

East Windsor Adult Education
Spring 2009 Session
Sponsored by the
East Windsor Board of Education
Mr. Timothy Howes, Superintendent of Schools
Mr. Mark Paradise, Adult Education Director

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East Windsor Adult Education in partnership with Vernon's Regional Basic Adult Education and Continuing Education offers East Windsor residents a wide range of enrichment and adult education course offerings. These programs and courses are designed with busy adults in mind. At a variety of Vernon and East Windsor sites, residents are able to enroll in classes that will:

employability

- \*Enhance the skills that will help you to improve your
- \*Earn your high school diploma
- \*Work on your literacy skills
- \*Improve your English speaking and writing
- \*Prepare to go to college
- \*Study to earn your citizenship
- \*Work to improve the skills needed for your current job
- \*Take technology courses

**Courses & Programs Offered in East Windsor & Vernon:**  
*Adult Basic Education* (East Windsor High School)

- Citizenship Classes* (Vernon sites)
- College Transition Program* (Vernon sites)
- EDP- External Diploma Program* (Vernon sites)
- English as a Second Language (ESL) Classes* (East Windsor High School)
- GED Preparatory Classes* (East Windsor High School)
- High School Adult Credit Diploma Program* (Vernon sites)
- Job Skill Training* (Vernon sites)
- Technology Classes* (East Windsor & Vernon sites)
- Teen Parent Program* (Vernon sites)
- Workforce Preparation Program* (Vernon sites)
- Worksite Education Program* (Vernon and/or East Windsor sites)
- Adult Enrichment Classes* (East Windsor and Vernon sites)

This brochure, classes, and programs that meet at East Windsor sites are listed in this brochure and can be found online at: [www.eastwindsorschools.org](http://www.eastwindsorschools.org). "Click" on East Windsor Adult Education 2008-09. For additional information on Vernon course listings that are not included in this brochure, contact Vernon Regional Adult Basic and Continuing Education directly at 860-870-6000, ext. 139 or toll free at 866-564-2368. East Windsor residents also receive a VRABE brochure in the mail. Further info can be found at their website: [www.vrabe.org](http://www.vrabe.org).

Vernon Regional Adult Basic Education and East Windsor Adult Education are members of the Connecticut Association for Adult and Continuing Education (CAACE). All activities offered by East Windsor Adult Education and Vernon Regional Adult Basic and Continuing Education are held in accessible locations. Accommodations for individuals with a disability are available upon request. Please contact Mark Paradise, East Windsor Adult Education

Director, 38 Main St., Broad Brook, CT, 06016, at 623-4488 to leave a voice mail message, or email: mparadise@ewindsor.k12.ct.us (for courses offered in East Windsor locations), or LeRee King, Vernon Regional Adult Basic Education, 30 Park Street, Vernon, CT 06066 at 860-870-6000, ext. 139 or toll free at 866-564-2368 (for courses offered in Vernon locations).

In compliance with regulations of the Office for Civil Rights and with Equal Opportunity practices as determined by state and federal legislation, East Windsor Adult Education and Vernon Regional Adult Basic Education and Continuing Education, as a matter of policy, do not knowingly condone discrimination in employment, assignment, program or services, on the basis of race, gender, color, religion, national origin, age, sexual orientation, disability or related abilities to perform the duties of the position.

## **General Information**

**East Windsor Adult Education classes are held at the following locations:**

Broad Brook Elementary School, Rye Street, Broad Brook, CT 06016  
East Windsor Middle School, 38 Main Street, Broad Brook, CT 06016  
East Windsor High School, 76 South Main Street, East Windsor, CT 06088

Our brochure can be found online at: [www.eastwindsorschools.org](http://www.eastwindsorschools.org). Click on the East Windsor Adult Education 2008-09 button, or the Vernon Adult Education button for further opportunities for East Windsor residents.

### **Registering for Courses**

*Dropping off Registrations:* Fill out the registration form at the end of this brochure, and include it, any discount coupon and your payment in a sealed envelope. Please label the envelope: *East Windsor Adult Education, c/o Mark Paradise*. The office personnel can not be responsible for loose cash or registrations when dropped off at the office. Registration for courses can be dropped off in the main office at the East Windsor Middle School at any time during regular school hours from 7:30 a.m. to 4:00 p.m. Residents who wish to mail in their registration forms can do so by sending them to the *East Windsor Middle School, c/o Mark Paradise, Adult Education Director, 38 Main St., Broad Brook, CT 06016*.

*\*Method of Payment:* Course fees can be made by check, cash or money order. *Please make checks or money orders payable to: East Windsor Adult Education*. Checks made out incorrectly will be returned and you may lose your place in a class because of the delay. Class tuition does not include the additional cost of books, materials or lab fees, unless specifically stated in the course description.

*\*East Windsor Senior Citizens (62 and older) & Handicapped Residents Discounts:* East Windsor senior citizens and handicapped residents are charged 25% less than the usual registration fee. Some courses offer different discounts. Please refer to the brochure for this information. Non- resident senior citizens and handicapped individuals are not allowed the resident senior citizen/handicapped discount, but instead must pay regular non- resident fees.

*\*Registration with instructors will not be accepted due to limitations in class enrollments. Classes with size limits are filled on a first come, first served basis.*

\*There is a \$25.00 fee charged for checks returned to the Board of Education office due to insufficient funds.

\*No registration confirmation will be mailed to you.

\*The registration form is located at the end of this brochure.

\*Children are not allowed to accompany adults in classes.

\*Smoking is not allowed in any building.

\*High school students may participate with the approval of the Adult Education Director.

*\*Special Additional 10% Coupon Discounts!!* This year we are trying something new. Each course that has a special blue star (\*) before its title will qualify for a 10% discount. Look for the coupon at the end of this brochure. Simply clip the coupon, fill it out and send it in with your registration. You must also include your friend's name the coupon. Coupons may be copied and used as many times as you wish. To qualify for using the coupon, you must enroll a friend that has not attended an East Windsor Adult Education class before, or has not attended a class recently since before the Fall 2008 term. Using the coupon allows both you and your friend to a 10% discount off of your class fee. If you are a resident senior citizen or handicapped resident, you can add that to your other discounts! This discount will apply to any classes.

*\*Lab Fees:* Lab, book or material fees are determined by the instructor and are listed within a course description if required. All lab fees are payable directly to the instructor, unless noted, on the first night of class.

*\*Class Cancellations:* The cancellation of classes due to inclement weather is posted at the East Windsor Public Schools website: [www.eastwindsorschools.org](http://www.eastwindsorschools.org), [www.cancellations.com](http://www.cancellations.com), and announced over AM radio stations WTIC and WDRC. Holidays and school vacations that are observed in the East Windsor Public Schools are also observed by the Adult Education Program. Classes will not meet on: April 10- Good Friday, April 20-24-Spring Break, and May 25- Memorial Day. If day school is canceled or closed early for any reason, then all evening classes will be canceled as well.

*\*Teacher Absence:* If an instructor is absent for any reason, he or she will notify class members and an additional class session will be added at the end of the semester to make up the missed class.

*\*Refund Policy:* East Windsor Adult Education reserves the right to cancel classes, change instructors, or make any modifications to insure the soundness of the program. Refunds will not be given because of a change of instructor. Refunds will be given only if the class you are registering for is already full or if a class is canceled. No other refund requests will be honored.

*\*For further information contact: Mark Paradise, Adult Education Director: mparadise@ewindsor.k12.ct.us or to leave a voice mail message call: 623-4488.*

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General Academics

GED Preparatory Classes (High School Equivalency Exam): The GED test series is designed to offer students or older and alternative route to a high school diploma. The test series consist of English, Writing Skills, Social Studies, Interpreting Literature and the Arts, Science, and Mathematics. Students take these exams from the State of Connecticut. Tests are given monthly throughout the year. The GED preparatory class is open to students 16 or older and prepares students for the GED exam. In order to register for the GED examination, an individual must be 17 hears of age or older and no longer enrolled in school. Applicants 17 or 18 years of age must submit documentation that they have been officially withdrawn from school at least six months prior to the test date. An applicant 21 years of age or older and a non- veteran must pay a fee of \$13.00 to take the test. The retake or reapplication fee is also \$13.00 for individuals 21 years of age or older. Accommodations on the GED test are available for qualified individuals with a disability. For more information or to register please call the Vernon Regional Adult Basic and Continuing Education office at 860-870-6000, ext. 139 or toll free at 866- 564-2368. Registration for this course may be done with the instructor in- person at the course meeting. This class is often combined with the Adult Basic Education class.

Location: East Windsor High School Room: S-6

Days & Times: Monday & Wednesdays- 6:00- 9:00 p.m., Classes are forming now.

Tuition Fee: \$13.00 for GED exam (payable to instructor)

Instructor: Staff

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**Adult Basic Education**

Adult Basic Education classes are designed for the student who needs additional skills prior to entrance into the GED preparatory classes. Students work individually with the instructor on math and basic literacy skills. Instructional levels range from beginning literacy to pre-GED readiness. For more information, please call 860-870-6000, ext. 139 or toll free at 866-564-2368. Students may register by calling the telephone numbers listed above or may register in- person at the first class meeting. This class is often combined with the GED Preparatory Class.

*Location:* East Windsor High School                      Room: S-6

*Days & Times:* Monday & Wednesdays- 6:00- 9:00 p.m, Classes are forming now.

*Tuition Fee:* None

*Instructor:* Staff

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English as a Second Language- ESL: Any student who wishes to increase their fluency in English may participate in ESL (English as a Second Language) classes offered in East Windsor. Your class placement is based on your level of English understanding. Students will practice speaking, listening, and writing with their classmates under the guidance of the teacher. Classes are small to allow for active participation. This is wonderful opportunity to experience a variety of cultures. For class schedule and registration information, please call 860-870-6000, ext. 139 or toll free at 866-564-2368.

Location: East Windsor High School *Room:* S-4
Days & Times: Monday & Wednesdays- 6:00- 9:00 p.m, Classes are forming now.
Tuition Fee: None
Instructor: Staff

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**High School Credit Diploma:** Students in the high school Credit Diploma Program are enrolled in classes based on graduation requirements. High school credit is earned by taking classes at one of the Region’s sites. Distance Learning is also an option instead of traditional classes. Credit may be awarded for work experience, military service, and other specific training such as CPR and Nurses Aide. Classes are offered at Rockville High School and Manchester High School. Students wishing to register for the Credit Diploma Program must bring a current transcript with them to registration as well as proof of withdrawal. For more information about this program and other sites available, please contact Vernon Regional Adult Basic and Continuing Education directly at 860-870-6060, or toll free at 866-564-2368. Further information can also be found at their website: [www.vrabe.org](http://www.vrabe.org). This program is free of charge to all East Windsor residents since we are a participating town in the Vernon Region.

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External Diploma: This program provides an alternative way to earn a diploma. It is designed for working adults who have gained skills through life experiences and demonstrated competence in a particular job, talent or academic area. The EDP is an assessment program that offers no classroom instruction. An adult who successfully completes the portfolio assessment, as required is awarded a high school diploma. This program is offered at the Manchester One Stop site. For more information please contact Vernon Regional Adult Basic and Continuing Education directly at 860-870-6000, ext. 139 or toll free at 866-564-2368. Additional information can also be found at their website: www.vrabe.org. This program is free of charge to all East Windsor residents since we are a participating town in the Vernon Region.

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**Citizenship:** These classes will prepare students for the test given to individuals desiring to become American citizens. Classes are held on Tuesday evening for seven (7) weeks. Students must be able to read and converse in English well enough to pass a listening appraisal test. This listening test is administered the first night of class. The program is offered in Manchester and Vernon. For more information please contact Vernon Regional Adult Basic and Continuing Education directly at 860-870-6000, ext. 139 or toll free at 866-564-2368. Additional information can also be found at their website: [www.vrabe.org](http://www.vrabe.org). This program is free of charge to all East Windsor residents since we are a participating town in the Vernon Region.

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Attention Business Owners & Employers!!

Worksite Education: This is an exciting opportunity for employers in our nineteen-town region to offer ESL, GED or technology classes at their work sites for their employees. Let us bring our programs to you! The curriculum will be customized to benefit both the employer and the employee. Call us at Vernon Regional Adult Basic and Continuing Education directly at 860-870-6000, ext. 139 or toll free at 866-564-2368.

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**Workforce Preparation:** This 10-week course allows participants to explore avenues toward entry or reentry into the workforce. Computer skills, career exploration, basic skills acquisition, ESL competencies (where applicable) and employability training provide the foundation for this course. Upon completion, participants will have created a career portfolio. For registration information call 860-870-6000, ext. 139 or toll free at 866-564-2368.

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Thinking About College?... Consider the College Transition Program

East Windsor residents are offered this free course that is designed to prepare you for the next step after receiving your GED or Adult High School Diploma. This course is also is a wonderful opportunity for older residents that have a high school diploma who have not gone to school in years and wish to pursue a college degree. In this course, students will learn valuable skills that can assist them in reaching their educational goals. This comprehensive course meets 6 hours a week for 14 weeks and includes: Pre-College Algebra, College Reading and Writing, College Survival and Study Skills, Goal Setting, Test Taking Strategies, Computer, Email, and Internet Research Skills, Assistance with College Admission and Financial Aid Paperwork. The time, place and days this class meets are to be determined. For more information contact: Christine Howard, Program Coordinator at 860-643-2222, ext 11, or e-mail Christine.Howard@vernonct.org.

Individuals with a disability who require an accommodation in order to participate in any of the above listed classes, or when taking the GED exam, please contact LeRee King (Vernon contact) at 860-870-6060, ext. 14.

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**Arts and Crafts**

**\*Watercolor Painting**

Course Description: This class is for anyone- beginner, intermediate or advanced artist interested in exploring the artistic processes for watercolor painting and/or drawing. Drawing has always been considered the most fundamental art skill. People everywhere use drawing to record their ideas and feelings. Using a brush adds freedom to improving basic drawings skills. While drawing with a brush, you will also explore a variety of watercolor techniques. You will be encouraged to take your understanding of painting to a new level. Your paintings will become more powerful as you gain confidence using a brush. Traditional methods of drawing will also be integrated into this class. Ms. Johnson has been teaching this course for many years, and has had great success in developing her student's talents. For materials & equipment list please email the instructor at: sajaarts@verizon.net. This course meets on Tuesdays for 10 weeks.

*Location:* East Windsor High School                      Room: Art Room

*Class Begins:* March 17, 2009, 7:00- 9:00 p.m.

*Tuition Fee:* Resident- \$49.00, Non- Resident- \$55.00 (25% discount for E.W. senior citizens/handicapped residents only; 10% coupons also allowed if you bring a friend.)

*Instructor:* Sally Johnson

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***Chair Caning and Reseating**

Course Description: This course will teach you how to replace the woven caning found in many older or antique chairs. Students can learn how to work with either method of the

craft. Students will need to bring a chair, a pan for water and a sponge. There will be a minimum lab fee of \$10.00 payable to the instructor of materials and tools. Lab fee may be adjusted according to individual student needs. This course meets on Thursdays for 8 weeks.

Location: East Windsor High School Room: Art Room

Class Begins: March 19, 2009, 7:00- 9:00 p.m.

Tuition Fee: Residents- \$49.00, Non- Residents- \$55.00 (25% discount for E.W. senior citizens/handicapped residents only; 10% coupons also allowed if you bring a friend.)

Instructor: Shirley LaValley

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**\*Exploring Paper Collage and Mixed Media**

Course Description: The emphasis of this class is exploring the medium and discovery of materials to create art. Exciting techniques will be used to expand new creative possibilities. The materials range from exquisite hand decorated papers, tissue paper, newspaper or magazine photos and personal photos. There will be a \$10.00 lab fee payable to the instructor for materials and special papers provided. For a listing of these materials, please email instructor at: Kcarusopol@cox.net. This course meets on Wednesdays for 8 weeks.

*Location:* East Windsor High School                      Room: Art Room

*Class Begins:* March 18, 2009, 6:00- 7:30 p.m.

*Tuition Fee:* Residents- \$49.00, Non- Residents- \$55.00 (25% discount for E.W. senior citizens/handicapped residents only; 10% coupons also allowed if you bring a friend.)

*Instructor:* Kimberly Caruso- Poley

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*** New! Artistic Mode of Seeing and Thinking**

This course is open to beginning and intermediate artists In this class, you will learn basic pastel painting techniques in addition to instruction in the artistic mode of “seeing and thinking”. Further emphasis will be on learning about the creative process. Instruction will include developing an artistic statement, composition, color theory, use of materials, and choosing subject matter and personal critique of your work. Participants will execute one or more pastel paintings. This is an excellent class for beginners and intermediate artists who wish to learn about the creative medium of pastels. Students should expect to complete at least two pastel paintings during this course. This course has a lab fee of \$30 that is payable to the instructor for pastels, papers, and the Jason Alster's recently published creative pastel painting workbook that each student will be able to keep. This course meets on Thursdays for 8 weeks.

Location: East Windsor High School Room: Art Room

Class Begins: March 17, 2009, 6:00- 8:00 p.m.

Tuition Fee: Residents- \$49.00, Non- Residents- \$55.00 (25% discount for E.W. senior citizens/handicapped residents only; 10% coupons also allowed if you bring a friend.)

Instructor: Jason Alster

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**\* New! Introduction to Hand Made Glass Bead Making** (also known as Lampwork)

This is a new exciting one session course that will introduce you to the wonders of working with molten glass to create one-of-a-kind stunning glass beads. We are offering this one session class so that you can see what it entails first hand. The instructor will



breath-work techniques, balance, meditation and focus. You will learn to exercise your body, mind and soul in this relaxing class. Class time is spent on various postures for about an hour followed by meditation and breath-work. This class is recommended for beginning and intermediate level students. This course meets on Monday and/or Thursday for 10 weeks.

*Location:* East Windsor High School                      Room: D-4

*Class Begins:* March 16 and/or March 18, 2009, 6:30- 8:30 p.m.

*Tuition Fee:* Resident- \$35.00 (1 evening) or \$60.00 (2 evenings), Non Resident- \$60.00 or \$85.00 (Individuals may sign up for one class or two classes per week. (25% discount for E.W. senior citizens/handicapped residents only; 10% coupons also allowed if you bring a new friend.)

*Instructor:* Diane LeMay

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***Intermediate Pilates**

Course Description: This class is for students who have a working knowledge of pilates and a sense of core strength. Pilates is an exercise discipline that strengthens the area between the shoulders and the hips. This STOTT teaching method will expand your knowledge of many sequential exercises and proper breathing coordination that will lead you to a strong, lean muscular type body. This exercising technique is one that can be used for life long fitness. The instructor is a certified Group Fitness Instructor, STOTT Pilates certified and has worked at a number of professional fitness centers. Students are asked to bring a personal exercise mat. This class meets on Thursdays for 10 weeks.

Location: East Windsor Middle School Room: Auditorium

Class Begins: March 19, 2009, 5:30- 6:30 p.m.

Tuition Fee: Resident- \$60.00, Non- Resident- \$70.00 (No discounts are allowed for this class except 10% coupons.)

Instructor: Angela DeMichele-Solak, Certified Trained STOTT Instructor, Certified AFAA Group Fitness

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**\*Pilates with Bands**

Course Description: Experience exercise through pilates and flex bands. Pilates with Bands takes a new "twist" with flex bands. Make your exercise more intense or more supportive. This is a good class for beginners or advanced students. This exercising technique is one that can be used for life long fitness. The instructor is a certified Group Fitness Instructor, STOTT Pilates certified and has worked at a number of professional fitness centers. Students are asked to bring a personal exercise mat and a flex band. Students should check the flex band color for strength appropriate for your use. This class meets on Thursdays for 10 weeks.

*Location:* East Windsor Middle School                      Room: Auditorium

*Class Begins:* March 19, 2009, 4:30- 5:30 p.m.

*Tuition Fee:* Resident- \$60.00, Non- Resident- \$70.00 (No discounts are allowed for this class except 10% coupons.)

*Instructor:* Angela DeMichele-Solak, Certified Trained STOTT Instructor, Certified AFAA Group Fitness

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*** Dynamic Yoga**

Course Description: This class got off to a great start last Fall. This course is a more challenging form of Yoga. If you have previous Yoga experience, you will enjoy participating in this new Yoga offering based on breathing and movement. The basis of this class involves longer holdings of positions and Sun Salutations. Beginners are also welcome as the instructor will modify the class to suit your needs. Breath work and guided relaxation are also included at the end of each class. Please come with a mat, water and comfortable clothing. Come and join this exciting new course with Samadhi's Yoga Alliance trained instructor Sarah Simmons. Sign up and come enjoy this fun and healthy class.

This course meets on Tuesdays for 10 weeks.

Location: East Windsor Middle School *Room:* Auditorium

Class Begins: March 17, 2009, 6:00- 7:15 p.m.

Tuition Fee: Residents- \$40.00, Non- Residents- \$50.00 (25% discount for E.W. senior citizens/handicapped residents only; 10% coupons also allowed if you bring a friend.)

Instructor: Sarah Simmons

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***New! Zumba! The Exercise Craze Sweeping the Nation!**

You've heard about it! Wondered about it! Now here's your chance to get in on the scoop and experience this revolutionary exercise program for yourself. Zumba is a new exercise program that is based on a wide range of dance steps. An example of the types of dance that you'll be exposed to are some of the most basic and international rhythms. How about learning some of the dance/exercise steps to Salsa, Meringue, Cumbia, Reggeton, Hip Hop, Belly Dancing, the Tango, The Flamenco and so much more? Your instructor has studied under the renowned creator of Zumba- Mr. Beto Perez. Ms. Goulet says that it is easy, effective for weight loss/control, and addictive! She starts slowly with basics for about 6 weeks, then begins to show you a number of step variations to keep things fresh and interesting for the last 2 weeks. This class is recommended for all ages, even seniors. She recommends wearing comfortable apparel, sneakers with no tread (such as tennis shoes) for no grip and bringing a towel and water. This course meets on Monday and Friday for 8 weeks.

Ms. Goulet is considering offering a second session for those interested after the first is completed. Please speak to her or contact Mr. Paradise at: mparadise@ewindsor.k12.ct.us for more information.

Location: East Windsor Middle School *Room:* Cafeteria

Class Begins: Monday, March 16, 2009, 6:00- 7:00pm. and Friday, March 20, 2009 from 5:00-6:00pm. Please note time differences for each day!

Tuition Fee: Residents- \$55.00, Non- Residents- \$65.00 (25% discount for E.W. senior citizens/handicapped residents only; 10% coupons also allowed if you bring a friend.)

Instructor: Kim Goulet

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### **New! How Old is Your Skin Acting?**

Course Description: Is your skin blemished, acne scarred, dry, oily, tired, or wrinkled? This free workshop will teach you how to have clear, healthy, youthful, radiant skin at any age. You will learn how to determine the cause of skin problems and recognize the effects. Ms. Wayland will teach you how to protect your skin from the environment and from yourself! The keys are to maintain the skin you can see, repair the skin you can't see

and protect the skin you will see.

This is an interactive class. Ms. Wayland recommends that you should wear minimal or no makeup, comfy clothes, and prepare yourself to relax, refresh, and renew your skin and yourself. In addition, you will learn how to apply hand and foot treatments yourself. Ms. Wayland will personalize individual skin regimens for each student. This course meets on Thursdays for 6 weeks. The same class will be repeated each week, and is an individual one session stand-alone class. You may attend more than one session. Students must register in advance since space is limited to 10 people. A lab fee of \$10.00 is payable to the instructor the evening you attend which includes a personal beauty kit for each student. Students must register in advance since space is limited to 10 people. Send in your registration for the day you wish to attend. This is a fun, relaxing evening, so bring a few friends!

*Location:* East Windsor High School      Room: D-4

*Class Begins:* March 19, 26, April 2, 9, 16, and 30, 2009, 6:30- 8:30 p.m.

*Tuition Fee:* \$10.00- Tuition is \$8.00 per person if you register 2 or more students. There is also a \$10 fee- per person, that covers the expense of the beauty kit. The "kit" fee is payable to the instructor. No discounts can be honored for this class.

*Instructor:* Angelina Wayland

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New! Stress Management Through Self Hypnosis

This new course will teach you the use of guided imagery to create positive changes and allow you to gain greater control of your life. Through this process Ms. Hoffman will assist you in attaining your goals such as time management, weight management, smoking cessation, gaining self-confidence, motivation and anger management. If you are searching for new answers to these problems, consider signing up and trying this course.

The instructor has an MS in Counseling/Psychology, and is a C.I. which is a Certified Instructor of Hypnotherapy through the National Guild of Hypnosis. This class meets on Thursdays for 6 weeks.

Location: East Windsor Middle School Room: Library

Class Begins: March 19, 2009, 7:00- 8:30 p.m.

Tuition Fee: Residents- \$210.00, Non- Residents- \$220.00 (No discounts can be honored for this class.)

Instructor: Aline Hoffman, MS, CI

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## **Personal Enrichment & General Interest**

### **\*Basic Computer Skills**

*Course Description:* This course is appropriate for beginners and intermediate computer students. You will learn how to navigate around the Windows environment, as well as be introduced to the three main programs of Microsoft Office- Microsoft Word, Microsoft Excel, and Microsoft PowerPoint. An introduction to the internet will also be covered including email. This course meets on Thursdays for 8 weeks.

*Location:* East Windsor Middle School      Room: Computer Lab 1

*Class Begins:* March 19, 2009, 5:00- 6:30 p.m.

*Tuition Fee:* Residents- \$75.00, Non- Residents- \$90.00 (No discounts can be honored for this class, except 10% coupons are allowed if you bring a friend.)

*Instructor:* Thomas Tierney

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***Creativity, Imagination, the Pen & You!**

Course Description: Would you like to spend some time in a creative atmosphere? Do you have trouble putting your thought onto paper? Do you already have a writing talent and just need some feedback from some other creative individual? Is so, then please come and join our creative writing class. The instructor is an experienced and published poet and lyricist. This class meets on Wednesdays for 6 weeks.

Location: East Windsor Middle School Room: A-1

Class Begins: March 18, 2009, 6:00- 8:00 p.m.

Tuition Fee: Residents- \$39.00, Non- Residents- \$45.00 (25% discount for E.W. senior citizens/handicapped residents only; 10% coupons also allowed if you bring a friend.)

Instructor: Christopher Chaffin

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**CPR Certification (Part 1)**

Course Description: This course is for people that require a CPR certification for their job. Students will learn Adult/Child CPR, Foreign Body Airway Obstruction and AED training. Students will receive a two year certificate from the American Heart Association upon successful completion of a skills test and a written exam. This course meets on Monday, 3/24/09 for one session. This class fee includes the American Heart Association Heart Saver/CPR manual (normally a \$10.00 fee, and the certification card processing fee which costs \$5.00). This course takes 2-3 hours depending on class size and student background.

*Location:* East Windsor High School                      Room: C-1 (Tech Ed. Room)

*Class Meets:* March 24, 2009 6:00- 9:00 p.m. (**Note: Registration for this class closes on March 17, 2009.**)

*Tuition Fee:* Residents- \$50.00, Non- Residents- \$60.00 (No discounts or coupons are allowed for this class.)

*Instructor:* Jason Race

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CPR- First Aid (Part 2)

Course Description: In order to receive both CPR and First Aid Certification, you must also take part one of this course. This course covers general principals of First Aid including medical, injury and environmental emergencies. This program is recommended of people who wish to help coworkers or family members. Students will receive a three year certification from the American Heart Association upon successful completion of a skills test and a written exam. This course meets on Wednesday, 3/24/09 for a single session. The CPR part of this course meets on March 26. If you pay for this course, the CPR class is included in the fee of \$70.00/ \$80.00. This course takes 2-3 hours of basic first aid training plus the above listed class of CPR training. This total course (both together) takes about 4-6 hours depending on class size and student background.

Location: East Windsor High School Room: C-1 (Tech Ed. Room)

Class Meets: March 26, 2009, 6:00- 10:00 p.m. (**Note: Registration for this class closes on March 17, 2009.**)

Tuition Fee: Residents- \$70.00, Non- Residents- \$80.00 (No discounts or coupons are allowed for this class)

Instructor: Jason Race

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**\*How to Start & Manage a Successful Small Business – CLASS CANCELED**

Course Description: This is a “nuts and bolts” course that covers important practical information on how to start and manage a small business. It will include proven methods in how to develop a simple but workable business plan- marketing, finance, advertising, record keeping, legal organization, and tax requirements. Management aids will be provided to students. This class meets on Wednesdays for 7 weeks.

Location: East Windsor Middle School                      Room: A-2

Class Meets: March 18, 2009, 6:30- 8:00 p.m.

Tuition Fee: Residents- \$49.00, Non- Residents- \$55.00 (25% discount for E.W. senior citizens/handicapped residents only; 10% coupons also allowed if you bring a friend.)

Instructor: Edward J. Jekot, Sr.

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Private Pilot Ground School

Course Description: Ever think about flying an airplane? If so, then this class is for you! This 40 hour course will complete the pre- flight requirements for licensing and allow the student to sit for the FAA written test. The course also includes field trips to Skylark Airpark and the Bradley Field control tower. Areas of study include: fundamentals of aviation, airframe & power plant, instruments, meteorology, navigation and FAA regulations. This course has a lab fee payable to the instructor for the textbook. The class meets for 13 weeks.

Location: East Windsor High School

Room: C-1 (Tech Ed. Room)

Class Begins: Tuesday, March 17, 2009, 6:00- 9:00 p.m.

Tuition Fee: Resident- \$85.00, Non- Resident- \$90.00 (No Discount/ Coupons)

Class fee is based upon a minimum of 10 students attending. Fee could be reduced or increased slightly based upon enrollment. Final course fee will be determined on the first night of class.

Instructor: Tina Gonzales, FAA Flight Examiner

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**\*Line Dancing**

Course Description: This course offers beginners the basics in line dancing. This is a great pastime and wonderful exercise. It is taught by a long time line dancing expert. Come on along and have some fun learning the latest in Line Dancing! This class meets on Thursdays for 10 weeks.

Location: East Windsor Middle School                      Room: Cafeteria

Class Meets: March 19, 2009, 7:00- 8:30 p.m.

Tuition Fee: Residents- \$55.00, Non- Residents- \$60.00 (25% discount for E.W. senior citizens/handicapped residents only; 10% coupons also allowed if you bring a friend.)

Instructor: Millie Gagne

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Personal Finance

FREE! Reverse Mortgages

Course Description: This free one night seminar will explain all your questions about

Reverse Mortgages- what are they... their options... and how they can benefit you! If you or a loved one is aged 62 or better, then this class will be of great benefit to your future. You will learn how a Reverse Mortgage can provide the homeowner with tax-free proceeds as immediate cash, a monthly payment, line of credit or combination of these possibilities. The instructor will discuss the myths and misconceptions as well as the different options available through this government insured program. A wealth of information will be provided and questions will be welcomed. Knowledge is power! Come and learn the facts about this valuable financial tool.

Location: East Windsor Middle School Room: Library

Class Meets: April 7, 2009, 6:30- 8:30 p.m.

Tuition Fee: Free

Instructor: Karen Resch- Reverse Mortgage Specialist

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**FREE! Getting Through a Volatile Market: Steps You Can Take Today**

Course Description: During this seminar we'll explore issues such as: Why and how markets change; Why it's important to stay in the market; What opportunities can be gained from market downturns; The emotions market change can bring; and Steps you can take today.

Location: East Windsor Middle School      Room: Computer Lab 1

Class Meets: March 18, 2009, 6:00- 7:00 p.m.

Tuition Fee: Free- *Pre-registration is required by March 16, 2009*- Please call or email Kyle P. Norton- Financial Advisor @ 860-380-2116, kyle.p.norton@ampf.com or Daniel S. Tarbell- Financial Advisor @ 860-380-2143, daniel.s.tarbell@ampf.com

Instructors: Kyle P. Norton- Financial Advisor and Daniel S. Tarbell- Financial Advisor

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FREE! Helping You Plan for a New Retirement

Course Description: Retirement can be the beginning of a new lifestyle and a time of opportunity and discovery. This seminar helps participants explore their options and develop a strategy that's right for them. Issues include determining future income needs and sources, and managing risks to retirement savings.

Location: East Windsor Middle School Room: Library

Class Meets: March 25, 2009, 6:00- 7:00 p.m.

Tuition Fee: Free- *Pre-registration is required by March 23, 2009*- Please call or email Kyle P. Norton- Financial Advisor @ 860-380-2116, kyle.p.norton@ampf.com or Daniel S. Tarbell- Financial Advisor @ 860-380-2143, daniel.s.tarbell@ampf.com

Instructors: Kyle P. Norton- Financial Advisor and Daniel S. Tarbell- Financial Advisor

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**FREE! How to Finance a College Education**

Course Description: Education costs are outpacing inflation and wage increases. This seminar looks at college costs and strategies for saving, investing and identifying opportunities for financial assistance. Participants will learn alternatives and resources for funding and education, and determine how much money and which approaches to use to best meet educational goals.

Location: East Windsor Middle School      Room: Library

Class Meets: April 1, 2009, 6:00- 7:00 p.m.

Tuition Fee: Free- *Pre-registration is required by March 30, 2009*- Please call or email

Kyle P. Norton- Financial Advisor @ 860-380-2116, kyle.p.norton@ampf.com or Daniel S. Tarbell- Financial Advisor @ 860-380-2143, daniel.s.tarbell@ampf.com  
Instructors: Kyle P. Norton- Financial Advisor and Daniel S. Tarbell- Financial Advisor

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FREE! Millionaires- How Do They Get There?- Six Steps to Wealth Accumulation

Course Description: Most people with modest incomes can accumulate wealth over a lifetime by developing financial habits today that will have big payoffs in the future. This seminar covers how common sense and being committed to a goal contributes to building wealth, and the six steps to take to accumulate wealth.

Location: East Windsor Middle School Room: Library

Class Meets: April 15, 2009, 6:00- 7:00 p.m.

Tuition Fee: Free- *Pre-registration is required by April 13, 2009*- Please call or email Kyle P. Norton- Financial Advisor @ 860-380-2116, kyle.p.norton@ampf.com or Daniel S. Tarbell- Financial Advisor @ 860-380-2143, daniel.s.tarbell@ampf.com

Instructors: Kyle P. Norton- Financial Advisor and Daniel S. Tarbell- Financial Advisor

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**FREE! Growth Investing for Your Long Term Goals**

Course Description: This seminar covers growth- oriented investment options that target capital appreciation and strategies for managing growth investments, including diversification.

Location: East Windsor Middle School Room: Library

Class Meets: April 29, 2009, 6:00- 7:00 p.m.

Tuition Fee: Free- *Pre-registration is required by April 27, 2009*- Please call or email Kyle P. Norton- Financial Advisor @ 860-380-2116, kyle.p.norton@ampf.com or Daniel S. Tarbell- Financial Advisor @ 860-380-2143, daniel.s.tarbell@ampf.com

Instructors: Kyle P. Norton- Financial Advisor and Daniel S. Tarbell- Financial Advisor

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FREE! Insuring What Matters Most

Course Description: Attendees of this seminar will learn about the risks that can interrupt independence and dreams as well as how to assess what they need in terms of life, disability health long-term care and property insurance.

Location: East Windsor Middle School Room: Library

Class Meets: May 14, 2009, 6:00- 7:00 p.m.

Tuition Fee: Free- *Pre-registration is required by May 12, 2009*- Please call or email Kyle P. Norton- Financial Advisor @ 860-380-2116, kyle.p.norton@ampf.com or Daniel S. Tarbell- Financial Advisor @ 860-380-2143, daniel.s.tarbell@ampf.com

Instructors: Kyle P. Norton- Financial Advisor and Daniel S. Tarbell- Financial Advisor



Adult Star Coupon! Adult Star Coupon! Adult Star Coupon!

East Windsor Adult Education

Classes are now more affordable than ever, by using your...

Clip & Use!-----Adult Star Coupon-----Clip & Use!

1. If you have attended an East Windsor Adult Education class before or during the Fall 2008 term, then you are considered a Life Long Learner and are qualified to receive a special 10% discount on certain classes. Resident seniors and handicapped please note that this would be in addition to your 25% discount already offered on most courses! All you have to do is register another friend/relative that has not attended any classes prior to the Fall 2008 term.
2. A Life-Long Learner can register for as many classes as they choose, but can use only one Adult Star Coupon per class no matter how many friends/relatives you may bring.
3. Any resident student also qualifies for the Adult Star Coupon discount of 10% as long as they are registering with a Life Long Learner.
4. If a Life-Long Learner registers more than one "new student" in a class, the 10% discount will apply to all "new students" that are registered by that person. (What a deal!)
5. Payment for classes can be sent together or separately, but a coupon must be included, and you must note the name of the "new student(s)" and the Life-Long Learner on the coupon.
6. The Adult Star Coupon form may be photocopied for use in more than one class.

Name of Life Long Learner: _____

New Student Name: _____

Title of Class: _____

Day/Time: _____

Clip & Use!-----Adult Star Coupon-----Clip & Use!

East Windsor Adult Education Course Registration Form

Name: _____

Address: _____

Email Address: _____

Phone: _____

(Phone numbers are requested for class cancellations and instructor contact.)

Adult Star Discount Coupon and discounts for East Windsor senior citizens (62 and over) and handicapped residents should be applied to your payment as noted in class descriptions. Copies may be made of the Adult Star Coupon. Students using the coupons must bring one new student to class for each coupon used.

Course Name

Day(s) Course Meets

1. _____

2. _____

3. _____

I am a resident of the town of: _____

____ I am a senior citizen (62 years of age or older) from East Windsor.

____ I am a handicapped resident of East Windsor.

____ I am applying my Adult Star Coupon to the following class: _____

Name of "New Student" I am bringing: _____

Class "New Student is enrolling in: _____

Payment Method: ____ Cash ____ Check ____ Money Order

Total Payment Enclosed \$ _____ *Please make checks payable to: **East Windsor Adult Education***

Please drop off completed form w/payment & coupons in a sealed envelope at the East Windsor Middle School 38 Main St., Broad Brook, CT, or mail the completed form(s) and payment to: East Windsor Middle School, Adult Education c/o Mark Paradise, 38 Main St., Broad Brook, CT 06016