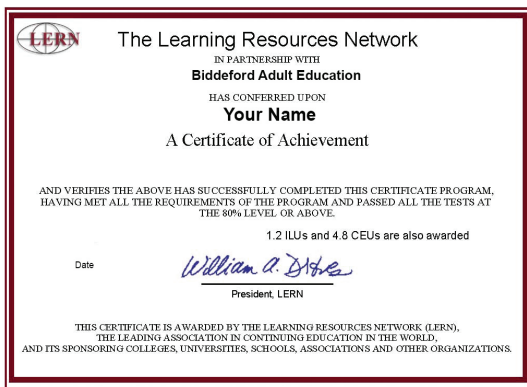
Mastering Computer Skills for the Workplace

Must-have skills to succeed in the workplace include the ability to create, edit and manage presentations in MS PowerPoint, documents in MS Word, email and calendars in MS Outlook, and spreadsheets in MS Excel. Microsoft Office Suite of applications is the most used software tool in the world. You will leave class with a set of skills that are a workplace requirement in today's fast paced ever-changing environment and will enable your future career success.



Betsy Flanagan

Online: 2/5-3/2 Courses: \$195



Certificate in Google Tools

Increase your online savvy and ability to position yourself and your organization for greater success. Experience the interaction and big take-aways from studying with top notch professionals. Learn more about Google Analytics, Google apps for business, and Google+ . Acquire new tips and techniques. Just one new tip can mean greater productivity, effectiveness and even profitability for your work.



Online: 2/5-4/27 Courses: \$495

Individual Classes:

Google Analytics

Online: 2/5-3/2 Dan Belhassen Courses: \$195

Google Apps for Business

Online: 3/5-3/30 Dr. Jennifer H. Selke Courses: \$195

Google +

Online: 4/2-4/27 Dan Belhassen Courses: \$195

Mobile Marketing Certificate

Increase your online savvy and ability to position yourself and your organization for greater success. Experience the interaction and big take-aways from studying with top notch professionals. Learn more about Google Analytics, Google apps for business, and Google+ . Acquire new tips and techniques. Just one new tip can mean greater productivity, effectiveness and even profitability for your work.



Online: 2/5-4/27 Courses: \$595

Individual Classes:

Introduction to Mobile Marketing

Online: 2/5-3/2 Simon Salt Courses: \$195

Creating Cell Phone Apps for your Business

Online: 3/5-3/30 Dan Belhassen Courses: \$245

Advanced Mobile Marketing

Online: 4/2-4/27 Simon Salt Courses: \$245

***STUDENT-INITIATED REFUNDS** will be given if requested at least three working days before the day of the first class. After that time, no refunds can be given. No refunds are issued if you fail to attend class.



THE CENTER FOR
LEGAL STUDIES

BÆ
CAREER Advancement
Improvement
Workforce Training

Paralegal Certificate

The Paralegal Certificate Course© is the cornerstone of The Center for Legal Studies programs. Paralegalism is one of the fastest growing careers in the country.



The U.S. Bureau of Labor Statistics projects the number of paralegals to increase 28% between 2008 and 2018, much faster than the national average for all occupations.

The national median earnings for paralegals is currently \$44,480.00/Year and freelance paralegal professionals average significantly more across the board.

Online

Courses: \$1,289

Advanced Paralegal Certificate

These classes are available to students who wish to extensively build upon their knowledge of law and paralegal studies with classes in specialized facets of contemporary law. Your study and concentration on substantively specific materials will enable you to gain a strong competitive edge over other paralegals. The additional training gained through participation in these advanced classes will embellish your legal knowledge and skills, which in turn should increase your salary and marketability.



Prerequisite: Successful completion of the Paralegal Certificate Course©, (Core Requirements)

Online

Courses: \$1,800

Intellectual Property Law for Engineers

All engineers should be particularly concerned with patent law. This constitutionally-based discipline has to do with the process by which an invention, and its creator, are protected by the law from infringement and unfair competition. The class will deal with patent applications, research and prosecution; the law of infringement, and computer applications of software (protected by copyright) and hardware (by patents). Not only do we deal with utility patents, but with design and plant patents as well.



Online

Courses: \$645

Legal Nurse Consultant Training

This exciting program prepares medical professionals for a career in the legal field as legal nurse consultants. Building on your medical education and possible clinical experience, this course provides the RN and PA with fundamental skills necessary to advise law firms, health care providers, insurance companies, and governmental agencies regarding medically related issues and to appear in court as expert witnesses. The course teaches legal concepts related to the health care industry, as well as the role a legal nurse consultant might play in litigation areas such as medical malpractice, toxic torts, product liability, personal injury, wrongful death, criminal law, and workers' compensation.



Online

Courses: \$895

About The Center for Legal Studies

The Center for Legal Studies has trained more Paralegals, Legal Secretaries, Legal Investigators, Mediators and other legal support professionals than any other legal education training facility in the country. The Center for Legal Studies is a legal education company focused on providing students the most affordable and effective legal education possible. We deliver our curriculum in several formats through partnership with accredited schools nationwide in order to provide our students with the flexibility necessary to achieve their academic goals while continuing with their everyday lives.

For more information on how you can register for our courses contact:

<https://www.legalstudies.com/vendor/biddeford-ae/>

Key Information

- The Paralegal Certificate Course in the ONLINE Format is a 14-week course delivered in two 7-week sessions. The \$1289 tuition pays for both sessions.
- These are job-skills training courses. You will be prepared to work as a paralegal upon completion of the Paralegal Certificate Course.
- Upon completion, certificate will be issued by Biddeford Adult Education.
- Min. Req. - High School Diploma or Equivalent



Reiki I

Reiki is a laying-on of hands healing technique thought to be thousands of years old. It is a very simple yet powerful healing art that can be used on yourself as well as others, and can easily be learned by everyone.

Reiki is a sacred healing force that nourishes, harmonizes, balances and empowers every aspect of life; physical, mental, emotional and spiritual. It's used to support the healing process of almost any illness, induce relaxation, reduce stress and increase general wellness. During the class you will learn the history of Reiki, the ideals and principles of Reiki, the different levels of Reiki and the benefits of Reiki. You will learn about the clearing and protecting yourself, and practice doing Reiki on yourself or others after you receive your attunement. The class will end with a guided meditation and your certificate. Once you received your attunement you are able to do Reiki on yourself or loved ones. Introduction to Spiritual Energies is recommended before this class.

Bring: Bottle of water and bagged lunch

Instructor: Rachel Pelletier

Date	Day	Time
4/21	Sat	9:00am-4:00pm
Learning Center/Room 18A \$145		

Reiki II

At this level we will learn the seven major chakras, the three Reiki healing symbols, and the definitions and practice drawing them. Receive your Reiki II level attunement, practice long distance healing, protecting and clearing yourself, preparing a space to practice Reiki, building your Reiki practice. The class ends with a guided meditation and your certificate. Once you receive your Reiki level II attunement you are considered a practitioner and practice Reiki on anyone. You must be certified in Reiki I to take this class.

Bring: Bottle of water and bagged lunch

Instructor: Rachel Pelletier

Date	Day	Time
5/12	Sat	9:00am-4:00pm
Learning Center/Room 18A \$175		

Strength, Tone, and Tighten

Stronger muscles burn more calories! This class combines cardiovascular movements, strength training and core focus. Each session is a full body workout which will wrap up with active stretching. Please bring hand weights, and exercise mat.



Instructor: Paula Truman, Certified AAAI/ISMA, Personal Training, SilverSneakers, SPINNING certified

Date	Day	Time
1/30-3/20 No class 2/20	T	6:30pm-7:30pm
Learning Center/Room 16 \$45		



Designing an Appealing Front Yard

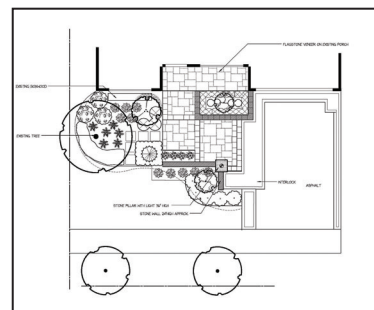


Learn how to boost your curb appeal! Design your home's front yard landscape to fulfill your needs and desires. You will learn the basics of landscape design process, woody & perennial plants, hardscape materials along with landscape graphics & drawings. The class will culminate with a personally hand drawn front yard landscape design plan!

Materials needed: staedtler pencils: H, HB, 2B, 6B, Sharpie: thin, regular and large eraser, ruler and preferably a triangle. Instructor will provide some materials.

Instructor: Celeste Dolbec

Date	Day	Time
3/6-4/10	T	6:00pm-8:00pm
Center of Technology/Conference Room \$189		



Mystery Quilt in a Day



Bring your fabric stash and come spend a day with other quilters to have a day of creating a Mystery quilt.

Bring: your sewing skills, quilting supplies, scissors and your portable machine if able. (Some machines are available at the Learning Center.) Don't forget your lunch!!

Instructor: Terri Laverriere

Date	Day	Time
3/3	Sat	9:00am-2:00pm
Learning Center/Room 27 \$29		

Zippy & More Bags

These bags can be used for cosmetics or a night out. They range from small to large. This class can be for any level of sewing. Also, learn how to place zippers. These bags make wonderful gifts. Please call 282-3883 for a supply list.



Bring: scissors and your portable machine if able. (Some machines are available at the Learning Center.)

Instructor: Terri Laverriere

Date	Day	Time
5/12	Sat	12:00pm-2:00pm
Learning Center/Room 27 \$12		

Container Garden

Brighten an entryway or add a splash of color to your deck with an ever blooming pot of flowers. Container gardens are an easy way to add color, and bring beauty into your life. Learn the basics of design and care; and plant your own mini garden to take home and enjoy. Participants will gain the confidence to design and make container gardens on their own.

Instructor: Gail Roller

Date	Day	Time
5/17	Th	6:00pm-7:30pm
Learning Center/Room 23 \$12 PLUS \$15 Mat. fee (due at registration)		

Still Life Drawing for Beginners

Experience the exciting art of looking! When you draw, you learn to see things again for the first time. Line, light and shadow, space, and perspective all come together to create an image. In this class you will discover how each of those elements work to produce



a great piece of art! We will also be trying out some different tools such as blending sticks and erasers and mediums such as pencil and charcoal.

Materials needed: At least two Graphite Pencils- a 2B and 6B, and vine or willow charcoal. (Paper will be provided by the instructor.)

Instructor: Kyle Durkin

Date	Day	Time
3/20-4/10	T	6:00pm-8:00pm
Learning Center/Room 18A \$45		

The Book Inside You

Express your ideas into a book, novel, chapterbook, children's book or journal. Learn to organize, brainstorm, web ideas, outline, make a storyboard and insert illustrations. Start putting your ideas into a concrete form with words and images. There will be individualized attention to each person's project. Enjoy being creative, only you can tell your own story!



Instructor: Toni Truesdale

Date	Day	Time
4/4-5/16	W	6:00pm-7:30pm
Learning Center/Room 27 \$90		
No Class 4/18		



Driving Dynamics

The Maine 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, and the course format engages students with lectures, videos, and class discussion/participation. Those completing the course will receive a three-point credit on their driving record. Course can be taken for credit only once every 365 days. (If not on time, you will not get credit for class.) PARTICIPANTS MUST BRING DRIVER'S LICENSE TO CLASS. CLASS HAS A MINIMUM OF 12 PEOPLE AND IS LIMITED TO 25 PEOPLE.

Instructor: Rick Todd, State of Maine

Session I:		Session II:	
Date	Day	Date	Day
2/6 & 2/8	T & Th	3/6 & 3/8	T & Th
Time		Time	
6:00pm-8:30pm		6:00pm-8:30pm	
Center of Tech./Rm T-107 \$40 per person (65 years and older \$30)		Center of Tech./Rm T-107 \$40 per person (65 years and older \$30)	

American Sign Language

This is a beginning course in American Sign Language (ASL). The course will include extensive learning in Expressive and Receptive use of ASL through the use of instructor lead activities. Class participation and video observation will allow students to gain a basic ability to use and understand ASL. Additionally, this course will discuss Deaf Culture and the history of Deaf culture for a brief glimpse into this diverse minority culture.

Instructor: C. David Pielick

Date	Day	Time
1/23-5/1	T & Th	6:00pm-8:00pm
No class 2/20, 2/22, 4/17 & 4/19		

Learning Center/Room 28
\$189

How to Get Whatever You Want



In this course we will be exploring the fundamentals and principles for getting or accomplishing, whatever you want to. From practical foundations to exact formulas that are being used by the most successful companies and people around the world. These steps can be applied to everything from relationships to income, health to lifestyle. Whether you are looking to grow your business or change your life, this is a course that can get you in that direction and progress you toward all of your goals quicker. Make 2018 your best year ever!

Instructor: Taylor Elmer

Date	Day	Time
1/16-2/6	T	6:00pm-8:00pm
AcuEdge Storefront (North Dam Mill, 2 Main St., Biddeford) \$50		

Eliminating Competition and Finding the Right People



Looking to grow your business? Having trouble expanding? Always worried what your competition is doing? Sick of having to hire and fire people non-stop? Two of the largest problems that businesses face in this economy are, battling with other businesses in their industry over customers and finding the right employees, people who are willing to work; who are reliable, skilled, ambitious, and dedicated. There is a solution to both! Throughout this course we will explore practical methods and fundamental steps that will take your business to the next level of achievement. Keeping clients for life, gathering a team of employees who will be committed to their careers, and providing a service better than ever, is easier than you think. These procedures can be applied immediately and virtually free! Let's build something great.

Instructor: Taylor Elmer

Date	Day	Time
2/20-3/13	T	6:00pm-8:00pm
AcuEdge Storefront (North Dam Mill, 2 Main St., Biddeford) \$100		



Learning to Sew Stitch by Stitch

Have you been too afraid to learn how to sew? Starting to sew is simple if you go stitch by stitch. Learning how to sew is a “hands on” and “learning by doing” experience. It does take practice to build up skill in order to do all the stitches correctly, but that’s the great part about learning with your new best friend the seam ripper. After you do a few of the projects, you will feel that you can do anything with sewing! We will cover:

- Sewing Machine Basics, Care and Use
- Stitch Basics and Types
- Fabric and Fiber Types
- Marking and Cutting Fabric
- Understanding sewing pattern markings
- Sizing and Fitting
- Beginners’ Project: PJ Pants
- Finishing Stitches and Pressing
- Picking out your next project

Optional: You may bring your own sewing machine.

Instructor: Jena Eaton-Burke

Session I:

Date	Day
1/23-2/27	T

Time

6:00pm-9:00pm

Learning Center/Room 27
\$59 per person

Session II:

Date	Day
4/3-5/8	T

Time

6:00pm-9:00pm

Learning Center/Room 27
\$59 per person

Berry Picking Basket



I promise. Summer is coming! Come have fun and weave this solid based swing handle basket perfect for picking berries, collecting eggs, or carrying a lunch!



Bring along a mop size bucket, sturdy scissors, 12 spring type clothespins, pencil, jackknife, tape measure, and a spray bottle.

Instructor: Martha Chessie

Date	Day	Time
3/6	T	5:30pm-9:00pm

Learning Center/Room 23
\$12 PLUS \$16 Mat. fee (due at registration)

Magazine Basket



Stand your magazines upright in this woven based basket which measures approximately 10”L x 5” D x 12”H. Add color and 2 bushel side handles.

Bring along a mop size bucket, sturdy scissors, 12 spring type clothespins, pencil, jackknife, tape measure, and a spray bottle.

Instructor: Martha Chessie

Date	Day	Time
5/9	W	5:30pm-9:00pm

Learning Center/Room 23
\$12 PLUS \$20 Mat. fee (due at registration)

Re-purposed Sweater Mittens

Brrr, it is still cold outside! Come create a pair of toasty repurposed sweater mittens tonight. Bring along a washed sweater, preferably wool or wool blend, 1/3 yard polar fleece, thread to match, pins, and fabric shears. If you have a portable sewing machine in good working order, please bring it along. Instructor will have sweaters and fleece available for a small fee.

Instructor: Martha Chessie

Date	Day	Time
2/6	T	5:30pm-8:30pm

Learning Center/Room 27
\$12



BAE Enrichment Hobbies & Interests

Beginner Jewelry



If you have always wanted to make jewelry but weren't sure how to get started, this is the class for you. We'll use common jewelry-making

tools and supplies to learn how to connect to ear-wires, how to string beads for bracelets and necklaces and how to finish off the ends with clasps. All tools and supplies provided. Students will leave with a pair of earrings, a bracelet and a pendant.



Instructor: Tara Finlay

Session I:

Date	Day
2/3	Sat

Time

11:00am-2:00pm

Learning Center/Room 28
\$19 PLUS \$5 Mat. fee
(due at registration)

Session II:

Date	Day
5/10	Th

Time

6:00pm-9:00pm

Learning Center/Room 28
\$19 PLUS \$5 Mat. fee
(due at registration)

Intermediate Jewelry



Building upon what was learned in the Beginner class, students will spend one night each exploring the design and construction of earrings, bracelets, and necklaces. Students should bring their ideas for types of jewelry they like and are interested in learning how to make and each student will be working on their own designs with help from the instructor. Tools and basic jewelry supplies will be available and additional supplies will be discussed the first night of class.

Instructor: Tara Finlay

Session I:

Date	Day
3/7-3/21	W

Time

6:00pm-9:00pm

Learning Center/Room 28
\$42 PLUS \$5 Mat. fee
(due at registration)

Session II:

Date	Day
5/24-6/7	Th

Time

6:00pm-9:00pm

Learning Center/Room 28
\$42 PLUS \$5 Mat. fee
(due at registration)

Rosary Bracelet



Make a pretty bracelet that also represents one decade of the rosary. All materials and tools provided. Not Catholic?

No problem! There will be other charms to choose from. All are welcome.

Instructor: Tara Finlay



Date	Day	Time
3/28	W	6:30pm-8:30pm

Learning Center/Room 28
\$19 PLUS \$5 Mat. fee (due at registration)

Wire-Wrapped Pendants



Learn to make pendants from undrilled glass or rocks. We'll start out making the same pendants using the pretty glass bars pictured.

Then we can wrap a stone or piece of beach glass. Bring your favorite stones or the instructor will have some to purchase.



Instructor: Tara Finlay

Date	Day	Time
3/28	W	6:30pm-8:30pm

Learning Center/Room 28
\$19 PLUS \$5 Mat. fee (due at registration)

Framed Mosaic Suncatcher



Learn to make beautiful glass framed suncatchers using sea glass, shells, marbles or other eye-catching glass that sparkles in the sun. In the class we'll prepare the frames, and glue items onto the glass. Everyone will be given instructions on how to do the optional final step at home – mixing and pouring the resin that will encase the items in a clear durable finish. Please sign up at least one week prior to the class to give the instructor enough time to gather materials for all registrations.



Instructor: Tara Finlay

Date	Day	Time
4/28	Sat	11:00am-2:00pm

Learning Center/Room 28
\$19 PLUS \$30 Mat. fee (due at registration)



Featured

You Should Be a Stand-Up Comic

How many times have your friends said that you are so funny that you should be sharing your sense of humor on stage? But the thought of doing stand-up comedy is scary right? Let our stand-up comedy class take the scary out of going on stage. Our comics, Stephen Cloutier and Dennis Fogg will teach you basic usable tools for creating your own well received comedy routine. There will be a real comedy show on June 5th where your friends and family can attend. All levels welcome.

Instructors: Stephen Cloutier & Dennis Fogg

Date	Day	Time	Location	Cost
4/25-6/20	W	6:00pm-9:00pm	Learning Center/Room 18A	\$179

Apple/Fruit Tree Pruning

Fruit tree enthusiasts all know it has always been a tradition to prune your fruit trees on the warm spring days before leaf out. If you have a tree that has been neglected and want to reinvigorate it but are not sure how to properly prune your tree, then this class is for you. This class will cover how to prune a fruit tree, what to look for and then we will have a demonstration.



Instructor: Casey Elmer

Date	Day	Time
3/31	Sat	9:00am-12:00pm

243 South Street, Biddeford
\$12

Looking at Your Woodlot Like a Garden

Do you have a woodlot and want to know how to make the most of it? Is your woodlot just the trees in your back yard that haven't done very much? Then Looking at Your Woodlot Like a Garden is for you! This class will be an open discussion of what makes your woodlot grow and thrive. We will be discussing the benefits of what your woodlot can do for you, animals and community. We will also touch upon management strategies of what you can do to improve your woodlot for birds, mammals, reptiles and for people. Wear appropriate clothing and bring crampons for better footing.

Instructor: Casey Elmer

Date	Day	Time
4/7	Sat	10:00am-2:00pm

TBA
\$12

Pepperell Mills the Melting Pot

Why Biddeford Saco?...All the way to Francis T. Spencer and his blanket. This series will cover the History of the Industrial Revolution in America and how it pertained to Biddeford.

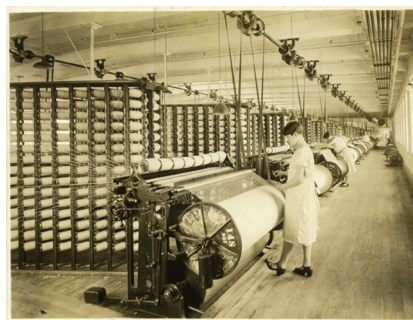
Topics:

- Labor for the new mills
- Mill girls
- Working in a weave room
- Child labor in the mills
- Immigrants- the expanding work force

Instructors: Dana Peck

Date	Day	Time
2/28-4/4	W	6:30pm-8:30pm

Learning Center/Room 24
\$19



Every effort has been made to make this publication accurate as of the publication date; however, all policies, procedures, course fees and curriculum are subject to change at any time by appropriate action of instructors or administrators of Biddeford Adult Education. This publication is not intended to be a contract, explicit or implied, and Adult Education reserves the right to make changes regarding the information contained herein.



Welcome to Tom and Olive Plant's mountaintop estate, Lucknow, built in 1913-1914 high in the Ossipee Mountain Range. Known as Castle in the Clouds since its opening to the public in 1959, the house is an unusual example of Arts and Crafts architecture in New England, expressing that aesthetic movement's philosophy of living in harmony with nature. Designed by the architectural firm of J. Williams Beal & Sons of Boston, the house not only exhibits skilled hand craftsmanship in every aspect of its interior and exterior, but also features a number of technological innovations of the early 20th century.



Things to do:

The Museum - A guide will provide you with a 10-15 minute orientation. You are then welcome to tour the mansion at your leisure on a self-guided tour.

Gift Shop - No stop to Castle in the Clouds is complete without a visit to the Gift Shop. Everything you are looking for - Castle in the Clouds T-Shirts & sweatshirts, candles, books, locally made chocolates and so much more.

The Carriage House Restaurant - has received rave reviews from critics and guests alike. Enjoy a variety of delicious lunch items, from sandwiches to full entrees.

Sat 6/9 Please indicate your location of pickup and return

Bus:

- leaves from Park & Ride at Exit 45 at 8:00am
- leaves Castle in the Clouds at 3:00pm
- returns to Park & Ride at Exit 45 at approximately 5:00pm

Biddeford

Bus:

- leaves from Park & Ride at Exit 32 at 8:30am
- leaves Castle in the Clouds at 3:00pm
- returns to Park & Ride at Exit 32 at approximately 4:30pm

**NO REFUNDS AFTER
5/30**



Bus Tickets \$57 per person **OR**
Group of 4 or more \$52 per person



TIP
Suggested driver
gratuinity **\$3/person**
will be collected on
the bus.

The Maine FLOWER SHOW

The Maine Flower Show, owned and produced by members of Maine’s horticulture industry, is one of the biggest gardening and horticultural shows in the region. With a new location and new management, the Maine Flower Show at Thompson’s Point in Portland boasts more display gardens, more exhibits, more planting and outdoor living inspiration than any local show.

In addition to the 14 display gardens, the 2018 Maine Flower Show will have 115 exhibits of plants, hardscape, arbor and garden supplies, hands-on workshops and seminars led by experts in growing and outdoor living. Growing enthusiasts of all stripes enjoy this one-of-a-kind horticultural experience each year.

Travel by train from Saco to Portland. Then we will walk to the Flower Show. You have three hours to explore the flower show before we cross the street and tour 4 Thompson’s Point. At 3 o’clock we will be visiting Stroudwater Distillery then you can go to Bissell Brothers Brewer and/or Cellardoor Winery. At 5:30pm we will walk back to the train station and ride back to Saco.

Fri 3/23 11:00am-6:40pm

Saco Train Station

\$29 per person and includes train and entrance fee to the Flower Show



GOING TO SEE MICKEY, MINNIE, GOOFP AND THE GANG

Are you planning a Walt Disney World vacation? Looking for someone to break down your options, guide you through this daunting process, and help you get the most out of your vacation and budget? If so, join us and get personal insight on all things Disney World!! This includes theme parks, water parks, ticket options, resort options, dining options, dining plans, seasonal events, tours, dinner shows, unique experiences, and even MagicBands. We’ll also discuss the pros and cons of using a travel agency vs. booking the vacation yourself, staying on Disney property vs. off-site, and relying on Disney transportation vs. renting a vehicle. See how to factor in seasonal park crowd levels, average monthly temperatures, and rainy days into your plans. Gain some insight on how to think through your budget as we look at potential expenses and consider ways to save money in various areas of your vacation.

Instructor: David Murch

Date	Day	Time
2/8	Th	5:30pm-8:30pm

Learning Center/Room 26
\$14 per person/\$19 per couple

Use Promo Code



for couple price

BAE
Enrichment
Places To Go

BOSTON
FLOWER
& GARDEN **SHOW**

Savor Spring: 2018 at the Boston Flower & Garden Show

Travel by bus to Boston's Seaport World Trade Center for the Flower and Garden Show.

The Boston Flower & Garden Show is about inspiring, educating and motivating the region's gardeners. Whether for curb appeal, backyard, kitchen, indoor, rooftop or community gardens, this is where New England's green lovers go to discover new ideas while having fun with family and friends.

This March, as winter wanes, the Boston Flower & Garden Show's designers, exhibitors and marketplace vendors will whet your appetite for the sumptuous joys of the season ahead. Colorful life-sized gardens, intricate floral arrangements, informative lectures and demonstrations and exciting special events will incorporate elements of the popular food gardening trend. Learn about organics, small-space gardens, homesteading hobbies, edibles as ornamentals and family-friendly spaces for outdoor dining and entertaining. Enjoy the first taste of Spring while gathering the recipes and ingredients you'll need for this year's successful garden.

Sat 3/17 Please indicate your location of pickup and return

South Portland

Bus:

- leaves from Park & Ride at Exit 45 at 8:00am
- leaves the Seaport Trade Center at 3:00pm
- returns to Park & Ride at Exit 45 at approximately 5:30pm

Biddeford

Bus:

- leaves from Park & Ride at Exit 32 at 8:30am
- leaves the Seaport Trade Center at 3:00pm
- returns to Park & Ride at Exit 32 at approximately 5:00pm

\$57 per person and includes bus and entrance fee to the Flower Show **OR**

Group of 4 or more \$52 per person

**NO REFUNDS AFTER
3/7**

TIP

**Suggested driver
gratuity \$3/person
will be collected on
the bus.**

**For group of
4 or more, use
Promo Code**



GETTING TO KNOW SALEM IN THE SPRING



Welcome back to Salem. Now is the time to get to know a little more about Salem. We will be touring the House of Seven Gables, then off to the Salem Witch Museum. Lunch will be on your own. You can spend the afternoon at your leisure. For those who wish to have a psychic medium, clairvoyant, palm reader or Tarot therapist session, this is your opportunity.

House of Seven Gables

The House of the Seven Gables has an 18th century granite sea wall, and two seaside Colonial Revival Gardens. The museum houses more than 2,000 artifacts and objects, more than 40 framed works, 500 photographs and glass plate negatives, and more than 50 volumes in a rare book library. When we arrive at The House of the Seven Gables guides will greet us for an unforgettable historical experience. The House of the Seven Gables, also known as the Turner-Ingersoll Mansion was built in 1668, and is the oldest surviving 17th century wooden mansion in New England. The House of the Seven Gables inspired author Nathaniel Hawthorne to write his legendary novel of the same name. The home where Hawthorne was born was moved to The House of the Seven Gables and now lies



just feet away from the mysterious mansion. When you step into the Nathaniel Hawthorne House (c.1750), you will learn about the life of the famous author.

Salem Witch Museum

Then off to the Salem Witch Museum where we will follow the history of witches, witchcraft and witch hunts through a presentation of the events of the Salem Witch Trials of 1692. Witches - Evolving Perceptions is a provocative exhibit which presents the ancient pagan wise woman, the stereotypical witch, modern witchcraft and the phenomenon of witch hunts.



**\$57 per person (includes House of Seven Gables and Salem Witch Museum)
OR Group of 4 or more
\$52 per person**

Sat 4/21 Please indicate your location of pickup and return

South Portland

Bus:

- leaves from Park & Ride at Exit 45 at 8:00am
- leaves Salem, MA at 4:00pm
- returns to Park & Ride at Exit 45 at approximately 6:30pm

For group of 4 or more, use Promo Code



Biddeford

Bus:

- leaves from Park & Ride at Exit 32 at 8:30am
- leaves Salem, MA at 4:00pm
- returns to Park & Ride at Exit 32 at approximately 6:00pm



Suggested driver gratuity \$3/person will be collected on the bus.

NO REFUNDS AFTER 4/11



Ukulele for Beginners

The ukulele is a versatile, go anywhere instrument that is fun to play! Learn folk music, rock, blues, pop, country, music grandma knows and more. Learn basic chord positions, strums and picking styles using familiar songs. This class is for those who have never learned to play a stringed instrument with little or no knowledge of music theory. Duncan will be glad to share information about how and where you can buy the best ukulele for you. All music will be provided. Required: A soprano, concert, or tenor size ukulele (no baritone ukes, please) and an electronic tuner. Bring along a loose-leaf notebook, pencil and eraser, a high lighter and a music stand, if you have one.

Duncan Perry, a ukulele player for seven years, regularly entertains at hospices, nursing homes, libraries & kids venues. He is a member of the Falmouth Library Ukulele Society that added a touch of Hawaii to the PSOs 2014 Magic of Christmas programs!

Instructor: Duncan Perry

Date	Day	Time
5/8-5/29	T	6:00pm-7:30pm

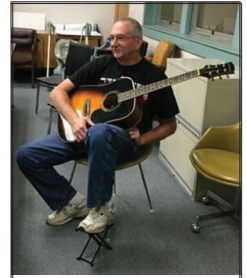
Learning Center/Room 23
\$65



• • • • •
 • **Come Teach with Biddeford Adult Education** •
 • Biddeford Adult Education is seeking •
 • instructors interested in sharing their skills and •
 • knowledge with a Community dedicated •
 • to learning and fun. Please email your class •
 • description and resume to: Sue De Cesare, •
 • Community Adult Education Leader, at •
 • sdecesare@biddefordschools.me •
 • • • • •

Just ONCE Guitar for Busy People

Have you ever wanted to learn the guitar but simply find it difficult to find the time? In just a few hours you can learn enough about playing the guitar to give you years of musical enjoyment, and you won't have to take private lessons to do it. This crash course will teach you some basic chords and get you playing along with your favorite songs right away. Bring your acoustic guitar. Class limited to 15 students. For ages 13+. For more information go to justonceclasses.com



Fred R. enjoying his Just ONCE Guitar class.

Instructor: Don Pride

Date	Day	Time
2/12	M	6:30pm-9:00pm

Learning Center/Room 18A
\$25 PLUS
\$29 Textbook and Practice DVD (payable to instructor)

Just ONCE Piano for Busy People

Some music teachers may not want you to know this, but you don't need years of weekly lessons to learn piano. In just a few hours, you can learn enough secrets of the trade to give you years of musical enjoyment. How do we do it? While regular piano teachers teach note reading, piano professionals use chords. And you can learn all the chords you'll need to play any song in this one session. Any song. Any style. Any key. If you can find middle C and know the meaning of Every Good Boy Does Fine, you already know enough to enroll in this workshop.

Instructor: Don Pride

Date	Day	Time
4/2	M	6:30pm-9:00pm

Learning Center/Room 18A
\$25 PLUS
\$29 Textbook and Practice CD (payable to instructor)



Super Saturday Cooking

Would you like an interesting and delicious Saturday afternoon? If so, you and your friends should sign up for the Saturday cooking classes. You'll meet great people, learn something new, have fun, and go home VERY satisfied with a full tummy. So bring an apron, and remember . . . you do NOT do dishes! See you there.

Instructor: Sue Schofield

South of the Border - Super Saturday Cooking

From Mexico to Chile, the food is deliciously different from that of the United States. Today we'll cook and eat foods from four of these Latin American countries and go away happily sated. Sign up soon for this yummy experience, and get your friends to sign up too.



Date	Day	Time
2/3	Sat	11:00am-2:00pm

Learning Center/Room 23
\$12 PLUS \$15 Mat. fee (due at registration)

Upstate - Super Saturday Cooking

Many of our states have an "Upstate" area. It is usually sparsely populated with very independent residents, and some of these folks developed foods that are relatively unknown outside the area. Today we will cook and eat a few of their secret sandwiches, and you may want to plan a trip to one of their secret celebrations. Collect your friends and sign up early, so you can talk about it all the way home.

Date	Day	Time
3/3	Sat	11:00am-2:00pm

Learning Center/Room 23
\$12 PLUS \$15 Mat. fee (due at registration)

The Best of the Best . . . (so far!) -

Super Saturday Cooking

After twelve years of cooking classes, the popularity of certain dishes stands out vividly. You might be surprised and you won't want to miss it! So gather your gang and sign up early for this scrumptious last-class-before-summer gathering.



Date	Day	Time
4/7	Sat	11:00am-2:00pm

Learning Center/Room 23
\$12 PLUS \$15 Mat. fee (due at registration)

The A, B, C and Ds of Medicare



Does the A, B, C and D "Alphabet Soup" of Medicare feel overwhelming? Medicare, begun in 1965, is the US health plan available to qualified people aged 65 and older, as

well as some disabled people below age 65. This overview reviews the way Medicare covers inpatient, outpatient and prescription drug costs, explains enrollment periods and reviews the types of products designed to partner with Medicare, including supplement plans, Medicare Advantage plans and prescription drug plans. This seminar will be informative for current beneficiaries, people beginning Medicare, and the adult, children, or loved ones of Medicare beneficiaries.

Instructor: Barbara Hopkins

Date	Day	Time
5/3	Th	6:00pm-8:00pm

Learning Center/Room 18A
\$9

Planning for Retirement



This 5 week course illustrates how you can translate your vision for retirement into tangible goals. You'll learn investment strategies to help design the retirement you want. We'll also discuss how you can add flexibility to your strategy to help you handle unexpected events and how you can keep your strategy on track.



Instructor: Matt Simmons

Date	Day	Time
2/28-3/28	W	6:00pm-7:30pm

Learning Center/Room 27
\$29

BAE English Learners of other Languages

This class prepares non-native English learners with advanced skills to communicate in English, to improve job skills and to further their academic studies. Receive the educational skills necessary to help your children in school.



Become a more employable, productive, and responsible citizen. Study for the US citizenship test.

Instructors: Dorrie Roedner & Sam Smithwick

Date	Day	Time	Location
1/22-5/17	M-Th	12:30pm-2:30pm	Learning Center/Room 28
No class 2/19-2/22 and 4/16-4/19			



Becoming A U.S. Citizen



Join with others who are preparing for the citizenship exam. Learn and discuss information about American government, history and your responsibilities as a citizen. Various study methods will be used and practice exams will be given.

Instructor: Dorrie Roedner

Date	Day	Time	Location
1/23-3/8	T & Th	12:450pm-2:15pm	Learning Center/Room 28



Adult Basic Education Math (ABE)

Receive supplemental practice along with alternate explanations in order to understand a variety of mathematical topics at a deeper level. Work independently or with peers to complete assigned tasks and improve skills. This is a self-paced class targeting the concepts that YOU choose to work on.

Instructors: Dorrie Roedner
Sam Smithwick

Date	Day	Time
1/22-5/17	M-Th	9:00am-12:00pm
No class 2/19-2/22 and 4/16-4/19		

Learning Center/Room 28

Adult Basic Education English (ABE)

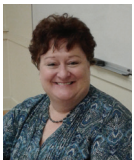
Whether pursuing a diploma or just “brushing up” on English related skills, this class has something for you. Practice your reading comprehension skills and enhance your writing. Review the parts of speech or prepare for college entrance exams. This course provides individualized and small group instruction in grammar, reading, and spelling. You can learn without embarrassment.



Instructors: Dorrie Roedner
Sam Smithwick

Date	Day	Time
1/22-5/17	M-Th	9:00am-12:00pm
No class 2/19-2/22 and 4/16-4/19		

Learning Center/Room 28



Dorrie received her bachelor's degree from UNH and a Master's Degree from Idaho State University. After living other places, she came to Maine 30 years ago and has loved every minute here. Working with adults is her specialty and she particularly enjoys the challenges and joys of the ESL population.



A graduate of Auburn University and the University of Southern Maine, Sam teaches English, ESL, and Social Studies. A songwriter and former touring artist and manager, Sam also offers instruction in music, performance, and songwriting, all with equal enthusiasm!

www.facebook.com/BiddefordAdultEd



Creative Play Class I

Parents with children ages 0-3 are invited to join this exciting and active class. We have created an environment in which children and parents can experience new literacy rich activities together through books, music, games, puppet play, and child directed play. Our goal is to provide a space and forum for parents and children to spend time playing and learning together. We invite new participants every week. Come play, learn, and explore with us!

Instructor: Julie Berube

Date	Day	Time
1/10-6/13	W	1:00pm-2:00pm
No class 2/21 & 4/18		

Learning Center/Rooms 14 & 16

Creative Play Class II

For parents with children ages 3-5, this program will have more of an academic feel. Parents and children will explore the alphabet together. This class will be filled with lots of art projects, painting, cooking, music, and really great books. Our goal is to provide a space and forum for parents and children to have a great time together and develop a love for lifelong learning. We invite new participants every week. Come play, learn, and explore with us!

Instructor: Julie Berube

Date	Day	Time
1/8-6/7	M & Th	1:00pm-2:30pm
No class 2/19, 2/22, 4/16 & 4/19		

Learning Center/Rooms 14 & 16

Monthly Family Story Hour

The monthly story hour will provide a welcoming and fun environment to listen to stories, participate in great themed activities with your children, and have a snack together. Family story hour is a wonderful opportunity for parents and children to spend time together (PACT). Come and introduce your child/children to really great books and a love of reading. Special guest readers and surprise hosts are scheduled throughout the year.

Instructor: Julie Berube & Lisa Martel

Dates	Day	Time
2/14, 3/21 4/11, & 5/16	W	6:00pm-7:30pm

Learning Center/Room 23



Parent Talk (Active Parenting Now)

Do you have questions about parenting? Do you want to improve your parenting skills? Are you overwhelmed? If you answered yes to any of these questions, "Parent Talk" may be for you. Happy Families aren't born... They're made one day at a time. Through this video-based program, you will learn the skills that will help you develop cooperation, responsibility and self-esteem in your children, and encourage your children to be their very BEST! You'll also learn positive discipline techniques so you can avoid those all too familiar power struggles. You will be receiving an Active Parenting Certificate upon completion of this course.

Instructor: Julie Berube

Session I:		Session II:	
Date	Day	Date	Day
1/8-3/5	M	3/19-5/7	M
No class 2/19		No class 4/16	

Time	Time
10:00am-12:00pm	10:00am-12:00pm
Learning Center/Room 18A	Learning Center/Room 18A

Stress & Anger Management

Information is Power. Life can be overwhelming these days with school, work, and family. Stress is a fact of life; we need to learn how to manage it. We will learn how to take advantage of the positive and reduce the negative effects of stress!

Anger is one of the most misunderstood over-used human emotions. In this class we will learn how to recognize anger by identifying our anger triggers. We will learn about the three components of anger; the Emotional State, the Expression, and the Understanding. This class will increase your knowledge about how anger affects you. You will learn new ways to cope with anger and set goals to manage anger more effectively. Learning how to manage stress and anger is a way of taking control of your life. It is also a way of staying healthy and happy.

Instructor: Julie Berube

Date	Day	Time
2/2-5/18	F	10:30am-12:30pm
No class 2/23 & 4/20		

Learning Center/Rooms 18A



CLASS: College Preparation for Adults

Adult Education of the Kennebunk & Arundel

89 Fletcher Street, Kennebunk, ME 04043
 p: (207) 985-1116 f: (207) 985-6732
 adulted@rsu21.net
 www.kennebunk.maineadulted.org

Biddeford Adult Education

189 Alfred Street, Biddeford, ME 04005
 p: (207) 282-3883 f: (207) 286-9581
 adulted@biddefordschooldepartment.org
 www.biddeford.maineadulted.org

Kittery Adult Education

12 Williams Avenue, Kittery, ME 03904
 p: (207) 439-5896 f: (207) 439-3789
 cfurbish@kitteryschools.com
 www.kittery.maineadulted.org

Marshwood Adult Education

260 Dow Highway, Route 236
 South Berwick, ME 03908
 p: (207) 384-5703 f: (207) 384-5608
 lorraine.robida@rsu35.org
 www.marshwood.maineadulted.org

Noble Adult Education

388 Somersworth Rd, North Berwick, ME 03906
 p: (207) 676-3223 f: (207) 676-2160
 brenda.gagne@msad60.org
 www.noble.maineadulted.org

Old Orchard Beach/Saco Adult & Community Education

40 E. E. Cummings Blvd., OOB, ME 04064
 p: (207) 934-7922 f: (207) 934-3705
 adultedinfo@rsu23.org
 www.oobsaco.maineadulted.org

Wells-Ogunquit Adult Community Education

200 Sanford Road, Wells, ME 04090
 p: (207) 646-4565 f: (207) 646-4596
 adulted@wocsd.org
 www.wells-ogunquit.maineadulted.org

York Adult Education

1 Roberts Stevens Drive, Wells, ME 04090
 p: (207) 363-7922 f: (207) 363-0717
 lrobertson@yorkschoos.org
 www.york.maineadulted.org

What can CLASS do for you?

- Offer classes and workshops specific for college-level work including college & career advising, math, writing, Accuplacer testing, and college survival skills
- Online eLearning and video conferencing
- Provide adults with the skills to persist and succeed in college
- Create an individualized learning plan and conquer the college application and financial aid process

Who joins the College Transitions program?

- Current high school diploma and HiSET students who want to go to college
- Anyone who wants to get a better job or start a new career
- Adults who have tried college in the past
- Current college students needing to improve in writing, reading, or math
- Student who do not want to pay the high cost cost of college level classes

Why join the College Transitions program?

- Gain the confidence and skills to succeed in college
- Participate in classes appropriate for your skill level to prepare for college level courses
- Improve your score on the Accuplacer college placement exam
- Most classes are free



CLASS
 Consortium for Learning and Student Success



The Future Starts Here

Expanding Opportunities. Changing Lives. The *HiSET*® Exam.

The HiSET (High School Equivalency Test) is an assessment of skills and knowledge comparable to those of a high school graduate. It is not to be considered a substitute for completing high school and earning a diploma. It is an alternative for those who, for a variety of reasons, are unable to finish high school. HiSET has replaced GED in the state of Maine as the assessment tool used to award the High School Equivalency Diploma.

The HiSET test is a series of five tests covering writing, science, math, literature and the arts, and social studies. These tests require the test taker to apply reading, math, language, and critical thinking skills. Tests are taken one at a time, and can be taken in any order. Passing the HiSET test series allows student to earn their High School Equivalency Diploma (HSED).

You must be at least 18 years of age. Intake/Orientation/Pre-Test sessions are available both morning and late afternoon (**3 days are required**). Students may enroll at any time during the semester. There is no fee for this program. Students are required to take the CASAS reading and math assessments and the official HiSET practice tests prior to HiSET testing.

- Please bring a MAINE Government issued picture identification to Orientation
- There is NO FEE for the HiSET® Testing with a Maine ID. If you do not have a Maine ID, there will be a \$50 fee PER test.
- NO CHILDREN ALLOWED at any session
- There is a lot of paper work, so please bring your patience

HiSET Prep Class

If after attending our Intake/Orientation/Pre-Test session you find that you need a refresher before taking the Official Test, this class is for you. We will cover the subject(s) you need help with. You will be surprised how quickly you will succeed.

Instructor: Sue Schofield

Date	Day	Time
1/23-5/15	T	12:30pm-3:30pm

Learning Center/Room 27





BAE High School Academics

Adults (17 and older) can earn a high school diploma through the adult education program. Previously earned credits as well as life experience will count toward your credit total. All courses taken for diploma credit are free.

Current graduation requires 24 credits: 3 Math credits, 4 English credits, 3 Social Science credits, 3 Science credits, 1 Fine Arts credit, and 10 Electives.

**YOU MUST: Call 282-6511 to schedule your 1/2 hour Intake/Registration.
No registrations will be accepted after January 22nd.**

English Courses

Working in English

You may have a new appreciation of the English language by the end of this course, and you will also have written a complete memoir. Sign up early to enjoy this class.

Instructor: Sue Schofield

Date	Day	Time
1/23-5/15	T	9:00am-12:00pm
No class 2/20 & 4/17		

Learning Center/Room 24



Short Story

This course will provide an introduction to the development of the short story. We will discuss plot structure, character development, and point of view. Students will also begin writing their own short stories.

Instructor: Sam Smithwick

Date	Day	Time
1/24-5/16	W	5:00pm-8:00pm
No class 2/21 & 4/18		

Learning Center/Room 24



High School Academics Course Fees: \$47 Res./\$49 Non-res. unless otherwise noted. Biddeford Adult Education High School Diploma students do not pay a course fee. Non-res. High School Supplement students ARE responsible for a \$25 supplement fee per semester.

Electives

Chew on This

We will question and answer the connections between our physical health and the foods we eat. We will try to understand world-wide problems that affect human health, and we will cook and eat healthy, scrumptious food. Sign up for this class in good thinking and good taste.

Instructor: Sue Schofield

Date	Day	Time
1/22-5/14	M	9:00am-12:00pm
No class 2/19 & 4/16		

Learning Center/Room 23 & 24



American Sign Language Level 2

Students need basic conversation, vocabulary and finger spelling knowledge in ASL. This is a continuation of ASL Level 1. The course is the second in a series of courses designed to develop the skills and knowledge needed to communicate in American Sign Language. This course continues to develop American Sign Language vocabulary and sentence construction, as well as finger spelling. In addition, students will continue to refine their knowledge of the deaf community and Deaf education.

Instructor: Patti Fedra

Date	Day	Time
1/22-5/18	M & F	9:00am-10:30am
No class 2/19, 2/23, 4/16, & 4/20		

Learning Center/Room 27

Social Science Course

U.S. History & Media Literacy

This course will examine the mass media and its effect on American History and culture. We will trace the historical development of the media and journalism from the invention of the printing press to the explosion of the internet.

Instructor: Sam Smithwick

Date	Day	Time
1/26-5/18	F	9:00am-12:00pm
No class 2/23 & 4/20		

Learning Center/Room 24

Math

Transitional Algebra

We will review whole numbers, fractions, decimals, percents and integers. Equations, inequalities, graphs and functions, percents, and probabilities will be studied.



Instructor: Cindy Blais

Date	Day	Time
1/24-3/21	W & Th	9:00am-12:00pm
No class 2/21 & 2/22		

Learning Center/Room 24



High School Academics Science Courses

Forensics

Do you enjoy watching CSI, Criminal Minds, or other crime TV shows? Then this is the class for you! Study crime-solving techniques such as blood spatter and fiber analysis. Analyze your own fingerprints and handwriting patterns. Students will participate in hands-on labs and activities while learning how forensic scientists use various techniques to solve crimes.

Instructor: Victoria Salo

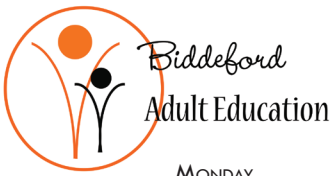
Date	Day	Time
1/23-5/15	T	5:00pm-8:00pm
No class 2/20 & 4/17		


Biddeford High School/Room A007

Registration begins January 2nd
 Classes begin January 22nd
 High School Diploma classes: Six students is the required number to "make a class"



Biddeford Adult Education
Class of 2017



	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	
morning	American Sign Language Level 2 9:00-10:30 1/22-5/18 Chew on This 9:00-12:00 1/22-5/14 ABE Basic Math 9:00-12:00 1/22-5/17 ABE Basic English 9:00-12:00 1/22-5/17 Parent Talk SI 10:00-12:00 1/8-3/5 Parent Talk SII 10:00-12:00 3/19-5/7	Working on English 9:00-12:00 1/23-5/15 ABE Basic Math 9:00-12:00 1/22-5/17 ABE Basic English 9:00-12:00 1/22-5/17 	Transitional Algebra 9:00-12:00 1/24-3/21 ABE Basic Math 9:00-12:00 1/22-5/17 ABE Basic English 9:00-12:00 1/22-5/17	Transitional Algebra 9:00-12:00 1/24-3/31 ABE Basic Math 9:00-12:00 1/22-5/17 ABE Basic English 9:00-12:00 1/22-5/17	American Sign Language Level 2 9:00-10:30 1/22-5/18 Stress & Anger Mgmt 10:30-12:30 2/2-5/18 U.S. History & Media Lit. 9:00-12:00 1/26-5/18	
	afternoon	ESOL 12:30-2:30 1/22-5/17 Creative Play II 1:00-2:30 1/8-6/7	ESOL 12:30-2:30 1/22-5/17 HiSET Prep Class 12:30-3:30 1/23-5/15 Becoming a U.S. Citizen 12:45-2:15 1/23-3/8	ESOL 12:30-2:30 1/22-5/17 Creative Play I 1:00-2:30 1/10-6/13	ESOL 12:30-2:30 1/22-5/17 Creative Play II 1:00-2:30 1/8-6/7 Becoming a U.S. Citizen 12:45-2:15 1/23-3/8	AGE POLICY Minimum age for Diploma students is 17 years.
		evening	Forensics 5:00-8:00 1/23-5/15	Short Story 5:00-8:00 1/24-5/16	All High School Academic Courses are 45 hour courses.	

High School Academics Course Fees: \$47 Res./\$49 Non-res. unless otherwise noted. Biddeford Adult Education High School Diploma students do not pay a course fee but are responsible for any Material, Lab, and Text fees. Non-res. High School Supplement students ARE responsible for a \$25 supplement fee per semester.

You may register as soon as you receive this Catalog

Student Information

COURSE PAYMENTS AND FEES

Course fees and book/material fees are payable in full at time of registration. Payment ensures a place for you in the class. Non-payment will not guarantee your placement. Payment is made by cash, check, money order, or credit card (Visa or MasterCard) at time of registration. Make checks payable to Biddeford Adult Education. Please Note - there is a \$25.00 charge for all checks returned due to insufficient funds. Please do not mail cash! **Please do not send us material fees that are payable to the instructor.** We recommend checking with us prior to purchasing class materials to make sure the class has sufficient enrollment. Confirmation of Credit Card payments will be mailed to you. Payments of Checks and Cash will not be confirmed by mail.

REFUNDS AND CANCELLATIONS

Classes cancelled by Biddeford Adult Education will receive a full refund. Courses that were paid for with a credit card can only be credited back to the same card. Refund checks for check or cash payments may take up to three (3) weeks to process. Student-initiated refunds will be given if requested at least three (3) business days prior to the first class. **After that time, no refunds will be given.**

NO REFUNDS ARE ISSUED IF YOU FAIL TO ATTEND CLASS.

NO SCHOOL/STORM CANCELLATIONS

Adult Education will follow the Biddeford schedule. No programs will be held if Biddeford Schools' are cancelled due to storm conditions or during school vacations. Cancellations due to late developing severe weather conditions will be announced on local television and www.biddefordschooldepartment.org, as well as on the adult education office answering machine 282-3883 after 3:00 p.m. Your instructor will schedule make-up time as needed.

NON-RESIDENTS

Residents from other communities are welcome to enroll in any of our programs. Non-residents pay the Non-Res. fee.

BOOK POLICY

Most books required for courses at Biddeford Adult Education may be purchased at the Biddeford Adult Education Bookstore. **Books must be paid for and picked up before class begins.** The Bookstore is located at the Main Office, 189 Alfred Street 2nd Floor, Biddeford, ME 04005.

5 Easy Ways To Register



www.biddeford.maineadulted.org - the fastest, easiest way to register! Register yourself (and your family & friends) for fun and vocational classes. A confirmation e-mail is sent automatically upon registration.



Please have your debit/credit card ready when you call. If paying by check, please note, we cannot guarantee your spot in a class until we receive payment. Phone: 282-3883



Walk-in to our main office located at 189 Alfred Street 2nd Floor, Biddeford. Please call 282-3883 for directions.



Complete the registration form and mail it along with your payment to:
Biddeford Adult Education
P.O. Box 624
Biddeford, ME 04005



If paying by debit/credit card, fill out the registration form located in this catalog and fax to 207-286-9581. We accept VISA and MasterCard.

Payment Methods We Accept



Class Locations:

- | | |
|--|--|
| Biddeford High School (BHS)
20 Maplewood Ave.
Biddeford, ME 04005
207-282-1596 | Regional Center of Technology (COT)
10 Maplewood Ave.
Biddeford, ME 04005
207-282-1501 |
| John F. Kennedy Memorial School (JFK)
64 West Street
Biddeford, ME 04005
207-282-4134 | J. Richard Martin Community Center (Learning Center)
189 Alfred Street
Biddeford, ME 04005
207-282-6511 |

Biddeford School Department Directory

ADMINISTRATION

ALAN CASAVANT
Mayor

JEREMY RAY
Superintendent

CHRIS INDORF
Assistant Superintendent

SCHOOL COMMITTEE

ALAN CASAVANT, CHAIR
DENNIS ANGLEA
CRYSTAL BLAIS
DOMINIC DESCHAMBAULT
VASSIE FOWLER
ANTHONY MICHAUD
KAREN RUEL
LISA VADNAIS

ADULT EDUCATION STAFF

PAULETTE BONNEAU
Director

SUSAN DE CESARE
*Community Adult
Education Leader*

TRACEY COLLINS
Career Pathways Coordinator

ANNE BEAULIEU
PATT HAMEL
Administrative Assistants

NANCY OUELLETTE
Student Advisor

JULIE BERUBE
Family Literacy

JULIE BERUBE
PATT HAMEL
LISA MARTEL
Night Supervisors

MAGGIE BUTTERS
HiSET Examiner

BIDDEFORD SCHOOL DISTRICT DIRECTORY

Biddeford High School
20 Maplewood Ave.
Phone: 282-1596 Fax: 282-8275

J.F.K. Memorial School, Kindergarten Center
64 West Street
Phone: 282-4134 Fax: 284-7199

Biddeford Regional Center of Technology
10 Maplewood Ave.
Phone: 282-1501 Fax: 282-7986

Leadership Office
18 Maplewood Ave.
Phone: 282-8283 Fax: 282-8424

Biddeford Middle School
25 Tiger Drive
Phone: 282-6400 Fax: 282-6040

Transportation Department
371 Hill Street
Phone: 282-0909 Fax: 282-0101

Biddeford Intermediate School
335 Hill Street
Phone: 282-5957 Fax: 282-8289

Food Service Department
64 West Street
Phone: 282-4134 Fax: 284-7199

Biddeford Primary School
320 Hill Street
Phone: 282-8285 Fax: 286-9225

Facilities Department
205 Main Street
Phone: 571-1602 Fax: 284-7956

“It is never too late to register as long as
there is room in a class.”

282-3883

Visit our Website:

www.biddeford.maineadulted.org

FOR MAIL-IN, include debit/credit card information or check. Mail to:

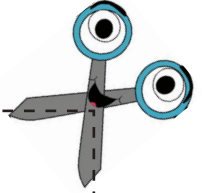
Biddeford Adult Education
P.O. Box 624, Biddeford ME 04005

FAX to: 207-286-9581. You MUST include debit/credit card information.

www.biddeford.maineadulted.org

adulted@biddefordschools.me

Please REPRODUCE as needed for additional forms.



NAME _____ BIRTH DATE ____/____/____

ADDRESS _____ MALE FEMALE

CITY _____ ZIP _____ PHONE: _____ HOME/CELL _____

E-MAIL _____ PHONE: _____ HOME/CELL _____

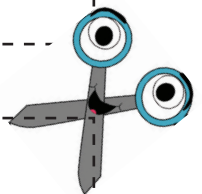
COURSE INFORMATION

COURSE NAME	COURSE FEE	TEXT/ MATERIAL FEE

CHECK CASH VISA MC AMERX DISCOVER TOTAL _____

Card No: _____ - _____ - _____ - _____ Ex. Date ____/____/____ Sec. Code _____

Name on card Signature



NAME _____ BIRTH DATE ____/____/____

ADDRESS _____ MALE FEMALE

CITY _____ ZIP _____ PHONE: _____ HOME/CELL _____

E-MAIL _____ PHONE: _____ HOME/CELL _____

COURSE INFORMATION

COURSE NAME	COURSE FEE	TEXT/ MATERIAL FEE

CHECK CASH VISA MC AMERX DISCOVER TOTAL _____

Card No: _____ - _____ - _____ - _____ Ex. Date ____/____/____ Sec. Code _____

Name on card Signature



P.O. Box 624
189 Alfred Street, 2nd Floor
Biddeford, ME 04005

PRSR-STD
ECRWSS
Portland, ME 04101
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Permit #454
Postal Patron
Local

Biddeford Adult Education Presents:

COMEDY NIGHT

Students from the class:

YOU SHOULD BE A STAND UP COMIC



*Featuring:
Stephen Cloutier
and
Dennis Fogg*

TUESDAY, JUNE 5TH
SHOW STARTS: 8:00PM
DOORS OPEN: 7:00PM

Biddeford High School
Little Theater
Maplewood Ave, Biddeford

Donation: \$15 per person
or 2 for \$20
Must be 16 years or older to attend

For tickets call 282-3883

Main Office
P.O. Box 624
Biddeford, ME 04005
207-282-3883

adulted@biddefordschools.me
www.biddeford.maineadulted.org

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207-282-6511