

**Visit us at our new location!  
11 Avery Lane!**



High School Equivalency  
Math & Reading Foundations  
English Language Learning  
Business Training  
Certificate Programs  
Job & Career Advising  
Workforce Training  
College Readiness  
Digital Equity & Technology  
Enrichment

# Fall Catalog 2024

**REGISTER TODAY!**  
[www.ellsworth.maineadulted.org](http://www.ellsworth.maineadulted.org)



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## ICON KEY AND CLASS LOCATIONS KEY



IN-PERSON



DIGITAL EQUITY



LIVE ONLINE



EARLY CHILDHOOD



HYBRID



HEALTHCARE



CERTIFICATE PROGRAM



WORK FORCE TRAINING



COLLEGE PREP

EACEC - Ellsworth Adult & Community Education Center,  
11 Avery Lane, Ellsworth

EEMS - Ellsworth Elementary Middle School, 20 Forrest Avenue, Ellsworth

EHS - Ellsworth High School, 24 Lejok Street, Ellsworth

EPL - Ellsworth Public Library, 20 State Street, Ellsworth

ESD - Ellsworth School Dept. Central Office, 11 Avery Lane, Ellsworth

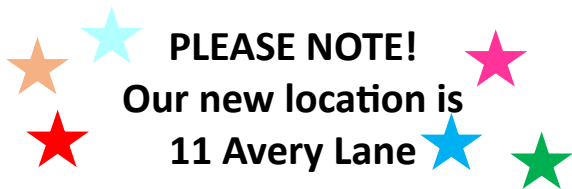
HCTC - Hancock County Technical Center, 112 Boggy Brook Road, Ells-  
worth

Loaves & Fishes Food Pantry - 137 US-1, Ellsworth

MCC - Moore Community Center, 125 State Street, Ellsworth

TBA - To Be Announced

# PROGRAM AND REGISTRATION INFORMATION



**PLEASE NOTE!**  
**Our new location is**  
**11 Avery Lane**

## Registration - Register Early!

**Online:** We're always open! Using our secure web portal, you can register and pay for classes 24/7 using a debit or credit card: [www.ellsworth.maineadulted.org](http://www.ellsworth.maineadulted.org).

**By Mail:** Send your registration form (Page 31) with a check, money order, or completed debit/credit card information to Ellsworth Adult & Community Education Center, 11 Avery Lane, Ellsworth, ME 04605.

**By Phone:** Phone registrations are accepted using VISA, MasterCard or Discover; debit and credit cards are processed through our secure web portal.

**In Person:** Walk-in registration is available at our center. You may pay by cash, check or credit/debit card. Cash payments will only be accepted in person and must be for the exact amount. There is a \$30 charge for returned checks.

Where applicable, individual tuition, lab and materials fees are listed in the course description. In cases of documented hardship, payment plans may be arranged with the director **for certificate programs only**.

## Registration Confirmation

Registration confirmations are sent through our online catalog. You will be contacted about class cancelations. If there are insufficient registrations, classes will be canceled five (5) business days in advance of the class start date, so register early! Registrations are accepted as long as space is available.

## Refunds

A full refund will be issued if a course is canceled. Refunds will be issued for student registrations canceled seven (7) days before the start of the class. Refunds are not issued for student registrations after that date, except in special situations with the approval of the director. No refunds are issued after the start of a class; however, if a student is dissatisfied with a course after it begins and wishes a refund, they may submit a letter (emails are welcome) of explanation to the director. We strive for 100% satisfaction and your input is important to us!

## Holidays, Vacations & Weather-Related Cancelations

Most classes will not meet on holidays or during Ellsworth public school vacations. The course schedule is reviewed on the first night of class. When Ellsworth public schools are canceled or dismissed early due to inclement weather, in-person adult education classes are canceled as well;

if the weather deteriorates during the day, a decision is made by 1:00p regarding after school and evening activities. Whenever possible, our staff will contact adult learners, post a message on our website and on Facebook. You will find scheduled makeup days in the course descriptions in our online catalog.

## Age Policy

Unless otherwise noted in the course description, courses are open to individuals 17 years of age and older, who are not attending school. In some cases, permission may be granted for your student by Director Annie Sargent, who may be reached at 664.7110.

## Disability Statements

It is the policy of the Ellsworth School Committee to ensure equal employment and/or educational opportunities/affirmative action regardless of race, sex, color, national origin, marital status, religion, age or handicap in accordance with federal and state legislation. The committee will fully comply with Section 504 of the Rehabilitation Action of 1973 and intends not to discriminate on the basis of handicap in any of its employment practices or educational programs.

***Individuals with a disability who may need accommodations are requested to contact us at least two (2) weeks in advance of the event so appropriate arrangements may be made.***

This brochure is available in alternate formats upon request. Please contact us if you would like a large print version.

HiSET Testing accommodations are available for qualified individuals with a disability. Contact us for more information.

## Disclaimer

The Ellsworth School Department endeavors to provide a diverse listing of course offerings to the community. The views and ideas expressed by course instructors are not necessarily those of the Ellsworth School Department. Students are encouraged to use their best independent judgment in evaluating any statements or suggestions made by instructors.

**Register online 24 hours a day**  
**No lines...No busy signals...No driving**  
**[www.ellsworth.maineadulted.org](http://www.ellsworth.maineadulted.org)**



# ENGLISH LANGUAGE AND MORE

Ellsworth Adult & Community Education is offering primarily in-person learning. We are committed to finding just the right fit for all of our learners, so the first step is to meet with one of our student advisors to make a learning plan that meets your interests, goals and learning needs.



Ellsworth Adult & Community Education welcomes people interested in learning English so they can reach their personal, family, work and community goals. The first step is to meet with a student advisor to make a plan that meets individual goals. We have small group classes in the evening for beginners, we have volunteer tutors who meet at a time that works best for learners, and more advanced learners can join others working on their reading, writing and English skills. Call or stop in today to get started!

**English Language Learning** English language learners start where they are to learn or improve their speaking, understanding, writing and reading skills based on their goals. They will work on their vocabulary, grammar, pronunciation, fluency, listening and speaking for real world situations. They choose their focus (i.e. continued education, work and/or citizenship). These are in-person sessions with opportunities for extending learning online. Students can join the program at many points during the year after meeting with a student advisor to assess the best placement for their level and goals. **Ongoing enrollment.**

**EACEC Team**  
**Location: EACEC**



**English for Work & Life with EnGen** You'll learn more than just English with EnGen. Learners who use EnGen to improve their English skills are surprised to find that their job skills and confidence grow too! You can improve your digital skills, and achieve your real-world goals, no matter what they are. Whether you want to earn certificates, improve your work readiness, or communicate better with your child's teacher, EnGen can help you learn whenever and however you want. You will work with a learning coach to set up an online program designed especially for you. You will have as much support as you need. The first step is to meet with a student advisor. **EACEC Team**

**Location: EACEC**



**Citizenship** When you apply for US Citizenship, you will complete an application and then you'll have an interview. You'll need to understand spoken English to participate in the interview. We can help you gain the skills you need to improve your English skills and citizenship knowledge to prepare for the interview. The first step is to meet with our student advisor and make a plan to meet your needs.

**EACEC Team**  
**Location: EACEC**



## Seeking Conversation Partners and Cultural Navigators

Our multilingual adult learner population is exploding in Ellsworth and we need your support to provide services to these motivated individuals.

They need:

- 1) to practice their English;
- 2) cultural mentors so they can navigate life and work in our community;
- 3) support in identifying their level, through assessment; and
- 4) social emotional support.

Please reach out to us at  
[adulthoodinfo@ellsworthschools.org](mailto:adulthoodinfo@ellsworthschools.org),  
207.664.7110, or stop by  
our center to learn more.



Plans are in the works to hold an international potluck dinner in Ellsworth!  
More information coming soon!

# ENGLISH, MATH AND SCIENCE

Ellsworth Adult & Community Education is offering primarily in-person learning. We are committed to finding just the right fit for all of our learners, so the first step is to meet with one of our student advisors to make a learning plan that meets your interests, goals and learning needs.



**English Essentials** If you or someone you know wants to practice strategies for reading and writing in a safe, friendly environment, this is the option for you. Reading and writing are complex. The teacher will share the skills necessary to understand what you read, and to build your vocabulary and your confidence with writing.

**Ongoing enrollment. Emily Nash**

**Location: EACEC**



**English for Life and Work** Improve your reading, writing, proofreading, editing, and revising skills. We cover the basics of grammar, punctuation, sentence structure, paragraph development, and will eventually write effective essays with clear ideas, smooth transitions, and logical support. We will practice planning, research, prewriting, and organizing our writing. Learning to proofread for punctuation, usage, content, and support will be emphasized. **Ongoing enrollment. Emily Nash**

**Location: EACEC**



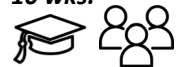
**College Prep English** This course is designed to help adults improve their writing, proofreading, editing, and revising to prepare for the general expectations of college English and college writing. We will cover the basics of grammar, punctuation, sentence structure, paragraph

development, and will eventually write effective essays with clear ideas, smooth transitions, and logical support. We will practice planning, research, prewriting, and organizing our writing. We will learn to write different types of essays, to properly format them, to cite sources, and to avoid plagiarism. Learning to proofread for punctuation, usage, content, and support will be emphasized. **This is an in-person class with asynchronous work on Schoology, a learning management platform.**

**Emily Nash**

**Mon 5:00p-6:30p 09/30/24-12/16/24 10 wks.**

**Location: UMA**



## Communication for the Early Childhood Professional

Are you interested in feeling confident communicating with others and on a team? Teamwork and communication in the 21st century are skills that direct service employers are saying they want their employees to have. This 8-week, in-person course is designed to both introduce the components of the skills of listening actively, strengthening relationships and focusing on solutions through communication, and to provide an opportunity to practice and demonstrate these skills. There will be lots of listening, responding, teamwork, and talking about problems and solutions. This course is a component of the Early Childhood Education Micro-credential, but anyone can benefit! **Emily Nash**

**Wed 9:00a-10:30a 10/02/24-12/04/24 8 wks.**

**Location: EACEC**

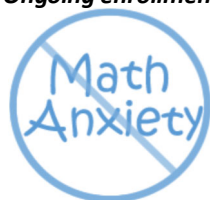


**Find schedules, course details and instructor bios in our online catalog**



**Math Essentials** Learn basic math like addition, subtraction, multiplication, division, fractions, percentages, individually or in small groups. We'll use a hands-on approach to learning math concepts so you can confidently use it in your daily life. **Ongoing enrollment.**

**Vanessa Richards**  
**Location: EACEC**



**Math for Life and Work** If you don't use it, you lose it! This is most notably true about math. Learn math in a fun and relaxed atmosphere including direct instruction, hands-on activities and online learning. Many of us have anxiety when it comes to math. Our math teacher will start where you are and help you build skills and confidence with math. You learn how to study on your own and start habits to make you confident and successful in math.

**Ongoing enrollment. Vanessa Richards**  
**Location: EACEC**



**Pre-Algebra Brush Up** You will brush up on fractions, decimals and percentages, ratios and proportions. If you are new to these topics and need more in-depth learning and support, we have individualized options.

**Vanessa Richards**  
**Mon 6:30p-8:00p 11/29/24-01/27/25 6 wks.**  
**Location: UMA**



**Algebra** Learn Algebra in a fun and relaxed atmosphere including direct instruction, hands-on activities and online learning. To be successful in Algebra, you should be somewhat confident in operations with arithmetic. If you need to brush up on the basics, we have courses to get you ready for this college prerequisite high school diploma level course. **This college pre-requisite course is offered for high school diploma credit.**

**Vanessa Richards**  
**Mon 6:30p-8:00p 02/03/25-06/02/25 15 wks.**  
**Location: UMA**



**Chemistry with Lab** This course provides students with an introduction to the major theories and concepts in chemistry. This science will be explored through lectures, lab activities, projects and research. Math skills needed to perform necessary calculations will also be reviewed. By the end of this course, students will have gained a true understanding of the composition of matter, how matter is categorized, how matter interacts, the Atomic Theory throughout history, the signs and causes of chemical reactions, and the properties and structure of matter. **This college pre-requisite course is offered for high school diploma credit.**

**Marti Dayton**

**Thu 5:30p-8:00p 10/03/24-01/23/25 15 wks. \$130**

**Thu 5:30p-8:00p 02/06/25-05/29/25 15 wks. \$15**



**Human Biology with Lab** This online course presents the major human biological principles including biochemistry, cell biology, DNA and genetics, human anatomy and physiology, including directional terms and orientation, and more. Students will experience the process of science through the conduction of virtual dissections, microscopy and other laboratory experiments and research. Whenever possible, equipment and supplies will be available for loan for lab sessions. **This college pre-requisite course is offered for high school diploma credit.**

**Vanessa Richards, \$15**

**Wed 6:30p-8:30p 10/02/24-01/29/25 15 wks.**

**Location: EHS Room 203**



# HIGH SCHOOL COMPLETION

# HiSET®



ENGAGING AND CHALLENGING ALL STUDENTS

## HiSET (High School Equivalency Test)

## Adult Diploma

*The first step in determining the right option for you is to meet with our student advisor. She will review both options with you, and together you'll explore the option that is best. To learn more, stop by our Learning Center at 11 Avery Lane or, give us a call at 207.664.7110, or e-mail us at [adulthoodinfo@ellsworthschools.org](mailto:adulthoodinfo@ellsworthschools.org).*

**Earn a High School Equivalency Diploma!** The HiSET is designed as a test of the knowledge and skills developed in high school. There are five individual tests, covering material on a range of subjects including English, Writing, Math, Social Studies and Science.

Reach out to us for an informal meeting with our student advisor to find out what to expect on the HiSET, how to interpret questions, options for studying to pass the tests, and essential strategies, including test taking skills. After meeting with the advisor, when you are ready, perhaps even the same day, you can start taking the practice tests. Then your advisor will help you make a plan to pass the HiSET test and earn a diploma that will open doors for you. We also offer career advising to all our HiSET students.

People often ask how long it will take and it's impossible to predict until we meet with you and you take some assessments. It takes courage for most people to make the connection with us, but our staff is respectful, patient, kind and competent. They have a lot of experience assisting people to prepare for the HiSET and/or developing a plan that best meets learner goals.

***HiSET practice and official testing are available daytime and evening hours weekly throughout the year. A schedule of test dates is available at our learning center and on our website: [www.ellsworth.maineadulted.org](http://www.ellsworth.maineadulted.org).***



**The Adult Diploma** option gives you the chance to take up where you left off in school. Past student experience and data show that this option is realistic if you need a couple of credits. It requires significant self-motivation and a commitment of at least 45 hours per credit. Ellsworth Adult & Community Education requires 20 credits. Most adults who have started with the diploma program have transitioned to the HiSET when they realize the value of the HiSET and the fact that they may be able to reach their goals more quickly.



## Benefits of Either Option:

- Valuable high school credential accepted by employers and post secondary schools
- No cost to Maine residents
- Qualified, caring, respectful teachers
- Proven teaching approaches
- Tailored to meet individual needs and interests
- Cap and gown graduation ceremony
- Career and educational advising available for all high school completion students whether going on to further education or seeking meaningful employment

# JOB, CAREER, TRAINING AND COLLEGE PREP

**So many pathways to a new career! We can help you find yours!**

**Job Training \* Certificates \* College Degrees**

**Industry Training \* Micro-credentials \* Career & Technical Education**



## Job and Career Readiness - Check!

- Assess your skills and interests
- 21st Century technology skills to continue your education
- Find a job that's the right fit for you
- Identify training and college programs for a rewarding career
- Learn tips for completing job applications
- Assess technology skills and learn what you need for your next step
- Create a winning resume and take charge of your job interviews



## Technology Readiness - Check!

- Assess your computer skills and make an individualized plan to prepare for the next step in your career
- Build skills, knowledge and confidence in word processing (Google docs or MS Word), spread sheets (Google sheets or Excel), file management, working on the cloud, online calendars, and more



## Continuing Education Readiness - Check!

- Assess your reading, writing and math skills
- Identify resources for financial aid
- Explore study and time management tips that will ensure you succeed in college
- Complete college and training program applications



**Success in the Workforce** If you are ready to make a change in your life - finding the right job or career - this offering will provide you with the resources, skills, knowledge and support to seek your fortune! You'll have the opportunity to take career assessments, explore job opportunities, identify the training or education required (and apply for those programs), prepare to apply for jobs by writing resumes and participating in informational and mock interviews, complete paper and online job applications, and strengthen communication and other foundation skills to reach your goals. You will work with a veteran instructor to design your own individualized program.

**EACEC Team, Free**

**Location: EACEC**



**WorkReady™ Credential** Employers tell us they need employees who are skilled, can read well and express themselves, use computers and solve problems. They also tell us they need employees who can come to work regularly and on time, work as part of a team, and manage conflict. The WorkReady credential addresses the soft skills needed to be successful in the workplace, and is designed for people who have difficulty getting or keeping a job. Those eligible and successfully completing the course will earn a recognized credential. **EACEC Team, Free**

**Location: EACEC**

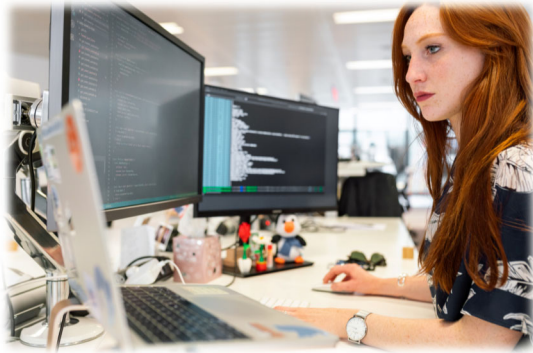




# JOB, CAREER, TRAINING AND COLLEGE PREP

**Technology for the Workforce** All jobs these days require a pretty high level of technology skills and knowledge. Our instructors can assist you in reaching your potential with digital literacy so you can confidently apply, interview and demonstrate your skills through experience and certifications including North Star, IC3 and other certificate programs. You start with a free and confidential interview and assessment and then work at your own pace to improve your skills and confidence. The first step is meeting with a career advisor to make a plan designed especially for you! **EACEC Team, Free**

**Location: EACEC**



**College Readiness** There is more to being successful in college than signing up for classes and going to class. This workshop will cover identifying your life and career goals, selecting the right college for you, completing college and financial aid applications, scholarships, study skills, time management, and more. This workshop will be facilitated by an experienced college advisor and will include speakers from programs that offer support to ensure success in college. This workshop will be most successful if you are proactive in completing assignments between sessions. **Vanessa Richards**

**Mon 6:30p-7:30 09/30/24-11/18/24 6 wks.**

**Location: UMA**



**Career Advising** Meet with an experienced career advisor to assist you in many aspects of planning your next steps in your work life. Whether you're just entering the job market, ready to make a change, or want support with the job search process Annie Sargent is ready work with you confidentially to guide you through your next steps and identify resources for more in depth research.

**Ongoing enrollment. Annie Sargent, Free**

**Location: EACEC**



*Throughout this catalog, you will find a menu of opportunities available from which you can tailor a plan that will meet your needs. Some people are looking for a comprehensive program and a long-term career plan, while others are interested in exploring short-term training that will allow them to get started on a career path right away. Whatever you may be looking for, we'll help you find it!*

## FAME FINANCE AUTHORITY OF MAINE

**Adulting 101-Money Smarts** Adulting is tough and finances can be one of the trickiest parts of adulthood. Whether you've been adulting for decades or are just getting started, banking basics, spending plans, credit scores and useful tools and apps are available to make the whole adulting thing a little bit easier. Join others online as we explore fundamental money skills.

**Steve Kautz, FAME**

**Wed 6:30p-7:30p 10/09/24**



**Adulting 102-Money Grows** So, you're on a budget, managing a bank account, and wondering about the next steps in your financial journey. In Adulting 102, we will look at the differences between saving and investing and, if you are ready to invest, how to get started. Other topics will include protecting your assets (insurance), advanced budgeting, and understanding the role economics plays in our financial life. Join others as you take the next steps into adulting! **Steve Kautz, FAME**

**Wed 6:30p-7:30p 10/23/24**



**Register online 24 hours a day  
No lines...No busy signals...No driving  
[www.ellsworth.maineadulted.org](http://www.ellsworth.maineadulted.org)**

# JOB, CAREER, TRAINING AND COLLEGE PREP

## Successful Scholarship Searches & Applications

Scholarships can go a long way in helping students cover college costs, but being successful in the scholarship application process can take some work. In this session, you'll learn to build and work your own scholarship application plan. You'll also learn about and try out different scholarship websites, learn how to best use a scholarship information tracker, and learn to avoid some of the challenges of the scholarship process. Students and parents interested in learning about the scholarship process can join others online as we talk scholarships. **Jessica Whittier, FAME**

Wed 7:00p-8:00p 09/18/24



## College Savings Options for Higher Education

Is higher education in your family's future? Join a college savings specialist from the Finance Authority of Maine to talk about planning and saving for higher education. In this 1-hour long workshop, we will cover how to discern the "Net Price" (what you'll actually pay) vs the "Sticker Price", when planning for higher education expenses, and the aspirational and financial benefits of savings for students of all ages. You'll be introduced to several options available when saving for higher education, such as Coverdell, UTMA/UGMA accounts, and the program highlights of Maine's Section 529 plan, NextGen 529. Join others online and get started with saving for your child or grandchild's higher education. **Marie Pelletier, FAME**

Mon 6:00p-7:00p 10/07/24



## Student Loan Repayment - Know Your Options!

There are many different facets to the student loan program that can be powerful in helping you achieve your financial goals but also can be confusing. If you are struggling with your payments, did you know there

are several income-based repayment plans, as well as deferment or forbearance? Did you know you could get .25% off your interest rate if you sign up for auto-debit on your federal loans? Do you know you can work towards loan forgiveness now if you work for a non-profit, government or tribal agency? Whether you have recently graduated from college or have been repaying your students loans for a long time, join us to learn how to best manage your student loan repayment. Join others online to pro-tips and answers questions.

**Nikki Vachon, FAME**

Wed 6:00p-7:00p 11/13/24



## Planning and Paying for College

Do you have children who will be looking at college in the next few years or might you be thinking of going to college yourself? Now is a great time to start thinking about the college financial aid process and ways to boost college savings. The earlier you start, the more confident and relaxed you will feel when it is time to apply for financial aid. Join others online as we talk all things paying for college. **Jessica Whittier, FAME**

Mon 7:00p-8:00p 12/02/24



### Gift Certificates are available!

Great for birthdays, holidays, a special gift or to say "Thank You" to someone special!

For more information, contact us by:

Email @ [adulthoodinfo@ellsworthschools.org](mailto:adulthoodinfo@ellsworthschools.org)

Phone @ 207.664.7110 or text @ 207.613.6460

# JOB, CAREER, TRAINING AND COLLEGE PREP

## Ellsworth School Department Substitute Workshop

ESD is looking for substitutes in all departments - teachers, ed techs, secretaries, bus drivers, and custodians. This workshop addresses the application process, tools and tips for classroom management, policies and procedures, and instructional practices for substitute teachers. The workshop will be followed-up by a meeting with school administrators at relevant schools. These sessions are offered monthly. Please go to our online catalog for more information on dates and times, and registration. **Annie Sargent**

**Location: ESD Central Office**



## Consider a Job with the Ellsworth School Department

The ESD needs ed techs, bus drivers, cooks, and maintenance staff. This workshop gives you information about open positions and helps you navigate the application process. If you want a dependable job with good benefits, explore joining our team! For more information and assistance with the application process, call 207.664.7110 to schedule a free and confidential appointment with one of our career advisors.

**Location: EACEC**



Visit the Ellsworth School Department website for more information on employment opportunities:  
[www.ellsworthschools.org](http://www.ellsworthschools.org)

**Find schedules, course details and instructor bios in our online catalog**

**Writing Federal Resumes** Applying for federal jobs is different from applying for jobs in almost any other business or industry. Join representatives from Acadia National Park to learn about employment opportunities at Acadia, how to write a federal resume, and the application process. **All sessions are offered in-person or live online using ZOOM.** **National Park Service Team**

Tue 10/15/24 6:00p-8:00p  
Thu 12/05/24 6:00p-8:00p  
Sat 01/22/25 10:00a-12:00p  
Tue 02/04/25 6:00p-8:00p  
**Location: EACEC**



## SHORT-TERM RENTALS



### Take Your Short-term Rental to a New Level

Airbnb SuperHost Diana Merenda is committed to sharing her experience in building her status. She has lots of very practical tips on how to build a strong business that will bring you joy and success. She'll cover registering on the Airbnb site, understanding the calendar and how to best describe your space, but that's just the beginning. Robust communication from before guests book until they leave is a huge priority for Diana. She'll also focus on setting-up house rules from "Welcome" to "Goodbye" and preparing for perfection, while keeping your budget in mind. All of this will result in strong reviews which are critical for success as an Airbnb Host. **Diana Merenda, \$49**

Wed 6:00p-7:30p 11/06/24  
**Location: HCTC**



**See pp. 15-20 for our Digital Literacy Offerings**

# BUSINESS TRAINING

**We are working with the Ellsworth Area Chamber of Commerce to bring relevant and individualized business training to your community.**

- **Invest in Your Customer Service** is being planned for Spring 2025. We'd love business input
- **WorkReady** is a workforce training program designed to prepare participants for the attitudinal and disciplinary rigors of employment and to provide a highly structured simulated work environment that encourages the behavior required for workplace success. We are planning sessions for the year. We'd love business partners.
- **Business Training-Designed for Your Employees** We will design a training to meet the unique needs of your business. We have experience with task analysis of specific jobs to design and deliver relevant training. Examples have included training people to write effective notes in healthcare charts, reading instructions and writing notes in a variety of local settings, as well as technology training (i.e., Excel and Google Suites for businesses and nonprofits). These trainings are cost effective and responsive to the business needs.
- **Harold Alfond Center for the Advancement of Maine's Workforce** offering funding for pre-hire training, incumbent worker training, and scholarships. We can assist businesses in accessing this incredible training resource.

**We are YOUR public adult education program! Reach out to learn more about how we can work with you to build a strong workforce in our community.**



# CERTIFICATES

**WorkReady™ Credential** Employers tell us they need employees who are skilled, can read well and express themselves, use computers and solve problems. They also tell us they need employees who can come to work regularly and on time, work as part of a team, and manage conflict. The WorkReady credential addresses the soft skills needed to be successful in the workplace, and is designed for people who have difficulty getting or keeping a job. Those eligible and successfully completing the course will earn a recognized credential. **EACEC Team, Free**



**Certified Nursing Assistant (CNA) PLUS** Ellsworth Adult & Community Education is working with MDI Hospital and Birch Bay Village to offer a Certified Nursing Assistant course. This course is hybrid with classroom sessions live online Mondays and Tuesdays, 5:00p-8:30p; lab sessions are held in person for 6 Wednesday evenings, followed by 5 clinical sessions. CNA Plus also offers BLS, CPR & First Aid, Digital Literacy Certification and a WorkReady credential.

Interested students can begin on the Northstar Digital Literacy and WorkReady Credentials anytime. Go to our online catalog for the application packet, schedule, syllabus and more. You can also call or stop by to request a packet of materials. **M/T/W 01/27/25-05/13/25 17 wks.**



**ACADEMY**  
of MEDICAL PROFESSIONS

We are pleased to partner with the Academy of Medical Professions (AMP) to offer a wide variety of online medical certification classes. Details and registration information are available on our website or using the QR code below. **Classes start mostly in October, March and June.**

**Clinical Medical Assisting, \$3500 (hybrid)**

Starts 10/15/24 Tue/Thu 5:30p-8:30p 16 wks.

**Dental Assisting, \$3200**

Starts 09/16/24 or online anytime  
Mon 6:00p-8:00p (live online class)

**Medical Coding, \$3950 (\$5150 with Practicode)**

Starts 10/17/24 or online anytime  
Tue/Thu 5:30p-8:30p 16 wks. (live online class)

**Medical Office Specialist-Administrative Medical Assistant, \$3200**

Starts 10/16/24 or online anytime  
Wed 5:30p-7:30p 16 wks. (live online class)

**Medical Transcription, \$3200**

Online anytime



AMP Website



SCAN ME!

# CERTIFICATES



## Behavioral Health Professional Certification

Children's Behavioral Health Services are vital to Maine's children with intellectual disabilities, autism and mental health disorders, and their families! A Certified Behavioral Health Professional (BHP) has the opportunity to make an immediate impact while helping a child grow and develop to their full potential. In just 40 hours, our free remote training program can get you certified and on your way to a life-changing profession. **Woodfords Family Services**



*American Heart Association Courses are available thanks to Sonia Groesbeck. Ellsworth Adult & Community Education is committed to providing courses to meet community needs, and these lifesaving courses are a great example.*



## Heartsaver Basic Life Support (BLS) for the Healthcare Provider

This professional certification course certifies the student in cardiopulmonary resuscitation and choking protocols for all age groups, as well as other advanced skills including ventilation with an advanced airway or bag mask device.



**Sonia Groesbeck, \$60**

**Oct:** Thu 5:00p-9:00p 10/10/24 - Location: HCTC  
**Nov:** Thu 5:00p-9:00p 11/07/24 - Location: TBA  
**Dec:** Thu 5:00p-9:00p 12/12/24 - Location: TBA  
**Jan:** Thu 5:00p-9:00p 01/09/25 - Location: TBA



**Heartsaver Basic First Aid** This course certifies the student in several critical topics/skills needed to provide immediate lifesaving care for individuals who are dealing with a medical or injury emergency. It also covers environmental emergencies for the lay rescuer.

This course may be paired with the Heartsaver CPR course for a discounted price. **Sonia Groesbeck, \$60**  
**\*(bundled with Heartsaver CPR for \$85)**



**Location: TBA**

**Oct:** Sat 9:00a-12:30p 10/26/24  
**Nov:** Thu 5:00p-8:30p 11/14/24  
**Dec:** Fri 9:00a-12:30p 12/06/24

**Heartsaver CPR Adult/Child/Infant** This course certifies the student in cardiopulmonary resuscitation skills for adults, infants, and children, as well as choking protocols. It also teaches competency in both Automated External Defibrillator use and Narcan. This course may be paired with a First Aid course for a discounted price.

**Sonia Groesbeck, \$60**

**\*(bundled with a Basic First Aid course for \$85)**



**Location: TBA**

**Oct:** Sat 1:00p-4:00p 10/26/24  
**Nov:** Thu 5:00p-8:30p 11/21/24  
**Dec:** Fri 1:00p-4:00p 12/06/24



## Heartsaver CPR Adult/Child/Infant and Basic First Aid Bundles

Register for the full day and receive a \$35 discount. There will be a break for lunch between classes. **Sonia Groesbeck, \$85**



**Location: TBA**

**Oct:** Sat 9:00a-4:00p 10/26/24  
**Nov:** Thu 5:00p-8:30p 11/14/24 & 11/21/24  
**Dec:** Fri 9:00a-4:00p 12/06/24



**Stop the Bleed®** This course guides you through the three methods of bleeding control using video demonstrations, interactive learning, and spontaneous quizzes. A bleeding injury can happen anywhere, and we've all seen it happen too often - on the news or in everyday life. Life-threatening bleeding can happen in people injured in serious accidents or disasters. Instead of being a witness, you can become an immediate responder because you know how to **STOP THE BLEED®**



**Sonia Groesbeck, \$15**

**Location: TBA**

**Oct:** Sat 5:00p-7:30p 10/26/24  
**Dec:** Fri 5:00p-7:30p 12/06/24

# EARLY CHILDHOOD EDUCATION MICRO-CREDENTIAL

**Do you want to work with young children?** This micro-credential gives you the skills, knowledge, confidence and credentials for an entry level position in childcare. You will earn certificates and gain experience in local childcare centers in this combination in-person and online program. College credits may be available for participation. Micro-credentials are made up of three badges that build on each other. Badge 1 is foundational skills, Badge 2 is industry related, and Badge 3 is the hands-on application. Contact us for more information about this program!

## Is the Early Childhood Education Micro-Credential a fit for you?

- Are you an adult Maine resident?
- Are you interested in working in the early childhood field?
- Do you want to be confident and competent when you apply for a position?
- Are you working in early childhood and want to upskill to move up the career ladder?
- Do you want to open a private center and want the experience, knowledge and credential to demonstrate readiness to parents and the community?



## Early Childhood Education Micro-Credential Badges

### Badge 1

- Have a high school diploma or actively working on achieving one;
- Have high school level reading and writing skills;
- Successfully **complete Pediatric First Aid, CPR Training** (in-person);
- Successfully complete a **WorkReady™ Credential** (combination of in-person and online);
- Earn **NorthStar Digital Literacy** certificates in basic computer, internet basics, email, word processing and more (in-person/online);
- Successfully complete a **Maine Child Abuse Reporting Course** (online);
- Review **Childcare Provider Licensing Laws**; and
- Successfully complete the in-person **Early Childhood Education Professional Communications** course in collaboration, speaking, and listening skills.

**Note:** Total hours may vary as this badge is individualized to meet individual needs, but it is about 40 hours.

### Badge 2

Successfully complete the following self-paced online courses covering:

- “Understanding and Promoting Infant, Toddler & Preschool Development”
- “Communicating with Families”
- “Conflict Resolution in the Early Childhood Environment”
- “Creating a Multicultural Environment”
- “The Importance of Play in Early Childhood”
- “Curriculum: What is it and Why is it Important?”

**Note:** Total hours for completion of this badge are undetermined at this point.



### Badge 3

- **Participate in 60 hours** of in-person observation internship arranged by the micro-credential program staff to demonstrate the ability to apply knowledge and skills.



This year Ellsworth Adult & Community Education Center is working with area early childhood centers and statewide organizations to further develop and promote this training to address the urgent need for childcare in the region. If you are interested in working with us on this important project and would like to learn more, please contact Annie Sargent, Director, [asargent@ellsworthschools.org](mailto:asargent@ellsworthschools.org), or by telephone at 207.664.7110 to schedule an appointment in-person or on ZOOM.



# DIGITAL EQUITY

*Ellsworth Adult & Community Education Center is partnering with the City of Ellsworth, the Ellsworth Public Library, Hancock County Planning Commission, the Loaves & Fishes Food Pantry and the National Digital Equity Center, and other local and regional organizations to promote and meet the needs of community members in the area of digital equity. This means advocating for access to high speed internet, as well as providing accessible and relevant digital training for residents of all ages in our community. There are many ways businesses, organizations and individuals can make a difference in the lives of people in the community.*



## Free Digital Literacy Consult & Recommendations

Ellsworth Adult & Community Education is working with partners to offer a menu of courses, workshops and services at locations around the community to meet the needs of most adults. Whether you need to improve your skills and knowledge for improving your employment options, or need the skills for meeting personal needs such as connecting with family and community, paying bills on line, we will share all the resources available to you in our community and assist you in reaching your calls. **Call today to schedule an appointment!**

**EACE Team, Free  
Location: EACEC**



**Technology for the Workforce** All jobs these days require a fairly high level of technology skills and knowledge. Our instructors can assist you in reaching your potential with digital literacy so you can confidently apply, interview and demonstrate your skills through experience and certifications including North Star, IC3 and other certificate programs. You start with a free and confidential interview and assessment and then work at your own pace to improve your skills and confidence. The first step is meeting with a career advisor to make a plan designed especially for you!

**EACEC Team, Free  
Location: EACEC**



## Seeking Digital Navigator Volunteers

To meet the needs of community members in Ellsworth and beyond, we are seeking individuals willing to dedicate their time, as little as a couple hours a week, to play a role in addressing this issue. There are many roles you can play and you definitely don't need to be a technology expert to make a difference.

**Please reach out via email,  
[adulthoodinfo@ellsworthschools.org](mailto:adulthoodinfo@ellsworthschools.org),  
by phone 207.664.7110, or stop  
by our center at 11 Avery Lane in  
Ellsworth to learn more.**



*In the 21st Century, it is increasingly difficult to actively participate in many essential activities of work, community and personal life without access to technology. This includes access to the internet, devices, and the skills and knowledge about how to use these tools. We are committed to guiding you to navigate the waters of the digital world. Browse this catalog and reach out to learn more about how we can assist you!*

# TECHNOLOGY

## **The National Digital Equity Center Now Offers FREE Classes in Ellsworth**

Ellsworth Adult & Community Education is a new partner of the NDEC. Classes are available this semester at the adult education center in Ellsworth. There is a volunteer that supports adult learners in the classroom and the instructor Zooms into the class. No devices are needed for any of these classes.

**Please go to our online catalog or reach out to us for the schedule and location of these sessions.**

**Cloud-based Back-up Solutions** In this class, we will explore the most popular, free, cloud-based platforms to safely back-up the information that is important to you. **NDEC, FREE**



**“Cutting the Cord”- Getting TV & Phone Services Over the Internet** What does it mean to "Cut the Cord"? It's about canceling cable or satellite services and being able to watch television shows online, as well as options that would allow you to get rid of your landline. This class will not only show you the wide variety of options out there, but also teach you some tools to decide if cutting the cord is right for you.

**NDEC, FREE**



**Getting News & Information Online** With online content, we have a constant flow of information as well as misinformation. In this class, we will look at ways to determine “real” news from “fake” news and then



discover how to find the news & information you want using Blogs, Podcasts, online publications and much more. **NDEC, FREE**



**Identifying Frauds and Scams** Learn about the different types of internet fraud and scams, the dos and don'ts of protecting yourself online, and what to do if you have experienced online fraud or abuse.

**NDEC, FREE**



**Internet Safety** Staying safe online is essential in today's world. This class teaches you how to keep your information and your computer/devices safe.

**NDEC, FREE**



**Safely Creating Online Accounts** This class walks you through the process of creating an online account. We also discuss how to recover your password should you forget it, what the potential issues are for privacy and safety, and how to best navigate those issues.

**NDEC, FREE**





**Telehealth-Connecting with Your Healthcare Provider from Home** In this class, we will look at how you can connect with your healthcare provider from the comfort of your own home. Telehealth is the new Home Visit, allowing healthcare providers to evaluate, diagnose, and treat patients, whether it's for check ups, consultations, or a follow-up appointment. We will discuss the process - from setting up your initial appointment, what to expect, insurance and patient portals, to community resources. **NDEC, FREE**



**Using Software & Devices for Better Health** In this class, we will explore apps, software, and devices that help promote and maintain exercise and diet, monitoring blood sugar, blood pressure, weight, medication reminders, using a Fitbit, Apple Watch, etc., and connecting with Bluetooth. **NDEC, FREE**



One Class



## TECHNOLOGY CERTIFICATIONS

*If you want to earn a certification to document your technology skills and knowledge, there is no time like the present. No matter where you start or what your career goals are, we can assist you in finding the best path forward! These are the two we have available now and we are developing more.*



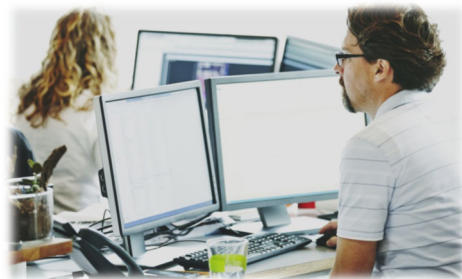
**Northstar Digital Literacy Certification Program**  
If you want a chance to build your basic digital literacy skills, this program is for you. It starts with an online assessment, recommendations for instruction, and then finally certificates. The initial assessments and learning modules can be done from home or on site. Topics are broad ranging (i.e. Internet basics, using email, Windows, Mac, MS Office, Google Docs, Social Media, Information Literacy, Telehealth, and more. You can earn certificates by taking proctored exams on site and remotely as staffing allows. **Call us at 664.7110 to schedule an initial appointment to learn more about the program. Vanessa Richards**

Location: EACEC



**IC3 Digital Literacy Certification** Don't just use technology, succeed with technology. Technology has become a part of our everyday lives, and understanding how to function in environments that require the use of computers and the internet is more critical now than ever before. So, whether you plan to pursue a career in IT, or simply become more effective with technology, IC3 Digital Literacy Certification can assist you in building skills you need now, and credentials for your future. The first step is to meet with one of our career advisors to make a plan that meets your needs and goals. **Call us at 664.7110 to schedule an initial appointment to learn more about the program. Vanessa Richards**

Location: EACEC



# TECHNOLOGY



You need a web-based Gmail account for these Google workshops, and will need to know your account username and password. We can help!



**Gmail 101** This workshop is for someone who already has a Gmail account, but may not know how to access it on the website so other Google suites can be used. This workshop will introduce you to composing and replying to emails, adding and downloading attachments, inserting links, using labels to organize emails, managing settings, saving contacts; more as time permits.

**Vanessa Richards, \$10**

**Tue 4:00p-5:00p 09/24/24**

**Location: EACEC**

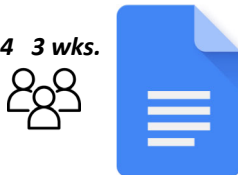


**Google Docs Basics** Google Docs is an invaluable and easy to use online tool similar to Microsoft Word. It's free, accessible from all devices and is super easy to share. Learn how to create documents, master useful formatting functions, share documents with others, and more as time permits. This workshop will introduce you to these features and share resources for further learning.

**Vanessa Richards, \$29**

**Tue 4:00p-5:00p 10/01/24-10/15/24 3 wks.**

**Location: EACEC**



**Google Sheets: Keep Track of It** Google Sheets are spreadsheet files. Spreadsheets were traditionally ledgers for financial recordkeeping, but now are used for organizing, tracking and retrieving all kinds of information. Google Sheets is a user friendly, online tool similar to Microsoft Excel. It's free, accessible from all devices and is easy to share. Learn how to create a basic spreadsheet, format and reorganize information, and use simple formulas and filters.

**Vanessa Richards, \$29**

**Tue 4:00p-5:00p 10/29/24-11/12/24 3 wks.**

**Location: EACEC**



**Google Drive: Get it Organized** Google Drive is an example of a cloud-based place where you can create and save files of all kinds - word documents, spreadsheets, presentations, surveys and more. You can access the files from most devices and more than one person can work on them at the same time. If you're using it for personal use, Drive applications are free. It's a practical way to learn programs without investing in software. This workshop will introduce you to these features.

**Vanessa Richards, \$20**

**Tue 4:00p-5:00p 12/03/24 & 12/10/24 2 wks.**

**Location: EACEC**



**Google Calendar** Google Calendar is a versatile and shareable calendar that is used by many public and private employers. It's also very useful for busy families who are juggling lots of activities.

**Vanessa Richards, \$20**

**Tue 4:00p-5:00p 01/07/25 & 01/14/25 2 wks.**

**Location: EACEC**



**Google Tasks: Get it Done!** Google Tasks is a little known feature of Google Suites. The tasks can be linked with calendar events, emails and other Google features to assist you with efficiently working through your to-do list, and help you keep track of what you need to get done.

**Annie Sargent, \$10**

**Tue 4:00p-5:00p 01/28/25**

**Location: EACEC**



**Google Forms: Gather Information** Forms is the Google Suite App that allows you to create surveys, proposals and so much more. The surveys are easy to create and can automatically be formatted to download to a google sheet which makes reviewing the results quick and easy.

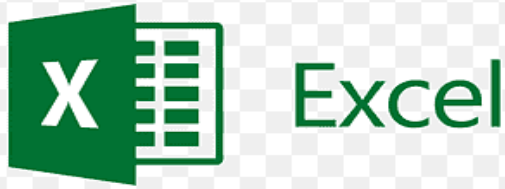
**Annie Sargent, \$20**

**Tue 4:00p-5:00p 02/04/25 & 02/11/25 2 wks.**

**Location: EACEC**



# TECHNOLOGY



*Thursday Mornings with Val*

*Online via ZOOM*



**Microsoft Excel Basics** Learn how to navigate a simple excel worksheet, enter data into a worksheet, use basic math functions, do basic formatting, replicate data, use built-in functions and work with columns and rows. **Val Landry, \$89**

**Thu 8:30a-11:30a 10/03/24-10/17/24 3 wks.**

**Microsoft Excel - Intermediate** Learn how to navigate multiple worksheets, save your workbook, create formulas, use functions, change the layout of your worksheet, and how to create practical worksheets. **Val Landry, \$89**

**Thu 8:30a-11:30a 10/31/24-11/14/24 3 wks.**



**Microsoft Excel - Advanced** Learn how to hide data, split and freeze a window, create ranges, understand the name manager, learn additional functions, copy and paste, sort data, and learn the power of filters. Some examples of using Microsoft Excel as a practical tool include the amortization table, 20 top functions companies want their employees to know, and pivot tables. **Val Landry, \$89**

**Thu 8:30a-11:30a 12/05/24-12/19/24 3 wks.**



**Microsoft Excel Power Tools - Power Query, Power Pivot Tables & Power Business Intelligence** These new Excel tools allow you to bring your work with Excel to a whole other level, from importing and sharing, importing and cleaning data, and modeling and calculating a large amount a data creating efficiencies, and so much more.

**Power Query** allows you to import and shape data. It has an easy to use interface, powerful tools to import and clean data.

**Power Pivot Tables** allows data modeling and calculations. It easily handles millions of rows of data and has modeling tools for efficient data storage and analysis.

**Power Business Intelligence** is a complete business intelligence tool. It features incredible visual options, has simple built-in interactive options, fantastic graphs and allows easy sharing of data.

The design of this course includes 2-3 hours of work with the software between sessions to gain maximum benefit from the class.

You will want to have Microsoft Excel on your computer for this workshop, and many people find it helpful to have two monitors, though it is certainly not necessary to benefit from the sessions. There are two ways to accomplish this: 1) attach an external screen to your computer (contact our program if you need technical assistance with that); or 2) using two computers (one for Excel and one for the ZOOM meeting). **Val Landry, \$89**

**Thu 8:30a-11:30a 05/01/25-05/15/25 3 wks.**



**Basic Accounting Principles & QuickBooks Online**

During these sessions, you will learn basic accounting principles and how to apply them to setting up QuickBooks Online for a small business or organization. For this workshop, you will have the option to sign up for a year of QuickBooks Online for free. The instructor will contact you about how to do this. **Val Landry, \$89**

**Tue 8:30a-11:30a 10/01/24-10/15/24 3 wks.**



***We are working behind the scenes to offer an in-person intermediate and advanced Excel class. Sign-up online or call our office to be added to the interest list.***

# TECHNOLOGY

## Excel Basics - Becoming a Worksheet Warrior

This course is designed for beginning Excel users, demonstrating the basic layout and functionality of the program. In this course, students will learn to create new files, insert and manipulate data, and learn some useful and common functions. The goals of this course are to impart a basic mastery of Excel and to provide a solid foundation from which students can continue to develop their spreadsheet skills. Thanks to John for offering this workshop as a community service, and for your dedication to Ellsworth!

**John Hessler, \$10**

**Wed 5:30pm-7:30p 10/02/24-10/23/24 4 wks.**

**Location: EACEC**



**Intermediate Programming with Python** Join experienced Python instructor Dean Greer as he takes you beyond the basics of Python. In this next phase, you'll build upon the fundamentals with topics like data structures, intermediate control structures, how to practice coding effectively, and module importation. Problem solving using previously learned fundamentals will be emphasized, in addition to further instruction material. The typical prerequisite for this course is "Programming Basics Using Python," but those with adequate experience should feel free to sign up. Students will need either a PC or Mac desktop, or laptop computer (no Chrome Books) and a reliable internet connection.

**Dean Greer, \$90**

**Tue/Thu 5:00p-6:00p 09/17/24-11/14/24 9 wks.**



**Friday Mornings with Diana**  
**In-person at our Center**



**Microsoft Word for Beginners** Diana makes a working knowledge of Microsoft Word easy to learn and will save you time! This beginner's course explains the basic features of Microsoft Word. Class exercises will illustrate the skills required to create letters and other documents, including resumes. You will learn how to use spell check and other tools, format and align text, create tables within your documents, and organize your output for easy retrieval.

**Diana Merenda, \$69**

**Fri 1:00p-2:30p 09/27/24-10/18/24 4 wks.**

**Location: EACEC**



**Microsoft Excel for Beginners** This beginner's course explains the basic features of Microsoft Excel. Class exercises illustrate the skills required to create spreadsheets of varying complexity. Learn how to use formulas, check your math, create and format tables, incorporate charts into your letters or presentations, and organize your output for easy retrieval. A working knowledge of Microsoft Excel will save you time, help you to be organized for yearly tax preparation and, best of all, help you prepare your own personal budget. **Prerequisite-basic computer skills.**

**Diana Merenda, \$69**

**Fri 1:00p-2:30p 11/01/24-11/22/24 4 wks.**

**Location: EACEC**



# EXCEL

**FOR BEGINNERS**

*Are you a local employer? Do your employees need specific training tailored to meet the needs of your business or organization? We can work with you to design trainings and offer them to your employees, on-site, effectively, efficiently and affordably!*

# LIFE AND FAMILY

**Genealogy-An Introduction** If you've been thinking about tracing your genealogy this introductory course is for you! Learn how to get started, sources of information, tools and the relevant historical contexts for migration and other factors. Roy Starling will share all of these as well as share stories of his experiences researching the history of his family back to the Vikings.

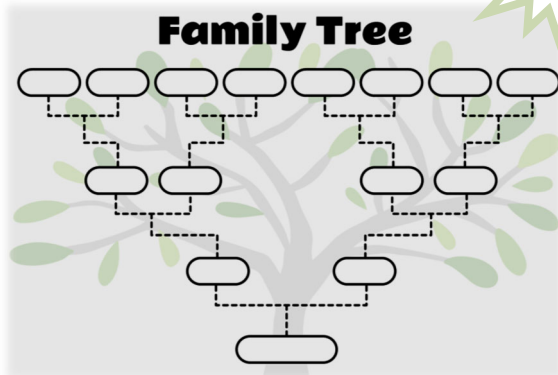
**Roy Starling, Free**

**Wed 4:30pm-6pm 10/16/24-11/06/24 4 wks.**

**Location: EPL**



**NEW!**



**A Writer's Workshop** Do you want to improve your writing skills for work? Write a poem to your beloved or finish that family memoir? Or maybe you've considered writing a script? If so, come join us in this 6-week writer's workshop where we will explore a variety of writing genres.

This fall, our focus will be on **STORIES** - both real and imagined. In this class, we will analyze the elements of effective storytelling, including (but not limited to) plot, character, scene, point of view, voice, and tone. Participants will write and/or revise their stories of choice and together we will examine successful writing strategies and tricks of the trade. And most of all, we will discover that writing can be fun!

**Kristen Leonard, \$55**

**Wed 6:30p-8:30p 10/02/24-11/06/24 6 wks.**



**Take Back Control of Your Time** "Tomorrow belongs to those who prepare for it today." - African Proverb. "The more efficiently you use your time, the more experiences you can harness in a lifetime." - Ruzanna Hernandez, Ed.D. Take control of your time and take control of your life. Join us to learn easy ways to take back your time and create more time for you - whatever you want to accomplish.

**Class 1-** We will talk about the benefits of planning, ways we can plan (ex. time blocking, time of day, and routines and goals) and methods of planning (ex. paper planner, digital planner, google calendar, etc.). We will set goals and plan our upcoming week.

**Class 2-** We will go over our previous week and pull out any opportunities for change. We will brainstorm ways to overcome those opportunities, and plan another upcoming week.

**Class 3-** We will compare our weeks, brainstorm some more, and talk about other ways.

**Amy Townsend, \$39**

**Thu 6:00p-7:30p 09/05/24-09/26/24 3 wks.**

**No class 09/12/24**

**Location: TBA**



**How Money Smart are You?** Join with others for FDIC Money Smart sessions. Learn how to make money decisions in a fun, no pressure, confidential environment. You'll find a treasure trove of resources while playing games and taking part in activities that will get you on the road to taking charge of your financial future. If you're looking for a low-key and supportive environment, this offering is just for you! The first step is to meet with one of our career advisors.

**Ongoing enrollment. Vanessa Richards, Free**

**Location: EACEC**



# LIFE PLANNING AND FAMILY

## Getting Your Affairs in Order - Estate Planning

You accumulate assets over time and may forget to look at the big picture. Estate Planning is about getting documents prepared to plan for your future AND about making sure you've got your i's dotted and your t's crossed. You don't have to be rich or old to go through this process. Learn about the documents and considerations. This workshop is for people who want to learn the basics about estate planning. If you have put off thinking about these issues because you don't know where to start or what questions to ask, this workshop is for you!

**Rebecca Sargent, Esq. & Elizabeth Young, \$10**  
**Mon 11:00p-12:30p 10/21/24-11/04/24 3 wks.**  
**Location: TBA**



## Let's Talk About Death - It's Inevitable

Juliette Wilbur has worked in probate for 20 years. She is committed to assisting people in breaking down the barriers to discussing preparations for the inevitable. She will share some simple tools and resources to assist people in avoiding the time, energy and pain that can impact families for generations.

**Juliette Wilbur, Free**  
**Evening: Thu 6:00p-7:30p 10/03/24 - Location: HCTC**  
**Daytime: Wed 9:00a-10:30a 10/30/24 - Location: TBA**



One  
Class

PROBATE COURT

NEW!



**Maine Death with Dignity Act** There is still a lot of misunderstanding and misinformation about Maine's compassionate end-of-life care option. Many providers and patients in Maine are still not familiar with Maine's Death with Dignity Act. In effect since September 2019, the law permits physicians to practice medical aid-in-dying under specific circumstances. Join this class to get fact-based information, details you need to know about Maine's law, how to have the conversation with your physician, and how to qualify for the law or support your loved one who may be qualifying.

**Valerie Lovelace, Maine Death with Dignity**  
**Tue 6:30p-8:00p 10/01/24**



One  
Night



**Medicare Information Sessions** There has been a lot of interest on this topic, so we are working with community organizations to find the best option for presenting this important information.

**Please go to our online catalog or reach out to us for updated information, schedules and location.**



**Register online 24 hours a day  
No lines...No busy signals...No driving  
[www.ellsworth.maineadulted.org](http://www.ellsworth.maineadulted.org)**

# PAINTING AND DRAWING

**Drawing: Anyone Can Draw** You can draw! Anyone can learn how to draw. This 4-week class will teach you how to draw what you see. This class will give you a jump start to drawing accurately, and give you confidence to draw for pleasure or as a base for your painting. Get ready for a whole world of seeing details that you have never noticed before! For supplies, please bring a pencil, eraser, Sharpie, page protector, ruler and paper. Mary uses computer paper but a sketch book is fine.

**Mary Laury**

**Location: TBA**

**Oct: Tue 5:30p-8:30p 10/01/24-10/22/24 4 wks. \$139**

**Nov: Tue 1:00p-4:00p 11/05/24-12/10/24 6 wks. \$199**



**Watercolor Basics** Watercolor is an exciting medium; it flows and moves and does beautiful things. Instructor Mary Laury has been recognized for her work by the Maine Arts Commission. Participants will do landscapes and seascapes in this 4-session course. If you have never painted in watercolors, we will start at the beginning. If you have painted before, you may pick up some new tips and tricks as well. We all learn together!

**Mary Laury**

**Location: TBA**

**Oct: Tue 9:00a-12:00p 10/01/24-10/22/24 4 wks. \$139**

**Nov: Tue 5:30p-8:30p 11/05/24-12/10/24 6 wks. \$199**



**Watercolor: Painting Beyond the Basics** If you have painted in watercolors before and want to jump to the next level while painting with a supportive group to go deeper into your work, we will paint and discuss the works developed in the class to ask questions and share thoughts. Composition, value study, and texture will be discussed. This class will include painting from references of places you love, some still life work from your own keepsakes, and perhaps painting outside when the weather permits. **Mary Laury**

**Location: TBA**

**Oct: Tue 1:00p-4:00p 10/01/24-10/22/24 4 wks. \$139**

**Nov: Tue 9:00a-12:00p 11/05/24-12/10/24 6 wks. \$199**



**Watercolor: Painting Beyond the Basics Extension** If you have painted in watercolors before and want to jump to the next level while painting with a supportive group to go deeper into your work, we will paint and discuss the works developed in the class to ask questions and share thoughts. Composition, value study, and texture will be discussed. This class will include painting from references of places you love, some still life work from your own keepsakes, and perhaps painting outside when the weather permits.

**Mary Laury, \$139**

**Tue 9:00a-1:00p 01/07/25-01/21/25 3 wks.**

**Location: TBA**



## Supply List for Mary's Painting Classes

Supply lists are available on our website, at our office, or give us a call to request that a list be mailed/emailed to you.



## Acadian Arts Cooking & Watercolor Retreats

Veteran artist Mary Laury and accomplished Chef Chris Toy have teamed up to offer art and cooking retreats. Take Asian Fusion Cooking or Watercolor Painting, then come together to enjoy the meal. Relax in a beautiful coastal setting, learn new hobbies and enjoy the special camaraderie of a community of learners. **Please see our online catalog for specific information, including dates and locations.**

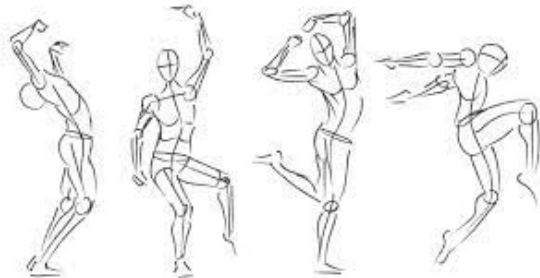
# DRAWING

**Figure Drawing** Learn the techniques and methods of the depiction of the human figure through direct observational drawing. Work from models online to investigate movement, volume, and anatomy of the human form. We will learn perspective to draw the figure in space. You will practice with a variety of subjects. Expect weekly handouts and assignments. **France Hilbert**

**Sep: Fri 9:00a-12:00p 10/04/24-11/22/24**  
8 wks. \$219 - In-person  
Location: TBA



**Oct: Wed 6:00p-8:00p 10/02/24-11/20/24**  
8 wks. \$149 - Live online using ZOOM



**Portrait Drawing** Learn the fundamentals of portrait drawing. Study individual features, learn proportions, and anatomical structure. You'll be challenged to make decisions as you work to express your perspective and personal interpretation, culminating in a life-size portrait.

**France Hilbert, \$149**

**Mon 6:00p-8:00p 09/30/24-12/02/24 8 wks.**  
Location: UMA



**Urban Sketching** is designed for individuals interested in capturing the vibrant essence of urban scenes through sketching. Whether you're a beginner or have some drawing experience, you'll develop observation skills, learn essential drawing techniques, and express your unique perspective of the town's architecture and life. Join us once a week for an immersive experience in urban sketching, guided by an experienced artist. You will learn about basic tools and techniques, including: basic tools and techniques for drawing; an introduction to perspective; how to use lines and washes with watercolors to express what you see; methods for drawing your neighborhood, focusing on what you notice and want to share. **France Hilbert, \$69**

**Wed 9:00a-11:00a 10/02/24-10/16/24 3 wks.**  
Location: TBA



**Supplies for France's Drawing Classes**  
Large drawing pads, pencils, pens and charcoal.

# PHOTOGRAPHY

**Photography Basics - Get Your Camera Out of the Bag** The first step to taking photos is to learn your way around your camera. All the information you need may be in the instruction manual but it's often easier to work with others to figure out the features, settings and more. One of the issues with the transition to digital cameras is that it's easy to take the photographs, but if you don't know how to transfer them to other devices so you can share them with others, what's the point. If you would like support, this class is for you!

**George Blumenschein, \$39**

**Wed 6:00p-7:30p 10/09/24 & 10/16/24 2 wks.**  
Location: HCTC



**Photography Basics-Make Your Camera Work for You** By focusing first on what you see and then on how to capture your own vision of what's before you, you'll be well on the road to making your camera and all its features work for you. It's easier than you might think if you're ready to explore how you see what's around you! The class is a combination of evening class sessions, field trips, and work on your own between sessions. Key to your success will be making time between sessions to put into practice what you have learned. You don't need a fancy camera for this course, whatever device you have on hand will be just right. *This course is designed for people experienced in taking photos, with a knowledge of the features of their camera and the ability to share their photos.*

**George Blumenschein, \$99**

**Wed 6:00p-7:30p 10/30/24-12/04/24 5 wks.**  
Location: HCTC





# PHOTOGRAPHY

**Photography - Advanced Composition** If you've been taking photos for a while but you want to take your compositions to another level, this class is for you. You will learn to focus on what you see, and work to make the camera capture your vision. The class is a combination of evening class sessions and field trips. Key to your success will be making a significant commitment to practice between sessions what you have learned. You don't need a fancy camera for this course, whatever device you have on hand will be just right. *This course is designed for people who are experienced in taking photos, have a knowledge of the features of their camera and the ability to share their photos.*

**George Blumenschein, \$99**

**Tue 6:00p-7:30p 10/08/24-11/05/24 5 wks.**

**Location: TBA**



**Make Your Best Shot - Introduction to Digital Photography** In this one-night class, participants will learn the basics of digital photography - what you should have read in your owner's manual but didn't! Topics covered include camera settings, understanding exposure and white balance, and tips for making your best shots of various subjects. It's a perfect session to attend BEFORE going on a vacation so you can take home your best shots. *We are offering a \$5 discount to those who register for both of Mike's online classes. You'll find the option for a bundle in our online catalog.* **Mike Leonard, \$25**

**Tue 7:00p-8:30p 10/22/24**



**Photography - After Dark** In this one-night class, we will explore all the things you need to know to take successful images after the sun sets and before the sun rises. This session reviews exposure, how to shoot images in the dark (including the Milky Way and Aurora) and how to capture your best photo under just moonlight. We will review equipment helpful for nighttime photography, including using a cell phone. *We are offering a \$5 discount to those who register for both of Mike's online classes. You'll find the option for a bundle in our online catalog.*

**Mike Leonard, \$25**

**Wed 7:00p-8:30p 10/23/24**



**Making a Difference with Photography** If you're a photographer who would like to make a difference in your community, then this meeting might be right for you. Join George Blumenschein to discuss ways to make this happen. He participated in just such a program out west and would like to brainstorm with local folks to explore the possibility of doing the same in our community. Taking portraits of homeless families, and shelter animals looking for placement are examples of projects done elsewhere.

**George Blumenschein, Free**

**Wed 6:00p-7:00p 12/11/24**

**Location: HCTC**



***EACEC is seeking Arts & Crafts instructors! If you or someone you know has passion, skills and knowledge in arts and crafts that they would like to share with the community, please reach out to us. We offer competitive compensation, support, a free adult education class, along with the knowledge that you're making a difference!***

# COOKING AND GARDENING

## Healthy Homemade Soups on a Budget

Soups made with love are a nourishing and inexpensive way to feed your family. In this series, we will share techniques, tools, ingredients and tips learned through years of cooking for family and friends. You'll learn techniques for preparing ingredients and bringing them all together, as well as tips on storage and serving. **A focus of the workshops will be the use of affordable and locally available ingredients, and adapting recipes to a variety of tastes and dietary requirements.** Handouts, recipes and a small container of soup for your family to try will be provided. **All registration fees are donated to the Loaves & Fishes Food Pantry.**

**Chowders** Nothing speaks New England like a creamy chowder! You can make a seafood chowder for a special event, or a corn chowder for a quick weeknight meal that delights. We'll make a simple fish chowder together.

**Annie Sargent, \$20**  
**Thu 5:00p-6:30p 10/17/24**  
**Location: Loaves & Fishes**



Annie Sargent will bring some of her favorite recipes and tips and we hope if you have some favorites you will do the same. **Ann Sargent, Free**  
**Mon 5:30p-7:00p 10/28/24**  
**Location: Loaves & Fishes**



## Lacto-Fermentation 101: Master the Art of Fermented Food

Learn how to make your own sauerkraut from scratch and taste test other fermented goodies to find your favorite ferments. This beginner friendly class will teach you everything you need to know to make home fermented foods, including supply suggestions, recipes, and techniques! **Lauren Landers, \$30**  
**Wed 6:00p-8:00p 11/13/24**  
**Location: TBA**



**Brothy Soups** When you want a lighter soup featuring key ingredients this is the choice for you. We will be preparing chicken noodle soup. This workshop will feature choosing the right broth and ingredients for your family, lifestyle, budget and diet. **Annie Sargent, \$20**

**Thu 5:00p-6:30p 11/14/24**  
**Location: Loaves & Fishes**



## Pollinator Gardening 101: How to Create a Pollinator Friendly Habitat

Discover the latest buzz on pollinators in this beginner friendly class. From tips on native planting and organic gardening, to easy DIY projects to attract pollinators to your space, this class will teach you how to make your lawn and garden more beneficial to bees, butterflies, hummingbirds and other wildlife. **Lauren Landers, \$49 (includes \$20 for supplies)**  
**Wed 6:00p-7:30p 11/06/24**  
**Location: TBA**



**Winter is the best time to plan your gardens. Check online later in the fall for our Winter/Spring gardening classes.**

# EXERCISE, HEALTH AND WELLNESS

**Strength & Balance for Senior Fitness:** Reach balanced wellness by working on strengthening and stretching the muscles, preventing falls, improving cardiovascular and bone density health. Standing and floor work! This dynamic, full-bodied exercise program supports muscle growth and increases stamina! Prepare to be getting on and off the floor during the mat portion. If you have been working on your fitness and want to challenge yourself, "Senior Fitness" will guide you safely and effectively.

**Michelle Spencer, \$35**

**Sep: Mon 8:30a-9:30a 09/16/24-10/21/24 6 wks.**

**Oct: Mon 8:30a-9:30a 10/28/24-12/09/24 6 wks.**  
No class 11/11/24



**Gentle Fitness for Health** This class offers seated strength and flexibility exercises to improve mobility and fall prevention. All exercises will support people with arthritis, osteoporosis and other health concerns if they are cleared by their primary care provider.

**Michelle Spencer, \$35**

**Sep: Mon 10:00a-11:00a 09/16/24-10/21/24 6 wks.**

**Oct: Mon 10:00a-11:00a 10/28/24-12/09/24 6 wks.**  
No class 11/11/24



**Tai Yoga** A practice that will involve a series of slow, rhythmic movements and physical postures, meditation, controlled breathing, stretching and strength for the mind and body!

**Michelle Spencer, \$62**

**Sep: Tue 9:00a-10:00a 09/17/24-10/22/24 6 wks.**

**Oct: Tue 9:00a-10:00a 10/29/24-12/03/24 6 wks.**

**Relaxation and Stress Reduction through Hatha Yoga** This 60-minute yoga class will provide sequences that calm the nervous system, along with stretching/warming the muscles and preparing the mind to rest. Breathing techniques, short meditation and positive affirmations will end the practice.

**Michelle Spencer, \$62**

**Sep: Tue 5:30p-6:30p 09/17/24-10/22/24 6 wks.**

**Oct: Tue 5:30p-6:30p 10/29/24-12/03/24 6 wks.**

**Morning Practice** Meet me on the mat to start the day with intension and invigorate the mind and body! Come in your pajamas with your screen on or off! This will be a safe space to reflect on life and the life you want to create!

**Michelle Spencer, \$62**

**Sep: Thu 6:30a-7:30a 09/19/24-10/24/24 6 wks.**

**Oct: Thu 6:30a-7:30a 10/31/24-12/12/24 6 wks.**



**Chair Yoga: A Morning Practice off the Mat** This morning class, practiced in a chair, offers mind and body benefits without having to get up and off the floor, or even change into yoga clothes. Enjoy a "pick me up" at home or at your office by using structural techniques to improve your range of motion, relax tight or overused muscles, and release tension from the mind.

**Michelle Spencer, \$62**

**Sep: Thu 9:00a-10:00a 09/19/24-10/24/24 6 wks.**

**Oct: Thu 9:00a-10:00a 10/31/24-12/12/24 6 wks.**

**Yin & Yang Yoga** Heal the body, mind & spirit with a balancing flow of both gentle and challenging postures. Get deep into the connective tissue with a restorative stretch as well as get your heart pumping with an invigorating Vinyasa flow that links breath to movement. The goal is to create a state of peace and wellbeing. Class is suitable for all levels of experience.

**Christina Krapf**  
See our online catalog for further information, or give us a call!



**Zumba Gold is Bold!** is designed for all ages - for those new to Zumba, for those who have had an injury, or those who love Zumba, but would like a modified version. Zumba Gold runs for 45 minutes, unlike Zumba that runs for an hour. There is verbal cuing as well as non-verbal cues. The music is the same great, fun, upbeat music. You will sweat and you will receive the many benefits of dancing. The only change is the movements will be less stressful on your joints and your body. It's a class where you are exercising, but having fun doing it!! **Lisa Elliott, \$59**

**Location: EEMS**



**Oct: Mon 5:45p-6:30p 10/02/24-12/16/24 8 wks.**  
**No class 11/11/24**

**Jan: Mon 5:45p-6:30p 01/06/25-03/10/25 8 wks.**  
**No class 02/17/24**



**Find schedules, course details and instructor bios in our online catalog**



**Are You Having Trouble Controlling the Way You Eat?**

FA offers a solution for people who are overweight, underweight, and/or obsessed with food, weight or dieting. At the session, you will learn more about FA and from people who have found a solution through the FA program. For access information, call Sharon at 207.250.7373 or [fa.newcastle.maine@gmail.com](mailto:fa.newcastle.maine@gmail.com).

**Tue 6:30p-8:00p 10/15/24**



**DANCE AND MUSIC**

**Social Ballroom Dance** Learn different dances each week - Partner Hustle, Salsa, Mambo, Rhumba, East Coast Swing, ChaCha, Nightclub Two-Step, Waltz, Tango, Foxtrot, and Charleston. Learn the basics or improve on what you already know, have fun, and build confidence to get out on the dance floor! No dance experience necessary. Dance shoes strongly suggested. **This dance class does require partners. Sheri Kean, \$59**

**Wed 6:00p-8:00p 10/02/24-11/06/24 6 wks.**

**Location: EEMS**



**Find Your Rhythm, Soothe Your Heart & Soul**

Join percussionist Tom Rush in exploring rhythm that's good for your heart and soul. You'll learn rudimentary drumming rhythms as a tool to open the mind and meditation. If you're looking for a formal drumming workshop, this isn't for you. If you have a drum, bring it along. If you don't, don't worry, Tom will have some to share.

**Tom Rush, \$34**



**Location: Loaves & Fishes**

**Oct: Thu 5:30p-6:30p 10/03/24-10/24/24 4 wks.**

**Nov: Thu 5:30p-6:30p 11/07/24-12/05/24 4 wks.**



# OUTDOOR ACTIVITIES

**America's Boating Course** This basic boating class reduces your risk of accidents and injuries, saves you money on boat insurance, and qualifies you for a state boat license or operator certificate in most states (including Maine). It is the most comprehensive, single source, in-person boating course available to give you the skills you need to enjoy your time on the water and boat with confidence. The instructor will contact you about the accompanying manual, for which you'll pay him directly. **D. Scott Miller, \$15**  
**Sat 8:00a-5:00p 10/26/24**  
**Location: HCTC**



**Astronomy** Maine has some of the darkest skies east of the Mississippi River. Learn how to "read" the night sky as you identify the seasonal constellations, the phases of the moon, and visible planets. At least one session will be spent outdoors studying the night sky. Saturn & Jupiter will be visible in the evening sky. **Please go to our online catalog or contact us via phone or email for updated information about this class.**

**If you, or someone you know, might be interested in teaching the class, please encourage them to reach out to us!**



**Maine Driving Dynamics** Bureau of Highway Safety course aimed at improving the student's defensive driving awareness and abilities. This 5-hour course includes discussion of collision avoidance techniques, safety issues, driver habits and attitudes, and the basic elements that constantly challenge drivers on Maine's highways. Class meets on Tuesday and Thursday.



**Donald Saunders, \$70**

**Location: TBA**

**Oct: Tue/Thu 6:00p-8:30p 10/29/24 & 10/31/24**

**Dec: Tue/Thu 6:00p-8:30p 12/10/24 & 12/12/24**



## Women's Basic Chainsaw Safety & Skills

Ellsworth Adult & Community Education is collaborating with Axe Women Loggers of Maine to offer a workshop for women who want to learn how to use a chainsaw safely, for working in the woods or for timbersports competition. Learn from World Timbersports Champion Alissa Wetherbee.

Safety-toed boots or shoes are required, and please bring leather work gloves as well. Chainsaws and safety equipment are provided for the workshop, which will be a combination of presentation, demonstration and practice using the saw. The presentation/demonstration and some practical will be indoors, and small teams will rotate outdoors for chainsaw practice, so dress appropriately.

**Alissa & Mike Wetherbee, Axe Women Loggers of Maine**

**Location: TBA**

**Morning Session: 9:00a-12:00p \$49**

**Afternoon Session: 1:00p-4:00p \$49**



**Please go to our online catalog or contact us for the date and location of these sessions.**



## From the Director

Our program continues to grow and change to meet the needs of the community. **A big change for us is our center is moving from our Mill Mall location to a beautiful new facility at 11 Avery Lane in Ellsworth.** Our center will be co-located with the Ellsworth School Department's central office and district-wide departments. Our center footprint is smaller, which affords us the opportunity to collaborate with schools and organizations in the community to offer classes throughout the city. With our small and mighty team, it will take some time to figure out how to manage these programs across the city during the day and evening, so our fall programming will be somewhat limited. Many of the locations are not confirmed at the time of this printing, but updated information will be available in our online catalog, or by contacting our program. Thanks in advance for your patience as we navigate this new landscape.

We are thrilled to highlight several of our significant collaborations and expansions which are a focus this year. **First**, we are partnering with the City of Ellsworth and several other organizations to **address digital equity** across the city and region (pp. 15-20). **Second**, we are partnering with the city, the Ellsworth Area Chamber of Commerce, and other organizations and businesses to promote economic development in Ellsworth, by offering and facilitating affordable, **responsive and relevant workforce training opportunities** that meet the real needs of local businesses (p. 12). **Third**, we are working with childcare providers in the region to find concrete ways to expand their workforce. **Fourth**, we plan to partner with schools, businesses and organizations to meet the expanding need for **support of multilingual individuals and families** moving into our community. **Finally**, we are partnering with the Loaves & Fishes Food Pantry to implement their vision of becoming a community-based location for relevant educational and training opportunities that will contribute to the economic security of all individuals and families.

Strong partnerships across the community make this work possible. We are grateful for your support and look forward to strengthening these collaborations to ensure that Ellsworth is a vibrant and prosperous community where everyone has opportunities to thrive.

Respectfully,



Ann Sargent, Director  
Ellsworth Adult & Community Education



Complete registration and mail with a check, or fax with credit card info, to  
**Ellsworth Adult & Community Education, 11 Avery Lane, Ellsworth 04605**  
Phone 207.664.7110 \* Fax: 207.669.6247

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

Address: \_\_\_\_\_ Town: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

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

Course Name	Start Date/Session	Fee
	<b>Total:</b>	

Cash (if registering in person)     Check (Please make payable to Ellsworth Adult Education)

VISA     MasterCard     Discover

Card # \_\_\_\_\_ CSV: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Print card holder's name: \_\_\_\_\_ Billing Zip Code \_\_\_\_\_

Ellsworth Adult & Community Education Center  
11 Avery Lane  
Ellsworth, ME 04605

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**ELLSWORTH** 

ADULT & COMMUNITY  
EDUCATION

**NOTE: NEW LOCATION**

**11 Avery Lane**

**Ellsworth, Maine 04605**

**Telephone: 207.664.7110**

**Fax: 207.669.6247**

Website: [www.ellsworth.maineadulted.org](http://www.ellsworth.maineadulted.org);

Email: [adultedinfo@ellsworthschools.org](mailto:adultedinfo@ellsworthschools.org)

**Google Map of our  
new location**

**SCAN ME!**



**ENGAGING AND CHALLENGING ALL STUDENTS**

**Go to our Website!**

**SCAN ME!**

