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CARRIER ROUTE PRE-SORT

Enfield Adult *and* Continuing Education

WINTER/SPRING 2014

January 27, 2014 - April 30, 2014

Celebrating 93 Years of Service to the Community

Serving the Towns of

Enfield • Granby • Somers • Suffield

For the state mandated programs.

(see page 23 of brochure for more registration details)

Dear Friends,

"The one constant about Adult Ed is that we're constantly changing" one of our staff members replied to someone with a question about our programs. ***What a great response and yes we are!! Enfield Adult Ed <u>works year round</u> to serve you better!***

It is true that while we hold to our core mission and key elements as we provide stability in a learning environment, we respond nimbly to the changing needs of our students and the community. All our staff embraces a forward thinking focus. Their vibrancy and adeptness fuel the work they do to make classes relevant and meaningful and they in turn are motivated by the changes they see in YOU, our students and clients. Whether it is learning graphic design in CAD, cooking a new food, speaking a new language, becoming more fit in yoga, pilates or Zumba, getting your citizenship, CNA, driver's license, exploring Pomeii, Machu Picchu and Herculaneum, getting ready for college and career, or earning your diploma . YOU are changing and we are too! Our June graduation once again highlighted the changes we are privileged to be a part of and share with you.

Please contact us anytime and stop by our easily accessible location at Alcorn. We look forward to seeing YOU.

Kathy

ENFIELD ADULT AND CONTINUING EDUCATION

1010 Enfield Street
Enfield, CT 06082
Phone: (860) 763-7032
Fax: (860) 253-6506
Website: www.enfieldschools.org
Click Schools, then click Adult Education

Semester Office Hours

Monday-Thursday	8:00 a.m. – 3:00 p.m
(when classes are in session)	6:00 p.m. – 8:30 p.m.
Friday	8:00 a.m. – 3:00 p.m.

Staff

Kathy Chapdelaine, Director
Maureen LaFlamme, Facilitator
Jim Malley, Enrichment Coordinator
Monica Harnois, School Counselor
Betsy Ogonis, School Counselor
Carl Ohlin, School Counselor
Dave Shea, School Counselor
Tami Bergeron, Administrative Assistant
Tena Campanelli, Secretary

ENFIELD PUBLIC SCHOOLS

Dr. Jeffrey A. Schumann, Superintendent
Christopher J. Drezek, Deputy Superintendent

Enfield Board of Education
David Bouley
Vicent Grady
Peter Jonaitis
Tina LeBlanc
Timothy F. Neville
Tom Sirard
Stacy Thurston
Lori Unghire
David Wawer

MANDATED PROGRAMS

Enfield is the provider town for the state mandated programs in ESL (English as a Second Language), CIT (Citizenship), ABE (Adult Basic Education), GED (General Educational Development), AHSCD (Adult High School Credit Diploma), and NEDP (National External Diploma Program) for the towns of Enfield, Granby, Somers and Suffield.

(Funds provided by these towns and the state)

DIRECTORY

Enfield Adult Education	(860) 763-7032
Literacy Volunteers	(860) 253-3038
Connecticut Works	(860) 741-4081
Home and Community Health Services	(860) 763-7600
School Closing Hotline	(860) 253-5170
Infoline	211

Cover Photo: Enfield Town Green Gazebo, 820 Enfield Street (RT 5), Photo by: James Malley

CONNECTICUT ADULT EDUCATION

EXPERIENCE THE POWER OF LIFELONG LEARNING

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JANUARY

Mon	Tues	Wed	Thur	Fri
		1	2	3
6	7	**8**	9	10
13	14	**15**	16	17
20	21	22	23	24
27	28	29	30	31

1 *– No School New Year's Day*

8 *– Register in Person*

15 *– High School Diploma Registration*

20 *– No School M.L. King Day*

27 *– Classes Begin*

FEBRUARY

Mon	Tues	Wed	Thur	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

17 *– No School President's Day*

MARCH

Mon	Tues	Wed	Thur	Fri
3	4	5	**6**	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

6 *– No classes at Fermi H.S.*

APRIL

Mon	Tues	Wed	Thur	Fri
	1	2	3	4
7	8	9	10	11
14	**15**	**16**	**17**	**18**
21	22	23	24	25
28	29	30		

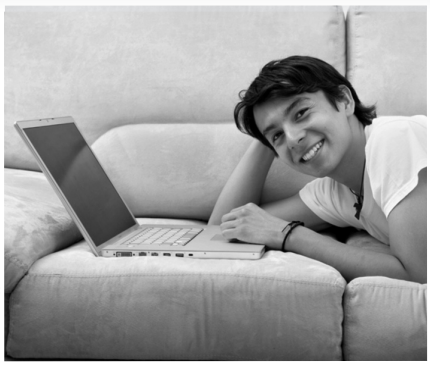
14-18 *- No School Spring Recess*

Classes WILL be held on Enfield Public School Inservice days. Snow policy: If Enfield Public Schools are closed, Enfield Adult Education classes are canceled.

Call the school closing hotline at (860) 253-5170.

On-Line Learning Classes Now Available for Adult High School Credit Diploma Students

Enfield Adult and Continuing Education is now offering a variety of courses targeted for Adult High School Credit Diploma students in collaboration with the Connecticut Distance Learning Consortium (CTDLC) and other adult education programs around the State. The following is a list of classes to be offered to students year round.



Orientation to On-Line Learning

In this course, students gain familiarity with on-line instruction and learning, as well as on-line communication via blackboard tools, such as synchronous discussion boards, assignment tools, and email. This class is a prerequisite to taking any one of the academic classes being offered this semester.

Academic Classes

Algebra 1
America at War and Music Part 1 & 2
American Government/Civics
Biology
Bridges Math
Contemporary Literature
Contemporary Issues – International Affairs
Contemporary Issues – National Affairs
Modern Literature
Financial Literacy – Part 1 & 2
Geometry
Life Management Skills
Physics I
Transitions Part 1 & 2

If you would like to find out more information, please feel free to contact the office at (860) 763-7032.

ACADEMICS

= Qualifies for AHS credit.
Adult credit diploma students must meet credit hour requirement in all classes.

Enfield Adult Education and Asnutuck Partnership

College and Career Readiness

COLLEGE TRANSITION COURSE
Thursdays - See page 16

There is No FEE for students from Enfield, Granby, Somers and Suffield enrolled in any diploma program. All others pay stated fee. Questions? Please call 860-763-7032.

MATH

MATH LAB (Thursday)
Fermi HS - 10 sessions - Room D218
5:30 to 7:30 p.m. - Mr. Rossi
Class begins Jan. 30

Take the opportunity to brush up on your math skills by logging on to Kahnacademy.org. Use the online videos for self-help or get an explanation from an experienced math tutor. A great way for GED or CDP students to learn at their own pace.

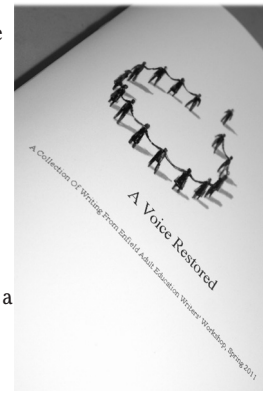
MATHEMATICAL CONCEPTS (Tuesday)
Fermi HS – 10 sessions – Room A228
Fee $105 – 6:00 to 8:30 p.m. – Mr. Rossi
Class begins Jan. 28

A review of arithmetic and a course in pre-algebra with a focus on real world applications. Students will study elementary algorithms, area, perimeter, volume, and linear equations.

ENGLISH

WRITING WORKSHOP II <u>PUBLICATION</u>
(Monday)
Fermi HS - 10 sessions - Room A228
Fee $210 - 6:30 to 9:00 p.m.
Mrs. Hawkins/Mrs. Gaskell - Class begins Jan. 27

Ever want to be a published author? This course will allow students to edit, revise, peer-workshop and publish original written work. Students will also attend book readings to gain a greater understanding of the publication process and will facilitate their own book reading as a final celebration of their published work.



HISTORY

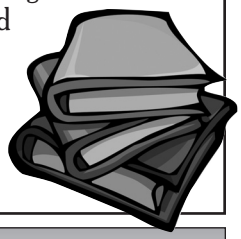
U.S. HISTORY (Wednesday)
Fermi HS - 10 sessions - Room A326
Fee $105 - 6:00 to 9:00 p.m. - Mr. Soar
Class begins Jan. 29
Place yourself in America's past in this general knowledge course in U.S. History. The student will have available a self-teaching program to work at his or her own pace.

COME EXPLORE POMPEII (Tuesday)
MACHU PICCHU & HERCULANEUM
Fermi HS - Room A226
New!
3 sessions - Jan. 28, Feb. 4,11
Fee $40 - 6:30 - 8:00 p.m. - Ms. Wolf
Come explore the ancient walled city of Pompeii and the nearby town called Herculaneum. Walk along the same roads the ancient Romans did. See how Mt. Vesuvius destroyed and preserved these two towns. We will also explore the sacred city of Machu Picchu. Deserted by the Inca people, these abandoned ruins hold information about the way they lived. (A percentage of the proceeds will be donated to UNESCO World Heritage Sites).

SCIENCE

CHEMISTRY (Thursday)
Fermi HS – 10 sessions – B214
Fee $105 – 6:30 to 9:30 p.m. – Mr. O'Konis
Class begins Jan. 30
Chemistry is a hands-on, laboratory-based course which covers several major topics of General Chemistry including nomenclature, mole conversions, stoichiometry, chemical bonding, gas laws, and acid-base chemistry. Each class includes a lecture and a laboratory which reinforce the major topics. All equipment is supplied by the instructor.

In order for a book to be reserved for you at the beginning of the class, registration and payment must be received no later than 2 weeks prior to the start of the class.



BUSINESS

3D COMPUTER AIDED DRAFTING (Tuesday)
Fermi HS – 10 sessions – Room B106
Fee $175 – 6:00 – 9:00 p.m. – Mr. Williams
Class begins Jan. 28
This course is an introduction to three-dimensional drafting using Inventor 2010. Topics will include the interface setup, drawing and editing commands, constraints and rendering. Students will use these and other topics to create 3D parts and assemblies.

EXCEL 2007 ESSENTIALS (Wednesday)
Fermi HS - Room D222
3 sessions - Jan. 29, Feb. 5, 12
Fee $75 - 6:00 to 9:00 p.m. - Mr. Clement
This course introduces students to designing and understanding the foundation of spreadsheet software. After taking this course you will be familiar with utilizing formulas for calculations, designing charts, manipulating spreadsheet formatting, filtering / sorting data, and mail merging Excel information into Microsoft Word. CEU Eligible - Purchase one book for all 3 classes. Text $50.

EXCEL 2007 - INTERMEDIATE (Wednesday)
Fermi HS - Room D222 - 3 sessions
Feb. 26, March 5, 12
Fee $75 - 6:00 to 9:00 p.m. - Mr. Clement
Prerequisite: Must take Excel Essentials
This course is not more difficult - it simply covers different features. You will learn financial formulas, work with multiple spreadsheets within a workbook, manipulate templates for personalized use, perform what-if analysis with goal-seek, password-protect a workbook, utilize data validation, create PDF files, and begin to xplore basic macros. CEU Eligible - Purchase one book for all 3 classes. Text $50.

There is No FEE for students from Enfield, Granby, Somers and Suffield enrolled in any diploma program. All others pay stated fee. Questions? Please call 860-763-7032.

EXCEL 2007 - ADVANCED (Wednesday)
Fermi HS – Room D222 – 3 sessions
March 19, 26, April 2
Fee $75 – 6:00 to 9:00 p.m. - Mr. Clement
Prerequisite: Must take Excel Essentials & Intermediate
This course is not more difficult - it simply covers different features. This course mostly benefits those who want to create valid meaning out of large masses of data within Excel. You will learn how to manage and filter masses of data with outlines and pivot tables, utilize advanced goal seeking with solver, and explore basic macros by using Visual Basic for Applications (VBA). CEU Eligible - Purchase one book for all 3 classes. Text $50.

INTRODUCTION TO USING A COMPUTER (Wednesday)
Fermi HS – 10 sessions – Room D220
Fee $100 – 6:00 to 7:30 p.m. – Mr. Tierney
Class begins on Jan. 29
This course is appropriate for the true beginner. You will learn how to use the computer and the mouse to access and navigate the working of the Microsoft Word 2007 program. Concentration will be on navigation, writing, and saving documents to storage areas with practice lessons provided to help you along. Help and support will be provided the beginner to make the course beginner friendly. Senior Citizens are welcome.

ORIENTATION TO ON-LINE LEARNING
Fermi HS - Room D214 - 8 sessions -
***Please specify day when registering*.**
Section 1 - 4:30 to 6:30 p.m. - (Monday)
Class begins Jan. 27 - Mr. Szczesiul/Mr. Tierney
Section 2 - 6:00 to 8:00 p.m. - (Thursday)
Class begins Jan. 30 - Mr. Szczesiul/Mr. Tierney
This course will introduce students to courses on-line. Students will gain familiarity with on-line instruction and learning, as well as online communication via Blackboard tools, such as asynchronous discussion boards, assignment tools and email. Come see what on-line instruction is all about! It's a great way to introduce yourself to all the possibilities on-line courses have to offer.

MUSIC

COMMUNITY CONCERT BAND (Monday)
John F. Kennedy, Middle School - Auditorium
Fee $45 - 10 sessions - 7:00 to 8:30 p.m.
Directed by Dr. Marilyn Goodnite
Class will begin on January 27
This class will rehearse a variety of concert band music in various styles, including standard band repertoire and contemporary genres. All ages and ability levels are welcome. Everyone must provide their own instrument (except percussion). The last class will be a performance for family and friends.

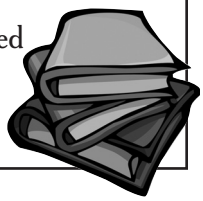
PIANO BEGINNERS I (Tuesday)
Fermi HS – 10 sessions – Music Room
Fee $90 – 6:30 to 7:30 p.m. – Mrs. LaRocca
Class begins Jan.28
Have you always wanted to play the piano? It's never too late to start. This class is for absolute beginners with no previous experience. It is also recommended for parents - gradnparents of piano studets who want to acquire the basic skills to share in their youngster's experience. This class teaches orientation to the keyboard, basic music reading and theory skills in a non-competitive, positive and relaxed class atmosphere. Access to a piano or keyboard is mandatory for home practice. (Text: $25)

PIANO BEGINNERS II *New!* **(Tuesday)**
Fermi HS – 10 sessions – Music Room
Fee $90 – 7:30 to 8:30 p.m. – Mrs. LaRocca
Class begins Jan. 28
A continuation of "Piano for Beginners I", this class continues instruction in the basic text and broadens study through introduction of techniques and expanded repertoire. It is also recommended for adults who have a grasp of fundamentals and some elementary playing ability who want to renew or refresh their skills. Access to a piano or keyboard is mandatory for home practice. (Text: $25)

GUITAR BEGINNER CLASS (Wednesday)
Fermi HS – 10 sessions – Room A201
Fee $100 – 6:00 to 7:00 p.m. – Mr. Fortin
No Senior Discount
Class begins Jan. 29
In this class students will learn the basics of guitar playing, how to read music in the first position, chords, and strumming. No previous musical experience is necessary to learn how to play. (Text $20).

WORLD LANGUAGES

In order for a book to be reserved for you at the beginning of the class, registration and payment must be received no later than 2 weeks prior to the start of the class.



FRENCH BEGINNER (Monday)
Fermi HS - 10 sessions - Room A104
Fee $90 - 6:00 to 7:30 p.m. - Ms. Aliker
Class begins Jan. 27
This course will offer a basic intro to French grammar, writing, conversation and culture. No previous experience required. (Text $20 "French is Fun")
Please pay instructor by check or money order for book at first class.

ITALIAN BEGINNER CONTINUED (Thursday)
Fermi HS – 10 sessions – Room A114
Fee $90 – 6:00 to 7:30 p.m. – Mr. Trichilo
Class begins Jan. 30
Prerequisite - Italian Beginner. This course will offer a basic introduction to Italian grammar, writing, conversation and culture.

ITALIAN ADVANCED (Tuesday)
Fermi HS – 10 sessions – Room A114
Fee $90 – 6:00 to 7:30 p.m. – Mrs. Trichilo
Class begins Jan. 28
Prerequisite - Italian Beginner-Continued. Course continues with practice of Italian grammar, writing, conversation, culture and readings.(Text: $15 to be determined)
Please pay instructor by check or money order for book at first class.

SPANISH BEGINNING CONTINUING (Tuesday)
Fermi HS – 10 sessions – Room A212
Fee $90 – 6:00 to 7:30 p.m. – Ms. O'Neill
Class begins Jan. 28
This course is for the individual with Spanish grammar background who is looking to hone their grammatical skills and increase their competency. This fall semester continuing class and any student with Spanish grammar background may take this class. (Text: $20 – "Spanish is Fun") Please pay instructor by check or money order for book at first class.

FITNESS & RECREATION

BALLROOM DANCING (Tuesday)
Alcorn School - Gym
Fee $80 - 10 sessions – 6:30 to 8:30 p.m.
Ms. Yuan - Class begins Jan. 28
The Ballroom Dance Program is a progressive program designed for people who have a love for dance. Learn the skills of movement, rhythm and the skill of listening to music and turning it into beautiful dance. Come have a great time with friends and make new friends through this great social activity.

OPEN GOLF CLINIC – BEGINNER
Pleasant View Golf Park (Thursday)
110 North Street, Enfield
Fee $99 – 5 sessions – 5:30 to 6:30 p.m.
Ken Stawasz, Golf Instructor, PGA Apprentice
No Surcharge, No Senior Discount
Class begins April 17
This class is designed for the new golfer who wants to learn correctly from the start. We will concentrate on the basic fundamentals of the full swing; including grip, posture, stance, and alignment.

INTERMEDIATE GOLF (Saturday)
Pleasant View Golf Park, 110 North St., Enfield
Fee $139 – 4 sessions - 9:30 to 11:00 a.m.
Ken Stawasz, Golf Instructor, PGA Apprentice
No Surcharge, No Senior Discount
Class begins April 19
This class is for the experienced golfer who is serious about playing better golf by developing a more solid all around game. Upon completion of this class you will not only have a much better understanding of the full swing and how to strike the golf ball more solidly and consistently, but you will also develop skill and confidence with the other parts of the game, such as chipping, pitch shots, sand play, and recovery shots. Class size is limited to 5 students.

ALL LEVELS YOGA (Monday)
Alcorn School – Gym
Fee $80 – 10 sessions – 5:50 to 6:50 p.m.
Michele Bigda, Certified Yoga Instructor
Class begins Jan. 27

ALL LEVELS YOGA (Wednesday)
Alcorn School – Gym
Fee $80 – 10 sessions – 12:00 to 1:00 p.m.
Michele Bigda, Certified Yoga Instructor
Class begins Jan. 29
This yoga class will offer a balance of breath awareness, stamina, and flexibility to the body and mind. Classes will offer clear instruction and assistance on all aspects of the yoga poses. We will progress towards a deeper practice with a better understanding on how yoga connects your mind with your body fused with gratitude and love. Bring a yoga mat and blanket and wear comfortable clothes. Yoga is best practiced with bare feet! **Pleae specify when whether Monday Night or Wednesday Day Class.**

VINYASA YOGA FLOW (Monday)
Alcorn – Gym
Fee $80 – 10 sessions – 7:00 to 8:00 p.m.
Michele Bigda, Certified Yoga Instructor
Class begins Jan. 27
This yoga class will offer a slightly stronger posture flow linked with breath. A slightly stronger practice, but still offering modifications. Vinyasa yoga is a deeper, more intentional, practice with a variety of yoga poses that will detoxify the body and build muscle strength. Students should be familiar with basic yoga poses and have taken prior yoga classes. Bring a yoga mat, towel, and bare feet are always best.

PILATES (Thursday)
Alcorn School – Gym
Fee $80 – 10 sessions – Ms. Demichele-Solak
5:50 p.m. to 6:35 p.m.
Class begins Jan. 30
Pilates is an exercise discipline that strengthens the area between the shoulders and the hips. This STOTT teaching method will explain proper breath in coordination to sequential exercises that will lead you to a long lean muscle type body and promote exercise that can be applied life long. Bring a mat and blanket.

LINE DANCING (Monday)
Joanna's Banquet
145 Main St. (Rt 190) Somers - 10 sessions
Fee $85 – 7:00 to 8:30 p.m. – Lynn Connolly
No Senior Discount -
Class begins Jan. 27
Line dancing is done in line like ensemble dancing rather than with a partner. It is done mostly to country music but other genres of music are used from time to time. Dance students will also learn different dance rhythms such as cha cha, rhumba, waltz, quick step or two step.

TOTAL BODY (Thursday) *New!*
Alcorn School – Gym
Fee $80 – 10 sessions - 6:45 – 7:30 p.m.
Ms. Demichele-Solak, AFAA
Class begins Jan. 30
This Total Body class is choreographed to music Each song will address a different muscle group as well as incorporating Pilates and Yoga This class is designed to strengthen muscles and support joints. Bring 2 lb hand weights.

HEALTH & PERSONAL DEVELOPMENT

BEGINNING MEDICAL TERMINOLOGY (Wednesday)
Fermi HS – 10 Sessions – Room A212 *New!*
Fee $90 – 7:00 to 9:00 p.m.
Ms. Bothfeld, OTR -Class begins Jan. 29
This beginner course will offer you knowledge sufficient for applying for an entry level medical/insurance office position. You will learn about medical terms from the Circulatory, Immune, Skeletal and Muscular Systems. This overview will provide you a framework to understand those challenging professional medical courses which will require considerable memorization such as Anatomy and Physiology (Text: Medical Terminology for the Health Professional, 7th edition ISBN #9781111543273 by Ann Ehrlich & Carol Schroeder can be purchased by students on-line, new or used. **Please wait to purchase book until you receive confirmation that the class is running.** (Materials Fee $11.00 paid to instructor 1st class)

RIEKI LEVEL I COURSE
PRACTIONER CLASS (Thursday)
Fermi HS – April 3, 10 – Room D202
Fee $80 – 6:00 to 9:00 p.m.
Ms. Chemerka, Reiki Master/Teacher

Interested in learning Reiki and becoming a Level I Practitioner? In this class you will learn the meaning and history of Reiki, and how to perform this ancient, Japanese healing energy technique on yourself and others. Learn how Reiki promotes health and well-being in mind, body and spirit by helping to bring about deep relaxation, pain management, and balancing of the body's energy centers (chakras). Ample practice time, giving treatments to each other is provided at the end of the second night's class. A certificate of completion will be handed out. Students must attend both classes in order to receive their certificate. Please wear comfortable clothing and bring a small pillow to class. (Materials fee of $10 is payable to the teacher at the first class)

INTRODUCTION TO DIGITAL PHOTOGRAPHY (Wednesday)
Fermi HS - 5 sessions - Room B108
Fee $90 – 6:30 to 8:30 p.m. – Mr. Petrucci
Class begins Jan. 29

This course is designed to introduce digital photography to the true beginner. during our five week session, we will learn the basic technical aspects of operating your digital camera, basic composition, saving files to your computer, basic editing techniques, and various ways to share photos (prints, emails, social media, etc.). Everyone, regardless of skill level will take better photographs upon successful completion of this course. No materials fee.

DIGITAL PHOTOGRAPHY (Wednesday)
Fermi HS - 5 sessions - B108
Fee $90 – 6:30 to 8:30 p.m. – Mr. Petrucci
Class begins March 12

This course is geared toward students who have a basic understanding of their Advanced Point-And-Shoot or Digital Single Reflex Lens cameras. We will first focus on the basics: manually exposing a photo with your camera, composing a photograph using the 10 elements of composition, and managing ambient and artificial light. We will then explore how to download and back up images, edit images using Adobe Photoshop, and share them via prints, email and social media. Everyone, regardless of skill level will take better photographs after this course is completed. Please bring our DSLR or advanced camera. No materials fee.

DRIVER EDUCATION
Fermi HS - (evenings)
Enfield HS - (afternoons) - Fee $470
Open to Enfield, Granby, Somers & Suffield Residents

High School students 16-18 years of age. Includes 8 hours of road work And 30 hours of classroom instruction, plus 8 hours parent safedriving. Course offered throughout the year. Applications available in main office of High School. Learners permit required before road work. As a convenience to our driver ed students, we will conduct "on the road" DMV testing approximately 45 days. Up to date schedule available from instructors.

SAFE DRIVING PRACTICES
8 hour course - Fermi HS - Fee $125
Times TBD - Call 763-7032
Open to Enfield, Granby, Somers & Suffield Residents

Learn about the physical effect of alcohol and drugs. Analyze the physical characteristics and limitations that pertain to the driving task. Learn about safety and the rules of the road. (This course satisfies the 8 hour State of CT DMV Safe Driving Practices)

LVA Tutor Training Offered in Winter
Call for schedule 253-3038 - Free - Staff

Join other volunteers in a campaign against adult illiteracy. Training sponsored by Literacy Volunteers of Northern CT affiliate and certified instructors. Earn LVA's tutor certificate and recognition for your community service. Course will include sessions covering various approaches to teaching adults to read, special education issues and strategies to help adults who are learning English as a Second Language. Participants will be instructed in lesson planning and educational games to make reading sessions fun. No experience or teaching background needed to participate. Call for schedule 253-3038.

RETIREWISE

(Tuesday) Fermi HS – 3 sessions – Room D210
Fee $30 6:00 p.m. to 8:00 p.m. Suzanne Palma

Sessions 1 - March 11
This session will cover how to use your money wisely, creating a budget for retirement and understand the impact of inflation. It will also examine wealth accumulation during your working years and look at investment strategies to help you manage market risk, including asset allocation, diversification and portfolio rebalancing.

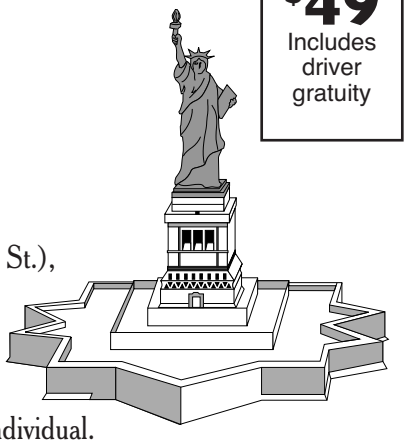
Sessions 2 - March 18
This session will discuss pre-retirement strategies intended to help you generate income during retirement. You will learn how to use your assets to structure an income stream that addresses your wants and needs in retirement.

Sessions 3 - March 25
We will round out the program by having you think about your legacy and review the basics of estate planning, wills and trusts. How to protect your assets against unexpected expenses. What do government programs provide for retirees and what is not covered – Medicare basics, Long-term Care.

BUS TRIP TO *New York City*

Saturday, April 12, 2014
Rain or Shine

$49
Includes driver gratuity



Leaves Enfield 7:00 AM
(from Enfield Town Hall Parking Lot, 820 Enfield St.)
Stops at Metropolitan Museum of Art (5th Ave. & 85th St.),
Rockefeller Center (5th Ave. & 50th St.)
and Battery Park
Leaves New York City 7:00 PM

All liabilities and responsibilities are undertaken by the individual.
(Bus Company - Post Road Stages - no assigned seats)

+ *Dream More*

Decide to take the GED® test and transform your life

- ✔ Take the Offical GED Practice Test™
- ✔ Schedule your test for a convenient date and time
- ✔ Sign up for an adult education class

Go further!
Talk to your adult education teacher about your test results and what to do next

A YEAR IN THE GARDEN:

5 NEW TOPICS! NEW IDEAS! NEW PLANTS!

FLOWERS THROUGH HISTORY (Tuesday)
Fermi HS – Room D210 - 7:00 to 9:00 p.m.
Fee $20 – 1 session – Feb. 11
David Witkins
CT Advanced Master Gardener
No Senior Discount, No Surcharge
New!
Call them historic, heirloom or just plain old. Bring back memories by discovering the fascinating past of familiar, forgotten and treasured plants through the centuries. Many grace our gardens today, learn what varieties have changed, fallen through the cracks and where to find them now.

CLEMATIS (Tuesday)
Fermi HS – Room D210 - 7:00 to 9:00 p.m.
Fee $20 – 1 session – Feb. 25
David Witkins
CT Advanced Master Gardener
No Senior Discount, No Surcharge
New!
The queen of vines, long, blooming and lovely. Like Lay's® potato chips, one is not enough. Learn varieties, the 3 categories of clematis, their care and discover new ways to highlight this beautiful plant in the garden.

PERFECT PLANT COMBINATIONS FOR SUN (Tuesday)
Fermi HS – Room D210 - 7:00 to 9:00 p.m.
Fee $20 – 1 session – Mar. 11
David Witkins
CT Advanced Master Gardener
No Senior Discount, No Surcharge
New!
You can have a beautiful home landscape by combining shrubs, perennials, bulbs and annuals. By combining size, color, shape and texture, create a year long beautiful garden. I'll present the best of the best for dry or moist sunny spots.

PERFECT PLANT COMBINATIONS FOR SHADE (Tuesday)
Fermi HS – Room D210 - 7:00 to 9:00 p.m.
Fee $20 – 1 session – Mar. 25
David Witkins
CT Advanced Master Gardener
No Senior Discount, No Surcharge
New!
Though choices of plants are fewer for a shade garden, I will show students how to create a shady garden oasis of beauty, color and texture.

ORNAMENTAL GRASSES (Tuesday)
Fermi HS – Room D210 - 7:00 to 9:00 p.m.
Fee $20 – 1 session – Apr. 8
David Witkins
CT Advanced Master Gardener
No Senior Discount, No Surcharge
New!
Discover the beauty of ornamental grasses in the landscape. From low growing mounds, mid-size and tall, learn varieties and placement in the garden to highlight these wonderful plants.

CONTAINER GARDENING REVISITED (Tuesday)
Fermi HS – Room D210 - 7:00 to 9:00 p.m.
Fee $20 – 1 session – Apr. 22
David Witkins
CT Advanced Master Gardener
No Senior Discount, No Surcharge
Absent from the "Year in the Garden" series for many years, rediscover container gardening. Learn tried and true tips and techniques, proper container size, proper number of plants and great combinations. Let me share my favorite designs for annuals, perennials and vegetables for beautiful long lasting containers.

DON'T MISS OUT!

Sign up for your favorite class now or try something new!

There are three different diploma options in Enfield Adult Education. **You mu from school to enroll in any program. Proof of residency is required. C see which program might be best for you. Appointments with a counse**

Credit Diploma Program (CDP)

In order for a student to be awarded an Enfield Adult High School diploma, they must earn a total of 20 credits (broken down below) and 2 of these credits must have been earned in Adult Education. Enfield Adult Education accepts transfer credits from accredited schools. In addition to the traditional classroom setting, students can earn credits through on-line classes, learning labs, documented experience in the military, community service and other non-traditional learning experiences.

4 credits in English
3 credits in Math
3 credits in Social Studies
(U.S. History and Civics required)
2 credits in Science
1 credit in Vocational Education/Arts
7 credits in Electives

National External Diploma Program (NEDP)

Are you motivated? Are you self directed? If so, the NEDP may be the program for you. The NEDP is a nationally and state recognized high school completion program for adults. This exciting high school diploma program provides the mature candidate with the opportunity to demonstrate skills in reading, writing, math and problem solving competencies in a job/life skills setting. Depending on your skill level at enrollment, the program may take six to twelve months to complete requirements. The program is self-paced, flexible, and confidential. The program is web-based and can be completed online at home or school. Computer assistance is available. Students meet one-on-one with a NEDP trained advisor/assessor in all phases of the program.

ust be a Connecticut resident, 17 years of age and officially withdrawn Call (860) 763-7032 to schedule a meeting with a counselor TODAY to elor are available days and evenings.

General Education Development (GED®)

The GED® is a method of obtaining a high school equivalency diploma for Connecticut adults. Enfield offers many opportunities for students to gain the skills necessary to pass the GED® test. Day and evening classes are available, as well as **day and evening learning labs**. The class schedule is available on page 15.

Testing will be given in Enfield days, evenings and Saturdays. Prior to registering for the exam, students should complete practice tests in all four subject areas. The cost of each practice test is $4. This fee will be waived to students who are enrolled in Enfield Adult Education programs for a minimum number of hours. To register for the 2014 test, go to www.GEDcomputer.com; click on "Register Today." Connecticut Statute requires all students to meet with an Adult Education counselor prior to scheduling their GED® exam.

ENFIELD ADULT EDUCATION 2014
REGISTRATION INFORMATION

Monday - Friday	Alcorn School – 2nd Floor 1010 Enfield Street	8:00 a.m. – 3:00 p.m.
	E-Testing	
Monday & Wednesday	Alcorn School – 2nd Floor 1010 Enfield Street	5:00 p.m. – 8:00 p.m.
Monday & Tuesday	Fermi H.S. - Room D214 124 North Maple Street	5:00 p.m.– 8:00 p.m.

Want to learn more about a mandated adult education program?
Need to register? For more info or to make an appointment please call 860-763-7032.

CITIZENSHIP

These classes will prepare students for the test given to individuals desiring to become American citizens. This course covers the immigration process, U.S. Government, U.S. History and current events.

Monday at Alcorn School , FREE – Room 211 - 6:30 p.m. – 8:30 p.m.
Class begins January 27 - 10 sessions – Staff
Call (860) 763-7032 for more information about this class or citizenship.

ENGLISH AS A SECOND LANGUAGE (ESL)

English as a Second Language classes are offered at three levels: Beginning, Intermediate and Advanced. Emphasis on conversation skills and listening comprehension; written composition and reading are included. Participants are given a placement survey to determine course level. For more information and arrangements call (860) 763-7032.

Monday & Wednesday
Evening
at Alcorn School – FREE
Beginning, Intermediate and Advanced
Room 213, 215
Evening 6:30 p.m. – 8:30 p.m.
Monday, Wednesday Mrs. Breen, Mrs. Michael
Class begins January 27

Tuesday & Thursday
Day
at Alcorn School
FREE – Room 215
Resource Center
Morning 9:00 a.m to 11:00 a.m.
Ms. Thompson, Mrs. Gray
Class begins January 28

Enfield Adult Education Learning Lab

Learning Lab offers free, comprehensive support to all registered Enfield Adult Education students.

- ✔ Computer Resources
- ✔ Online Tutoring
- ✔ One on One Support
- ✔ Testing Preparation
- ✔ Access Diploma Programs

HOURS OF OPERATION:

AM Alcorn School 9:00 a.m. - 11:00 a.m.
Tuesday and Thursday - Room 205 - Ms. Lauria

PM Fermi High School 4:30 p.m. - 6:30 p.m. Monday - Room D214
Fermi High School 6:00 p.m. - 8:00 pm Thursday - Room D214
Mr. Tierney/Mr. Szczesiul

Math Lab Fermi High School
5:30 p.m. - 7:30 p.m. Thursday - Room D218 - Mr. Rossi

Visit our website or call for additional Spring hours Individual appointments made by request.

ENFIELD ADULT EDUCATION

Adult Basic Education (ABE)/General Education Development (GED®)

Adult Basic Education classes are designed for the student who needs additional skills. Students work individually with the classroom teacher in upgrading reading, writing and/or math skills. General Education Development courses prepare students in 4 areas. The GED® test is given monthly in Enfield at Alcorn and Fermi High School. Free Official GED® Practice tests with ($16 value) access to all resources and support may be available to students who attend classes and/or lab.

LEARNING LAB

Monday – Fermi HS
Room D214 – All Subjects
FREE – 4:30 – 6:30 p.m. – Mr. Tierney
Class begins January 27

Tuesday & Thursday - Alcorn
Room 205 – All Subjects
FREE – 9:00 – 11:00 a.m. – Ms. Lauria
Class begins January 28

Wednesday – Alcorn
Room 205 – Social Studies/English
FREE – 6:30 – 8:00 p.m. – Mr. Crane
Class begins January 29

Thursday – Fermi HS
Room D218 – Math
FREE – 5:30 – 7:30 p.m. – Mr. Rossi
Class begins January 30

GED®/MATHEMATICAL REASONING
Monday, Alcorn Room 201- FREE
6:30 – 8:30 p.m., Mr. Rossi
Class begins January 27
Basic skills will be reviewed to prepare the student for the GED® test. Class work will be on an independent basis with an instructor available for individualized help.

GED® SCIENCE
Thursday, Fermi HS - Room B200 - FREE
By appointment, Mr. O'Konis
Class begins January 30
Preparation for the GED® consists of review of each week's homework assignments and a presentation on science-related topics.

ABE/GED®
Mon., Tues., Wed., Thurs. and Fri.
Alcorn School
Room 201 – FREE
9:00 a.m. – 11:00 a.m. – Mrs. Vaghini, Mr. Stack, Mrs. Michaels, Mrs. DeVylder
Class begins January 27

GED®/REASONING THROUGH LANGUAGE ARTS
GED® test taking strategies.
By appointment 860-763-7032 - FREE
Mrs. Mazzoli
Review reading, grammar, and essay writing skills necessary to pass the GED® test. The writing process is emphasized. Testing techniques will be discussed and questions will be answered.

Call for current counseling schedule!

GRANBY

ABE/GED® PREPARATION
By appointment 860-763-7032
Wednesday, Granby Public Library
FREE – 5:30 to 8:00 p.m. - Staff

SUFFIELD

ABE/GED® PREPARATION
By appointment 860-763-7032
Monday – Kent Memorial Library
FREE – 6:00 to 8:30 p.m. - Staff

College and Career Readiness

CONNECT WITH RESOURCES YOU NEED TO BE SUCCESSFUL!
DISCOVER THE POSSIBILITIES!

Enfield Adult Education and Asnuntuck Community College

FREE COLLEGE PREP CLASSES

Transition Thursdays

Enfield Adult Education, in partnership with Asnuntuck Community College, will be holding Transition workshops.The purpose of the workshops is to help individuals transition to their local community college, technical school, military, or the workforce. All workshops will be held at Asnuntuck Community College on Thursdays from 9 am to 11 am starting February 6, 2014. A certificate of completion will be awarded at the end of each workshop.

Instructors: Betsy Ogonis/ Asnuntuck Community College Staff

2014 WORKSHOP TOPICS

(Registration is recommended, but not required.)

Thursday, February 6, 2014
Week 1 - Who Are You?
- Setting goals and values, as well as determining your learning style.

Thursday, February 13, 2014
Week 2- What are your interests?
- Take an Interest Inventory and an Introduction to the O*NET program

Thursday, February 20, 2014
Week 3: Transition Planning Time
- Career Planning Time
- Work with counselors on your next step
- Further explore O*Net Program

Thursday, February 27, 2014
Week 4: Meet Asnuntuck Community College (Part 1)
- Part 1: Admissions/Academic Skills/Take a Tour
- Part 2: How to Apply for Financial Aid
- Part 3: Learn what a college placement assessment is and how to prepare for it

Thursday, March 6, 2014
Week 5: Meet Asnuntuck Community College (Part 2)
- Overview of Occupational Training Certificate •
- Overview of College Central Network Career Services (CCN) - Asnuntuck's On-Line Employment Service and Resource Page

Thursday, March 13, 2014
Week 6: Transition Planning Time
- Career Planning Time
- Work with counselors on your next step
- Further explore Asnuntuck Program Offerings

Thursday, March 20, 2014
Week 7: Cover Letter, Resume, and Thank You Letter Writing
- Learn the basics of writing a Cover Letter and Thank You Letter
- Create your resume

Thursday, March 27, 2014
Week 8: Transition Planning Time
- Career Planning Time
- Work with counselors on your next step
- Continue creating your resume

***Please Note**: If Enfield Adult Education has no school due to inclement weather, these workshop will be postponed and the calendar dates will all be pushed back one week.*

Call the Enfield Adult Education Office at (860) 763-7032 *to register or If you have any questions.*

An Alternate Course to a COLLEGE DEGREE Call 860-832-3800 for more information

CHARTER OAK STATE COLLEGE
25 YEARS AND GROWING

Have you always hoped to earn a college degree, but have been frustrated in your attempts by job and family responsibilities? Then spend an evening and discover how Charter Oak State College can help you fulfill your dream. Learn how you can earn an Associate's or Bachelor's degree by combining your past college and/or military credits with college-level achievement tests, university correspondence courses, portfolio assessment, and certain professional certifications, licenses and courses. Charter Oak is a state college established by the legislature to specifically serve the needs of adult students.

Gift Certificates Available

Treat the someone you love to the best gift in the world-the love of learning. Ideal for sons or daughters, grandmothers or grandfathers, mothers or fathers, friends or lovers. Remember - any day is the best day to continue your education. Start someone off today with a gift certificate for a class in the ***Enfield Adult Education*** program. Call 763-7032

All Adult Ed classes are in need of volunteer tutors!
You can help! Please call today! Days: 763-7032

Literacy Volunteers of Northern Connecticut

Brian McCartney, Director; Denise Lancaster, Program Coordinator
Alcorn School, 1010 Enfield Street

Do you need help reading?

Literacy Volunteers of Northern CT serves the towns of Enfield, Suffield, Windsor Locks, Stafford, Somers, Union, East Granby, East Windsor and Granby. If you know of anyone who needs help in reading, have them call (860) 253-6503, or by email at dlancaster@cox.net

Become a Literacy Volunteer!

For LVA Tutor Training WINTER/SPRING 2014 schedule call (860) 253-6503.

UPCOMING LITERACY EVENTS

Wine Tasting Event	9th Annual Scrabble Challenge for Literacy
Saturday, March 8, 2014	Thursday, April 24, 2014
Golden Gavel - EastWindsor, CT	Holiday Inn – Enfield, CT

Be a friend -

- **Help a non-reader by becoming a Literacy Volunteer.**
- **If you know of anyone that needs help in reading - have them call (860) 253-6503.**
- **For more information call (860) 253-6503.**
- **Contributions accepted.**

*** United Way donations can be specifically designated to LVA - Northern, CT.**

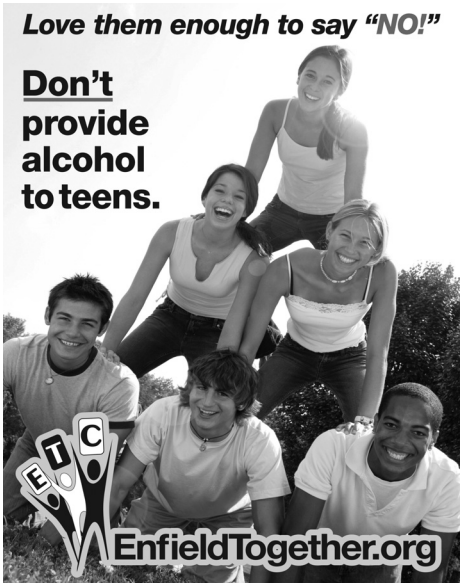
DO YOU KNOW CONNECTICUT'S UNDERAGE DRINKING LAWS?

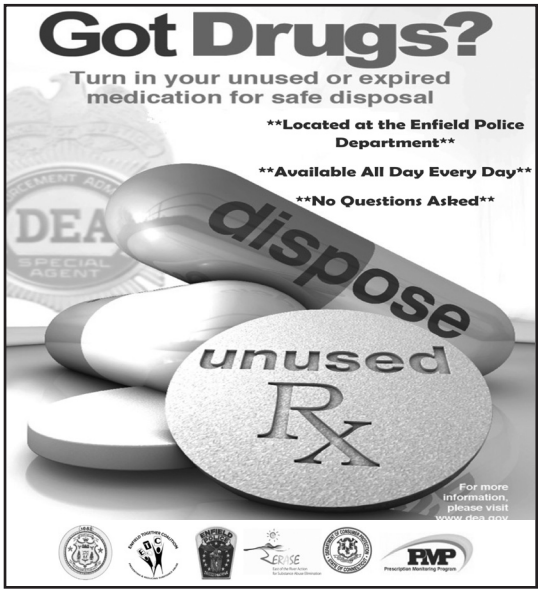
Providing & allowing anyone under 21 to drink alcohol in Connecticut is against the law.

- ✓ Anyone under 21 is prohibited from possessing alcohol on public OR private property unless accompanied by their own parent or guardian.
- ✓ Minors may be fined for violating the law.
- ✓ Minors may have their license suspended for up to 60 days.
- ✓ Individuals who knowingly permit minors to possess or consume alcohol may be fined, imprisoned, or both!

This message is brought to you by the Enfield Together Coalition. Funding generously provided by the CT Dept of Mental Health & Addiction Services

ENFIELD TOGETHER COALITION
PREVENTING & REDUCING SUBSTANCE ABUSE





STRENGTHENING FAMILIES

Enfield Youth Services and Community Health Resources will continue to offer **The Strengthening Families Program**, a seven week group for parents and their children, ages 10-14. The program works to strengthen the relationship between parents and their children through fun and interactive discussion, activities and games. Each week will begin with dinner, childcare, and positive youth development activities for older siblings. Ongoing parent and youth support and family activities will be held throughout the year for graduates.

Place:	Angelo Lamagna Activity Center	Dates:	Wednesday Evenings – 7 sessions
	Enfield Youth Services - 2nd Fl.		1/7 - 2/18 and 3/11 - 4/22
	19 N. Main St. - Enfield, CT	Time:	5:15 to 8:00 p.m. (includes dinner)

For more information, details and referral, please contact
Ruby Gainen (860) 253-5020 or Jean Haughey (860) 253-6383.
Strengthen Families - Strengthen Communities

Enfield KITE Key Initiatives To Early Education

Research shows that the in the first five years of life a child develops 90% of their adult-size brain. Children may fall behind in both academic and social skills if they are not exposed to the right kinds of stimulation. Unfortunately, this gap only gets wider as children grow older. There are many ways to encourage a child's early development. KITE (Key Initiatives To Early Education) is a town-wide collaborative effort aimed at enhancing early education and child care opportunities in the Town of Enfield by:

- Providing information and resources about early education and child development to families in Enfield.
- Educating the community on the value of early learning.
- Empowering families to maximize their child's readiness for school.
- Offering professional development for early education providers in our community.

To learn more about KITE visit our website at **www.enfieldkite.org** .

ENFIELD FAMILY RESOURCE CENTER

The Family Resource Center (FRC) is a school-based, family support program located in Enfield Street School, 1318 Enfield Street with a satellite office in Alcorn School, 1010 Enfield Street. The FRC helps strengthen the partnership between school, families and the community through a range of services and programs. Some of the programs offered by the FRC include parent and child Learning through Play groups for children ages birth to five; developmental screenings; parenting workshops; support groups for grandparents raising grandchildren, single parents an parents of children with autism; educational home visits for parent of children ages prenatal-five; resources on other community programs; support for home day care providers; and adult education/family literacy collaborations. For more information on the Family Resource Center, please call (860)235-5144, email familyresourcecoordinator@enfield.org, or visit our link on the Town website- www.enfield-ct.gov.

HOME SCHOOL COMMUNITY PARTNERSHIP

Enfield: Family School Community Partnership

Enfield Heritage Celebration
Saturday, February 8, 2014 • 11:30 – 4:00 at JFK Middle School

Please join the Enfield Public Schools as we spend a day exploring and celebrating cultural diversity within our Community. Enjoy a day of displays, performances, hands- on activities and food samples that showcase the different cultures in Enfield. All activities are free; however there will be a charge for food. In the event of inclement weather call the Snowline at 253-5170.

Mentor Program Seeking Volunteers

The Enfield Public School's Mentoring Program is currently seeking caring adults to mentor school age children. Mentors volunteer for an hour a week, with the same student each week. Volunteers work on the child's self-esteem and encourage their attendance at school. All meetings happen during the school day, many times during lunch or first thing in the morning and can include playing games, doing crafts or just talking.

All mentors are required to attend a 2-hour training session. For the safety of our students, prospective mentors must provide a valid government issued photo ID and be willing to be fingerprinted. For more information on the Mentoring Program, contact Mary Scutt Mentoring Program Coordinator at (860) 253-4737 or mscutt@enfieldschools.org.

ALLIED HEALTH

CERTIFIED NURSE'S AIDE TRAINING PROGRAM

Tuition: $715 – A down payment of at least $200.00 is required to secure your place in the class. The balance ($515.00) is due at orientation.

Time: Orientation - Thursday, February 20, 2014 at 4:00 p.m., Alcorn School - Room 211, 1010 Enfield Street, Enfield, CT.

Class fills quickly, register now!

The class begins Monday, February 24, 2014 and is expected to end in early May. Classes will meet Mondays, Tuesdays, and Wednesdays from 4:00 to 8:00 p.m.

Books: $70.00 "Mosby's Essentials for Nursing Assistant" text and workbook, (mandatory) and is available for purchase during orientation at the Adult Education Office.

State Registration Fee: Payable directly to the State of Connecticut. This fee may be reimbursed by some employers. $118.00

Uniforms: All white (for clinical only). Uniform consists of white top, skirts/slacks, sneakers/shoes. No clogs or sandals.

Location: Classes are held at Alcorn School, Room 211, and Evergreen Health Care

Enrollment: Class size requires a minimum of 10.

Instructor: Certified instructor provided.

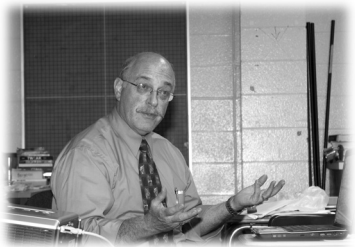
Program Description: The CNATP is a 100-hour course (60 hours of classroom and 40 hours of clinical) designed to prepare individuals with needed entry-level skills to become certified nurse aides. Graduates from this program will be eligible to sit for the State Registry exam.

ATTENDANCE IS MANDATORY TO MEET STATE REQUIREMENTS FOR CNA TESTING.

1. Complete all forms in Registration Packet:
   - Application
   - Accident Coverage Memo
   - Physical Exam Record/TB Test
   - Release of Information
   - Student contract agreement
   - Copy of High School/GED diploma/Transcript
   - Drug Testing Compliance Agreement
   - Criminal Charges Statement
2. Return signed and completed forms with $200.00 deposit. (checks made out to: Town of Enfield)
3. Responsibilities: Students will be responsible for their own uniforms, transportation, meals, medical expenses, books ($70.00), state registration fee ($118.00) and cost of course ($715.00). A down payment of $200.00 is required to secure your place in the class. The balance of tuition ($515.00) is due at orientation.

For further information, please call Enfield Adult Education at 763-7032.

SERV-SAFE FOOD SAFETY PROGRAM (Wednesday)
Fermi HS – Room A200 – 2 sessions
Fee $165.00 – (includes text book and exam)
Serv-Safe Essentials 6th Edition
March 19, 26 - 4:30 p.m. to 9:30 p.m.
See Registration Directions Below



SERV-SAFE was developed by the Educational Foundation of the National Restaurant Association. Successfully completing and passing the course and exam will satisfy the requirement for a Qualified Food Operator (QFO) currently mandated by the state of Connecticut. This program will be taught by Eric Nussbaum, PhD of Wheelwright Associates, Inc. Dr. Nussbaum is a member of the Connecticut Restaurant Association and has conducted over 200 programs.

Registration will be taken through the: North Central District Health Department, 31 North Main Street, Enfield, CT 06082. Payments must be cash or check payable to North Central District Health Department by March 10, 2014. (No credit cards). For additional information please contact Deb or Pat at 745-0383.

College and Career Readiness

Building 21st Century Workforce

Do you need better skills and connections to move up the career ladder?

• Free Job Training • Strategic Career Planning

Your program will include:

1. Intensive basic skills training.
2. Instruction in critical thinking, team work, and work ethics.
3. Current technology and online programming.
4. Connections and College and Training Transition Services.

Instruction by appointment. 860-763-7032

Science, Technology, Engineering, Art and Math (STEAM) - Careers for the 21st Century

Looking to begin your career journey **OR** looking to change careers? Learn about STEAM training occupation and career opportunities ***call 860-763-7032***.

Free Services for Job Seekers and Businesses in Enfield

- ✓ Self service, comprehensive Career Center for job seekers.
- ✓ Workshops focused on "getting" and "keeping" a job.
- ✓ Links to education and training for career builders.
- ✓ Recruitment assistance for businesses.
- ✓ Specialized training opportunities may be available.

Walk ins and appointments available.

Monday-Friday 8:30 a.m. to 5:00 p.m.
Employment Planning (860) 899-3559
Fax Number (860) 745-7376

CTWorks
Your Workforce Connection

786 Enfield Street Phone (860) 745-8097
For more information: www.capitalworkforce.org

Adult Education Instructors

Enfield Adult and Continuing Education Program is looking for enthusiastic and knowledgeable people to teach eager adult learners. If you would like to teach any of the following courses below, or would like to propose a new course, please mail the application for to Enfield Adult and Continuing Education, 1010 Enfield Street, Enfield, CT 06082.

• Cake Decorating • Cooking/Baking • Computer
• Outdoor Activities • Art Appreciation • Birding • Astronomy

ADULT EDUCATION INSTRUCTORS APPLICATION FORM

Name _____

Address _____

Town _____ State_____ Zip_____

Day Phone _____ Home Phone _____

Courses you would like to teach:

_____

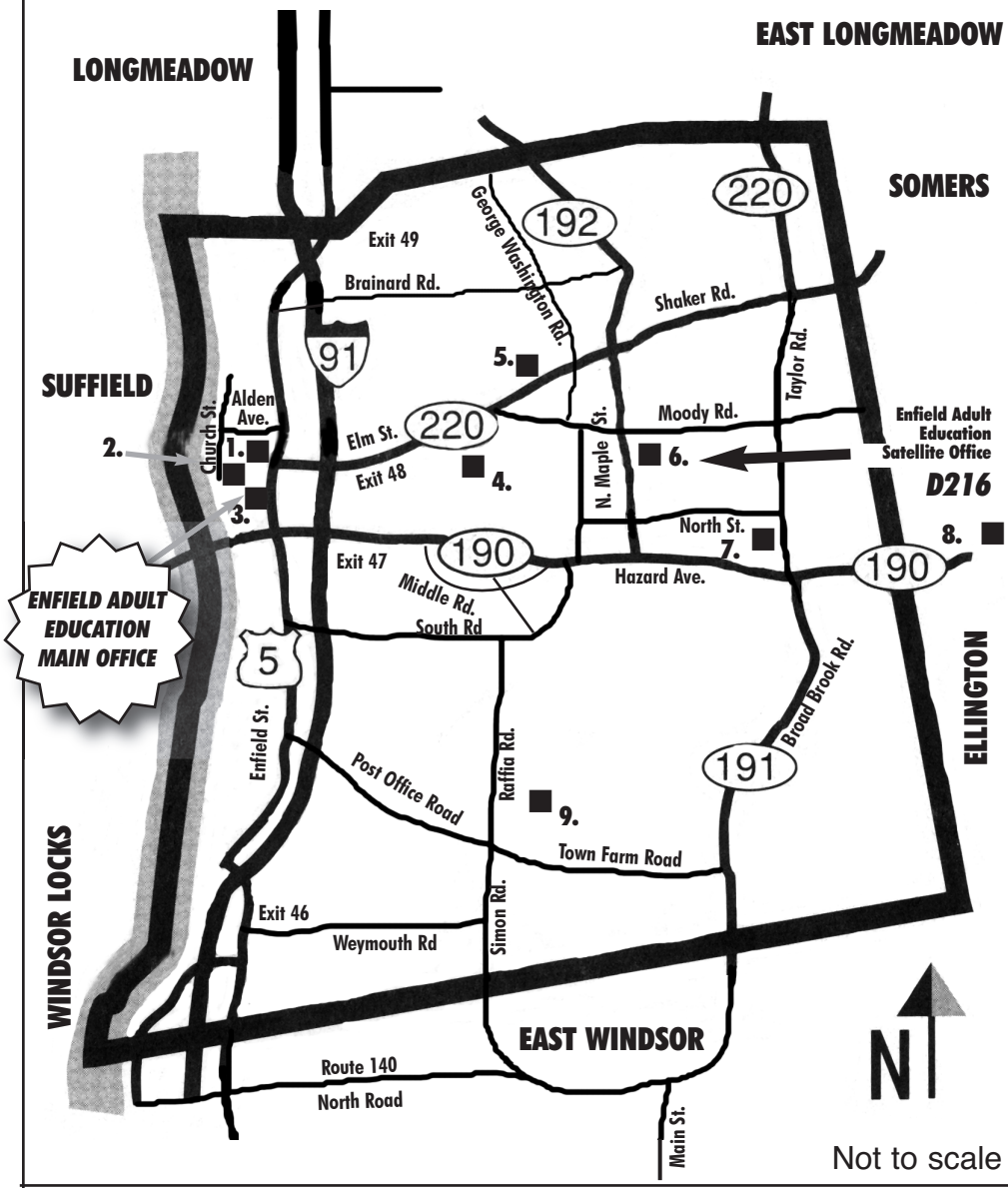
Brief Description (if necessary):

_____

_____

I can't teach anything, but would like to see you offer:

Town of Enfield



MAP KEY

■ **1**. Connecticut Works	786 Enfield St.
■ **2**. North Central District Health Dept.	31 N. Main St.
■ **3**. Alcorn School	1010 Enfield St.
Enfield Adult Education Main Office	1010 Enfield St.
■ **4**. Asnuntuck Community College	170 Elm St.
■ **5**. Henry Barnard School	27 Shaker Rd.
■ **6**. Enrico Fermi High School	124 N. Maple St.
Enfield Adult Education Satellite Office, Room D216	
■ **7**. Pleasant View Golf Park	110 North St.
■ **8**. Joanna's Banquet	145 Main St. (Rt 190)
■ **9**. John F. Kennedy Middle School	155 Raffia Road

GENERAL INFORMATION

OFFICES:
Alcorn School, 1010 Enfield Street, Enfield, CT • Monday-Friday 8:00 a.m. - 3:00 p.m.
Fermi High School, 124 N. Maple St. Enfield, CT • Evenings by appointment 860-763-7032

PAYMENTS:
All ABE, CDP, GED, EDP, ESL, and NEDP programs are free for students from cooperating towns. For continuing education classes, please make checks payable to: Town of Enfield

ENROLLMENT CONFIRMATIONS:
Confirmations are not mailed. You will only be notified if a class is cancelled or filled.

REFUNDS:
It will be impossible to honor requests for refunds, since a minimum enrollment is required. However, if cancelled due to low enrollment, the entire fee is refunded.

MATERIALS FEE:
Additional fees and/or materials are required for some courses. Check the course description for the cost of such fees, which are paid by check or money order directly to the instructor at the first meeting. ***No cash is accepted.***

FEES FOR ENFIELD, GRANBY, SOMERS & SUFFIELD RESIDENTS: Residents of Enfield, Granby, Somers and Suffield pay the stated fee. Residents of all other towns pay the stated fee plus a $10 surcharge per class. Senior citizens (aged 65+) pay 50% of the fee, except where stated, and do not pay the surcharge.

SENIOR CITIZENS 50% DISCOUNT:
Most registration fees for courses sponsored by the Town of Enfield are discounted 50% for all residents age 65 and over.

STORM CANCELLATIONS:
Adult Education classes will be cancelled if Enfield Public Schools are closed due to inclement weather. Call the school closing hotline at (860) 253-5170.

STUDENT REGULATIONS:
Children may not accompany adults except for classes noted; no smoking in building; no refreshments in class.

MINIMUM AGE:
Sections 10-67 to 10-73(d), inclusive, of the Connecticut General Statutes (C.G.S) require that the adult education services described in this section be provided by local school districts, free of charge, to any adult 17 years of age or older who is not enrolled in a public elementary or secondary school program. A formal withdrawal letter is required for students 17 and 18 years of age.

WEBSITE:
www.enfieldschools.org *Click Schools, Click Enfield Adult Education*
Select from over 65 languages for brochure information at www.enfieldschools.org.

TEXTBOOK POLICY:
Textbooks required for high school credit classes are available on a loan basis.
In some classes, $15 deposit is required. Fee will be refunded when textbook is returned in similar condition.

ACCESSIBILITY AND ACCOMMODATION:
All activities offered by Enfield Adult Education are held in accessible locations.
Accommodations for individuals with a disability are available upon request.
For more information on any programs call Mrs. Kathy Chapdelaine, Director of Enfield Adult Education at: (860) 763-7032

STATEMENT OF NON-DISCRIMINATION:
It is the policy of the Connecticut State Board of Education that no person shall be excluded from participation in, denied the benefits of, or discriminated against under any program, including employment, because of race, color, religious creed, sex, age, national origin, ancestry, martial status, sexual orientation, mental retardation, and past/present history of mental disorder, learning disability and physical disability.

CLIP AND MAIL

ENFIELD ADULT EDUCATION
WINTER/SPRING 2014 REGISTRATION FORM

Please print neatly. Mail to Enfield Adult Education, 1010 Enfield Street, Enfield, CT 06082

Make check or money order out to: **The Town of Enfield**. Do not send cash.
Please do not send materials fee. Materials and book fees are payable to the teacher at the first class. Mail-in registration for residents begins December 5, 2013.
Please indicate names if more than one person is registering.

Please make extra copies if needed.
You will only be notified if a class is canceled or filled.
No Confirmation Will Be Sent.

Name _____	Name _____
Address: _____	Address: _____
Town & Zip: _____	Town & Zip: _____
Home Phone# ( ) _____	Home Phone# ( ) _____
Work Phone# ( ) _____	Work Phone# ( ) _____
Are you over age 65? _____ yes _____ no	Are you over age 65? _____ yes _____ no

New Residents of Enfield, Granby, Somers and Suffield pay the stated fee. Residents of all other towns pay the stated fee plus a $10 surcharge per class. Senior citizens (aged 65+) pay 50% of the fee, except where stated, and do not pay the surcharge.

Course Name - (Person enrolled if multiple registration)	Fee	$10 Surcharge for Non-Enfield Granby, Somers & Suffield Residents Per Class	Total
_____	$ _____	$ _____	$ _____
_____	$ _____	$ _____	$ _____
_____	$ _____	$ _____	$ _____

Registrations must be received 1 week prior to class starts or $10 late fee must be included with payment.

Total Enclosed $ _____

Snow policy: If Enfield Public Schools are closed, Enfield Adult Education classes are canceled. Call the school closing hotline at (860) 253-5170.

Please retain for your records. No written confirmation will be sent.

Registered for: _____	Registered for: _____
Date/time of class: _____	Date/time of class: _____
Location/Room: _____	Location/Room: _____

Enfield Adult *and* Continuing Education

WINTER/SPRING 2014

1010 Enfield Street, Enfield, CT 06082
www.enfieldschools.org (860) 763-7032

Select from over 65 languages for brochure information at www.enfieldschools.org.

Noon Time All Levels Yoga
See page 8

Try Something New!

CAD
See page 15

Line Dancing
See page 8

REGISTER BY MAIL: See page 23 for Registration Form.
Residents may register beginning December 5, 2013

WALK-IN REGISTRATION: General Interest Programs

NEW LOCATION

Wednesday, January 8, 2014 (Snowdate Jan. 9, 2014)
5:00 p.m. – 7:00 p.m. **Alcorn School, Main Office**

REGISTRATION: ADULT HIGH SCHOOL DIPLOMA PROGRAM

Wednesday, January 15, 2014 (Snowdate Jan.16, 2014)
6:00 p.m. **Fermi High School, Room D210**