

Tuscola Technology Center

Winter
Spring
2015

Life

Call us:
989.672.2224

Long

Learning

Come
visit us!

1401 Cleaver Road
Caro, MI 48723

Visit us
Online:

www.tuscolaisd.org



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Front and back cover were designed by Rachel Williams and Meagan LaBean from Mayville High School. Both are students in the Graphic Communications Program at the Tuscola Technology Center. THANK YOU!!

Important Semester Dates

President's Day	February 16, 2015
Spring Break	April 3 - 10, 2015
Memorial Day	May 25, 2015

Nondiscrimination

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990, it is the policy of the Tuscola Intermediate School District that no person shall, on the basis of religion, race, color, national origin, sex, disability, age, marital status, height, weight, arrest record, and familial status be excluded from participation in, be denied the benefits of, or be subjected to discrimination during any program or activity or employment. Inquiries regarding this policy should be directed to the Tuscola ISD Superintendent Eugene Pierce, 1385 Cleaver Road, Caro, Michigan 48723, 989.673.2144.

DAYTIME CLASSES FOR ADULTS

Tuition fee for adult students is \$500/semester.
Sessions meet 8:35-11:05 am or 12:00-2:30 p.m.

The semester begins January 19, 2015.

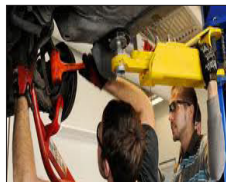
*Below are featured classes that are approved by Michigan Works.
All adult students must successfully pass a criminal history background check to be
enrolled in a class.*

Automotive Technology

The course is reflective of national automotive training standards established by the National Institute for Automotive Service Excellence (ASE). The eight recognized areas of automotive repair will be addressed in this program. The eight areas include engine repair, automatic transmission and transaxle, manual drive train and axles, suspension and steering, brakes, electrical systems, and heating and air conditioning systems.

In addition, the program will begin with an introduction to automotive technology course which will cover those areas that are generic to all areas of automotive repair, such as tools, safety, materials, communication skills and employability skills.

A total of six credits may be earned by completing the Automotive Technology Program.
Instructor: Paul Battel



Marketing & Business Management

This hands-on course prepares individuals for occupations in the fast growing field of Marketing & Business Management. Throughout the course, students will have the



opportunity to explore many careers in the field of marketing and business, while sharpening their communication, customer service, and human relations skills.

Students will prepare for the National Professional Certificate in Customer Service. Students have the opportunity to earn college credit with several Michigan colleges. Colleges participating in Marketing & Business Management articulation include: Delta

College, Baker College, and Davenport University.

Instructor: Cindy Olson

Power Technology

Discover the world of mechanical repair. With a background in Power Technology, you may choose a career in engine repair, power transmissions, hydraulics, charging/starting systems, or welding fabrication. This highly technical and specialized program will train you for many new job opportunities.

Students attending the Power Technology Program have the opportunity to receive several highly recognized certifications.

The State of Michigan Certification Test is offered to students at the Tuscola Technology Center. Students attending the Power Technology Program will have the opportunity to take the state certified tests in: manual transmissions & drive axles, engines, light to heavy duty truck, and motorcycle repair. Automotive Service Excellence Certification is offered to students at the Tuscola Technology Center. Students attending the Power Technology program will have the opportunity to take the National ASE tests in Gas & Diesel and Engines & Transmissions. Students will use Shopkey 5, an electronic automotive information system with state of the art service information.

Instructor: Greg Bukoski



The following is a list of other daytime programs offered at the Tech Center: Art & Digital Design, Auto Body, Computer Technology Management/Web Media, Electricity/Electronics, Culinary Arts, Law Enforcement/Protective Services, Careers in Education/Early Childhood, Agri-Science, Construction Technology, Graphic Communications, Nursing Careers, and Welding & Cutting.

To check on availability, call 989.672.2224 ext. 30345 or visit our website at www.tuscolaisd.org

CAREER-TECHNICAL

Certified Nurse Aide Training

The first part of this ninety-hour course will be spent in the classroom learning basic health care procedures including taking temperatures, pulse rates, respirations, blood pressure, and patient care. The remaining hours will be a clinical experience at a medical care facility. This program will prepare the student to sit for the State Registry Examination.



Jan. 28 - April 1
4:00-9:00 pm

#0300MW
10 Weeks

Mon. & Wed.
No Class Feb. 16

Feb. 24 - May 7
4:30-9:00 pm

#0300TR1
10 Weeks

Tues. & Thurs.
No Class April 7 & 9

May 5 - July 2
4:00-9:00 pm

#0300TR2
9 Weeks

Tues. & Thurs.

Fee \$784

Book \$70

*Perfect Attendance is ***mandatory*** for this class.

All students must successfully pass a criminal history background check to be enrolled in this class.

Customized Training

Get the training your people need, when they need it!

If you have a few or several employees that need training in a specific topic, call us. We'll create a workshop or training session that meets your needs and your schedule. We also offer the WorkKeys assessment testing. Call us today at 989-672-2224 to schedule!

WELDING

During this class, students will receive hands-on experience with MIG/STICK/TIG welders. Welding safety will be discussed as well as the benefits of different types of welding. Students will learn the basics of welding. However, this class will not provide certification testing.

Instructor: Alex Loney

March 2 - 16
5:30-8:30pm
Fee \$350

#4003A
5 Sessions

Mon. & Wed.



We also have a morning class available Monday-Friday at a fee of \$500 plus \$150 supply fee. Space is limited. Call for more information.

ONLINE PREPARATION

The **NEW programs** listed below are available for use online at home until August 26, 2015. Register anytime and please provide an email address.

COLLEGE ENTRANCE



ACT Online Preparation

The ACT assesses high school students' general education development and their ability to complete college-level work. Course will cover: English, Mathematics, Reading, and Science Reasoning.

#8400

Cost \$49

SAT Online Preparation

The SAT assesses academic readiness for college. It keeps pace with what colleges are looking for today, measuring the skills required for success in the 21st century. Course will cover: Language Arts and Mathematics.

#8401

Cost \$49

EMPLOYMENT SKILLS



WorkKeys Online Preparation

WorkKeys is a job skills assessment system that helps employers select, hire, train, and retain a high-performance workforce. WorkKeys scores help compare a learner's skills to the skills real jobs require.

#8402

Cost \$49

COLLEGE PLACEMENT



COMPASS Online Preparation

The COMPASS placement test helps college educators quickly evaluate incoming students' skill levels and place them into appropriate courses. Course will cover: Mathematics, Reading, and Writing.

#8403

Cost \$49

ACCUPLACER Online Preparation

ACCUPLACER tests provide information about academic skills and, in conjunction with a student's academic background, are used by advisors to provide guidance on course selection. Course will cover: Math, Reading, and Sentence Skills.

#8404

Cost \$49

MILITARY QUALIFYING



ASVAB Online Preparation

The ASVAB is a test developed and maintained by the Department of Defense. ASVAB scores count toward the Armed Forces Qualifying Test (AFQT) score. Course will cover: Mathematics, Technology and General Science Parts 1&2, and Word Knowledge and Paragraph Comprehension.

#8405

Cost \$49

TECHNOLOGY

Basics of Selling on eBay 1

Do you have too much stuff? You can make money cleaning out your garage or basement by selling your unwanted items on eBay! The Basics of Selling on eBay1 class is designed to equip students with the essential knowledge and skills required to become a successful seller on eBay. This class is taught by a veteran eBay PowerSeller who is an Education Specialist trained by eBay. You will learn how to: create eBay & PayPal accounts, display & describe items that you are selling, and determine pricing & listing options. An optional study guide can be purchased for \$20 on the day of the class. Basic computer skills are helpful, but not mandatory.

Instructor: Cheryl Friske

March 10	#0105A
1 Week	Tuesday
5:30-9:30 pm	Fee \$45

Basics of Selling on eBay 2

Too much stuff? Shed those unwanted belongings using eBay! The Basics of Selling on eBay2 takes you to the next level in your quest to master the art of turning trash into cash using global internet commerce. Learn tips & tricks from a veteran eBay PowerSeller who is an Education Specialist trained by eBay. In this course, the instructor brings an item to be sold and the class participates in “putting it on eBay”. Students are also encouraged to bring a small item from home for guidance in preparing it to sell on eBay. Participation requires that students bring study materials from the first class and have active eBay & PayPal accounts.

Instructor: Cheryl Friske

March 24	#0105B
1 Week	Tuesday
5:30-9:30 pm	Fee \$45

Call today to register!

989-672-2224

ext. 1

Smart Phone Basics

Did you get a new iPhone, Windows, or Droid phone for Christmas? Wondering how to work all the cool features? This class is for YOU!!



Students will learn about the many features on their phone and how to use them. Bring your phone to class!!!

Instructor: Aaron Ewald

Jan. 26	#0102A
1 Week	Monday
6:00-8:00 pm	Fee \$20

April 13	#0102B
1 Week	Monday
6:00-8:00 pm	Fee \$20

Get the Most out of your Apple Products!

The goal of this five week class is to provide students with the knowledge that will help them with their Apple products.

MAC: Learn about Finder basics, setting up user accounts, personalizing, using Time Machine for backing up data, Parental Control, and more.

iPhone, iPad, or iPod: Learn the main features of the device, how to use built-in apps as well as third party apps.

iTunes: Learn about how to find and download music, movies, TV shows, and books to your device.

iCloud: Find out how to set up a free iCloud account and use it to keep calendars, reminders, contacts, and other content synced between your devices.

iPhoto: Learn how to import pictures, keep them organized, create calendars/picture books, and share memories with friends and family. Bring your own devices!

Instructor: Aaron Ewald

March 2 - 30	#0104A
5 Weeks	Monday
6:00-8:00 pm	Fee \$80

May 4 - June 8	#0104B
5 Weeks	Monday
6:00-8:00 pm	Fee \$80

TECHNOLOGY

Microsoft Word Basics

Students in this class will learn about the new navigation panes. They will also learn how to create a new document and enhance it using graphics and formatting. Students will also learn how to save or rename a file and how to use the templates already in Microsoft Word.



Instructor: Sue Kidney

Jan. 21 - 28	#0110A
2 Weeks	Wednesday
4:00-6:00 pm	Fee \$28

April 16-23	#0110B
2 Weeks	Thursday
4:00-6:00 pm	Fee \$28

Microsoft Word Refresher

Need a refresher on Microsoft Word? This class will “remind” you how to cut, copy, paste, save, and print your documents. Students will also review how to import graphics, add tables and charts to their documents. If time permits, Sue will go over how to do labels, envelopes, and much more!

Instructor: Sue Kidney

Feb. 12-19	#0111A
2 Weeks	Thursday
4:00-6:00 pm	Fee \$28

May 13-20	#0111B
2 Weeks	Wednesday
4:00-6:00 pm	Fee \$28

Microsoft Publisher Basics

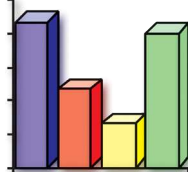
Students will be given an overview of Publisher and then be able to make their own document. For example, a calendar, card, sign, brochure, or flyer. If you have your own business, this class is definitely for you!

Instructor: Sue Kidney

March 11	#0101A
1 Week	Wednesday
4:00-6:00 pm	Fee \$15

Introduction to Microsoft Excel & Beyond!

Students will start this class by learning the basics of Microsoft Excel.



This means learning how to create, format, and edit spreadsheets. We will develop and use formulas to create personal budgets, planners, and memos for your home and/or small business. As we further increase our knowledge of Excel, we will learn valuable shortcuts and techniques including the quick access toolbar, use of the fill handle, creating charts, and many other features of EXCEL! This class is a great jump start into Excel.

Instructor: Russ Turner

March 4 - 11	#0108A
2 Weeks	Wednesday
4:30-7:00 pm	Fee \$43

Microsoft PowerPoint

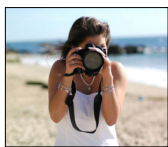
In this class, students will learn the basics of using PowerPoint. Students will create, add, and sort slides to enhance presentations. To add more interest to presentations, students will learn how to change layouts, add graphics and animations, and also ways to give your presentation to any audience.

Instructor: Sue Kidney

February 18	#0122A
1 Week	Wednesday
4:00-6:00 pm	Fee \$15

If daytime classes at the Tuscola Technology Center are canceled because of weather, evening classes are also canceled.

CREATIVE ARTS



Fabulous Photos with Photoshop!

Do you want to improve pictures you

already have or restore an old family photo? If so, this class is for you! Students will learn the steps of downloading their pictures and using Photoshop to enhance them. This class is designed for both beginner or advanced Photoshop users. No books required; this is a hands-on class!

Instructor: Diane Willis

March 3 - 24	#0103A
4 Weeks	Tuesday
6:00-8:30 pm	Fee \$65

Picture Perfect Portraits

How much money do you spend a year on portraits of your children? Diane, a professional photographer, will teach you how to set up easy shots and lighting, what clothes are best to wear, and the best places to have your photos printed so that you can create those portraits yourself. Bring your camera and learn some great portrait tips. During the final class students may bring someone to photograph.

Instructor: Diane Willis

March 2 - 23	#0609A
4 Weeks	Monday
6:00-8:00 pm	Fee \$53

Digital Photography

Here is your chance to learn how to effectively use your digital camera. Diane will show you how to improve the composition of your photos, download photos to your computer, organize those photos, and much more. Students will also learn how to determine what settings will give them the best pictures. Bring your camera and manual to class.

Instructor: Diane Willis

March 3 - 24	#0124A
4 Weeks	Tuesday
4:00-5:15pm	Fee \$36

Everyday Greeting Cards

Using the provided card kit, students will create 20 everyday greeting cards. The kit includes cardstock, envelopes, stamp set, clear block, ink spot, and all embellishments. Please bring your own adhesive to class. ***Must register by Wed, Feb 11.***

Instructor: Pam Bishop

Feb. 24	#0450A
1 Week	Tuesday
6:30-9:00 pm	Fee \$29

Paper Bag Scrapbook

Make an 18-page, white paper bag scrapbook complete with pull outs to hold your favorite pictures. All pieces are cut and ready for you to assemble. Use as a gift or make it for yourself. Please bring your own adhesive to class. ***Must register by Wed, March 18.***

Instructor: Pam Bishop

March 31	#0452A
1 Week	Tuesday
6:30-9:00 pm	Fee \$35

All Occasion Greeting Cards

Create handmade all occasion greeting cards using cardstock, rubber stamps, ink, and embellishments. Students will make 20 cards featuring five different designs (envelopes included). Please bring your own adhesive to class. ***Must register by Wed, April 15.***

Instructor: Pam Bishop

April 28	#0451A
1 Week	Tuesday
6:30-9:00 pm	Fee \$29

Home Decor Frame

Students will create photo banners and decorative accents that will be mounted onto a wire frame. All supplies are included. Please bring three 4x6 photos that can be trimmed to fit banners. Please bring your own adhesive to mount pictures.

Must register by Wed, May 6.

Instructor: Pam Bishop

May 26	#0453A
1 Week	Tuesday
6:30- 9:00 pm	Fee \$40

MUSIC & CULTURE

Spanish for Travelers

Say Hola! to this fun filled class and learn basic Spanish words and phrases (NO GRAMMAR) that will help you in any Spanish speaking country. This class starts with basic courtesy and emergency phrases. Students then decide the level of learning and direction of the class: traveling, shopping, sight-seeing, restaurants, hotels, etc.

Instructor: Bud Isel

March 10 - 31

#0303A

4 Weeks

Tuesday

6:00-9:00 pm

Fee \$60

Beginner Guitar

Students will start by learning the features of the instrument, how to tune the guitar, and some basic music fundamentals. As you begin to play basic chords and several songs, you will learn to recognize the structure of a song and how to develop your timing even while practicing. Bring your guitar to class. Ages 12 and up.

Instructor: Russ Turner

Feb.10 - March 31

#0308A

8 Weeks

Tuesday

6:00-7:30 pm

Fee \$104



Instant Piano For Busy Adults

You don't necessarily need years of weekly lessons to learn piano.

You can learn enough in this one workshop to play almost any song

on the piano with two hands. Then go on to perfect your technique at home using a home-study CD. This is the system the pros use - chords, not tedious note reading. Come have some fun learning pop piano!

Required Materials Fee: \$25 for book and CD will be collected in class by instructor.

Instructor: Marc Doiron

April 13

#0316A

1 Week

Monday

6:00-9:30 pm

Fee \$45



This space is **blank**.....and it could be filled by a class or two taught by **YOU!**

Life Long Learning is always looking for new classes to add to our brochure! We have found that many of our instructors are people from the community who have a **special skill, hobby, or expertise** that would interest others in the community!

It could be something your company or organization does, or something you do as an individual. Our next brochure comes out in August. We will be looking to add new classes in April and May.

Call us at **989-672-2224** if you would be willing to teach a class or two!!



Piano Instructor Marc Doiron holds a Bachelor of Arts in Music from St. F.X. University in Nova Scotia. Marc has worked as a professional piano player since 1995 and is well versed in the fields of pop, rock, country, blues, and jazz.

HEALTHY LIVING

American Red Cross CPR

This class will cover adult, child, and infant CPR with first aid for community and school settings. Upon successful completion, participants will receive their Red Cross Certification card.

Instructor: Ann Osborn

March 9-16 #0310A

2 Weeks Monday

5:00-8:00 pm Fee \$72

American Red Cross CPR

Refresher Course

CPR must be renewed every two years and first aid every three years. Our certified instructor provides the training and will renew the cards you need. In order to take this class, you must bring your current card to class with you.

Instructor: Ann Osborn

March 23 #0310B

1 Week Monday

5:00-8:00 pm Fee \$45



Like us on Facebook -
Life Long Learning, TTC

Tomatoes by July 4th

Want to have the year's first home-grown tomatoes earlier than anyone else? Learn how anyone with a fluorescent light and a little effort can have garden-ripe tomatoes by Independence Day! Plant your own pots to take home. **Materials fee of \$3 to be paid to instructor on night of class.** Don't forget your gardening gloves!!

Instructor: Kathy Thomas

Feb. 11 #0623A

1 Week Wednesday

7:00-9:00 pm Fee \$18



Introduction to Essential Oils

Essential oils have been around for thousands of years and are making a comeback as a natural and safe alternative for over-the-counter products and prescribed medications. In this class, the history of essential oils and their modern day applications will be explored.

Instructor: Melanie Sayers

Jan. 22 #0624A

1 Week Thursday

6:00-8:00 pm Fee \$20

Chemical Free Living

What does it mean to "live chemical free?" For Melanie, this meant removing chemicals within her home. The process is really quite simple and the results are healthier, chemical free homes. Who doesn't want that? Students will learn about cleaners, beauty products, etc. to live a chemical free life.

Instructor: Melanie Sayers

Feb. 12 #0625A

1 Week Thursday

6:00-8:00 pm Fee \$20

*How do you keep a class
from being canceled?
Register EARLY and get a
friend or two to join you!!*

Theme Gardens

Theme gardens revolve around a central idea. Whether it is cutting gardens, fairy gardens, butterfly gardens, or a particular color choice, theme gardens are as much fun to plan as they are to plant! Garden sizes can range from a single bed to an acre or more. Bring your ideas to share or use those presented in class.

Instructor: Kathy Thomas

Feb. 4 #0622A

1 Week Wednesday

7:00-9:00 pm Fee \$18

PERSONAL DEVELOPMENT

“Get Your Ducks in a Row”: Elder Law and Medicaid

Renee J. Wood, Elder Law and Accredited V.A. Attorney, will be presenting different options available to the elderly and their families to help them prepare for the future. Topics that will be discussed include Medicaid Estate Recovery, paying for assisted living, in-home care, or Medicaid for nursing homes, and Aid and Attendance funding for Veterans.

Instructor: Renee Wood

Jan. 20	#0424A
1 Week	Tuesday
5:00-6:00 pm	Fee \$18

April 28	#0424B
1 Week	Tuesday
5:00-6:00 pm	Fee \$18

Keys to Finding “Work You Love”

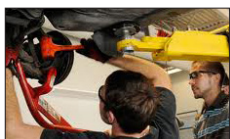
Are you one of the 80% of U.S. workers that are unhappy with their job? Do you feel as if life is passing you by or that the weekends are going by too fast? If so, you need to attend this class. You will learn the keys to truly finding work you love with a proven strategy to align your passions with vision and strategy.

Instructor: Julie Carr

March 17	#0257A
1 Week	Tuesday
6:00-9:00 pm	Fee \$18

Preventative Maintenance

Students will learn how to maintain and service all types of equipment during this three week class. Topics



include: basic engine theory, hydraulic theory, electrical theory, and more.

Instructor: Greg Bukoski

Jan 29 - Feb 12	#0218A
3 Weeks	Thursday
6:00-8:00 pm	Fee \$50

Bread Baking 101

Remember the glorious aroma of fresh baking bread right out of the oven?

Learn how to bake for your family for pennies a loaf! Each student will not only learn to bake a variety of breads, rolls, and other tasty treats, but will also take them home after each class. Carolyn will



teach you to give your family the best for less. She has published a cookbook and has had a “How Can I Help?” column in the local paper addressing smart living for families. Please bring to each class: Large mixing bowl, measuring cups & spoons, loaf pan, towel, apron, whisk & spatula. All other ingredients are provided.

Instructor: Carolyn Graff

April 28 - May 12	#0402A
3 Weeks	Tuesday
4:30-7:30 pm	Fee \$50

Learning is Lifelong.

~Greame Ball

Interview Like a “Rock Star”

When you hear the words “Job Interview,” do the palms of your hands start to sweat? Well, if you answered yes, you need to attend this dynamic three-hour session on how to interview



with rock star confidence. Successful interviewing is about being confident and prepared. This session will teach you the strategies you will need to rock any job interview all the time!

Instructor: Julie Carr

April 21	#0257B
1 Week	Tuesday
6:00-9:00 pm	Fee \$18

WATER FITNESS



Woww!

Wildly Outrageous Water Workout

Full body, high energy, and intensity is the motto of this class! Woww is aimed at making you feel good, be fit and live healthy. Your muscles will work, tone and develop throughout this class. So if you're looking for something and someone to give you a boost, come exercise with us in the warm water at Highland Pines School.

Instructor: Stefanie Eyer

Jan. 12 - Feb. 9 #0502A
5 Weeks Monday
5:00-6:00 pm Fee \$40

Jan. 14 - Feb. 11 #0502B
5 Weeks Wednesday
4:00-5:00 pm Fee \$40

Adult Open Swim/Exercise

The shallow 4' pool is great for exercise and getting your body moving. Lifeguard provided. **Must be at least 18 years old.**

Pre-registration is required!

Jan. 12 - Feb. 9 #0500A
5 Weeks Monday
7:30-8:30 pm Fee \$10/person

Mar. 2 - 30 #0500B
5 Weeks Monday
4:00-5:00 pm Fee \$10/person

Apr. 20 - May 18 #0500C
5 Weeks Monday
4:00-5:00 pm Fee \$10/person

**WANTED:
WATER INSTRUCTORS!
MUST BE LIFEGUARD &
W.S.I. CERTIFIED**

Pool classes are held
at the warm water pool
of Highland Pines
School.

Family Open Swim/Exercise

The shallow 4' pool is great for family fun! Ages 12 and under must be accompanied by an adult. Lifeguard provided.

Pre-registration is required!

Jan. 12 - Feb. 9 #0507A
5 Weeks Monday
6:15-7:15 pm Fee \$10/person

Mar. 2 - 30 #0507B
5 Weeks Monday
6:30-7:30 pm Fee \$10/person

Apr. 20 - May 18 #0507C
5 Weeks Monday
6:30-7:30 pm Fee \$10/person

Tots & Me Open Swim

Have fun with your child 5 years or younger during this free time swim!

Lifeguard provided. **Pre-registration is required.**

Mar. 2 - 30 #0508A
5 Weeks Monday
5:15-6:15 pm Fee \$10/person

Apr. 20 - May 18 #0508B
5 Weeks Monday
5:15-6:15 pm Fee \$10/person

PHYSICAL FITNESS

Women's Strength Training Circuit

Come boost your metabolism and increase your over-all body strength.

This class will work with various strength formats. Bring your own medium-sized weights (5lbs - 8lbs).

Instructor: Jeanne Putman

Jan. 13 - Mar. 3	#0704A
8 Weeks	Tuesday
6:40-7:25 pm	Fee \$48

Mar. 17 - May 12	#0704B
8 Weeks	Tuesday
6:40-7:25 pm	Fee \$48

Senior Yoga

This is a basic yoga class that uses slow movements and stretching, which will help to increase flexibility and balance. Bring a mat and a water bottle.

Instructor: Jeanne Putman

Jan. 15 - Mar. 5	#0702A
8 Weeks	Thursday
4:30-5:15 pm	Fee \$48

Mar. 19 - May 14	#0702B
8 Weeks	Thursday
4:30-5:15 pm	Fee \$48

Senior Fit

This class is designed with the senior in mind or for someone that needs a lighter workout. It is a low impact/ range of motion class that will combine light cardio and strength training. Bring your own light weights to class.

Instructor: Jeanne Putman

Jan. 13 - Mar. 3	#0707A
8 Weeks	Tuesday
4:30-5:15 pm	Fee \$48

Mar. 17 - May 12	#0707B
8 Weeks	Tuesday
4:30-5:15 pm	Fee \$48

KickBoxing

Punch and kick yourself into a new YOU! This boxing-based class will give you a total body workout that will get you in shape from head to toe. If you have gloves, bring them to class.

Instructor: Jeanne Putman

Jan. 13 - Mar. 3	#0703A
8 Weeks	Tuesday
5:30-6:30 pm	Fee \$56

Mar. 17 - June 9	#0703B
12 Weeks	Tuesday
5:30-6:30 pm	Fee \$84

Bootcamp

Class will rotate various bootcamp style formats. Want to be challenged? This class is for YOU!!

Instructor: Jeanne Putman

Jan 15 - Mar. 5	#0711A
8 Weeks	Thursday
5:30-6:30 pm	Fee \$56

Mar. 19 - June 11	#0711B
12 Weeks	Thursday
5:30-6:30 pm	Fee \$84

Pilo

This class will combine aspects of yoga and Pilates into one great workout.

Instructor: Jeanne Putman

Jan. 15 - Mar. 5	#0701A
8 Weeks	Thursday
6:40-7:25 pm	Fee \$48

Strength Cardio Circuit

Class will combine cardio on the step and strength building with dumbbells.

Instructor: Jeanne Putman

Mar. 19 - May 14	#0709A
8 Weeks	Thursday
6:40-7:25 pm	Fee \$48

Call today to register!

989.672.2224

ext. 1



CLASSES FOR KIDS

Beginner Guitar

Students will start by learning the features of the instrument, how to tune the guitar, and some basic music fundamentals. As you begin to play basic chords and several songs, you will learn to recognize the structure of a song and how to develop your timing even while practicing. Bring your guitar to class. Ages 12 and up.



Instructor: Russ Turner

Feb. 10 - Mar. 31 #0308A
8 Weeks Tuesday
6:00-7:30 pm Fee \$104

Learning is Lifelong. ~Greame Ball

Family Open Swim/Exercise

The shallow 4' pool is great for family fun! Ages 12 and under must be accompanied by an adult. Lifeguard provided.

Jan. 12 - Feb. 9 #0507A
5 Weeks Monday
6:15-7:15 pm Fee \$10/person

Mar. 2 - Mar. 30 #0507B
5 Weeks Monday
6:30-7:30 pm Fee \$10/person

Apr. 20 - May 18 #0507C
5 Weeks Monday
6:30-7:30 pm Fee \$10/person

Tots & Me Open Swim

Have fun with your child 5 years or younger during this free time swim! Lifeguard provided.

Mar. 2 - 30 #0508A
5 Weeks Monday
5:15-6:15 pm Fee \$10/person

Apr. 20 - May 18 #0508B
5 Weeks Monday
5:15-6:15 pm Fee \$10/person

Tots Tune and Tumble

In this indoor toddler gym class for 1 1/2 to 4 year olds, children are led through a variety of fun, imaginative, and energetic physical activities. Our toddler program is designed to enhance the child's age-appropriate physical and social development through music, movement, tumbling, jumping, and playing! Our instructor, Ann Osborn, will lead parents and children through an opening circle, warm-up songs, theme introduction, obstacle courses, and play time. Children will also do activities that will enhance their recognition of colors, shapes, numbers, and body parts.

Instructor: Ann Osborn

Jan. 26 - Mar. 2 #1506A
5 Weeks Monday
4:00-5:00 pm Fee \$46

April 13 - May 11 #1506B
5 Weeks Monday
4:00-5:00 pm Fee \$46

American Express, MasterCard, and Visa are accepted.



**Like us on Facebook
Life Long Learning, TTC**

American Red Cross CPR

This class will cover adult, child, and infant CPR with first aid for community and school settings. Upon successful completion, participants will receive their Red Cross Certification card.

Instructor: Ann Osborn

March 9-16 #0310A
2 Weeks Monday
5:00-8:00 pm Fee \$72

CLASSES FOR SENIORS

Microsoft Word Basics

Students in this class will learn about the new navigation panes. They will also learn how to create a new document and enhance it using graphics and formatting. Students will also learn how to save or rename a file and how to use the templates already in Microsoft Word.



Instructor: Sue Kidney

Jan. 21 - 28 #0110A
2 Weeks Wednesday
4:00-6:00 pm Fee \$28

April 16-23 #0110B
2 Weeks Thursday
4:00-6:00 pm Fee \$28

Smart Phone Basics

Did you get a new iPhone, Windows, or Droid phone for Christmas? Wondering how to work all the cool features? This class is for YOU!! Students will learn about the many features on their phone and how to use them. Bring your phone to class!!!

Instructor: Aaron Ewald

Jan. 26 #0102A
1 Week Monday
6:00-8:00 pm Fee \$20

April 13 #0102B
1 Week Monday
6:00-8:00 pm Fee \$20

Adult Open Swim/Exercise

The shallow 4' pool is great for exercise and getting your body moving. Lifeguard provided. **Must be at least 18 years old.**

Jan. 12 - Feb. 9 #0500A
5 Weeks Monday
7:30-8:30 pm Fee \$10/person

Mar. 2 - 30 #0500B
5 Weeks Monday
4:00-5:00 pm Fee \$10/person

Apr. 20 - May 18 #0500C
5 Weeks Monday
4:00-5:00 pm Fee \$10/person

"Get Your Ducks in a Row":

Elder Law and Medicaid

Renee J. Wood, Elder Law and Accredited V.A. Attorney, will be presenting different options available to the elderly and their families to help them prepare for the future. Topics that will be discussed include Medicaid Estate Recovery, paying for assisted living, in-home care, or Medicaid for nursing homes, and Aid and Attendance funding for Veterans.

Instructor: Renee Wood

Jan. 20 #0424A
1 Week Tuesday
5:00-6:00 pm Fee \$18

April 28 #0424B
1 Week Tuesday
5:00-6:00 pm Fee \$18

Senior Yoga

This is a basic yoga class that uses slow movements and stretching, which will help to increase flexibility and balance. Bring a mat and a water bottle.

Instructor: Jeanne Putman

Jan. 15 - Mar. 5 #0702A
8 Weeks Thursday
4:30-5:15 pm Fee \$48

Mar. 19 - May 14 #0702B
8 Weeks Thursday
4:30-5:15 pm Fee \$48

Senior Fit

This class is designed with the senior in mind or for someone that needs a lighter workout. It is a low impact/ range of motion class that will combine light cardio and strength training. Bring your own light weights to class.

Instructor: Jeanne Putman

Jan. 13 - Mar. 3 #0707A
8 Weeks Tuesday
4:30-5:15 pm Fee \$48

Mar. 17 - May 12 #0707B
8 Weeks Tuesday
4:30-5:15 pm Fee \$48

ONLINE BUSINESS CLASSES



Each of these classes have online instructor support. Students are given up to a year to complete the program, but most students complete it within 4-6 months.

Students must score at least 80% on the final exam, and are allowed up to 3 attempts to pass each exam (there are different questions each time).

Register anytime between January 12 and May 29, 2015.

For more information about our on-line classes, visit our website at www.tuscolaisd.org and follow the link to Life Long Learning/GED page.

Paralegal Certificate

The Paralegal program is designed to prepare individuals for employment as a paralegal, legal transcriptionist, legal word processor, or legal transcriber. Program graduates will be employable by law firms, attorneys, court systems, and other businesses requiring legal services. The program teaches students about U.S. law and law specialties, including pleadings, formats, and citations. Upon completion of the Paralegal program, graduates will be able to build a Cybrary, cite legal documents, file reports, and overcome transcription problems. Additionally, they will also learn English grammar rules and proper transcription techniques.

#8367

Fee \$2895

Legal Transcription Certificate

The Legal Transcription program is designed to prepare individuals for employment as legal transcriptionists, legal word processors, or legal transcribers. Program graduates will be employable by law firms, attorneys, court systems, and other businesses requiring legal services. The program teaches the students fundamentals of law, legal ethics, and law specialties. Upon completion of the Legal Transcription program, graduates can overcome transcription problems, such as inaudible dictation, background noise, and accents. Additionally, they will learn English grammar rules, rules for report filing, and proper transcription techniques.

#8368

Fee \$1895

Bookkeeping Clerk Certificate

The Bookkeeping Clerk program prepares individuals for entry-level positions as bookkeeping clerks or bookkeepers in the service, merchandising, and manufacturing industries, as well as in professional offices. Graduates of this program will have gained proficiency in the basics of maintaining an organization's accounts or general ledger. The program teaches students accounting tasks in QuickBooks, such as entering debits and credits. Students are trained with Microsoft Certified Application Specialist (MCAS) approved courses to use Microsoft Office software (Excel, Word, and Outlook). This program also includes courses on the principles of accounting and business math. Upon successful completion of the program, students will be prepared to take the Bookkeeping Clerk certification exam.

#8369

Fee \$1695

ONLINE MEDICAL CLASSES

Medical Transcription Certificate

This program has a pre-requisite for Medical Terminology or Equivalent Experience. Students without this pre-requisite must also take the Medical Terminology Course. The Medical Transcription program is designed to prepare individuals for entry-level employment as a medical transcriptionist, medical transcription editor, and related occupations in the medical industry. Program graduates will be employed by the private health care practices, clinics, government agencies, insurance companies, and other health care facilities.

#8370

Fee \$2795

Medical Terminology Certificate

The Medical Terminology program prepares the student for in-depth understanding of the terms used in a medical office. This program is recommended for learners who have no experience with medical terminology or in a medical office.

#8371

Fee \$695

Medical Billing and Coding

The Medical Billing and Coding program is designed to prepare individuals for entry-level employment as a medical biller, claims examiner, medical coder and other related occupations in the medical industry. Graduates of this program will be able to submit claims to insurance companies and be able to evaluate coding practices. Students will also be provided the tools for developing a compliance program that will meet the standards of health care rules and regulations. Graduates of this program will be employable by private health care practices, clinics, government agencies, insurance companies, and other health care facilities.

#8372

Fee \$3195

Phlebotomy Technician (CPT)

The Phlebotomy Technician Program prepares students to collect blood specimens from clients for the purpose of laboratory analysis. Students will become familiar with all aspects of blood collection and will review the skills needed to perform venipunctures safely. Also includes terminology, blood collection procedures, order of draw, and other engaging topics. Program also includes an optional clinical externship at a local health-care provider. This program includes the online study guide, practice exam, and CPT exam voucher to sit for the NHA Certified Phlebotomy Technician Exam. Additional fees may apply for a background check, drug test, and other externship site testing requirements. Fees will be paid by the student at the time of placement in the optional externship.

#8373

Fee \$2795

Dialysis Technician

The Dialysis Technician Program provides students with the knowledge needed to perform as a dialysis technician. This program will review kidney dialysis machines, preparing dialyzer reprocessing and delivery systems, and review equipment maintenance. Program also includes an optional clinical externship at a local healthcare provider. Additional fees may apply for a background check, drug test, and other externship site testing requirements. Fees will be paid by the student at the time of placement in the optional externship.

#8374

Fee \$2595

GED PREPARATION

Students 20 or older can be enrolled as availability allows so please call as soon as possible. No new registrations will be taken after March 2, 2015. Classes meet on Mondays and Wednesdays 4:30-7:30 pm. Please bring in your State ID and \$20 for the class registration fee. Payments can be made with Visa, Mastercard, cash, or check. Students are required to take a pre-assessment test. Students 20 or older must attend 40 hours of class before taking the GED Test. GED Testing is \$150. The \$20 class registration will be reimbursed after successfully passing the post-assessment test.



Students under 20 will not be able to register until September 2015.

Good attendance is important and mandatory as preparation is vital to your success in passing the GED test. You must follow our attendance policy to remain in this program.

GED TESTING FUND

“Whoever saves one life saves the entire world.”

~ The Talmud

Our GED students deserve every chance to a better future, and we want to make sure that they aren't held back just because they cannot afford to register for the test. With your help, we can keep opening doors to opportunities for our students. A donation of \$150 will pay for one student to take the test. Any donation is greatly appreciated. Please consider sponsoring a student and changing someone's life forever.

As federal funding for adult education is more closely scrutinized and linked to employment outcomes, TTC has risen to the challenge of providing local access to a variety of services that support the transition from unemployment and welfare to training and employment that pays family sustaining wages and benefits. With the new computerized GED Testing as of January 2014, TTC can no longer give discounts or free GED Testing to the GED students. The clear and current message from State and Federal leaders is that more responsibility and support must come from local resources for their community's educational initiatives.

Education pays. That's what the U.S. Bureau of Labor Statistics says. People with more education make more money and they also are less likely to be unemployed.

Contact Kristina Osantowski at kosantowski@tuscolaisd.org or call 989.672.2224.



Like us on Facebook
Life Long Learning, TTC

GED TESTING

One decision shouldn't define a lifetime--
transform your life with the GED test.

What is the GED test?

The 2014 GED Test is a computerized four-subject high school certification equivalency test that measures skills required by high schools and requested by colleges and employers. The four subjects are Science, Social Studies, Mathematical Reasoning, and Reasoning Through Language Arts. After you pass the GED test, your diploma or credential will be issued by your state but you'll receive a GED transcript to apply to college, start training, or get a better job. Michigan does not require you to prepare for the GED test in an adult education classroom. However, studying in a classroom setting is a good opportunity to get up to speed on the topics and areas you'll find on the GED test.

How do I register for the GED test?

Sign up for your next GED test now at www.ged.com.

What is the cost to take the GED Test?

Michigan charges \$37.50 per module or \$150 for the test. Please check www.ged.com for details.

What score do I need to pass the test?

Michigan test-takers need to score a 150 on each subject area test and 600 on the entire test battery (all four parts combined). Below passing: 100-149, GED Passing Score: 150-169, GED Honors Score: 170-200

Once I start testing, is there a time limit for me to finish all four subject before my scores begin to expire?

There is not a time limit to finish the test in Michigan, but you may only test three times per calendar year.

Am I eligible to take the GED Test?

Individuals who are at least 16 years of age and have been out of a regular school program for one calendar year may be tested. If you are under 18 years of age and do not meet the one year calendar waiting requirement, you may apply for a special waiver with required signatures of the parent and superintendent of the last school attended. Waivers are sent to the State for approval.

Are there resources available to help me prepare for the GED Tests?

Passing the GED Tests may require some preparation on your part. A free online practice test is available at www.mel.org. The Official GED Practice Test is also available at www.GEDmarketplace.com.

Are accommodations available if I have a documented disability?

Test accommodations are individualized and considered on a case-by-case basis. In order to apply for accommodations on the computer-based GED test, you must first create a registration account on www.GED.com and then proceed with submitting your request for official review. If you already have been approved for testing accommodations and have tested on paper, email accommodations@gedtestingservice.com and indicate that you would like to test on the computer.

Visit
www.ged.com

*For more information, please contact Kristina Osantowski by e-mail
kosantowski@tuscolaisd.org or call 989.672.2224.*

Great Start Tuscola

Early Childhood Events



GREAT START CLASSES

For ages 2 - 10 years old

The FREE classes below are held at the Tuscola Technology Center (noted as TTC) or at Highland Pines School (noted as HPS).

Dinner will be provided, but you **MUST** pre-register.

For more information or to register, call 989.673.2144 ext. 30325 or email gstuscolapc@gmail.com

Family Swim Night

Warm up with your children in the Heated Pool and hot tub located at Highland Pines School. Dinner will be served first.

(HPS-Cafeteria & Pool)

Thursday, January 15th

6:00-7:30 pm

Thursday, February 12th

6:00-7:30 pm



Parenting Awareness Month

Join the fun with dinner and entertainment at the Tech Center! (TTC-Commons)

Thursday, March 12th 6:00-7:30 pm

ABC Jamboree

Children will have the opportunity to practice recognizing their letters in some fun ways. Dinner will also be served. (TTC-Commons)

Thursday, April 16th 6:00-7:30 pm

Flowers and Bugs

Join for dinner and crafts. (TTC-Commons)

Thursday, May 14th 6:00-7:30 pm



GREAT START PLAYGROUP

The FREE Playgroup Programs below are held on Thursday evenings at the Tuscola Technology Center in the Early Childhood Classroom.

Parents and children ages 2-5 participate together in fun activities. This is a great chance for your child to interact with peers and work on skills like listening, teamwork, and following directions.

To register or for more information, call 989.673.2144 ext. 30325 or email gstuscolapc@gmail.com

Popcorn Night

January 8th 6:00-7:00 pm

The Wheels on the Bus

February 5th 6:00-7:00 pm

Llama, Llama Red Pajama

March 5th 6:00-7:00 pm

Nobunny's Perfect

April 2nd 6:00-7:00 pm

I am a Rainbow

May 7th 6:00-7:00 pm



Your family can receive updated information on family friendly events in Tuscola County by becoming a part of the Great Start Parent Coalition through email at gstuscolapc@gmail.com or by liking Great Start Tuscola on Facebook. For other information, please contact Rachael Koepf, Great Start Facilitator, at (989) 673-2144 ext. 30325 or Susan Walker, GSC Director, at (989) 673-2144 ext. 30302.

SERVICES

WorkKeys®



The Internet-based WorkKeys assessment is offered at the Tuscola Technology Center. These standardized tests measure workplace-related skills. Employers can use one or more of the tests as a way to screen job applicants or to decide who to promote. Workers can also benefit from taking the tests to discover their areas of strength or by using their test scores as a way to showcase their abilities to potential employers.

The following tests are offered at the cost of \$20 each: Applied Mathematics, Reading for Information, Writing, Business Writing, Locating Information, Applied Technology, Fit, Performance, and Talent.

Please call 989.672.2224 to register for the WorkKeys Test.



Like us on Facebook
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Customized Training

*Get the training your people need,
when they need it!*

If you have a few or several employees that need training in a specific topic, call us. We'll pull together a workshop or training session that meets your needs and your schedule. We also offer the WorkKeys assessment testing.

Training just for you...Just in time!

Call 989.672.2224 to find out more
and make a training request.

MOS 2014 Testing

(Microsoft Office Specialist 2014)



Tuscola Technology Center
is an authorized testing site
for MOS 2014.

*For more information or to
register, call Amy Hall at
989.673.5300 Ext. 30317.*

EASY WAYS TO REGISTER



In Person: Tuscola Technology Center
Life Long Learning
Cash, Check, Visa, or MasterCard



Mail: Attention: Life Long Learning
1401 Cleaver Road
Caro MI 48723



Phone: Charge-a-Course
(American Express, MasterCard, Visa)
989-672-2224 ext 1



Fax: 989-673-0059



Email: jshelito@tuscolaisd.org

Payment is due upon registration.

Registration should be completed at least one week before class begins. Classes fill quickly, so register early. Schedule/receipts will be mailed and you will be notified if the class is cancelled. Classes can be cancelled due to low enrollment.

Refund Policy

For classes eight weeks or longer, 90% of total tuition will be returned after first class. 50% of total tuition will be returned after second class. No refunds will be issued after the third class. If class is cancelled, a full refund will be issued. No refunds for on-line classes once classes are started.

For enrichment classes, 100% of tuition will be returned if student gives notification at least one week before class begins. If the class is cancelled, a full refund will be issued. Once class starts, there will be no refund.

Weather Policy

If daytime classes at the Tuscola Technology Center are cancelled due to inclement weather, evening classes at the Tuscola Technology Center and Highland Pines School will also be cancelled regardless of road conditions. If Highland Pines is closed for daytime classes, Life Long Learning classes (including swim and exercise classes) will still meet as scheduled.

During the day, if weather becomes inclement, please call our Weather Hotline to see if evening classes are cancelled. Please call 989.672.2224 (press 3) after 2 pm to listen to a recorded message. Our Facebook page will also be updated with cancellations.

REGISTRATION FORM

Tuscola Technology Center

Date: _____

Parent's Name (if under 18): _____

Student Name: _____

Address: _____

City: _____

State: _____ Zip: _____

Home Phone: _____

Cell Phone: _____

Work Phone or Alternate Phone: _____

E-mail Address: _____

Class Number	Class Name	Class Fee	Material Fee
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_____	_____	_____	_____
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Charge my: _____ Visa _____ MasterCard

Card No. _____

Expiration Date: _____

Signature: _____

Payment is due upon registration.

Registration should be completed at least one week before class begins. Classes fill quickly, so register early. Schedule/receipts will be mailed out. You will be notified by phone if the class is canceled. Classes can be canceled due to low enrollment.

Winter/Spring 2015 Brochure



Learning is Lifelong
-Greame Ball

Tuscola Technology Center
Life Long Learning
1401 Cleaver Road
Caro, MI 48723



Visit our website at:
www.tuscolaisd.org