



# Portland Adult Education Course Catalog Fall 2022



## Welcome home.

Register now for our Fall Semester!

[www.portlandadulthood.org](http://www.portlandadulthood.org)

*Visit us online for full class descriptions and registration*



**PORTLAND  
ADULT  
EDUCATION**



academics | enrichment | workforce

# A Letter from Our Director

Welcome to the academic new year! I hope you had some time to enjoy the summer and are curious to try something new. This marks the beginning of an exciting new chapter for me as the new Director of Portland Adult Education. I never imagined returning to the field of education after leaving academia in 2015. My doctorate is in Japanese and Korean literature and culture and I am from Tsukuba, Japan, rather than Maine. However, my education and professional and lived experience has landed me here and I cannot be more delighted to be joining a cohort of hardworking staff and instructors who work to bring education, credentials, workforce preparedness, and joy to everyone in Portland and beyond. I am committed to keeping the warmth and high standards PAE is known for, and continuing to expand its accessibility. PAE is a place of learning, self improvement, and personal growth through all stages of life. I look forward to deepening my relationship with the PAE community and if you have not been here in a long time or ever, I invite you to join me in the journey of life-long learning.



**Miyabi "Abbie" Yamamoto**, Executive Director, Portland Adult Education

## Register Now!

### Registration for All Courses opens **August 22**.

**REGISTER ONLINE:** Scan the QR code or visit [www.portlandadulthood.org](http://www.portlandadulthood.org) to register and find full descriptions of the courses in the catalog.

**BY PHONE:** Call **(207) 874-8155** and please have your credit card information handy when you call.

**BY MAIL:** Complete the **registration form on page 23** and include your credit card information or a check (payable to PAE) and mail to:

Portland Adult Education  
14 Locust Street  
Portland, ME 04101

**IN PERSON:** Come in to the school to register. Please check the website for updated hours.

**FEES:** The registration fees listed reflect pricing for Portland residents (in bold) and non-residents: **Resident**/Non-Resident **\$15**/\$25. All course, lab, and material fees must be paid when you register. A \$10 fee will be added to all agency invoices.

**BOOKS:** Books should be purchased at 14 Locust Street unless otherwise specified. We do not provide book refunds.

Registration confirmations are sent via email only.

**CLASS LOCATIONS** are listed on the back cover of the catalog.

Additional information and school policies can be found at [portlandadulthood.org](http://portlandadulthood.org).



Enrich your life through learning a new skill, trade, or language, either virtually or in-person.

# Enrichment



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Earn your high school diploma, prepare for college, or learn English to prepare for the world.

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Prepare for a new job, re-enter the business world, or integrate your knowledge from another country.

# Workforce



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## COVID-19

For the latest COVID-19 updates, visit [portlandschools.org](http://portlandschools.org)

We may add new classes to the schedule, so check the website for new listings.

*Course and book fees will be fully refunded if a class is canceled. A \$10 fee is withheld if you drop a course at least one business day before the first class. A 50% refund will be issued if you drop after the first class, but before the second class. No refunds are issued for one session classes or after the second class.*

Visit [portlandadulthood.org](http://portlandadulthood.org) to view full descriptions and register!

## PAE Enrichment Program

Enrichment courses provide a mindful approach to improve overall personal wellness. People who take our courses holistically enrich their lives through learning a new skill, trade, or language; meeting new people; and having a positive counterpoint to the everyday demands of life. Our online and in person programs offer affordable experiences and create new opportunities for Greater Portland residents to learn. **Registration for Enrichment classes opens August 22.**



## Business & Personal Finance

### Estate Planning 101

Join an Estate Attorney and Financial Advising team as they walk you through the basics of creating your plan. They will cover Power of Attorneys, Healthcare Directive, Trusts, Wills and answer individual questions from attendees.

Instructor	Location	Day/Time	Dates	Fee
Marta Haydym-Silver	DHS Room 209	TU 6:00PM-8:00PM	10/4	<b>\$10</b> /\$10

### Taxable vs. Tax Deferred vs. Tax Free

In this class we will be taking a look at the different types of investment accounts that exist and how to utilize them. Ever wondered about how to utilize a Roth IRA? We will be going over all types of IRAs, business accounts, and taxable accounts as well as how to effectively pair them for maximum tax savings.

Instructor	Location	Day/Time	Dates	Fee
Marta Haydym-Silver	DHS Room 209	WE 6:00PM-8:00PM	10/5	<b>\$10</b> /\$10

## Fine Arts & Photography

### Abstract Oil Painting

Students will use a variety of different still life and landscape images as inspiration for finding their own unique style of abstract painting. Mindfulness techniques will be used in order to paint in a free and expressive way. No experience is required.

Instructor	Location	Day/Time	Dates	Fee
Chris Reed	Remote	TU 6:00PM-8:00PM	9/13-10/18	<b>\$72</b> /\$82

### Landscapes of the Pandemic: Art-Based Healing for Parents

This class is geared toward parents and guardians and will utilize art to tell a narrative around how the pandemic challenged your caretaker role. Each participant will create their own container as a way to externalize the challenges of the last 3 years. Art experience is not necessary.

Instructor	Location	Day/Time	Dates	Fee
Keely Anderson	PATHS Room 370	TH 6:00PM-8:00PM	10/20-11/10	<b>\$49</b> /\$59

### Guitar for Beginners

Designed for students with no prior guitar experience, this course covers the fundamentals of learning the instrument. Course topics include common chords, tuning, how to keep a steady strum pattern, and elementary music fundamentals. **Requirements:** Guitar and electronic tuner.

Instructor	Location	Day/Time	Dates	Fee
Dan Broder	PATHS Room 140	WE 6:00PM-7:30PM	9/28-11/2	<b>\$65</b> /\$75

### Intro to 3D Printing

Learn the basics of 3D printing, an exciting, rapidly-advancing technology used to make an almost unlimited variety of objects with increasingly affordable printers.

Instructor	Location	Day/Time	Dates	Fee
Tomas Amadeo	Factory 3	SA 10:00AM-1:00PM	9/17	<b>\$75</b> /\$85

Instructor	Location	Day/Time	Dates	Fee
Tomas Amadeo	Factory 3	SA 10:00AM-1:00PM	10/1	<b>\$75</b> /\$85
Tomas Amadeo	Factory 3	SA 10:00AM-1:00PM	10/15	<b>\$75</b> /\$85
Tomas Amadeo	Factory 3	SA 10:00AM-1:00PM	11/5	<b>\$75</b> /\$85
Tomas Amadeo	Factory 3	SA 10:00AM-1:00PM	11/19	<b>\$75</b> /\$85
Tomas Amadeo	Factory 3	SA 10:00AM-1:00PM	12/3	<b>\$75</b> /\$85
Tomas Amadeo	Factory 3	SA 10:00AM-1:00PM	12/17	<b>\$75</b> /\$85

### Intro to Photoshop

Take your graphic design skill to the next level by learning the basics of Adobe Photoshop to edit and manipulate photos. Class fee is for one, 3-hour session.

Instructor	Location	Day/Time	Dates	Fee
Megan McConagha	Factory 3	SA 10:00AM-1:00PM	9/17	<b>\$80</b> /\$90
Megan McConagha	Factory 3	SA 10:00AM-1:00PM	10/29	<b>\$80</b> /\$90
Megan McConagha	Factory 3	SA 10:00AM-1:00PM	12/3	<b>\$80</b> /\$90

### Pastel Painting

Students will learn the basic skills of pastel painting. Still life and landscape photos will be used as references. Mindfulness exercises will accentuate the creative process and allow the inner artist to unfold naturally. For beginners as well as those with previous experience.

Instructor	Location	Day/Time	Dates	Fee
Chris Reed	Remote	WE 6:00PM-8:00PM	9/14-10/19	<b>\$72</b> /\$82
Chris Reed	Remote	WE 6:00PM-8:00PM	10/26-12/7	<b>\$72</b> /\$82

### Stand-Up Comedy

Looking for funny people! Have you ever thought of becoming a comedian? Professional comedian/writer Ian Stuart will be teaching a class on stand up at PAE. Each student will be given the tools to write a five minute routine to be performed at a graduation show in Portland.

Instructor	Location	Day/Time	Dates	Fee
Ian Stuart	DHS Room 226	TU 6:00PM-8:00PM	9/20-10/25	<b>\$72</b> /\$82

## Have a Class You Want to Teach?

### WE WANT YOU!

Share your unique talents and passion with the Portland Community.

To share your ideas and learn more, please contact us at [adulted@portlandschools.org](mailto:adulted@portlandschools.org) or call (207) 874-8155.

### Ukulele for Beginners

Join the ukulele revolution! Here's your chance to find out how to play this wonderfully versatile, go-anywhere instrument in our no-stress program for beginners. Bring a ukulele, your sense of humor, some passion for music and curiosity about playing.

Instructor	Location	Day/Time	Dates	Fee
Duncan Perry	Remote	TU 6:00PM-7:30PM	10/4-10/25	<b>\$79</b> /\$89

### Ukulele Introduction for Seniors

It is never too late to learn to play a musical instrument. Join us for our easy-paced, no-pressure, fun-filled ukulele class! You will need a playable ukulele and access to Zoom.

Instructor	Location	Day/Time	Dates	Fee
Duncan Perry	Remote	WE 10:00AM-11:30AM	12/7-12/14	<b>\$39</b> /\$49

### Ukulele: Beyond Beginners

Are you longing to take your ukulele playing to a new level? Join Duncan Perry to dig deeper into strumming and finger-picking. You will need a playable ukulele tuned to GCEA.

Instructor	Location	Day/Time	Dates	Fee
Duncan Perry	Remote	WE 6:00PM-7:30PM	10/5-10/26	<b>\$79</b> /\$89

Visit [portlandadulted.org](http://portlandadulted.org) to view full descriptions and register!

## Fine Arts & Photography *(continued)*

### Ukulele Refresher

Join this refresher workshop to rediscover the joy of ukulele, review what you have learned in your beginner's classes, and pick up a new skill and a chord or two to add to your player's tool box.

Instructor	Location	Day/Time	Dates	Fee
Duncan Perry	Remote	WE 6:00PM-7:30PM	11/2-11/9	\$39/\$49

### Ukulele Christmas

Music of the Christmas season is well loved and great fun to play on the ukulele! You'll begin by reviewing ukulele basics then quickly move on to easy-to-play carols and tunes.

Instructor	Location	Day/Time	Dates	Fee
Duncan Perry	Remote	TU 6:00PM-7:30PM	12/6-12/13	\$39/\$49

### Folk and Country Ukulele

Are you a fan of folk and country music? It's great fun to play! Learn playing techniques of classic musicians adapted to the ukulele.

Instructor	Location	Day/Time	Dates	Fee
Duncan Perry	Remote	TU 6:00PM-7:30PM	10/4-10/25	\$79/\$89

## Fitness & Dance

### Core and More

Core, cardio, strength and balance workout with options ranging from stable (chair) to less stable and more core muscle-recruiting (stability ball). All levels welcome. You'll need an exercise ball, a chair, and a yoga mat or another soft non-slip surface. Register with instructor via [emmaholder.com](http://emmaholder.com)\*\*

Instructor	Location	Day/Time	Dates	Fee
Emma Holder	Remote	TH 5:00PM-5:45PM	9/15-12/15	\$6/\$6

### Fit for the Future (Hybrid)

A health span-boosting whole-body workout for cardio, strength, balance and flexibility. All levels welcome. Bring a mat, sneakers and water to class (vaxed/boosted), or join in online. Contact instructor for registration and remote link at [emmaholder.com](http://emmaholder.com)\*\*

Instructor	Location	Day/Time	Dates	Fee
Emma Holder	LMS Cafeteria/Remote	TU 5:00PM-6:00PM	9/13-12/13	\$6/\$6

### Fall Intervals Fitness (Hybrid)

This interval training class offers cardio, strength training, and stretching to release tension. Participants will engage in interval training, essential for calorie burning and weight loss.\*\*

Instructor	Location	Day/Time	Dates	Fee
Jessica Lockhart	OAS Gym/Remote	TU/TH 5:45PM-6:45PM	9/13-12/20	\$4/\$4

### Hatha Yoga

As a system of physical and mental self-awareness, hatha yoga helps students to reduce stress and increase flexibility. Students will learn basic yoga stretches to integrate the mind with the body. Requirements: A towel, thick blanket or mat, and loose, comfortable clothing.

Instructor	Location	Day/Time	Dates	Fee
Joan Grady	PATHS 310	TH 6:00PM-8:00PM	9/15-11/17	\$99/\$109

### Ballroom Dance For Couples

This class introduces couples to basic ballroom dance skills that will teach them to look great dancing, and help them enjoy a night out, or prepare them for special events like weddings and anniversaries. **Requirement:** A dancing partner. Class payment is per person.

Instructor	Location	Day/Time	Dates	Fee
Patty Medina	OAS Gym	WE 7:00PM-8:00PM	10/12-11/16	\$66/\$76

### Cuban Salsa: Beginners

Students will learn the basics of the Salsa footwork and some simple, fun moves that will get you out on the dance floor. You will learn how to connect with any partner, and build confidence dancing to different styles and tempos of music.

Instructor	Location	Day/Time	Dates	Fee
Anna Golendukhina	LMS Cafeteria	TH 6:30PM-7:30PM	9/15-10/20	\$80/\$90

### Global Dance Party (Hybrid)

45 minutes of dance fitness to fantastic global music followed by 15 minutes of core strengthening. Bring a mat, sneakers and water to class (vaxed/boosted), or join in online. Contact instructor for registration and remote link at [emmaholder.com](http://emmaholder.com)\*\*

Instructor	Location	Day/Time	Dates	Fee
Emma Holder	LMS Cafeteria/Remote	M/W 5:00PM-6:00PM	9/12-12/14	\$6/\$6

## Home & Life Skills

### Best Clothing & Makeup Colors For Your Coloring

In this fun interactive class, you'll be draped in a variety of colors to learn about what types of colors look best on you. You'll also receive recommendations for eye shadows, blush and lipsticks for your coloring so you can put the two together to create a more vibrant you!

Instructor	Location	Day/Time	Dates	Fee
Candace Sanborn	DHS	TH 5:30PM-8:00PM	9/22	\$30/\$40

### Best Hair Styles, Glasses, and Necklines for Your Face Shape

Learn what looks good for your face shape! In this fun class, you'll learn your face shape and tips for enhancing your appearance by working with your facial features.

Instructor	Location	Day/Time	Dates	Fee
Candace Sanborn	DHS	TH 5:30PM-8:00PM	12/1	\$30/\$40

### Dressing for Illusion

What do you want people to notice on you? Dressing for Illusion is about learning where to put color and embellishments, or not put them, to intentionally draw the eye toward areas of your body you want to be seen and away from areas you want to minimize.

Instructor	Location	Day/Time	Dates	Fee
Candace Sanborn	DHS	TH 6:00PM-8:00PM	10/20	\$25/\$35

### Ferment This: Lacto-fermented Veggies and Sauerkraut

Lacto-ferment cabbage and other local veggies resulting in delicious and safe home-made ferments by learning basic techniques (and a bit of microbiology). Zoom link and materials list provided by instructor upon paid registration. FMI: [emmaholder.com/fermentation](http://emmaholder.com/fermentation)

Instructor	Location	Day/Time	Dates	Fee
Emma Holder	Remote	TH 7:00PM-8:00PM	10/6	\$20/\$25

### Ferment This: Kombucha

Make your own kombucha — very easy, economical and delicious. Primary (plain) and secondary (flavored) fermentation technique will be shared. Zoom link, materials list, and scoby provided by instructor upon paid registration. FMI: [emmaholder.com/fermentation](http://emmaholder.com/fermentation)

Instructor	Location	Day/Time	Dates	Fee
Emma Holder	Remote	TH 7:00PM-8:00PM	10/13	\$20/\$25

### How to Eat Acorns

Acorns, or oak nuts, have remained an important and nutritious food source for hundreds of thousands of years. Learn to identify, harvest, process, store, and use acorns in the kitchen. Delicious bread, muffins and other snacks may be available as free samples.

Instructor	Location	Day/Time	Dates	Fee
Zack Rouda	PATHS 400 Annex	WE 6:00PM-8:00PM	9/21	\$35/\$45

\*\*These classes are priced per session and are paid to the instructor in the class.

Visit [portlandadulted.org](http://portlandadulted.org) to view full descriptions and register!

## Home & Life Skills *(continued)*

### Embodiment and Enchantment

An evening of curious exploration with a plant that will guide us more deeply into ourselves. We'll share a tea and meditation. Bring your journal, a mug, and a sense of wonder.

Instructor	Location	Day/Time	Dates	Fee
Mischa Shuler	Eastern Promenade	TH 6:00PM-7:30PM	10/13	\$19/\$24

### Introduction to Hypnosis

Learn how to enter a comfortably relaxed, self-hypnotic state and be able to return to that state anytime you desire. You can simply enjoy the deeply relaxed feelings or work with your inner mind to make changes within yourself and in your life.

Instructor	Location	Day/Time	Dates	Fee
Hugh Sadlier	Remote	WE 6:00PM-8:00PM	10/5-10/12	\$35/\$45

### Tame Your Sugar Habit

Hypnosis can help you get to the root cause of your sugar cravings. Discover the underlying mental and emotional connections that are not available to your conscious mind. Release the old connections and replace them with new, comfortable, confident, in-control ones.

Instructor	Location	Day/Time	Dates	Fee
Hugh Sadlier	Remote	TU 6:00PM-8:00PM	11/1-11/8	\$35/\$45

### Trade: New Year's Resolutions for Hypnosis

Optimize New Year's Resolutions with Hypnosis. Out with the old using only your conscious mind to make resolutions, and in with the new, using your subconscious mind to achieve your new goal.

Instructor	Location	Day/Time	Dates	Fee
Hugh Sadlier	Remote	TU 6:00PM-8:00PM	11/29-12/6	\$35/\$45

### Intro to Sewing

Learn the basics of cutting fabric, using a sewing machine, and the stitches available on most machines. Class fee is for one, 4-hour session.

Instructor	Location	Day/Time	Dates	Fee
Stacy Owen	Factory 3	SA 10:00AM-2:00PM	9/17	\$60/\$70
Stacy Owen	Factory 3	SA 10:00AM-2:00PM	10/15	\$60/\$70
Stacy Owen	Factory 3	SA 10:00AM-2:00PM	11/19	\$60/\$70
Stacy Owen	Factory 3	SA 10:00AM-2:00PM	12/17	\$60/\$70

### Garment Sewing

Learn seams, finishes, and techniques used for sewing woven (non-stretch) clothes. Class fee is for one, 4-hour session.

Instructor	Location	Day/Time	Dates	Fee
Emily Heath	Factory 3	SA 3:00PM-7:00PM	9/17	\$85/\$95
Emily Heath	Factory 3	SA 3:00PM-7:00PM	10/15	\$85/\$95
Emily Heath	Factory 3	SA 3:00PM-7:00PM	11/19	\$85/\$95
Emily Heath	Factory 3	SA 3:00PM-7:00PM	12/10	\$85/\$95

### Fabric Upcycling

Learn upcycling, or creative re-use of scrap fabrics, including fabric selection, deconstruction of garments, and sewing a finished project.

Instructor	Location	Day/Time	Dates	Fee
Stacy Owen	Factory 3	SA 10:00AM-5:00PM	9/24	\$120/\$130
Stacy Owen	Factory 3	SA 10:00AM-5:00PM	12/3	\$120/\$130

### Intro to Weaving

Learn the basics of handweaving in this 4-hour class.

Instructor	Location	Day/Time	Dates	Fee
Margaret B. Russell	Factory 3	SA 10:00AM-2:00PM	10/1	\$100/\$110
Margaret B. Russell	Factory 3	SA 10:00AM-2:00PM	10/22	\$100/\$110

### A Woven Journey

Go through the entire handweaving process in this 12-hour weekend workshop.

Instructor	Location	Day/Time	Dates	Fee
Margaret B. Russell	Factory 3	SA 10:00AM-4:00PM	11/5-11/12	\$260/\$270

### Invasive Bittersweet Baskets

Bittersweet is considered a largely useless bane on wildland. We can use ancient techniques to harvest material for baskets while managing future growth. We'll employ several different weaving techniques to create a strong, beautiful basket for foraging, or use in the kitchen or garden.

Instructor	Location	Day/Time	Dates	Fee
Zack Rouda	PATHS 400 Annex	WE 5:00PM-9:00PM	11/16	\$55/\$65

### Pine Needle Baskets

Learn to identify, regeneratively gather and harvest, properly store, process, and weave with pine needles. We'll cover the basics of coiled basketry and create a wonderful pine-needle basket. Every participant will make a basket to take home.

Instructor	Location	Day/Time	Dates	Fee
Zack Rouda	PATHS 400 Annex	WE 6:00PM-8:30PM	12/7	\$45/\$55

### Knife and Tool Sharpening

Learn how to sharpen knives, axes, pruners, scissors, and other blade tools. Bring your own dull tools or come to practice sharpening some of our tools. We'll cover the basic theory behind sharpening edge tools, and practice using a variety of sharpening stones.

Instructor	Location	Day/Time	Dates	Fee
Zack Rouda	PATHS 400 Annex	WE 6:00PM-8:00PM	10/19	\$35/\$45

### Lathe Turning

In a three-day workshop over three weeks, you'll learn the basics of lathe turning to make spindles.

Instructor	Location	Day/Time	Dates	Fee
Ric Day	PATHS 400 Annex	TU 6:00PM-9:00PM	9/13-9/27	\$150/\$160
Ric Day	PATHS 400 Annex	TU 6:00PM-9:00PM	11/1-11/15	\$150/\$160

### Dogs: A Functional Medicine Approach, Optimize Your Dog's Nutrition

Discover Functional Medicine for dogs and how to optimize your dog's health at home. Learn how to read pet food labels, common myths in the pet food industry, and more.

Instructor	Location	Day/Time	Dates	Fee
Cami Smalley	DHS 223	TU 5:30PM-7:30PM	11/1-11/15	\$35/\$45

## Languages

### Italian 1

Ciao! Interested in learning what scholars call "the most romantic language"? Explore conversational approaches to the basics of Italian. Learn about the country and the culture at the same time! This class is for people who have had no previous experience with Italian.

**Required:** purchase *Italian Made Simple*, by Cristina Mazzoni

Instructor	Location	Day/Time	Dates	Fee
Giovina Ferrante	DHS Room 220	WE 6:00PM-8:00PM	9/21-12-14	\$149/\$159

### Italian 2: Continuing

This class is a continuation of the Italian 1 class. Increase your vocabulary and learn to speak more fluidly. Recommended prerequisite: at least one semester of Italian.

Instructor	Location	Day/Time	Dates	Fee
Giovina Ferrante	DHS Room 220	TU 6:00PM-8:00PM	9/20-12/13	\$139/\$149

### Italian: Conversational

Come to this class and really test your ability to speak Italian. You must have taken Italian classes prior to enrolling. Immerse yourself in the Italian culture with a motivated group.

Instructor	Location	Day/Time	Dates	Fee
Giovina Ferrante	DHS Room 220	MO 6:00PM-8:00PM	9/26-12/12	\$120/\$130

## Languages *(continued)*

### Spanish 1

This course focuses on pronunciation and basic conversational skills through Spanish discussions. **Required:** *Practical Spanish Grammar, A Self-Teaching Guide*, by Marcial Prado

Instructor	Location	Day/Time	Dates	Fee
Daissy Foss	DHS Room 216	TU 6:00PM-7:30PM	9/13-12/6	\$117/\$127

### Spanish 2

Students will continue their Spanish development through pronunciation, conversation, and vocabulary. **Required:** *Practical Spanish Grammar, A Self-Teaching Guide*, by Marcial Prado

Instructor	Location	Day/Time	Dates	Fee
Daissy Foss	DHS Room 216	TU 7:35-9:05PM	9/13-12/6	\$117/\$127

### Spanish 3

Students will continue their Spanish development through conversational skills, vocabulary, and grammar. **Required:** *Practical Spanish Grammar, A Self-Teaching Guide*, by Marcial Prado

Instructor	Location	Day/Time	Dates	Fee
Daissy Foss	DHS Room 216	WE 6:00PM-7:30PM	9/14-12/7	\$117/\$127

### Spanish 4

Building off Spanish 3, students will increase their Spanish grammar and advanced conversational skills. **Required:** *Practical Spanish Grammar, A Self-Teaching Guide*, by Marcial Prado

Instructor	Location	Day/Time	Dates	Fee
Daissy Foss	DHS Room 216	WE 7:35-9:05PM	9/14-12/7	\$117/\$127

## Outdoors & Culture

### PAE Culture Club Presents: Learn About Your Community's Cultures

We are living in a vibrant, multicultural community. Portland Adult Education has assembled a "Culture Club" to offer seminars, each focusing on a different immigrant community. Things like art, music, food, clothing and language will be displayed, along with the ability for conversation and questions. PAE is excited to offer this unique way for the community to embrace and learn more about each other. The first two events will be in November and December. (The \$5 fee will be a donation to the PAE Culture Club to fund seminars. Please register for each event separately.)

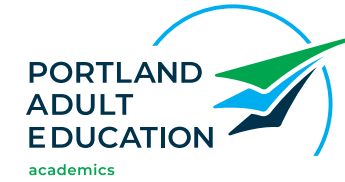
Instructor	Location	Day/Time	Dates	Fee
Multiple	PAE	WE 6:00PM-7:30PM	11/16	\$5/\$5
Multiple	PAE	WE 6:00PM-7:30PM	12/14	\$5/\$5



Photo credit: Stuart Mullenberg, www.stuphoto.net

## PAE Academics

Sharpening math skills, preparing for college, learning English: PAE's academic programs help students reach their specific goals at the most appropriate skill level.



Our **Language Arts and Math** programs focus on improving reading, writing, and math skills as students work toward a High School Diploma, HiSET, or college readiness. **ESOL classes** at a variety of levels help students to improve their English for better jobs, higher academic achievement, or to more fully participate in the community.

## PAE Academics: ESOL

### English for Speakers of Other Languages (ESOL)

We offer approximately **45 English classes** for students learning or improving their English.

- » Morning, afternoon, and evening sessions available
- » **Levels Beginning through Level 5** (advanced)
- » After Level 5, students may enroll in English Language Arts classes
- » Most courses meet twice a week (Monday/Wednesday or Tuesday/Thursday) for 2.5 hours
- » Some courses are remote, and some in-person

**New students and those returning after a year or more need a new student intake. Call PAE now for an appointment: (207) 874-8155.**

**Registration opens on August 22.**

## ESOL Classes

### Citizenship for Beginner & Intermediate

Book Fee: \$20.00

Instructor	Location	Day/Time	Dates	Fee
Mary Bloom / Moey Burchenal	Remote	TU/TH 9:00AM-11:30AM	9/13-12/15	\$0/\$0

### Pronunciation Prerequisite: ESOL Level 4+

Book Fee: \$30.00

Instructor	Location	Day/Time	Dates	Fee
Ellen Mugar	PAE Room 11	M/W 12:00PM-2:30PM	9/12-12/14	\$0/\$0



Visit [portlandadulted.org](http://portlandadulted.org) to view full descriptions and register!

## PAE Academics: Math

PAE math students learn to be flexible with numbers and often appreciate the change from the rigid, take-it-or-leave-it methods they first learned.

Students are free to make mistakes, explore, and choose the method that works best for them.

### Math

#### Whole Numbers

This course will help students become comfortable solving problems with whole numbers using basic operations and strengthen a student's number sense. **Book Fee: \$20**

Instructor	Location	Day/Time	Dates	Fee
Carol Hager	PAE Room 5	MO/WE 9:00AM-11:30AM	9/12-12/14	\$0/\$0

#### Fractions

This course will help students understand common fractions, decimals, and percents so they can actually use them in their day-to-day life. **Book Fee: \$20**

Instructor	Location	Day/Time	Dates	Fee
Maryann Kurdyla	PAE Room 5	TU/TH 9:00AM-11:30AM	9/13-12/15	\$0/\$0
Diane Kaneza	PAE Room 4	TU/TH 6:00PM-8:30PM	9/13-12/15	\$0/\$0

#### Decimals

This course will help students understand decimal numbers and how they relate to fractions and percents. Basic operations will be covered. **Book Fee: \$20**

Instructor	Location	Day/Time	Dates	Fee
Carol Hager	PAE Room 5	TU/TH 12:00PM-2:30PM	9/13-12/15	\$0/\$0

#### Ratios and Measurement

This course will develop ratio and proportional thinking and reinforce fraction and percent skills. Students will explore measurement in both customary and metric units. **Book Fee: \$20**

Instructor	Location	Day/Time	Dates	Fee
Kevin Woodhouse	PAE Room 4	MO/WE 9:00AM-11:30AM	9/12-12/14	\$30/\$40
Edward Laboke	PAE Room 5	TU/TH 6:00PM-8:30PM	9/13-12/15	\$30/\$40

## New Student Testing for Language Arts or Math

To sign up for any of our Academic courses (Language Arts, Math, Science, or History/Social Studies), **you will need either a teacher recommendation OR an interview and placement test with a teacher.**

**Call (207) 874-8155 to make an appointment** for new student testing. The appointment will take about 2 hours.

- » Please be prepared to **register and pay** for your course immediately following the appointment.
- » If you have **ACCUPLACER scores**, please bring them to the appointment with you.

**We want to place you in the right course...**

**Call now for an appointment to find out your level!**

#### Algebra A

This course introduces students to algebraic problem solving including integer operations, exponent properties, solving linear equations, and inequalities. **Book Fee: \$20**

Instructor	Location	Day/Time	Dates	Fee
Solomon Nkhalamba	PAE Room 5	TU/TH 6:00PM-8:30PM	9/13-12/15	\$30/\$40

#### Geometry

This course is taught in two parts. Shapes, angles, area, volume, and perimeter are taught in the first half of the class. Coordinate geometry: including, plotting equations, slope, parallel and perpendicular lines in the second part. **Book Fee: \$20**

Instructor	Location	Day/Time	Dates	Fee
Edward Laboke	PAE Room 5	MO/WE 12:00PM-2:30PM	9/12-12/14	\$30/\$40

#### Algebra B

This course continues building from Algebra A and includes topics such as quadratic equations, systems of equations, and probability. **Book Fee: \$20**

Instructor	Location	Day/Time	Dates	Fee
Kevin Woodhouse	Remote	TU/TH 9:00AM-11:30AM	9/13-12/15	\$30/\$40



**The Future Starts Here**

**Do you lack a High School Diploma?**

**Are you ready to take the first step toward expanding your opportunities for college or a better career?**

Portland Adult Education can help you on your journey to earning your high school equivalency credential by passing the *HiSET*<sup>®</sup> exam. Receiving this credential may help open doors that have been closed to you previously.

**Contact us today at (207) 874-8155 or email [adulted@portlandschools.org](mailto:adulted@portlandschools.org) to get started!**

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Learn more about the HiSET exam at [hiset.ets.org](http://hiset.ets.org).

**ETS HiSET** *Measuring the Power of Learning.®*

## PAE Academics: Language Arts

- » Advance your reading and writing skills
- » Get help applying for scholarships
- » Earn credits toward your High School Diploma or build skills for the HiSET test
- » Prepare for college or career through our College Transitions Program (and avoid paying for remedial courses at college that don't give college credit)
- » Courses require the use of Google Classroom and independent online work outside of class time.



### Registration Information

- » **Registration begins August 22.**
- » If you are a new student or have been away from PAE for over a year, call now to make an Intake appointment!

### English Language Arts Levels at PAE for High School Diploma and College Prep

- 100** Required for completion of the High School Diploma program
- 200** Continued college preparation
- 300** College-ready in English language skills

## Level: ESOL 5+

### Readings in Environmental Science Credit: Science or English

Learn about topics in Environmental Science while developing your reading skills and science vocabulary. We will explore current topics such as climate change, pollution, and recycling.

Instructor	Location	Day/Time	Dates	Fee
Carolyn Lancia	PAE Room 3	TH 12:00PM-2:30PM	9/15-12/15	\$0/\$0
Carolyn Lancia	Remote	TH 6:00PM-8:30PM	9/15-12/15	\$0/\$0

### Readings in Social Studies Credit: English or Social Studies

Learn about misinformation on the Internet; the benefits and drawbacks of globalization; and human rights. Students will do weekly reading and writing assignments.

Instructor	Location	Day/Time	Dates	Fee
Lauren Jordy	PAE Room 3	TU 3:00PM-5:30PM	9/13-12/13	\$0/\$0

## College Transitions Program

We can help you achieve your goal of **succeeding in college!**

Develop a plan with an advisor to prepare for college.

To be eligible for the program, **you must have a high school diploma or high school equivalency.**

The College Transitions Program Includes:

- » Classes to improve **essential academic skills**
- » **Skills assessment** and testing
- » Academic and **career advising**

For more info or to schedule an appointment with an advisor, call **(207) 842-4611** or email: [hansoa@portlandschools.org](mailto:hansoa@portlandschools.org)

## Level: 100

### Reading and Writing Informational Text Credit: English

Improve your ability to read informational texts and build your academic vocabulary; improve your ability to respond academically in speaking and in writing. A good course for your High School Diploma or to prepare you for the College Transitions program.

Instructor	Location	Day/Time	Dates	Fee
Christina Correnti	PAE Room 3	TU 9:00AM-11:30AM	9/13-12/13	\$30/\$40
Christina Correnti	Remote	WE 12:00PM-2:30PM	9/14-12/14	\$30/\$40
Heidi Grant	PAE Room 3	WE 6:00PM-8:30PM	9/14-12/14	\$30/\$40

### U.S. History (Hybrid) Credit: History

Investigate a few key periods in U.S. History and improve your ability to read and write about advanced academic texts. Think deeply about whether and how the U.S. has lived up to its ideals of liberty, equality, rights, democracy, and opportunity.

Instructor	Location	Day/Time	Dates	Fee
Heather Moore Wood	PAE Room 3/Remote	M/W 9:00AM-11:00AM	9/14-12/14	\$30/\$40

### General Science Credit: Science

Learn many aspects of science, such as atomic theory, scientific method, Newton's Laws, cells, and ecosystems.

Instructor	Location	Day/Time	Dates	Fee
Carolyn Lancia	PAE Room 10	TU 12:00PM-2:30PM	9/13-12/13	\$30/\$40

### Writing for Environmental Justice Credit: English

In this reading and writing course, you will learn about social justice and how to use creative writing as a way to express ideas, thoughts, and feelings about local community and global problems. Online work required outside of class.

Instructor	Location	Day/Time	Dates	Fee
Asata Radcliffe	Remote	TU 12:00PM-2:30PM	9/13-12/13	\$30/\$40

## Do you want to...

- » **Earn your High School Diploma or pass the high school equivalency HiSET Test?**
- » **Improve your math, reading, and writing skills for college or a job?**
- » **Have the flexibility to take PAE classes or study using digital tools?**

Language Arts and math classes can help you improve your skills so you can reach these goals! Our **digital learning programs** can help you study at your own pace and schedule.

**Call (207) 874-8155 to make an appointment with our High School Diploma advisor today!**



Earn your **Maine High School Equivalency Diploma** at Portland Adult Education.

**Call for an appointment!**





## Level: 200

### Reading and Writing Informational Text Credit: English

Improve your ability to read and write informational texts and build your academic vocabulary; learn how to write organized academic paragraphs and essays. Part of our College Transitions program.

Instructor	Location	Day/Time	Dates	Fee
Briana Bizier	Remote	TU 6:00PM-8:30PM	9/13-12/13	\$30/\$40
Leslie Hunt	PAE Room 3	TH 9:00AM-11:30AM	9/15-12/15	\$30/\$40

## Level: 300

### Intro to College Writing Credit: English

In this top-level English course, you will create focused, well-developed essays so that you will be ready for college. You'll also learn how to write a strong application for a scholarship.

Instructor	Location	Day/Time	Dates	Fee
Briana Bizier	PAE Room 4	TH 9:00AM-11:30AM	9/15-12/15	\$30/\$40

## Level: CASAS 230+

### HiSET Study Lab

Students meet weekly for instruction on HiSET test preparation (the high school equivalency exam). Students focus on their individual study needs for the HiSET subject tests in reading, writing, mathematics, science, and social studies. Attendance is optional. Students who attend four sessions get priority test scheduling. Minimum CASAS score of 230 required.

Instructor	Location	Day/Time	Dates	Fee
TBD	PAE Room TBD	TU 2:45PM-4:15PM	9/15-12/15	\$0/\$0

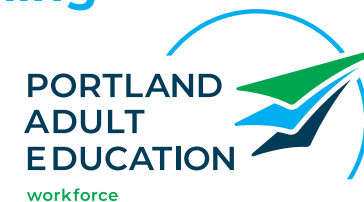
## Maine Adult Education Association

Additional adult educational opportunities are available by visiting the Maine Adult Education website at: [maineadulted.org](http://maineadulted.org)



## PAE Workforce Training

These are courses designed for individuals preparing for a new job, re-entering the business world, upgrading skills, transitioning from another country, or seeking a promotion.



## Business Courses

### Basic Computer

Designed for ESOL level 3 students and up, this course teaches keyboarding, basic computer vocabulary, how to use internet and email, and how to create files.

Instructor	Location	Day/Time	Dates	Fee
Vince Beaulieu	PAE Room 9	TU/TH 6:00PM-8:30PM	9/20-11/1	\$116/\$126
Trace Salter	PAE Room 9	M/W 12:00PM-2:30PM	11/2-12/14	\$116/\$126

### Keyboarding

Students in this class will develop techniques and skills that are conducive to building keyboarding speed with a high level of accuracy, including the number keypad. Students will also learn correct techniques of hand placement, proper posture, and ways to avoid repetitive motion problems. Beginning students will learn the keyboard and should be able to type 20 to 30 words per minute (WPM) by course end. Students that already know the keyboard will practice timings and progress to 45 WPM.

Instructor	Location	Day/Time	Dates	Fee
Trace Salter	Remote	M/W 12:00PM-2:30PM	9/19-10/31	\$116/\$126
Vince Beaulieu	PAE Room 9	TU/TH 6:00PM-8:30PM	11/3-12/15	\$116/\$126

### Google for the Office

Introduction to using Gmail, Google Drive and Google Calendar in the office setting. The course is focused on fundamental concepts for communication, organization, and productivity.

Instructor	Location	Day/Time	Dates	Fee
Trace Salter	Remote	TU/TH 12:00PM-2:30PM	11/3-12/15	\$116/\$126

### English and Job Preparation Class

This intensive course is designed for immigrants with intermediate English language skills (levels 3 & 4) that are searching for their first job in the US. Students will learn how to search for a job and expand their English skills through contextualized English for the workplace. Students will refine their customer service skills and will also learn financial literacy and money management skills from ProsperityME teachers. Students who complete the course will have job search support after the class ends.

Instructor	Location	Day/Time	Dates	Fee
Jean Pierre Akayezu Mora Katz	PAE Room 8	M-TH 9:00AM-2:30PM	9/19-12/9	

### Microsoft Office Suite 1

This class is intended for the person who has had little practice using Microsoft Products. We will create and edit letters and documents using Word. We will create and edit basic spreadsheets like budget and payroll using Excel. We will be using Microsoft Teams as our remote platform. We will learn to navigate screens between local and online options as well as Windows File explorer to save and retrieve our work..

Instructor	Location	Day/Time	Dates	Fee
Corinne DellaTorre	Remote	M/W 9:00AM-11:30AM	9/19-10/31	\$116/\$126
Corinne DellaTorre	PAE Room 9	M/W 6:00PM-8:30PM	11/2-12/14	\$116/\$126

**Microsoft Office Suite 2**

This class is intended for the person who has prior experience using Microsoft Office products. We will cover work related skills; building tables, mail merge and graphics using Word. We will create a slide show using PowerPoint that will include graphics, transition and animations. Additionally, we will explore MS Outlook and Outlook calendar. This will be taught using Microsoft Teams as the remote platform.

Instructor	Location	Day/Time	Dates	Fee
Corinne DellaTorre	Remote	M/W 9:00AM-11:30AM	9/19-10/31	\$116/\$126

**Microsoft Excel I**

Excel is a necessary skill to have in the work place. Students will learn how to create, edit and manage spreadsheets. Then, increase your efficiency by learning how to organize, display and calculate your data into useful information using sorts, filter, and charting. Use Excel's most powerful features to analyze data quickly and easily with confidence.

Instructor	Location	Day/Time	Dates	Fee
Corinne DellaTorre	Remote	TU/TH 6:00PM-8:30PM	9/20-11/1	\$116/\$126
Corinne DellaTorre	Remote	TU/TH 12:00PM-2:30PM	11/3-12/15	\$116/\$126

**Accounting I: Intro to Accounting**

As an introductory course, Intro to Accounting, teaches the planning, analyzing and interpreting of transactions that occur in a small for-profit single-owner business. These transactions are processed and recorded through an entire accounting cycle with the ultimate objective of preparing financial statements that summarize the results of operations for that business. Basic accounting principles are taught with emphasis on accuracy and business ethics. **Book Fee: \$45**

Instructor	Location	Day/Time	Dates	Fee
Deb Seigars	Remote	TU/TH 8:30AM-11:00AM	9/20-11/11	\$116/\$126

**Bookkeeping Certificate**

Combination of 14 classes to develop skills needed in today's bookkeeping world.

Instructor	Location	Day/Time	Dates	Fee
Multiple	Remote/In-Person	Various	9/19-12/15	Variable

**QuickBooks**

This course uses Quickbooks accounting software in an office environment. Areas covered include setting up an accounting system, accounts receivable and payable, reconciliation, adjusting journal entries, and financial statement generation.

Instructor	Location	Day/Time	Dates	Fee
Deb Seigars	Remote	TH 5:30PM-8:00PM	9/22-12/15	\$116/\$126

**QuickBooks Advanced**

Designed for students experienced with QuickBooks, this course covers such functions as inventory, payroll, customizing forms and reports, and fiscal end preparation. Students will build upon their QuickBooks knowledge. **Requirement:** Bring a flash drive to class. Students will have an additional meeting a week with the teacher.

Instructor	Location	Day/Time	Dates	Fee
Deb Seigars	Remote	M/W 5:30PM-8:00PM	11/2-12/14	\$116/\$126



**Career Planning and Advancement**

Are you trying to map out your future career or bring your existing career to the next level? Our Career Planning and Advancement class will expose you to various career pathways and focus on topics like marketing yourself, networking, and career exploration, all while assembling your updated job tool kit. Meeting with employers, job shadowing and mock interviews will also be part of this self-motivating course.

Instructor	Location	Day/Time	Dates	Fee
Kathleen Hiscock	Remote	W 6:00PM-8:30PM	9/21-12/14	\$116/\$126

**Office Clerk Certificate**

Combination of 12 classes to develop skills needed for an Office Assistant or Secretarial position.

Instructor	Location	Day/Time	Dates	Fee
Multiple	PAE/Remote	Various	9/19-12/15	**

**Workplace Communication**

Learn how to more successfully and effectively communicate with peers, supervisors, and teams in an office environment. Skills covered include listening, oral communication that involves speaking assertively, positively, and clearly, and handling difficult situations in the workplace with conflict resolution skills. Other skills practiced will include customer service communication skills and communication issues in a team-based environment.

Instructor	Location	Day/Time	Dates	Fee
TBD	Remote	M/W 6:00PM-8:30PM	9/19-10/31	\$116/\$126
TBD	PAE Room 9	M/W 3:00PM-5:30PM	11/2-12/14	\$116/\$126

**Writing for the Workplace**

Gain the skills and confidence to write effectively in today's workplace. Using a series of writing exercises, you will learn how to compose clear business letters, memos, and emails and format them correctly. Brush up on punctuation, sentence structure, and basic grammar rules to give your documents a final polish. Prerequisites: a basic computer course or familiarity with computers. PAE certificate and academic students should discuss this course with their advisor before registering. **Book Fee: \$15**

Instructor	Location	Day/Time	Dates	Fee
Briana Bizier	PAE Room 9	TU/TH 12:00PM-2:30PM	9/20-11/1	\$116/\$126
TBD	Remote	M/W 6:00PM-8:30PM	11/2-12/14	\$116/\$126

**Healthcare**

**Bridge to Healthcare Careers (Hybrid)**

10-week program for students with interest in healthcare careers who need additional assistance building reading comprehension, test taking skills, digital literacy, and work readiness.

Instructor	Location	Day/Time	Dates	Fee
Multiple	Hybrid	M-F 8:30AM-11:30AM	9/26-12/16	**

**Certified Nursing Assistant (CNA)**

PAE works with multiple partners to offer CNA courses. Some partners include: Maine Medical Center, First Atlantic Healthcare and Barron Center.

Instructor	Location	Day/Time	Dates	Fee
Variable	Remote/In-Person	Variable	Variable	**

**CNA for Multilingual Learners**

Certification course to become a CNA for multilingual learners. Course includes Medical Terminology class, English, and academic support.

Instructor	Location	Day/Time	Dates	Fee
Variable	PAE Room 9	M-F 9:00AM-2:00PM	9/26/2022-2/17/2023	**

*\*\*Please contact the office to apply and for tuition and scholarship information.*

Visit [portlandadulted.org](http://portlandadulted.org) to view full descriptions and register!

## Healthcare *(continued)*

### Medical Assistant Pre-Apprenticeship

This in-person course focuses on reading comprehension and provides an introduction to medical terminology and anatomy. The goal of the course is to prepare students to meet requirements to enroll in a Medical Assisting program in future semester(s). Students will receive advising support.

Instructor	Location	Day/Time	Dates	Fee
Virginie Akimana Ken Rosati	PAE Room 9	TU-TH 8:30AM-11:30AM	9/20-12/15	**

### Medical Coding

Using specialized computer software, students will learn the medical coding skills needed for completing all required documentation according to national coding standards. This involves understanding patient charts and converting the applicable information into a series of alphanumeric codes known as ICD-10-CM or CPT codes. The course also teaches students how to interpret and correct coding errors. Prerequisite: Computer basics and a completed course (or working knowledge of) medical terminology. **Book Fee: \$140**

Instructor	Location	Day/Time	Dates	Fee
TBD	PAE Room 7	M/W/F 12:00PM-2:30PM	11/4-12/16	<b>\$193/\$203</b>

### Medical Terminology and Electronic Health Records

Students will learn how medical terms are analyzed and built, how to pronounce and spell terms, how to apply medical terms as they relate to basic anatomy and physiology, and common diseases of each bodily system. No prior knowledge of biology required. This course will cover core competencies of organizational and technical support of medical computer software records used in a healthcare facility. Topics to include: medical record content and format; techniques for filing, maintenance and acquisition of health information; processes of collecting, computing, analyzing, interpreting and presenting data related to health care services all done with EHR computer software. **Book Fee: \$158**

Instructor	Location	Day/Time	Dates	Fee
Ken Rosati	Remote	TU/TH 3:00PM-5:30PM	9/20-12/15	<b>\$232/\$252</b>

### Nursing and Radiography (TEAS) Prep for Reading and Grammar

The Assessment Testing Institute® (ATI) Test of Essential Academic Skills TEAS® is a required part of the application process for the nursing program and radiography at Maine Community Colleges, including SMCC. This 6-week online course will prepare students for the Reading and English Language Usage sections of the TEAS exam. **This is a free class for students!**

Instructor	Location	Day/Time	Dates	Fee
Vanessa Sylvester	Remote	TBD 6:00PM-8:00PM	TBD	<b>Free</b>

### TOEFL, Duolingo & Licensing Exam Support for Foreign-Trained Professionals

This English test prep course provides advising and customized support for students who are preparing for TOEFL (Test of English as a Foreign Language), Duolingo, or other English or other tests required for licensing or college admissions. It includes reading, writing, and more. Instructor approval required.

Instructor	Location	Day/Time	Dates	Fee
Vanessa Sylvester	Remote	Self-Paced	9/12-12/16	**

*“I would like to thank my teacher for changing the way I see the world..”*

- PAE Student

\*\*Please contact the office to apply and for tuition and scholarship information.

## Additional Workforce Courses

### Commercial Driver’s License (CDL) Permit Prep Course

The purpose of the course is to prepare ELL students for the Knowledge portion of the CDL license (permit exam). Students will be using the State of Maine Bureau of Motor Vehicle handbook and online resources to prepare for the multiple choice exam.

Instructor	Location	Day/Time	Dates	Fee
Trace Salter	Remote	TU/TH 10:00-11:45	9/27-12/15	
Jean Pierre Akayezu	Remote	FR 10:00-11:45	9/30-12/16	

### Education Academy: Becoming a Maine Educator

This course is designed for new Mainers who have worked as a teacher or are interested in becoming an educator in Maine: working as an Educational Technician 3; substitute teacher; and, if qualified work toward Maine teacher certification. Students will be provided tools to assess their digital literacy. Prior approval is required to be accepted into the class. For information or to get an application packet contact: Sally Sutton, [suttos@portlandschools.org](mailto:suttos@portlandschools.org) Scholarships are available..

Instructor	Location	Day/Time	Dates	Fee
TBD	Remote	TBD 6:00PM-8:30PM	TBD	<b>\$225/\$235</b>

## Join the Healthcare Field!

Complete your first step toward becoming a:

- » **Certified Nursing Assistant**
- » **Medical Assistant**
- » **Patient Service Representative**
- » **...and more!**

Our advising team can also help you:

- » **Start a career in healthcare**
- » **Advance in your career if you are a health professional trained in your home country**
- » **Receive support for obtaining your licensing and studying for entrance exams**

Review our course offerings on pages 19 & 20, or call us at **(207) 874-8155** for more info.



*“The teachers are so committed and the students are so motivated to learn. It is an amazing environment for learning.”*

- PAE Staff Member

## New Mainers Resource Center



The New Mainers Resource Center is designed to help new Mainers enter the U.S. workforce.

**The New Mainers Resource Center (NMRC)** is a Portland Adult Education program serving immigrants, refugees, and employers in the Greater Portland area. We work with foreign-trained professionals who have a bachelor's degree or above from their home country.

**Services include:**

- » **Career guidance** and case management
- » Development and implementation of **individualized professional career or educational plans**
- » Assistance with the credential review process and **Maine licensing requirements**
- » Employer connections and **professional networking**
- » **Job search skills**
- » Workforce training classes and workshops
- » Coordination with other service, training and educational programs
- » Help locating **training programs and resources**
- » **Online computer tutorials**

**NMRC provides assistance with credential evaluations and professional licensing.**

Learn more at [nmrcmaine.org](http://nmrcmaine.org) or contact:

Sally Sutton, Program Coordinator  
[suttos@portlandschools.org](mailto:suttos@portlandschools.org) | (207) 874-8155

### Register Now!

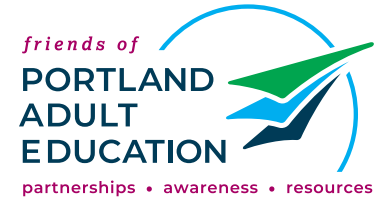
To learn more, **scan the QR code** for full class descriptions and register!



## Friends of Portland Adult Education

**The mission of Friends of Portland Adult Education**

(FPAE) is to **find innovative ways to help adult learners reach their educational and employment goals.** We are extremely grateful to the individuals, corporations, private foundations, volunteers, and partners that have made these projects possible:



- » **Improved student intake process** to reduce the waiting list
- » Established a **Tuition Assistance Program**
- » Supported highly skilled immigrants to **prepare for their careers in Maine**
- » Secured funding for **technology upgrades for teachers and classrooms**
- » Supported **The Street Academy's work with homeless youth**

Friends of Portland Adult Education is a 501(c)(3) organization that supports the efforts of Portland Adult Education.

**To donate, please visit our website at [www.friendsofpae.org](http://www.friendsofpae.org) or contact Rob Wood by email at [friendsofpae@gmail.com](mailto:friendsofpae@gmail.com).**

## Registration Form

**Mail or fax completed registration form to:**

**Portland Adult Education**

14 Locust Street, Portland, ME 04101  
 Phone: (207) 874-8155 Fax: (207) 773-0151

**STUDENT INFORMATION**

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

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_ Birth Date: \_\_\_\_\_

Email Address: \_\_\_\_\_  Male  Female  Non-Binary

**COURSE INFORMATION**

Course Name	Date/Time	Fee

**PAYMENT METHOD**

Check (payable to PAE)  MasterCard  Visa

Card #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Cardholder Signature: \_\_\_\_\_

**TOTAL:** \_\_\_\_\_

Visit [portlandadulted.org](http://portlandadulted.org) to view full descriptions and register!

# Locations

Classes will be offered in-person, remote, or both. **Use the map below** to find the in-person location of your class.

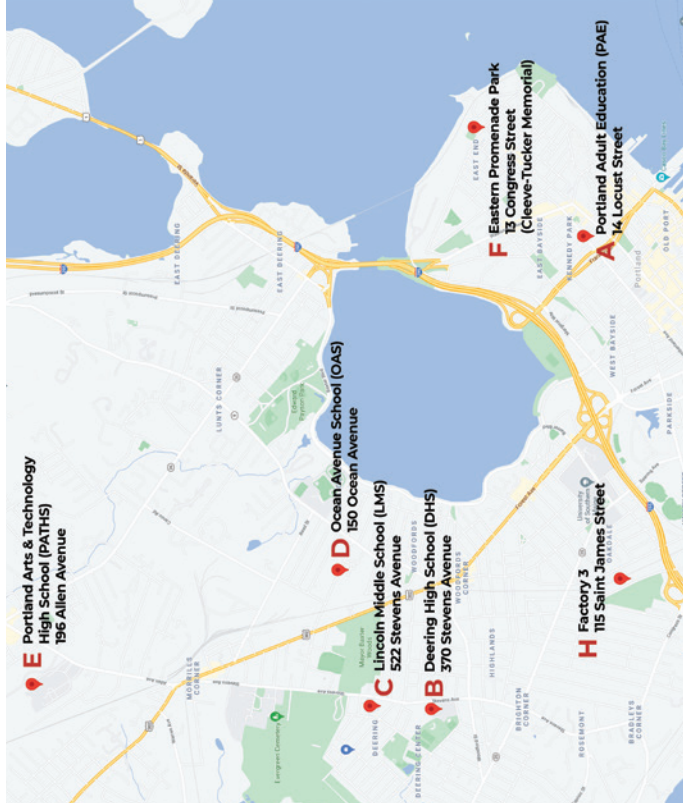
- A.** Portland Adult Education (PAE)  
Cathedral School, 14 Locust St.
- B.** Deering High School (DHS)  
370 Stevens Avenue
- C.** Lincoln Middle School (LMS)  
522 Stevens Avenue
- D.** Ocean Avenue School (OAS)  
150 Ocean Avenue
- E.** Portland Arts & Technology High School (PATHS)  
196 Allen Avenue
- F.** Eastern Promenade Park (Cleeve-Tucker Memorial)  
13 Congress Street
- G.** Factory 3  
115 St. James Street



Find full class descriptions and more information about PAE by scanning the QR code or visiting [www.portlandadulted.org](http://www.portlandadulted.org)

## Portland Adult Education

A Division of Portland Public Schools  
14 Locust Street  
Portland, ME 04101



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