

**Spring  
2012**

**PVAEC**



**Try your hand at pottery!**



**Adult Education**<sup>MAINE</sup>  
*Learning for Work and Life*

[www.pvaec.org](http://www.pvaec.org)  
[facebook.com/pvaec](https://facebook.com/pvaec)  
(207) 564-6525

**PVAEC**  
48 Morton Ave., Suite M  
Dover-Foxcroft ME 04426

# PVAEC

## Piscataquis Valley Adult Education Cooperative

**48 Morton Ave., Suite M  
Dover Foxcroft ME 04426**

Volume 7 Issue 2

Dear friends,

The new year provides all with a clean slate to begin anew. Each of us is given an opportunity to teak and better ourselves. PVAEC could be an agent of change for you. We can assist you in your academic and career planning for college and employment.

Has the economy got you down? Times are tough for most of us. There are things we can do to ease this burden. PVAEC has partnered with the UMaine Cooperative Extension to offer courses supporting self-sufficiency and homesteading skills that give you a bit of control over the family budget spending.

Check out the new courses in dance and art. If you do not see what you need, please call and let us know. We value our role in serving our community's learning needs.

Thank you, and Happy New Year!

In peace and love,  
Thelma Regan

### Class Location Guide

CCH	Pis. County Court House, 159 E Main St., Dover Foxcroft ME 04426
CHCS	Community Health, 1093 W Main St., Dover-Foxcroft ME 04426
CWC	Charlotte White Center, 572 Bangor Rd., Dover-Foxcroft ME 04426
DEXTER	Dexter Learning Center, Old Town Hall, Dexter ME 04930
DRHS	Dexter Regional High School, 12 Abbott Hill Rd., Dexter ME 04930
EXT Office	Extension Office, 165 East Main St., Dover-Foxcroft ME 04426
FA	Foxcroft Academy, 975 West Main St., Dover-Foxcroft ME 04426
LEAVES	Leaves & Blooms, 1467 Bangor Rd., Dover-Foxcroft ME 04426
OCI	Oriental Culture Institute, 33 Park St., Milo ME 04463
PALMYRA	Walmart, 1573 Main St., Palmyra ME 04965
PCES	Pis. Comm. Elem. School, 9 Campus Dr., Guilford ME 04443
PCSS	Pis. Comm. High School, 9 Campus Dr., Guilford ME 04443
PENQUIS	Penquis, 50 North St., Dover-Foxcroft ME 04426
PVAEC	PVAEC, 48 Morton Ave., Dover-Foxcroft ME 04426
PVHS	Penquis Valley High School, 37 West Main St., Milo ME 04463
S x T	Sisters X Two, 25 North St., Suite A, Dover-Foxcroft ME 04426
SEDO	SeDoMoCha School, 63 Harrison Ave., Dover-Foxcroft ME 04426
TCTC	Tri County Technical Center, 14 Abbott Hill Rd, Dexter ME 04930
WCARE	Womancare, 8 Mechanic St., Dover-Foxcroft ME 04426

# PVAEC

## The Center for Lifelong Learning



### PVAEC STAFF

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Aromatherapy  
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**ConnectME**  
**Authority**



**PVAEC is your  
Community Connection  
for high-speed broadband  
internet technical  
assistance.  
See Page 5 for information**



# BUSINESS TRAINING

## A to Z of Grant Writing

ONLINE

This course speaks mainly to nonprofit organizations, schools, religious institutions, and municipalities seeking grants from foundation, corporate, government, and individual donors. It's also an excellent primer for individuals wishing to become grant-writing consultants or community grant-writing volunteers. Many of this course's elements also easily translate to the for-profit field and to individual artists, and material specifically designed for businesses and individuals is included. No matter who you are or what level of experience you have, you'll find the A to Z of writing and submitting successful proposals here! This 6 week 24 hour online course begins 1/18, 2/15, 3/21, 4/18, 5/16, or 6/20. \$89.

[http://www.ed2go.com/pvaec/online\\_course/gw1/detail/A\\_to\\_Z\\_Grant\\_Writing.html](http://www.ed2go.com/pvaec/online_course/gw1/detail/A_to_Z_Grant_Writing.html)

## Accounting Fundamentals

ONLINE

Demand for accounting professionals currently exceeds supply. If you're interested in increasing your financial awareness and accountability while also gaining a marketable skill, this course is for you. You'll learn the basics of double-entry bookkeeping, while also learning how to analyze and record financial transactions, as well as prepare various financial reports at the end of the fiscal period. This 6 week 24 hour online course begins 1/18, 2/15, 3/21, 4/18, 5/16, or 6/20. \$89.

[http://www.ed2go.com/pvaec/online\\_course/fun/detail/Accounting\\_Fundamentals.html](http://www.ed2go.com/pvaec/online_course/fun/detail/Accounting_Fundamentals.html)

## Medical Terminology

ONLINE

This course teaches medical terminology from an anatomical approach. Root terms are divided by each body system. The origin, a combined form, and an example of non-medical everyday usage is provided for each root term. Word Associations are provided as a learning tool. Unusual and interesting information is provided in regards to each term. Root terms are combined with prefixes and suffixes as your learning will culminate in the interpretation of several paragraphs of medical notes. This 6 week 24 hour online course begins 1/18, 2/15, 3/21, 4/18, 5/16, or 6/20. \$89.

[http://www.ed2go.com/pvaec/online\\_course/met/detail/Medical\\_Terminology%3a\\_A\\_Word\\_Association\\_Approach.html](http://www.ed2go.com/pvaec/online_course/met/detail/Medical_Terminology%3a_A_Word_Association_Approach.html)

## Substitute Teacher Training - Revisited

Have you previously taken one of our day-long Substitute Teacher Training Workshops? We've designed a follow-up two-hour workshop that will provide you with an opportunity to clarify your understanding, ask questions, and learn more about substituting in our local schools. Rebecca Johnston will lead this workshop.

MO 1/9 4-6pm \$15 SEDO

## Career Exploration & Planning

Plan your next career move with a personal plan that meets your needs in today's economy. In this 6 week class you will review your skills, interests, and experiences and relate them to career options, identify educational opportunities, research the local job market, and develop a step-by-step plan to achieve your career goals. Whether you are unemployed, underemployed, or considering a career change, this class will help you create a plan that works for you.

Pre-registration is required by March 22. Class will meet in person in the first and last weeks. There will be 4 online class weeks. The first session will include an orientation to online learning. Janet Smith & Susan Russell from Women, Work & Community will lead this workshop.

TU 4/10-5/15 5:30-8:30pm \$5 PVAEC

"I cannot teach anybody anything.  
I can only make them think."  
-Socrates

# BUSINESS TRAINING



## Basics of Selling on eBay

eBay has become one of the internet's most popular shopping destinations. Whether you are looking for a unique item or you need to sell what is up in the attic, or you want to join the 1.3 million people who use eBay as a primary source of income, this seminar is just what you need. You'll learn how to set up your eBay and Paypal accounts. We'll discuss security issues and identity theft. Learn how to determine product value, prepare your photos for upload, create your own listing and how to complete the sale so you receive your payment and ship the item. This course will be presented as a lecture with demonstration so you will be able to create your own eBay selling account and start selling when you go home. Student book is an additional \$15.

*WE 2/29 9am - 5pm \$49 + \$15 PVAEC*

## Building Your Business on eBay

If you are ready to take your eBay sales to the next level, if your goal is to be an eBay Power Seller, or even a Top Rated Seller, or maybe even opening an eBay Store, then this seminar is just what you're looking for. This fast-paced, jam-packed course will cover starting a business, finding merchandise, developing a business strategy, create great listings, increase efficiency and automate processes, cost control, marketing your business, and opening an eBay store. Prerequisites: Students must be already selling on eBay with at least 5 completed sales, and be comfortable with a computer and navigating the internet. Student book is \$25.

*WE 4/4 9am - 5pm \$49 + \$25 PVAEC*

## Certified Nursing Assistant (CNA)

Start a new career in the medical field! This 208 hour course will provide certification after course completion. The CNA is capable of giving nursing care under the supervision and delegation of the registered professional nurse. This program consists of 128 hours of classroom and lab instruction, and 80 hours of clinical time. Candidates must present either a high school diploma or GED. Enrollment is limited to 10. Please call 564-6525 today to sign up for the orientation workshop.

Instructor: Sue Duplisea

*TU/TH 1/17-5/17 5-9pm \$950 TCTC*

## Start a Family Child Care Business

If you live in Penobscot or Piscataquis County and are interested in a career in child care, the Early Education Profession Project will help you start a Family Child Care business. You'll receive training and technical assistance to write a business plan, prepare a professional development plan, join the Maine Roads to Quality professional registry, and become a Certified Family Child Care provider. Call Karen Hall at 973-3505 today to get started, or email her at [khall@penquis.org](mailto:khall@penquis.org).

"The beginning is the most important part of the work."  
-Plato



### Community Connection for High-Speed, Broadband Internet Technical Assistance

PVAEC, Piscataquis Valley Adult Education Cooperative, is your Community Connection for information on how you can use Maine's expanding high-speed, broadband internet connectivity to help you meet educational goals, enrich your life, obtain health information, access governmental services and enhance economic and community development. Contact our office at 564-6525 and arrange a special presentation on the importance of high speed internet for your civic or social organization.

Look for this symbol in our catalog for courses where you'll learn about high-speed internet connectivity.

Visit [www.maine.gov/connectme](http://www.maine.gov/connectme) for more information.



The MARTI project is funded by the American Recovery and Reinvestment Act  
MARTI stands for Maine Adult Regional Technology Initiative

State Broadband Infrastructure Program Award Number 23-50-M09062

# SOLOPRENEUR

**SOLOPRENEUR:** An entrepreneur who works alone developing and running a business single-handed. "A solopreneur is a hardy warrior who runs a company of one."

There are lots of advantages to becoming a solopreneur . . . typically, very little capital is required and you can create a sense of independence and have control of your financial future. Best of all, most solopreneurs have fun because they are doing something they love!

If you

- Are thinking about turning a hobby into a business or
- Are ready to consider making some money on your own or
- Are ready to ratchet up your existing small business or
- Are making great home products (pies, jam, crafts) and want to sell some or
- Have a skill that you would like to offer as a service to others

you need simple, straight-forward information. You need to find out what it takes and see if you've got it—or where to find it! You don't need what the big corporations need—you need resources and information designed to get and keep you going.

Choose one or more of our "Solopreneuring" courses or tell us what you think you need!

**Join Walter Boomsma for these informative workshops:**

## **Solopreneuring - Have You Got What It Takes?**

The rewards of being your own boss may be great, but so are the risks and requirements. This fast-paced workshop will challenge you to be honest with yourself and discover the personal qualities you will need to succeed.

TU 3/6 6:30-8:30pm \$10 SEDO

## **You Can... Raise Cash as a Crop!**

This fast-paced, participative program will explore the opportunities we all have for non-traditional ways of raising cash through cost avoidance, part-time work, cash crops from your farm, garden and hobbies. You may want to start a home-based business... or just explore the value of bartering with friends and neighbors. You will be encouraged to open your mind and develop a plan.

TU 3/13 6:30-8:30pm \$10 SEDO

*Walter Boomsma has worked in sales, sales and management training, and organization development. Since 1985 he's freelanced and operated his own consulting business specializing in improving organization and individual effectiveness. He currently teaches with the Arthur Gary School of Real Estate and is a member of the Real Estate Educators Association. He also volunteers as the Maine State Grange webmaster. Visit him at [wboomsma.com](http://wboomsma.com).*

# SOLOPRENEUR

## **Stand Up! Speak Up! Shut Up!**

### **Public Speaking doesn't have to be Scary!**

Do you get sweaty palms and shaky knees when called upon to speak in front of a group? This brief course doesn't promise to turn you into a great orator, but it will help you get the butterflies in your stomach to fly in formation when you stand in front of a group by having what is called an "enlarged conversation." Come prepared to participate and have a lot of fun! Bring your butterflies!

*TH 3/22-3/29 6:30-8:30pm \$10 SEDO*

## **No News is Not Good News**

### **Media relations for Nonprofessionals**

You may be making news, but is it news if nobody knows about it? This class will explore the basics of "getting the word out" through approaches that work for small businesses and non-profit organizations. Participants will learn the how's and why's of getting a story in print or on television and take home samples of formats as well as a number of tips for maximizing their business or organization's exposure in the press.

*TU 4/10 6:30-8:30pm \$10 SEDO*

# SOLOPRENEUR

## **Brainpower... Discovering Your Mental Abilities**

Mental patterns and routines allow us to take in, categorize and handle great amounts of information, but they also account for most of our "stupid mistakes." With awareness, we can manage the process and increase mental flexibility. After experiencing first-hand the flexibility and potential of the mind, participants learn how they can develop important mental skills such as fact-finding, problem-solving, and "happying."

*TH 4/12 6:30-8:30pm \$10 SEDO*

## **Cows Don't Give Milk... You actually have to take it!**

Do you need to be more persuasive? The techniques you will learn have been applied in situations including advertising, public speaking, customer service and even parenting. This is an action-packed and information-crammed program that's fun to boot! You'll learn, for example, that cows don't give milk; you actually have to take it! Or at least you need to know some basic techniques for getting those cows to yield the precious fluid. We won't be milking cows, but we will be learning techniques to increase the returns from our sales and influencing efforts.

*TU 4/24-5/1 6:30-8:30pm \$10 SEDO*

## **Your WordPress Website/Blog**

WordPress is one of the most popular free and open source blogging and publishing platforms available today. In this "user friendly" and hands-on course you'll learn the basics of building a blog or website for your business or pleasure—in fact, you'll have your site up and running by the end of the class. Depending on enrollment and interest, this may become an ongoing course or users group. You should have some fundamental computer skills and a basic understanding of the Internet. The class is not designed for advanced users!

*TH 4/26 & 5/10 6-9 \$20 PVAEC*



# ARTS & CRAFTS

## Crocheting for the First Time

Crocheting is fast and fun! Even if you've never touched a crochet hook before, Nora will have you crocheting in no time. You'll learn how to chain, single and double crochet. You'll create a sampler of all the different swatches you've made in class. This class is open to ages 10 and above. All materials needed will be available for sale at Sister X Two (where the class will take place) at 25 North St. Suite A, Dover Foxcroft Call 564-7501 with any questions.  
MO 2/27-3/26 6-7pm \$19 S xT



## Quilting - Guilford

Learn the timeless art of quilt-making. Create works of art with fabric even if you've never quilted before! Join Rita Mountain as she guides quilters through choosing patterns and fabric, and through this semester's project. Call Rita at 564-8261 for a material list. This class is open to all skill levels. Rita has been teaching Adult Ed quilting classes for many years, and has taught many new quilters.

TU 2/28-4/10 6-9pm \$35 PCSS

## Drawing

Learn the basics of pencil drawing, focusing on simple shapes, tones and shadows, and using elements of design to create composition, with an emphasis on portraiture. Suzette East, local renowned artist, will guide you through the steps in this fun and rewarding class. Open to all. Students need drawing pencils including 6, 4 & 2 H, HB and B, sketchbooks, knead eraser, emery board, tortillions & q-tips. Visit Suzette at [www.suzetteeast.com](http://www.suzetteeast.com).

TU 3/6-4/24 9-11am \$35 PVAEC



## Open Art Studio

Experiment with different materials and tools in a relaxed atmosphere. Our first class will begin with introductions and a tour of the art room and it's resources. Afterward, students will be able to work at their own pace using available tools including digital cameras, computers, projectors, printmaking tools, a Cricut machine, pottery wheels, a kiln and more. Susan Bryand Has a BA in Art Education and teaches art at SeDoMoCha. There will be a \$10 material fee.

WE 2/8-4/4 6-8pm \$35 + \$10 SEDO

## Decorative Painting-Beginners

Tole painting, or folk art, began in the 18th century in New England. Revive the tradition! Come and see how easy and fun it can be. No experience necessary! Bring your brushes and Shirley will provide paints and surfaces. Shirley Groody has been teaching Adult Ed painting classes for us for years and all students have a great time. There will be minimal supply charges due the instructor for the surfaces.

WE 2/1-3/28 1-3pm \$35 DEXTER

## Decorative Painting-Intermediate

Tole painting, or folk art, began in the 18th century in New England. Revive the tradition! This class is for students who have previous painting experience. Bring your brushes and Shirley will provide paints and surfaces. Shirley Groody has been teaching Adult Ed painting classes for us for years and all students have a great time. There will be minimal supply charges due the instructor for the surfaces.

WE 2/1-3/28 3-5pm \$35 DEXTER

## ETSY: Artists, Crafters and Collectors Online Marketplace

Etsy is the world's handmade marketplace. Connect your very small business or hobby with the global economy. Learn the details of selling your creations in the world's most vibrant online international marketplace. This class will help you get started selling your handmade creations, vintage goods or crafting supplies. No need to worry about your computer know-how. You will be walked through almost every step toward opening your very own shop in Etsy. Victoria Eastman has offered classes for Adult Education for over 10 years.

TU 3/6-3/27 6-7:30pm \$35 PVHS

# ARTS & CRAFTS



## Pottery - Beyond the Beginner

The focus of this class will be on throwing more finely tuned pieces, and on improving technical skills and creativity. Explore surface decoration techniques like wax resist and slip. The clay will be red and there will be white slip to decorate with. This will allow the red clay to emerge from underneath the white. Class time will be divided into demonstrations, studio work and individual consultations. Jemma Gascoine has thrown pots and sculptures in collections across the US. She has an Art History degree and has taught pottery workshops for 5 years. See her work at the UMaine's Museum of Art in Bangor this spring.

TU 1/24-3/13 4-6pm \$35+\$15 SEDO

TU 1/24-3/13 6:30-8:30pm \$35+\$15 SEDO



## Quilting - Milo

Quilting for all levels! This semester students will be working on a sampler quilt. Make a square each week, with students bring in their favorite 12" square for others to make. Beginner quilters welcome! Call Sandra at 943-7707 for material list. Since 1983 Sandra has taught adult ed classes in quilting, as well as flower arranging, wreath making and crocheting. Choose Tue. or Wed.

TU 1/31-3/27 6-9pm \$35 PVHS

WE 2/1-3/28 6-9pm \$35 PVHS



## Landscape Painting

Discover the art of Landscape Painting. Bring your paints and brushes and learn to paint this art form. Learn how to organize a composition and choose color schemes. In this class with local artist, Suzette, you will learn step by step techniques to turning any object into a priceless work of art. If you have ever picked up a brush you will love this class. Any questions just call Suzette at 965-8679. Visit Suzette at [www.suzetteeast.com](http://www.suzetteeast.com).

TU 5/1-6/19 9am-12pm \$35 PVAEC



## Painting Creative Cards and Gifts

A unique painting makes a great card or gift. You will use water-based artist's paints to make greeting cards and paintings. Create a card and then prints of the card. Explore painting sizes that fit ready-made mats and frames. Students can bring any supplies they have, or a kit can be provided at a cost of \$20. All skill levels welcome. John Bozin has a degree in art and owns Hebron Gallery in Monson.

TU 2/28-4/10 5-7pm \$35 PCSS

"I dream my painting  
and then  
I paint my dream."

-Vincent Van Gogh



# COMPUTER SKILLS

## Basic Desktop



Do you sometimes feel as if the whole world is a computer and the digital age has passed you by? If turning on your computer is all that you have mastered, this is the course for you! This course will enable you to work independently on a computer, with a basic understanding of how your computer runs and is organized. We will introduce you to the computer desktop, Start Button, and show you how to change your background, screensaver, and other accessibility settings. You will work with and create file folders and be introduced to the all-important Anti-virus software. A must course for beginners! Our computer lab is equipped with Windows 7 and Office 10. Instructor: Val Miller

MO	1/30-2/13	4-6pm	\$29	PVAEC
TH	2/2-2/16	1-3pm	\$29	PVAEC
TH	3/1-3/15	4-6pm	\$29	PVAEC
MO	3/26-4/9	4-6pm	\$29	PVAEC
TH	4/26-5/10	1-3pm	\$29	PVAEC

## Intermediate Desktop - Beyond the Basics



A recent survey reported that most computer users only use 25% of the software on their computer. Students in this course will learn about pre-installed programs that are available, but under-utilized. Major topics covered include: Windows Control Panel, Windows Explorer, general housekeeping for your hard drive, and setting up system security. Students will learn how to add new hardware and software to their system. Instructor: Val Miller

TH	3/22-4/5	1-3pm	\$29	PVAEC
TH	4/26-5/10	4-6pm	\$29	PVAEC

## Email and Internet



Not sure how to navigate email? This course is designed with the beginner in mind. Discover how to create an email account using gmail. Then you will create emails, add attachments, add people to your address book, and file your mail into new folders. Next, you'll learn how to navigate the Internet wisely and safely. Become versed in the secrets of search engines, bringing a world of knowledge to your fingertips. You will change your homepage, take care of cookies, do research and save your favorite sites. Our computer lab is equipped with Windows 7 and Office 10. Instructor: Val Miller

MO	2/27-3/12	4-6pm	\$29	PVAEC
TH	3/1-3/15	1-3pm	\$29	PVAEC
TH	3/22-4/5	4-6pm	\$29	PVAEC
MO	4/23-5/7	4-6pm	\$29	PVAEC

### Where is my class being held?

See our Location Guide on page 2 for complete addresses

## Intro to QuickBooks 2011

ONLINE

QuickBooks is designed for the small to midsized business owner who enjoys Quicken's ease of use but prefers a more traditional approach to accounting. Learn how this well-designed accounting program can make it a snap to set up a chart of accounts, reconcile your checking account, create and print invoices, receipts, and statements, track your payables, inventory, and receivables, create estimates, and generate reports. This 6 week 24 hour online course begins 1/18, 2/15, 3/21, 4/18, 5/16, or 6/20. \$89.

[http://www.ed2go.com/pvaec/online\\_course/q11/detail/Introduction\\_to\\_QuickBooks\\_2011.html](http://www.ed2go.com/pvaec/online_course/q11/detail/Introduction_to_QuickBooks_2011.html)

"It is not necessary to  
change.  
Survival is not  
mandatory."  
-W. Edwards Deming

# COMPUTER SKILLS



## **MICROSOFT WORD IS THE MOST WIDELY-USED WORD PROCESSING SOFTWARE**

### **BEGINNER MS WORD**

Discover the joys of word processing, and get up to speed with the most popular word processing application. Take this class and create professional documents. You'll learn how to format, manipulate, save and print documents. *Basic computer knowledge is required.* Our computer lab is equipped with Windows 7 and Office 10. Instructor: Val Miller

*WE 3/7-3/21 4-6pm \$29 PVAEC*

### **Your WordPress Website/ Blog**

WordPress is one of the most popular free and open source blogging and publishing platforms available today. In this "user friendly" and hands-on course you'll learn the basics of building a blog or website for your business or pleasure—in fact, you'll have your site up and running by the end of the class. Depending on enrollment and interest, this may become an ongoing course or users group. You should have some fundamental computer skills and a basic understanding of the Internet. The class is not designed for advanced users!

*TH 4/26 & 5/10 6-9 \$20 PVAEC*

### **INTERMEDIATE MS WORD**

Delve deeper into Word, and build on the skills you learned in the Beginner Word class. Design a newsletter! Explore tables, merges and more. Our computer lab is equipped with Windows 7 and Office 10. Instructor: Val Miller

*WE 3/28-4/11 4-6pm \$29 PVAEC*

**We frequently add new courses during the semester, and we will be offering summer courses, so please check our website often for course updates.**  
[www.pvaec.org](http://www.pvaec.org)

Our computer lab is very student-friendly.





# COMPUTER SKILLS

## **MICROSOFT EXCEL IS THE MOST WIDELY-USED SPREADSHEET APPLICATION**

### **BEGINNER MS EXCEL**

Want to learn spreadsheet magic? In this class students learn how to set up and format spreadsheets and data tables from scratch, or how to use themes and templates. Students will enter and modifying data, navigate around spreadsheets and workbooks with the aid of short-cuts, as well as learn to copy data & formulas, and to print all or just selected pages. Students also learn to create formulas and use functions, as well as how to create charts ... because a picture is worth a thousand words (or numbers, as is the case with Excel).

*Basic computer knowledge is required.* Our computer lab is equipped with Windows 7 and Office 10. Instructor: Val Miller.

*TU 2/28-3/13 4-6pm \$29 PVAEC*

### **INTERMEDIATE MS EXCEL**

For *experienced* Excel users. Learn more advanced topics to enhance your workplace. Format your data to highlight the information you need to know. Students will learn to import and export data from or to external sources, to set up conditional formatting, to work with logical and database functions, how to work with multiple worksheets and workbooks, and to protect Excel data. Explore filters, building pivot tables, if formulas, macros and more of the 450 plus Excel functions that will save you time, and produce the reports you need most. Our computer lab is equipped with Windows 7 and Office 10. Instructor: Val Miller.

*TU 3/20-4/3 4-6pm \$29 PVAEC*

**Students should bring a USB flash drive.  
If you have a laptop,  
you are encouraged to bring it to class.**

## **Creating Web Pages**

**ONLINE**

Create and post your very own Web site on the Internet using HTML in this extensive, hands-on, six week workshop. First, you'll learn about the capabilities of the World Wide Web and the fundamentals of web design. Then, with your instructor's patient guidance, you'll plan the content, structure and layout of your Web site, create pages full of neatly formatted text, build links between the pages and to the outside world, and add color, backgrounds, graphics, and tables. This 6 week 24 hour online course begins 1/18, 2/15, 3/21, 4/18, 5/16, or 6/20. \$89.

[http://www.ed2go.com/pvaec/online\\_course/web/detail/Creating\\_Web\\_Pages.html](http://www.ed2go.com/pvaec/online_course/web/detail/Creating_Web_Pages.html)

## **ETSY: Artists, Crafters and Collectors Online Marketplace**

Etsy is the world's handmade marketplace. Connect your very small business or hobby with the global economy. Learn the details of selling your creations in the world's most vibrant online international marketplace. This class will help you get started selling your handmade creations, vintage goods or crafting supplies. No need to worry about your computer know-how. You will be walked through almost every step toward opening your very own shop in Etsy. Victoria Eastman has offered classes for Adult Education for over 10 years.

*TU 3/6-3/27 6-7:30pm \$35 PVHS*

**"Everyone needs to work.  
Even the lion cannot  
sleep, expecting a deer to  
enter his mouth."  
-Hitopadeesha**

# PERSONAL FINANCE



## Annuities & Your Retirement

You could live to be 90. Can you say the same for your retirement savings? At this seminar you'll learn about the different types of annuities and how the right one for your situation can help alleviate the impact of some retirement-related uncertainties.

Marcia Bean is a financial advisor for Edward Jones, and has over 30 years of investment experience.

MO 3/19 6-7pm \$5 SEDO

## Foundations of Investment

Don't let fear of the unknown prevent you from investing in your future. Getting started can be easier than you think if you understand the basics.

Whether you are new to investing or need a refresher, this seminar will explain the key features of bonds, stocks and mutual funds, the importance of asset allocation, and the impact of inflation on your long-term goals. Marcia Bean is a financial advisor for Edward Jones, and has over 30 years of investment experience.

MO 3/5 6-7pm \$5 SEDO

## Retirement? What's Your Next Move?

When you 'retire' will you volunteer? Work part time? Go back to school? Whatever you decide, you need to be financially prepared. This seminar will help you determine if you're on track to reach your goals and what to do if you're not where you'd like to be.

Marcia Bean is a financial advisor for Edward Jones, and has over 30 years of investment experience.

MO 3/12 6-7pm \$5 SEDO

## Tax Free Investing

Come learn about the different types of tax-advantaged investments and see firsthand how they may help you keep more of what you earn. Marcia Bean is a financial advisor for Edward Jones, and has over 30 years of investment experience.

MO 3/26 6-7pm \$5 SEDO

*A prospectus contains more complete information including investment objectives, risk, and charges and expenses as well as other important information that should be carefully considered before investing or spending money.*

*Please read the prospectus carefully before investing.*

## Home Buyer Education

Are you looking to purchase a home? Do you know if home owning is better for you than renting? Do you wish there was help out there to make your decision wisely? We can help get you pointed in the right direction. MaineStream Finance is offering Home Buyer Education through funds made available by CHAPPA, Maine Housing & USDA. This 12 hours of classroom lecture is required for participation in Maine Housing's first-time homebuyer program as well as a variety of USDA programs. We'll cover how to plan for home ownership, types of financing, home selection, and responsibilities for the loan and the property. Please call 974-2424 to register for this class which will be held at Penquis.



"Learning is a treasure  
that will follow its  
owner everywhere."

-Chinese Proverb



# ONLINE COURSES

**PVAEC IS OFFERING MORE ONLINE COURSES FOR YOUR CONVENIENCE. WHETHER YOU ARE LOOKING FOR TEACHER CERTIFICATION, OR WANT TO LEARN A NEW BUSINESS SKILL, WE HAVE THE COURSE FOR YOU.**

**GO TO [www.pvaec.org](http://www.pvaec.org)  
AND SEARCH ON KEYWORD 'ONLINE'.**

## Business Skills

### **Certificate Programs**

- Business Coaching Certificate
- Business Research Certificate
- Certificate in Online Teaching
- eMarketing Essentials
- Mobile Marketing Certificate
- Social Media for Business Certificate
- Supervisory & Leadership Certificate
- Video Marketing Certificate

**These courses are just a small sampling of the online courses we have to offer. Visit [www.pvaec.maineadulted.org](http://www.pvaec.maineadulted.org) and search on keyword "ONLINE" for the entire listing.**

### **Other Popular Online Courses:**

- Start and Operate Your Own Home-Based Business
- Administrative Assistant Fundamentals
- Extraordinary Customer Service
- Facebook for Business
- Dementia Care Specialist
- Going Green at the Workplace
- Google Analytics
- Government Contracting
- A to Z of Grant Writing
- Building Teams That Work



# ONLINE COURSES



## Teacher Recertification

### Courses for K-12 Teachers

Earn optional 1.0 graduate credit for each course, awarded by the School of Education at the University of South Dakota, a nationally recognized university and academic pioneer in distance learning.

**Gender in the Classroom**

**Generational Learning Styles for K12 Teachers**

**Online Learning and Teaching for K12 Teachers**

**Social Media and Online Tools for K12 Teachers**

**Students with Aspergers**

Visit our website for more information:

[http://pvaec.maineadulted.org/courses/course/courses\\_for\\_k12\\_teachers\\_online](http://pvaec.maineadulted.org/courses/course/courses_for_k12_teachers_online)

## Teacher Training

These fast-paced interactive online courses are 6 weeks long, and have 12 lessons. Take classes at your convenience. Here's a few of the courses that are available:

**Empowering Students With Disabilities**

**Response to Intervention: Reading Strategies That Work**

**Solving Classroom Discipline Problems**

**Survival Kit for New Teachers**

**Teaching Students With Learning Disabilities**

**The Creative Classroom**

Visit our website for more information: <http://www.ed2go.com/pvaec/>

## Personal Fun

**Wow, What a Great Event**

**Genealogy Basics**

**Write Your Life Story**

**Merrill Ream Speed Reading**

**Goodbye to Shy**

**Introduction to Journaling**

**Assisting Aging Parents**

**Homeschool with Success**

**Introduction to Natural Health and Healing**

**Start Your Own Arts and Crafts Business**

**Write Fiction Like a Pro**



# YOU CAN...

Even though times are tough, **YOU CAN** sustain your family. **PVAEC and the University of Maine Cooperative Extension** have put together a series of workshops that will give you the skills to get started in self-sufficiency.

## YOU CAN.....

### Raise Cash as a Crop!

This fast-paced, participative program will explore the opportunities we all have for non-traditional ways of raising cash through cost avoidance, part-time work, cash crops from your farm, garden and hobbies. You may want to start a home-based business... or just explore the value of bartering with friends and neighbors. You will be encouraged to open your mind and develop a plan. Join Walter Boomsma for this fun, interactive class.

TU 3/13 6:30-8:30pm \$10 SEDO

### Slice it, Salt it, Stomp it!

Preserve your garden's fresh vegetables for the winter without canning or freezing! At this hands-on workshop you'll learn the fun and easy technique of lacto-fermentation to keep vegetables in their raw state for months of delicious eating. Cultures around the world take advantage of fermented vegetables as a digestive aid and for their enhanced nutrition and anti-cancer properties. Since 2007 Mary Margaret Ripley has made over 25 diverse kinds of fermented vegetables at Ripley Organic Farm in Dover-Foxcroft. Visit them at <http://www.ripleyorganicfarm.com>.

TU 2/7 6-8pm \$10 SEDO

### Can it, Freeze it, or Dry It

Never canned before? This one-hour class is designed for first timers who want to know what is involved with this type of food preservation process. We will cover the basic canning, freezing, and drying principles as you start to plan your garden season. You'll learn about the latest trends, and will be well informed when you purchase the equipment and supplies and get canning! Jane Conroy, UMaine Extension Educator will guide you through the steps.

WE 3/28 6:30-7:30pm \$5 PCSS

### Beginning Beekeeping

What does it take to keep bees? This informative workshop will focus on the equipment and basic information needed for the honeybee and the hive. We'll review a calendar of beekeeping activities during the year and problem areas to be aware of. Learn how to obtain bees and beekeeping equipment. Leigh Wiley has been keeping bees since 1974 and currently has 30 hives.

MO 3/5 7-8pm \$10 DRHS



### Landscapes for People and Pollinators

Bees and other pollinators contribute to the productivity and survival of crops and landscape plants. In this class we will learn ways to improve the environment for pollinators through plant selection and landscape design. Through discussions and hands-on activities learn why pollinators are so important, the best practices to use in a pollinator-friendly garden, and more. Kathy Hopkins and Donna Coffin, UMaine Extension Educators will lead you through the discussion and activities.

WE 4/11 9am-4pm \$15 Ext Office



# YOU CAN...

## Backyard Maple Syrup

Maple syrup is considered by many to be the ultimate natural product. Anybody that has access to a few healthy, tappable (10 inch or bigger) maples can make maple syrup. Enjoy a spring tradition and learn to safely tap maple trees and produced maple syrup in your backyard. Kathy Hopkins serves as a statewide resource for the Maine maple syrup industry, and was an Associate Director of the North American Maple Syrup Council in 2002.

TH 3/1 9:30 am-Noon \$5 Ext Office

## Backyard Poultry

If you're thinking about getting started with backyard poultry, you're not alone. Thousands of people across the country are starting their very own backyard flock and you can too! You no longer have to live on a farm to enjoy the benefits of a backyard flock. Learn about the benefits of chickens for food and for your garden! Attend this workshop to learn what it takes to have poultry. Breeds, housing, health, and nutrition will be discussed. Donna Coffin of the UMaine Ext Office has her Master of Science degree in Animal Science, Dick Brzozowski has degrees in Animal Science and has served as a county agriculture educator. There will be an \$18.95 charge for the optional class book: Storeys Guide to Raising Chickens.

TU 3/13 6-8pm \$10+\$18.95 PVHS



## Small-Scale Livestock Care

Livestock can be a lot of fun and a lot of work. If you have never cared for anything other than a family pet, this class will help you discover some of the things you need to know before you buy that pig, sheep, goat or calf. How much space does the animal need? What will it eat and how much do I need? What do I do with the manure? How much time will it take? How do I know when the animal is healthy and when it is sick? How much meat, fiber, or milk can I expect? Where can I go for help? Donna Coffin UMaine Extension Educator has her Master of Science degree in Animal Science.

TH 3/1 6-8:30pm \$5 Ext Office

## Firewood Processing

Thinking of augmenting your heat source with wood? Not sure how to process the wood? Join Pete Robinson at his farm for hands-on wood splitting and firewood cutting from a woodpile. Pete Robinson has managed a woodlot for 20 years, and has been President of SWOAM (Small Woodlot Owners Association of Maine) for several years.

SA 4/21 9-11am \$10 LEAVES

## Simplify Your Life-Getting Back to the Good Ole' Days

Are you planning a yard sale this spring? Do you want to de-clutter your house and maybe earn extra cash? Well, this session might be your first step. Make your space more organized in your kitchen and home office areas. Jane Conroy is an Educator with the UMaine Extension Office. She teaches food preservation and family budgeting.

WE 3/14 6:30-8pm \$5 Ext Office

## Spring Cleaning 101

Welcome to Spring! What better way to get started than with your own spring cleaning. Come and learn the techniques of the best way to organize and clean out your closets or other living spaces. We will cover methods of making your own cleaning supplies as well as to create some old time favorite recipes that work. We will also cover some cleaning resources offered through the American Cleaning Institute. Jane Conroy is an Educator with the UMaine Extension Office. She teaches food preservation and family budgeting.

TU 3/20 1pm \$5 Ext Office

TU 3/20 6pm \$5 PCSS

## Start Your Own Plants From Seed!

What's the best way to start seeds? High seedling mortalities and leggy, unhealthy plants that never perform well when moved to the garden are some of the common problems that will be discussed. Learn the best gardening practices for starting plants in the home. You'll bring home a newly planted seed that you started in class. Patricia Jones and Amanda Costello are graduates in the Master Gardeners program through the UMaine Extension Office.

TH 3/29 6-8pm \$5 PCSS

TH 4/26 10am-12pm \$5 CWC

TH 4/12 6-8pm \$5 PVHS



# ENRICHMENT

## Quincy Market Trip

Travel to historic Quincy Market in Boston for a day of fun! The Quincy Market complex contains dozens of restaurants and shops. Several attractions are a short walk from Quincy Market including the New England Aquarium, the Old State House, and Paul Revere's House. The fee includes roundtrip motorcoach transportation only. The bus will depart Bangor at the Park & Ride parking lot on the Odlin Road at 6 am, and the Walmart parking lot in Palmyra/Newport at 6:30 am. You will arrive in Boston around 10:30 am. We will depart from Boston promptly at 6pm and arrive in Palmyra/Newport at approximately 10pm and Bangor at 10:30 pm. Participants must be 18 or older. Seats must be purchased by Thursday, April 12th. No refunds will be issued after April 12th.

SA 4/28 6:30am-10pm \$59 Palmyra



## Tracking Maine's Wildlife

Tracking is the gateway to awareness. Join these field trips and learn how to identify the tracks and signs that wildlife leave behind us as they travel and live around us. We will learn wild canine, bobcat and lynx track characteristics along with weasel and small mammal sign. There will be off-trail hiking in sometimes inclement weather. Participants must be prepared for cold, wet conditions with appropriate outdoor clothing and snowshoes. Rescheduling of trips due to bad weather may occur. Instructor Diane Boretos is a wetland biologist and wildlife tracker. She has been tracking wildlife for 20 years in New England and in the West. She operates Call of the Wild Environmental Services Consulting. Schedule: Lecture on 1/12, 6-7pm. Field Trips: Sat 1/14, 1/28, 2/11 and 3/3 9am to 2pm.

TH 1/12 6-7pm \$35 SEDO

## America's Boating Course

Penobscot Bay Sail & Power Squadron is offering America's Boating Course. Successfully completing this boating safety course meets the educational requirements for boat operation in most states. The course is designed for boaters using all types of watercraft (power, sail, paddle) and for both ocean and freshwater boating. The course includes an examination. (Passing the exam gets you a 6 month membership in United States Power Squadron.) Coverage includes safety equipment, trip planning, navigation rules and aids, state and federal regulations, anchoring, dealing with adverse conditions and emergencies, communications, trailering, and knots and lines. The optional Part 2 introduces students to navigation and the use of charts. The cost for the course (including manual) is \$41. The optional Part 2 costs an additional \$22.50 for the plotter and dividers. Dan Seneca is a member of PBSPS.

TU 1/17-2/14 6:30-8:30pm \$41 SEDO

## Grow Your Own Organic Garden - MOFGA

Interested in learning how to grow your own vegetables in a sustainable manner? Join us for an evening long workshop on how to grow your own garden. We'll talk about the basics of soil science-how to enrich your soil to produce healthy, high-yielding plants. The course will also cover the basics of making and using compost, the principles of crop rotation and how to incorporate green manures and manage nutrients in the garden. Other topics will include how to tell the difference between cultivated plants and weeds, basic weed control strategies and common insect pests and methods of natural insect control. Jason Kafka of Checkerberry Farm will be your instructor. All are welcome, from first-timers to experienced gardeners who want to experiment with new techniques

WE 4/4 6-9pm \$10 DRHS

**Where is my class being held?  
See our Location Guide on  
page 2 for complete addresses.**

# ENRICHMENT



## Enjoy Spending Time with Teens? Consider This....

Community Health & Counseling Services is actively recruiting those adults interested in becoming treatment foster parents for teenagers. This informative workshop will detail what is involved in the process of becoming a treatment foster parent and how teens in the foster care system are matched with families. We will dispel many of the myths in caring for teens. Because fostering is demanding work, many resources, in addition to 24 hours on-call assistance, are put in place to support foster parents. Please come and learn how providing foster care may be one of the most extraordinary and fulfilling experiences of a lifetime you'll ever have. Stephanie Doore is the Program Coordinator for CHCS and has 18 years of experience developing foster homes and supporting foster parents. Call 564-8175 to register.

TH 2/9 6-8pm FREE CHCS

**Register online at  
[www.pvaec.org](http://www.pvaec.org)**

## Domestic Abuse Advocate Volunteer Training

Womancare will offer its 40 hour training designed to provide the skills needed to assist those with domestic abuse issues. There are volunteer positions open on our helpline, which is answered from our office during regular business hours, Monday through Friday. After hours, weekends, and holidays advocates carry pagers and helpline calls are responded to from our home phones. Advocates support and validate a caller's feelings, identify and explore options, make referrals for other services and do safety planning. There are also openings on our court watch staff. This involves observing both criminal and civil domestic abuse cases and documenting the procedures in Dover District Court and in Newport District Court. Training topics include dynamics of domestic abuse, effects of family violence on children, relevant legal and social issues, safety planning and crisis intervention. Upon successful completion of the training 3.5 CEU's from the University of Maine will be available. The training is offered free of charge with the expectation of a volunteer commitment. Please think about joining us in this important work. Call 564-8165 or email [ginger@wmncare.org](mailto:ginger@wmncare.org) for more information and to register.

TU 3/6-5/29 5-8pm Free WCARE

## Intro to Digital Photography

Digital photography is the same as conventional photography. The only difference is that the image passes through a computer at some point along the way. Of course this means that digital photography requires you know everything you need to know about conventional photography, and also learn about file formats, file vs. image resolutions, and a whole lot more. Bring your camera and manual and Scott will go over the basic functions of your camera and manual to teach you to get the most out of your camera and flash. Scott Skinner is an award winning and published photographer with over 25 years of experience.

TU 3/6-4/24 6:30-8:30pm \$35 SEDO

## Canoe/Kayak Wetland & Wildlife Ecology Trips

Explore quiet water streams & rivers in Piscataquis County. Paddle through beautiful wetland systems learning about their origin, evolution, hydrology and botany. Observe the species of wildlife that utilize these areas such as moose, beaver, river otter, mink, wading birds and more. Participants must be 18+, able to paddle for the day, have life jackets, and a canoe or kayak. Kayaks are easier to handle in the narrow channels. Kayak rentals may be available. Bring water, hats, bug spray, sunscreen and binoculars. A picnic lunch will be provided. Trips will be 5 to 6 hours long, plus travel to the sites. Weather permitting trips will start at 9am, meeting at the County Court House parking lot in Dover-Foxcroft. Limit 6 paddlers per trip. Your trip leader is Diane Boretos, PWS, a professional wetland scientist and wildlife biologist. She has been in the field of wetland/wildlife protection for 27 years working for states, municipalities and land trusts.

SA	6/30	9am-3pm	\$99	CCH
SA	7/21	9am-3pm	\$99	CCH
SA	9/1	9am-3pm	\$99	CCH





# ENRICHMENT

## Maine Guide Class

Throughout history, Maine Guides have been revered as some of the most knowledgeable and proficient woodsmen in North America. Maine is considered one of the toughest states in the union to obtain a Guide's License. This course will prepare you to take the rigorous state oral board test and written exam. Joe Munster of Munster's Guide Service is a Master Maine Guide with 35+ years of outdoor experience. Visit him at <http://munstersguideservice.tripod.com/about.html>. This class will take 2 weekends.

SA/SU 3/3-3/11 8am-5pm \$400 PVAEC

## Chair Caning

Bring your own project in and learn different types of seatweaving - woven and pressed cane, rush, splint and tape. Your project should have all repair and finish work completed before the first class.

Starter kits are available if you don't have a project. Chair caning is easier than it looks! Don't let those heirlooms waste away in the attic any longer!

Charles Shaffer has been seatweaving since 1972. He has taught many people over the years how to restore priceless (and not so priceless) antiques back to useful service.

MO 3/5-4/9 7-8:30pm \$35 SEDO

## Solar Energy Workshop

Thinking of going solar? Don't know where to start? Do you believe solar energy is too expensive? This workshop is for you. This Solar Energy Workshop includes a comprehensive guide on how to lower your home's energy footprint including heat and electricity, as well as basic design, construction and maintenance of solar systems, both commercial and home-made, including solar panels, solar water heaters, solar ovens, and solar hot air systems.

You'll get a guide to purchasing battery banks and solar panels and other information needed to economically convert your home. Plus much more. So if you are interested in how to build your own 40 gallon solar batch hot water system using recycled parts for under a hundred dollars, this is the class for you. Instructor: Lee Zwicker has taught this workshop in Florida, Mass., and Maine and has saved his students many dollars.

SA 4/28 9am-5pm \$59 PVAEC

## Pine Tree Hospice Education

The Community Hospice Education program prepares volunteers to provide direct care to hospice clients and families. The program offers a comprehensive overview of hospice philosophy and hospice care in compliance with Maine State regulations. A certificate is awarded when the participant achieves the program outcomes and has completed 20 hours of study. Visit their website for more information:

<http://www.pinetreehospice.org/hospiceEd.html>

## Woodworking Basics

Discover the joys of basic woodworking. You will learn the proper use of various woodworking tools as you create your project. You will be responsible for the cost of materials used in your project. Class size is limited, so register early. Stan Higgins is a retired woodworking instructor who taught at Foxcroft Academy.

WE 1/25-3/21 6-8pm 35 FA



The happiness of  
your life depends on  
the quality of your  
thoughts.  
-Marcus Aurelius

# HEALTH & WELLNESS



## T'ai Chi - Milo

If you're looking for another way to reduce stress, consider T'ai Chi (TIE-chee). T'ai Chi is sometimes described as "meditation in motion" because it promotes serenity through gentle movements — connecting the mind and body. T'ai Chi is a noncompetitive, self-paced system of gentle physical exercise and stretching. To do T'ai Chi, you perform a series of postures or movements in a slow, graceful manner. Each posture flows into the next without pause, ensuring that your body is in constant motion. All forms of T'ai Chi include rhythmic patterns of movement that are coordinated with breathing to help you achieve a sense of inner calm. The concentration required forces you to live in the present moment, putting aside distressing thoughts. Bob Grace is a Director of Oriental Culture Institute and a practitioner of the martial arts in the US and abroad for over 30 years. He teaches classical Yang Style Tai Chi Chuan, Chi Gong Healing and Traditional Chinese Medicine. He has been a student and associate of Master Tom Tam and the Oriental Culture Institute since 1987, providing Tui-Na massage and Tong Ren therapy, as well as other alternative healing treatments.

TU 2/7-5/8 6-8pm \$35 OCI Milo

## It Is Up to All of Us!

Let's step up to the plate and learn about suicide awareness and what we can do to help the problem in the state of Maine. Learn about warning signs, risk factors, what is helpful and not so helpful in a situation where someone is feeling suicidal. Learn what to do in the aftermath of a suicide and how to talk to someone who might be suicidal. We will talk about the old myths that we have heard all of our lives and find out which of them are actually true! We will learn what a person who is suicidal is feeling so we can better help them. And More!!! Suicide Prevention is up to all of us. And it can happen to anyone. Let's Make a Difference!! In November of 2005 Cheryl Morin lost her son, Joe, to suicide. Since then she has researched mental illness, suicide prevention, taken appropriate training through Maine Suicide Prevention Program, and now runs her own non-profit organization to help reduce suicide in the state of Maine through awareness and education. She simply doesn't want anyone to go through what she have had to endure or what Joe had to endure. She believes "Together We Can Make A Difference.

WE 1/18 6:30-8:30pm \$5 PCSS  
WE 3/14 6:30-8:30pm \$5 PCSS

## Zumba

Are you ready to party yourself into shape? That's exactly what the Zumba® program is all about. It's an exhilarating, effective, easy-to-follow, Latin-inspired, calorie-burning dance fitness-party™. Zumba Fitness® is the only Latin-inspired dance-fitness program that blends red-hot international music and contagious steps to form a "fitness-party" that is downright addictive. Join Annie Stewart, licensed Zumba instructor, as she helps you turn exercise into a party! Visit her at <https://www.zumba.com/en-US/profiles/222911/annie-stewart/>

WE 2/1-3/28 4-5pm \$35 SEDO

## Keeping Yourself Healthy

Keeping Yourself Healthy is a 2 hour class on organizing your (and your family's) medical records and health care needs. Topics to be covered include getting your paperwork in order, understanding insurance billing, getting ready to visit your doctor and becoming a better medical advocate for your (and your family's) medical care needs. Jane Conroy is an Extension Educator in Piscataquis County. She teaches food preservation, food safety, child development and family budgeting

WE 4/4 6-8pm \$10 SEDO

## Breaking Free of Stress with Essential Oils

Whether a beginner or someone who has studied Aromatherapy, this course brings something for everyone. Learn the history and the importance of this fascinating field of self-care and healing. The healing techniques are wonderful for anyone to incorporate into their lives. Essential Oils are extracted from plants and contain highly aromatic molecules which have been used throughout history for therapeutic purposes. Each essential oil has its own chemical identity, which produces unique properties. Essential oils can be antiseptic, analgesic, anti-inflammatory, anti-infectious and so on. They can be used to stimulate or sedate, and their powers to heal can be applied to physical, mental and emotional conditions. Aromatherapists are trained to choose essential oils for their specific properties. The skill is in selecting the most effective oil to treat the condition. Learn which oils will help you break free of stress. Marcia Walden has studied aromatherapy at the Institute of Spiritual Healing and Aromatherapy, and is offering the class through Pine Tree Hospice.

TU 3/6-3/27 6-7:30pm \$29 PCSS



# HEALTH & WELLNESS

## Hardcore Hula Hooping For Fitness and Fun!

Hardcore Hooping is a fun full-body cardiovascular exercise that burns calories, strengthens your muscles and improves flexibility, balance and coordination. Kelly's custom Hardcore Hoops are specially weighted to maximize the fitness benefits and are designed so that anyone can hoop! Spinning a hoop gets people moving, feeling healthier and more confident. Hooping is all about playing, having fun & laughing while actually twirling away pounds and getting fit. Exercise should be fun, so turn up the music, smile and get your hoop on! Hardcore Hoops will be provided free for use in class and will be available to purchase for \$20. Please sign up early, space is limited. All fitness levels are welcome. Sisters Tracy and Kelly Tingley custom craft the Hardcore Hula Hoop in Maine. This is family fun, so all ages may take this class.

FR 2/3 6-7pm \$5 SEDO



# MUSIC & DANCE

## Ballroom Dancing - Beginners

Get your feet moving in a new direction! Come learn how to dance the waltz, fox trot, swing, cha-cha, rumba and more in this beginner ballroom dance class. Dance to great music and be prepared to have fun! Learn to dance the easy way so you'll be ready for upcoming parties. Come with or without a partner and dress comfortably. Gilty Paynter has danced and taught in both the American and International style of dancing for over 20 years, and is a member of the United States Amateur Ballroom Association.

MO 3/5-4/30 6:30-8:30pm \$35 SEDO

## Ballroom Dancing - Intermediate

For graduates of Beginning Ballroom Dancing only! Improve your waltz, fox trot, swing, chacha, rumba and more in this intermediate ballroom dance class. Dance to great music and be prepared to have fun! Come with or without a partner and dress comfortably. Gilty Paynter has danced and taught in both the American and International style of dancing for over 20 years, and is a member of the United States Amateur Ballroom Association.

TU 3/6-5/1 6:30-8:30pm \$35 SEDO

## T'ai Chi Chih

T'ai Chi Chih, called 'Joy Through Movement', is a relaxing meditation consisting of 19 gentle movements and one pose, all in a standing or sitting position. T'ai Chi Chih originator Justin Stone recommends daily T'ai Chi Chih practice "to achieve heightened energy, serenity, health, longevity, and weight and blood pressure control". Join Sherry Corbin as she guides you through this relaxing meditation. Sherry retired to Maine after 34 years as a professor of nursing. She serves as a client care volunteer and webmaster for Pine Tree Hospice and she is a Gendai Reiki Master.

WE 2/29-4/25 4-6pm \$35 PCES

"Life is like a ten-speed bicycle.  
Most of us have gears we never use."  
-Charles Schulz

## Guitar and Music Theory

Learn how to play the guitar, read music and turn notes into chords and keys related to the structure of music. Refresh yourself with the basic strums of guitar, music reading and incorporating left and right hand techniques and music scales to be a fancy player. Must bring own acoustic or electric guitar with a tuner, extra set of strings, and a willingness to have fun and learn in the process. For all levels of guitar playing experience. Tom Hudgins has taught this Adult Education guitar course for many years.

Visit his website at <http://www.thomashudgins.com>  
WE 2/29-4/11 6:30-8:30pm \$49 SEDO

## Line Dancing for All

This popular class is back! Try Country Line Dancing in an easy and safe way. Country line dancing is a social dance style in which a group dances a sequence of steps together, in unison. The dancers stand in a series of rows facing the same direction, usually at the center of a dance floor. This class is open to all ages, however those under 17 must be accompanied by a parent. Come with or without a partner. Dress comfortably and be prepared to have fun. Gilty Paynter teaches this class.

WE 3/7-5/2 6:30-8:30pm \$35 SEDO



## GED & High School Diploma

### ORIENTATION

Remove the roadblocks that keep you from attaining your goals. Finish your high school diploma or work on your GED. Then get ready for college. We'll help you set your goals and figure out the steps you need to take to get there. We hold our new student orientation once a month. Call 564-6525 today to sign up. You'll take the Adult Ed placement exams, and then we enroll you in the classes you need. Call today to get started!

### PLACEMENT

Once you have completed your entrance exams, we will meet with you and determine your placement, depending on your goals and scores. We offer the following classes:

<b>Math Fundamentals</b>	<b>Reading Comprehension</b>
<b>Math Applications</b>	<b>Writing Strategies</b>
<b>Intermediate Mathematics</b>	<b>Pre-Writing for College</b>
<b>Algebra 1</b>	<b>Research &amp; Technical Writing for College</b>

We will schedule you into one math and one writing class, depending on your scores. We may design a blended study including Plato - our online course program, structured courses and individual study in our Learning Center.

### ENROLLMENT

Our class modules begin every four to six weeks. While you are waiting for the next module, you may begin individual work. Successful completion of a class will be determined by grades and post-testing. As you advance through the curriculum assigned to you, additional assistance is available during our open Learning Center hours. Our Learning Centers are located in Dexter, Guilford, and Milo, as well as our main Learning Center in Dover-Foxcroft.



# ACADEMICS

## College Preparation

**If you want to go to college, we are the place to start!**

Our program offers an environment that is relaxed, fun, challenging and supportive. In addition to academic assistance we offer workshops on study habits, learning styles, time management, and financial assistance. We'll work on your computer skills as well.

Call 564-6525 today to set up your enrollment appointment.



PVAEC offers PLATO online courses.

GED Exams are  
by appointment only at the following locations:



**Dexter, Dover-Foxcroft,  
Guilford, and Milo**

*"Testing accommodations are available for  
individuals with documented disabilities."*



# CREDIT COURSES

To enroll in an academic class, you must attend one of our orientation classes and take a placement test to determine which class is the correct one for your skill level. Call 564-6525 to enroll.

### College Prerequisite Courses

**Algebra 1 - Guilford** *REBECCA JOHNSTON*  
TU/TH 1/17-5/10 5-7pm \$75 PCSS

**Biology with Lab - Guilford** *MICHAEL WITICK*  
WE 1/18-5/9 5-8pm \$75 PCSS

### Credit Recovery Course

**Intermediate Mathematics - Guilford** *VAL MILLER*  
TU 1/17-5/8 5-8pm \$75 PCSS

## **Piscataquis Valley Adult Education Cooperative (PVAEC)**

is governed by a Regional Council comprised of eight individuals:

### **DEXTER DISTRICT**

Kevin Jordan, Superintendent  
Patricia Smith, School Board Member

### **DOVER-FOXCROFT DISTRICT**

Alan Smith, Superintendent  
Dan Sharrow, School Board Member

### **GUILFORD DISTRICT**

Paul Stearns, Superintendent  
Pat Ladd, School Board Member

### **MILO DISTRICT**

Michael Wright, Superintendent  
Joni Crossman, School Board Member

Thelma Regan, Director PVAEC

## **Maine Education Opportunity Center (MEOC)**

Since 1991 MEOC has placed more than 9,100 adults in college.

What can MEOC do for you? MEOC is a federally funded college access program for adults. All services are free!

Assistance offered includes completing financial aid and admission applications, college options, and career awareness.

Contact Marty Kelley at 1-800-281-3703

### **Career Center**

Call anytime at 564-8196 or 1-800-350-4165

The Career Center can help you:

- Know your skills
- Develop a job search action plan
- Prepare for successful job interviews
- Create resumes and cover letters



## **TAKE COLLEGE CLASSES LOCALLY!**

### **PENQUIS HIGHER EDUCATION CENTER**

- First College Course for Free through Osher Scholarship Program
- College Admissions Materials and Information
- Financial Aid Information and Applications
- Academic and Career Counseling

50 Mayo St., Dover-Foxcroft 1-800-590-2942 or 564-2942

For a full course listing please call or visit our websites:

[www.emcc.edu](http://www.emcc.edu) [www.learn.maine.edu](http://www.learn.maine.edu)

# REGISTRATION

**PRE-REGISTRATION IS REQUIRED  
FOR ALL CLASSES.**



**Register ONLINE at [www.pvaec.maineadulted.org](http://www.pvaec.maineadulted.org)**

Check for last-minute changes,  
and you'll also see if the class has enough enrollment to run.

**Non-Academic Courses:** You may register and pay online. You may register by phone (564-6525) and then mail in your payment with the form on the next page. (The payment is needed to hold your seat).

**Academic Courses:** You must attend one of our orientation sessions in order to register for an academic class. Call 564-6525 to sign up for the next orientation. Your placement in academic classes depends on your test scores, and meeting our pre-requisites.

## **POLICIES:**

**AGE POLICY:** The minimum age for participation is 17 years unless our director gives special permission.

**CONFIRMATION:** We require a minimum of 8 students in our classes. We will notify you if a class is canceled due to lack of enrollment.

**GUARANTEE:** If you are dissatisfied with a class, please let us know. We will provide you with a gift certificate for any other like course in the future.

**REFUNDS:** We will refund 100% if the class is canceled, or if you cancel within 24 hours of the first meeting. No refunds or credits after the second session of a class. Refund checks take 2-4 weeks to process.

**STORM CANCELLATIONS:** Adult Education classes are canceled that night whenever regular school has been canceled that day. Cancellations due to late-developing severe weather will be announced on local TV stations, our Facebook page ([www.facebook.com/pvaec](http://www.facebook.com/pvaec)), and our answering machine.

**SCHOOL VACATION:** There will be no classes the weeks of weeks of February 20-24 and April 16-20. In addition, there will be no classes January 16, 2012.

**OTHER:** PVAEC reserves the right to make changes in the starting or ending dates, times and locations of courses when necessary. We are not responsible for typographical errors. Let us know at the time of registration if there is anything we can do to accommodate your needs and ensure your safety.

***If you can't find what you are looking for, please ask us.  
We are here to help!***

# REGISTRATION IS EASY!

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

Address: \_\_\_\_\_ Date of Birth \_\_\_\_\_

Town: \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_

Email: \_\_\_\_\_

COURSE	Day/Date	Total Fee(s)
1: _____		\$ _____
2: _____		\$ _____
3: _____		\$ _____
	Total Enclosed:	\$ _____

Credit Card: \_\_\_\_\_ Visa Mastercard

Exp: (MM/YY) \_\_\_\_\_ Code: (3 digits on back) \_\_\_\_\_

Signature \_\_\_\_\_

**Make checks payable to PVAEC and mail with this form to  
PVAEC, 48 Morton Ave., Suite M, Dover-Foxcroft ME 04426**

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

Address: \_\_\_\_\_ Date of Birth \_\_\_\_\_

Town: \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_

Email: \_\_\_\_\_

COURSE	Day/Date	Total Fee(s)
1: _____		\$ _____
2: _____		\$ _____
3: _____		\$ _____
	Total Enclosed:	\$ _____

Credit Card: \_\_\_\_\_ Visa Mastercard

Exp: (MM/YY) \_\_\_\_\_ Code: (3 digits on back) \_\_\_\_\_

Signature \_\_\_\_\_

**PVAEC**

Fiscal Agent: MSAD 68  
63 Harrison Ave., Suite C  
Dover-Foxcroft ME 04426

NON-PROFIT  
**US POSTAGE PAID**

Permit # 65  
Brunswick ME

Piscataquis Valley Adult Education Cooperative  
48 Morton Ave., Suite M  
Dover-Foxcroft ME 04426  
(207) 564-6525  
www.pvaec.maineadulted.org

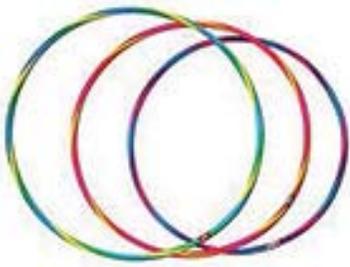
**POSTAL CUSTOMERS**

REGISTER ONLINE AT:  
www.pvaec.maineadulted.org



See  
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**MAINE**  
**Adult Education**  
*Learning for Work and Life*



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**ZUMBA**  
FITNESS  
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Let us help  
you get ready  
for college!

