



~ WORCESTER PUBLIC SCHOOLS ~
NIGHT LIFE
CONTINUING EDUCATION

FALL 2019



WorcesterNightLife.org

Career Vocational Technical &
Lifelong Learning

Welcome

Welcome to Worcester Public Schools Night Life Continuing Education Division. Our programs provide lifelong learners with opportunities to develop hands-on skills and knowledge for employment or just for the fun of it. Our instructors are professionals and work as artisans, business owners, educators and masters of their trade. Their enthusiasm is contagious as they share their expertise teaching evening classes and technical workshops.

Worcester Public Schools

Maureen F. Binienda, *Superintendent*

Night Life Office

Worcester Technical High School

1 Skyline Drive

Worcester, MA 01605

(508) 751-7612

Worcester School Committee

Mayor Joseph M. Petty, *Chairman*

John L. Foley, *Vice Chairman*

Dianna L. Biancheria

Dante A. Comparetto

Molly O. McCullough

John F. Monfredo

Brian A. O'Connell, Esq.

Accreditation Standards:

New England Association of Schools and Colleges (NEASC)

MA Board of State Examiners of Electricians approved school

MA Board of State Examiners of Plumbers and Gas Fitters approved school

MassHire Training Pro approved eligible training provider

MA Department of Public Health approved training provider

National Restaurant Association approved training courses

Occupational Safety and Health Administration approved training courses

Scheduled Days Off

Night Life will not hold classes on the following dates: October 14 (Columbus Day), November 11 (Veterans Day) and November 27-28 (Thanksgiving Break).

AUGUST 2019						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31


SEPTEMBER 2019						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER 2019						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER 2019						
S	M	T	W	T	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER 2019						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JANUARY 2020						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

 = DAYS WHEN SCHOOL IS NOT IN SESSION FOR STUDENTS

*Last day of school may change in response to the number of snow days used during the school year

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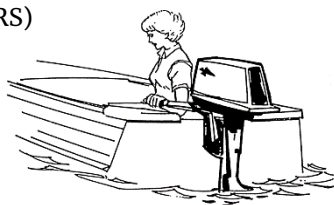
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Coming This Spring (contact Night Life to pre-register)

Certified Nurse Assistant (CNA)
Certified Clinical Medical Assistant (CCMA)
Certified Medical Administrative Assistant (CMAA)
Certified EKG Technician (CET)
Certified Electronic Health Records Specialist (CEHRS)
Languages – French and American Sign Language
Yamaha Outboard Motor Repair Training



Looking for Instructors

Cooking, Dance, Music and Visual Arts

Online Fundamentals

Popular instructor-led 6 week and self-paced online classes

Business and Finance

Accounting Fundamentals
Effective Business Writing
Grant Writing
Personal Finance
Real Estate Investment
Start Your Own Business
Stocks, Bonds, and Investing: Oh, My!
Using Social Media in Business

Career and Life Skills

Achieving Success with Difficult People
Computer Skills for the Workplace
Get Assertive!
Keys to Effective Communication
Leadership
Mastering Public Speaking
Project Management
Resume Writing Workshop
Supervision and Management
Workplace Law

Career Exploration

Interior Design
Medical Coding
Medical Transcription
Nursing
Paralegal
Pharmacy Technician
Veterinary Assistant

Computers

Adobe InDesign, Illustrator, Lightroom
and Photoshop
C# Programming
CompTIA A+
CSS and HTML
Creating Web Pages
Introduction to Networking
Java Programming
Keyboarding
Microsoft Access, Excel, PowerPoint,
and Word
PHP (Hypertext Preprocessor)
Python 3 Programming

QuickBooks
SQL (Structured Query Language)
Visual Basic
WordPress Websites

Education

Blogging and Podcasting
Creating Classroom Centers
Guided Reading and Writing: Strategies
for Maximum Student Achievement
Integrating Technology into the
Classroom
Ready, Set, Read!
Response to Intervention: Reading
Strategies That Work
Solving Classroom Discipline Problems
Spanish in the Classroom
Teaching Smarter with SMART Boards
Teaching Students With ADHD
Teaching Students With Autism
Test Prep – GED, SAT, ACT, GRE, GMAT,
LSAT

Health

Food, Nutrition, and Health
Human Anatomy and Physiology
Medical Terminology
Spanish for Medical Professionals

Language and Arts

Conversational French
Conversational Japanese
Drawing for the Absolute Beginner
Grammar for ESL
Grammar Refresher
Instant Italian
Sign Language
Speed Spanish

Writing

Creativity Training for Writers
The Keys to Effective Editing
Technical Writing
Writing Essentials
Write Fiction Like a Pro
Writing for Children

Online Advanced Career Training

Courses that provide you with industry recognized credentials

Arts and Design

Adobe Certified Associate

Business

Lean Six Sigma Black Belt

Quality Auditor

Quality Engineer

Online Marketing Professional

Purchasing–Supply Chain
Management

Sage 50 Certificate

Computer Applications

AutoCAD Certified User

Microsoft Office Specialist

Computer Programming

CompTIA Linux+ and Unix Training

Full Stack Software Developer

Construction and Trades

HVACR Technician–NATE Service
Core

LEED (Leadership in Energy and
Environmental Design)

Mechatronics

Robotics Technician

Solar Power Professional

Wind Energy Professional

Health and Fitness

Activity Director

Dental Administrative Assistant

Dental Clinical Assistant

Dental Office Manager

Medical Administrative Assistant

Medical Auditor

Medical Clinical Assistant

Medical Billing and Coding

Medical Interpreter
(Spanish/English)

Medical Office Manager

Medical Transcriptionist

Pharmacy Technician

Physical Therapy Aide

Professional Recovery Coach

Veterinary Assistant

Veterinary Office Manager

Hospitality

Corporate Event Planner

Travel Agent

Information Technology

Ethical Hacker

Information Security Manager

Network Professional

Legal

Mediation and Arbitration

Paralegal

Career - Vocational Technical

Automotive and Diesel Technician

During this course, you will learn the basic knowledge and skills needed to become a successful entry-level automotive or diesel technician. Classroom instruction will be followed by hands-on practice working under the supervision of experienced instructors. Topics include safety, suspension, brakes, steering systems, exhaust and emissions, four-stroke engine theory, design characteristics, service techniques, diagnostics and repair strategies. You will disassemble, measure, inspect and reassemble diesel engines in accordance with factory blueprint specifications. **Class size limited to 12 students.**



Please purchase the following books prior to the start of class:

- **Modern Automotive Technology 9th Edition, ISBN 978-1631263750**
- **Modern Automotive Technology 9th Edition Workbook, ISBN 978-1631263767**
- **Modern Diesel Technology: Light Duty Diesels 1st Edition, ISBN 978-1435480476**

Time: Wednesdays and Thursdays, 6-9 pm, 20 classes

Dates: September 18 to November 21

Fee: \$695

Location: South Community High School, 170 Apricot Street

CAD/CAM Programming and CNC Skills

This course will introduce you to CAD/CAM (Computer-Aided Design/Computer-Aided Manufacturing) programming and hands-on CNC (Computer Numerical Control) operator skills. Training will focus on drawing and programming a part to give specifications, safe operation of CNC Milling and Turning Centers, and expose you to the use of standard setup sheets, tool lists, blueprints, inspection reports, and basic manufacturing processes.

You will use Titans of CNC Academy to model and program your parts. You will be introduced to cutting tools, tool holders, speeds and feed calculations, work offsets and tool length offsets, and will machine parts to blueprint specifications and perform first article inspections. **Class size limited to 8 students.**

Employment for CNC programmers is expected to increase by 16% from 2016-2026 with a 2018 median annual wage of \$53,190 (BLS).

Time: Wednesdays and Thursdays, 6-9 pm, 20 classes

Dates: September 18 to November 21

Fee: \$595

Location: Worcester Technical High School, 1 Skyline Drive

Commercial Driver's License (CDL)

This course will prepare you to take the MA Registry of Motor Vehicles (RMV) learner's permit test for a Commercial Driver's License (CDL) including passenger (P) and student (S) endorsements, MA school bus driver certificate and air brake certification. You will engage in classroom instruction, hands-on demonstrations of a pre-trip safety inspection on a school bus, video presentations, and practice tests. Deadlines and timelines regarding CDL testing will be explained.

Time: Tuesdays and Thursdays, 5:30-7:30 pm, 5 classes

Dates: October 1 to October 15

Fee: \$95

Location: Worcester Technical High School, 1 Skyline Drive

Electrical Code and Theory

Would you like to become a licensed electrician? According to the Massachusetts State Board of Electrical Examiners, before you take the licensing exam you must complete:

- 8000 hours of employment (approximately 4 years) as an apprentice under the direct supervision of a holder of a MA Class B Journeyman's license and
- 600 hours of classroom instruction (8 modules – approximately 75 hours each) in electrical code and theory from an approved school based on the current National Electrical Code.

There is no set order for the two requirements listed above. You may start working as an electrical apprentice first, start classes first, or do both concurrently. All students must bring a current MA Electrical Code Book to all classes.

Employment for electricians is expected to increase by 60% from 2016-2026 with a 2018 median annual wage of \$55,190 (BLS).

Level 1A (Module 1) and Level 3A (Module 5)

Time: Tuesdays and Thursdays, 5-9 pm, 75 hours

Dates: September 10 to November 12

Level 2A (Module 3) and Level 4A (Module 7)

Time: Mondays and Wednesdays, 5-9 pm, 75 hours

Dates: September 9 to November 18

Level 1B (Module 2) and Level 3B (Module 6)

Time: Mondays and Wednesdays, 5-9 pm, 75 hours

Dates: September 9 to November 18

Level 2B (Module 4) and Level 4B (Module 8)

Time: Tuesdays and Thursdays, 5-9 pm, 75 hours

Dates: September 10 to November 12

Fee: \$595 per 75-hour module (includes Mike Holt required books)

Location: Worcester Technical High School, 1 Skyline Drive

Hoisting

Exam Prep

These courses are designed to help you achieve your MA hoisting license. Each course will cover all of the information needed to prepare you for your written test in one of the following equipment classes: 1-hoisting, 2-excavating or 4-specialty.



Renewal

If you already have your hoisting license, these courses will satisfy the mandatory continuing education requirements for license renewal. The requirements are 4 hours for each class (1, 2 or 4) of your license.

Each course which will cover all of the current laws, rules, and requirements as well as the OSHA regulations for renewing your license.

Time: Tuesdays, 5:30-9:30 pm, 1 class

Dates: Class 1 October 8, Class 2 October 15, Class 4 October 22

Fee: \$85 for each hoisting license class

Location: Worcester Technical High School, 1 Skyline Drive

Manicurist - Nail Technician

Are you ready for a career as a Nail Technician? This course will prepare you for the Massachusetts Manicuring License Exam. In all states, except Connecticut, nail technicians must hold a valid state license in order to practice legally. Some states, like California, require as much as 600 hours of training through a nail technician program, while other states, like Massachusetts, require as little as 100 hours of training. After completing the program, nail technicians must take written and practical exams to get a license through their state board.

Applicants for licensure must be at least 16 years old and have a high school diploma or its equivalent. **Class size limited to 12 students.**

Time: Tuesdays and Thursdays, 5:30-9:30 pm, 100 hours

Dates: September 17 to December 19

Fee: \$1,250 (includes book and kit)

Location: Worcester Technical High School, 1 Skyline Drive

Municipal Wastewater Treatment

Prepare to take the Massachusetts Municipal Wastewater Grades 1-4 Certification Exam. This course will provide an overview of the basic steps taken in treating wastewater such as preliminary, primary, biological and tertiary treatment. It will also cover functions of equipment and support systems as well as environmental responsibilities required to safely and properly operate a wastewater treatment facility. You will visit a local wastewater treatment plant and meet individuals within the wastewater industry.

(Municipal Wastewater Treatment continued)

Please purchase the following book prior to the start of class:

- Operation of Wastewater Treatment Plants Volume 1, 7th or latest edition
ISBN: 978-1-59371-039-2

Time: Thursdays, 6-8 pm, 6 classes

Dates: October 3 to November 7

Fee: \$145

Location: Worcester Technical High School, 1 Skyline Drive

Plumbing Code and Theory

Would you like to become a licensed plumber? In Massachusetts, a hopeful plumber begins an apprenticeship program to receive technical education and complete the required hours of on-the-job training under a licensed master plumber. Plumbers who have successfully completed their apprenticeship are known as journeymen.

To work independently, a plumber is required to receive a license. An applicant will not receive credit for work experience and education unless they were completed in conjunction with one another as measured by calendar years. For each year in which an apprentice obtains 110 clock hours of education, that apprentice must accrue 1700 clock hours of qualifying work experience with some exceptions:

- An unlicensed individual may complete Tier 1 of the education requirement prior to obtaining an apprentice license.
- A licensed apprentice may complete Tier 1 and Tier 2 in a single calendar year.
- In the event that an apprentice is enrolled in a tier but loses their employment, they shall be permitted to complete the tier they are enrolled in.

All students must bring a current MA Plumbing and Gas Code Book to all classes. For Tier 1 students, there will be a \$25 fee when you take the required online OSHA 10-hour training.

Employment for plumbers is expected to increase by 16% from 2016-2026 with a 2018 median annual wage of \$53,910 (BLS).

Tier 1 and Tier 2

Time: Mondays and Wednesdays, 6-9 pm, 110 hours

Dates: September 9 to February 10

Tier 3, Tier 4 and Tier 5

Time: Tuesdays and Thursdays, 5:30-9:30 pm, 110 hours

Dates: September 10 to December 17

Fee: \$895 per 110-hour tier

Location: Worcester Technical High School, 1 Skyline Drive

Welding

The metal fabrication industry is short of skilled workers so, if you have ever considered welding as a second job or you would like to learn more about this skill, join our group. This hands-on course will teach you basic oxy-acetylene and shielded metal arc welding skills. Using state of the art equipment, class work will include joint design, melting points, types of filler metal and electrodes.

Please purchase the following supplies prior to the start of class:

- Passive Welding Helmet, Black, Classic MP-10, 8 to 12 Lens Shade
- 14" Mig Gloves – Blue Side Cowhide or 4" Leather Cuff Split Deerskin Kevlar Sewn Tig Gloves
- Jackson Safety 3004761 Nemesis Cutting Safety Glasses Black Frame / IRUV 5.0 Shade Green Lens (19860)
- BSX Flame-Resistant Welding Jacket – Black with Red Flames (optional)

Employment for welders is expected to increase by 6% from 2016-2026 with a 2018 median annual wage of \$41,380 (BLS).

Time: Mondays and Wednesdays, 6-8:30 pm, 8 classes

Dates: September 16 to October 9, October 16 to November 13 or November 18 to December 16

Fee: \$495

Location: Worcester Technical High School, 1 Skyline Drive

Career - Medical

Pharmacy Technician

Pharmacy Technicians are sought-after professionals in pharmacies located in hospitals, drug stores, doctors' offices and grocery stores. Most pharmacy employers seek applicants with a certification and many mandate it as a requirement.

This course will provide you with the necessary knowledge and skills to pass the national Pharmacy Technician Certification

Exam® (PTCE®). Licensure with the MA Board of Registration in Pharmacy is required after passing the exam. Externship at CVS Health to be arranged between student and pharmacy.



Please purchase the following books prior to the start of class:

- The Pharmacy Technician 6th Edition, ISBN 978-1617314872
- The Pharmacy Technician 6th Edition Workbook & Certification Review, ISBN 978-1617314889
- Complete Math Review for the Pharmacy Technician 5th Edition, ISBN 978-1582121970

Time: Tuesdays and Thursdays, 6–9 pm, 24 classes

Dates: September 17 to December 10

Fee: \$795

Location: Worcester Technical High School, 1 Skyline Drive

Phlebotomy Technician

Are you interested in becoming a Certified Phlebotomy Technician (CPT)? This course will prepare you for work in a laboratory or clinical setting, collecting blood for testing or donation, and provide you with the necessary knowledge and skills to take the CPT exam accredited by the National Healthcareer Association (NHA) during the last class. Phlebotomists are employed throughout the healthcare system including in hospitals, neighborhood health centers, medical group practices, HMO's, public health facilities, veteran hospitals, insurance carriers, and in other healthcare settings.

You should have or be pursuing a high school diploma or GED. Optional externship to be arranged between student and clinical facility. There will be a \$117 fee when you take the Certified Phlebotomy Technician exam. **Class size limited to 12 students.**

Please purchase the following books prior to the start of class:

- **Phlebotomy Essentials 6th Edition, ISBN 978-1451194524**
- **Phlebotomy Essentials 6th Edition Workbook, ISBN 978-1451194531**
- **Certified Phlebotomy Technician (CPT) Online Practice Test & Printed Study Guide, National Health Career Association**

Time: Tuesdays and Thursdays, 6–9:30 pm, 26 classes

Dates: September 17 to December 17

Fee: \$1,295

Location: Worcester Technical High School, 1 Skyline Drive

Medical Billing and Coding Series

Become a certified billing and coding specialist by earning your CBCS credential.

Course	Time	Dates	Fee
Medical Terminology	Mon and Wed, 6–9 pm	9/9–10/9	\$295
Medical Insurance & Billing	Tue and Thu, 6–9 pm	9/10–10/10	\$295
Medical Coding	Mon–Thu, 6–9 pm	10/15–11/20	\$595
Anatomy & Physiology	Mon–Thu, 6–9 pm	11/25–12/12	\$295
CBCS Prep & Exam	Mon–Thu, 6–9 pm	12/16–12/19	\$125

Employment for medical records specialists is expected to increase by 14% from 2016–2026 with a 2018 median annual wage of \$40,350 (BLS).

Certified Billing and Coding Specialist (CBCS) Exam

Prerequisites: Medical Terminology, Medical Insurance & Billing, Medical Coding and Anatomy & Physiology

You will have 3 nights of test preparation before taking the proctored National Healthcareer Association (NHA) exam on the 4th night.

- The cost to take this exam is \$117.
- Testing will take place at Worcester Technical High School.
- You will need to present valid identification.
- Test must be completed in one continuous session.

Please purchase the following book prior to the start of class:

- NHA Certified Billing & Coding Specialist (CBCS) Printed Study Guide + Online Practice Test

Time: Monday-Thursday, 6-9 pm, 4 classes

Dates: December 16 to December 19

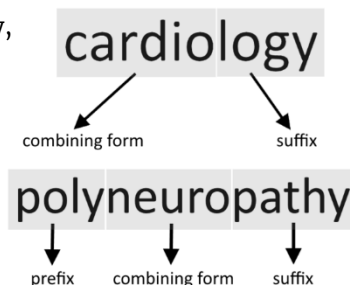
Fee: \$125

Location: Worcester Technical High School, 1 Skyline Drive

Medical Terminology

Requirement for Medical Coding

Medical terminology is a language used by all in the healthcare field, describing the human body, its conditions and procedures performed. Build your medical vocabulary, understand terms associated with the function of the human body and learn the spelling of medical terms. Learn word elements of the anatomy, physiology, pathology and other related areas in the field of medicine. Abbreviations, prefixes and word building exercises will be included.



Please purchase the following book prior to the start of class:

- Exploring Medical Language: A Student-Directed Approach 10th Edition, ISBN 978-0323396455

Time: Mondays and Wednesdays, 6-9 pm, 10 classes

Dates: September 9 to October 9

Fee: \$295

Location: Worcester Technical High School, 1 Skyline Drive

Medical Insurance and Billing

A medical biller is responsible for submitting medical claims to insurance companies and payers such as Medicare and Medicaid. It is a position that is critical for the financial cycle of all health care providers, from single-provider practices through large medical centers. It requires attention to detail and experience with the electronic and paper systems used in medical billing to make sure a facility receives the highest reimbursement possible for a claim.

Please purchase the following books prior to the start of class:

- **Fordney's Medical Insurance 15th Edition, ISBN 978-0323594400**
- **Workbook for Fordney's Medical Insurance 15th Edition, ISBN 978-0323594417**

Time: Tuesdays and Thursdays, 6-9 pm, 10 classes

Dates: September 10 to October 10

Fee: \$295

Location: Worcester Technical High School, 1 Skyline Drive

Medical Coding

Prerequisite: Medical Terminology

Medical coding is a little bit like translation. Coders take medical reports from doctors, which may include a patient's condition, the doctor's diagnosis, a prescription, and whatever procedures the doctor or healthcare provider performed on the patient, and turn that into a set of codes, which make up a crucial part of the medical claim. Medical Coding Specialists are employed in hospitals, physicians' offices, health care insurance agencies, nursing homes and health clinics.



Please purchase the following books prior to the start of class:

- **Buck's Step-by-Step Medical Coding 2019 Edition, ISBN 978-0323582193**
- **Buck's Workbook for Step-by-Step Medical Coding 2019 Edition, ISBN 978-0323582513**
- **ICD-10-CM 2019: The Complete Official Codebook Professional Edition, ISBN: 978-1622027736**
- **CPT 2019 (Current Procedural Terminology) Professional Edition, ISBN: 978-1622027521**
- **HCPCS 2019 Level II Professional Edition, ISBN: 978-1622027798**

Time: Mondays-Thursdays, 6-9 pm, 20 classes

Dates: October 15 to November 20

Fee: \$595

Location: Worcester Technical High School, 1 Skyline Drive

Anatomy and Physiology

This human anatomy and physiology course is recommended for those entering the health field. It is designed to explore and understand the body's structure and investigate the functions for living things. This course provides you with information on all of the body systems and is required to take the NHA Certified Billing and Coding Specialist Exam.

Please purchase the following books prior to the start of class:

- **Introduction to Human Anatomy and Physiology 4th Edition, ISBN 978-0323239257**
- **Study Guide for Introduction to Human Anatomy and Physiology 4th Edition, ISBN 978-0323531238**

Time: Mondays-Thursdays, 6-9 pm, 10 classes

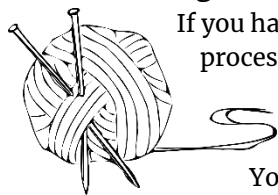
Dates: November 25 to December 12

Fee: \$295

Location: Worcester Technical High School, 1 Skyline Drive

Arts & Crafts

Absolute Beginner Knitting



If you have never knit or learned years ago, vaguely remember the process, only know the knit stitch and not the purl stitch or just need to build some confidence to move on to the next step, this class is for you.

You will learn the following skills: comfort and coordination using knitting needles, cast on, bind off, knit stitch, purl stitch, gauge, reading knit patterns, recognizing and fixing mistakes and weaving in ends. If you already have some knitting background or advance quickly, then you will learn simple shaping (increases/decreases), working in the round and reading patterns and charts.

In order to learn these skills, we will start with two simple washcloths in cotton. The next project will be a mini iPad envelope or any size envelope to fit an object of your choice using acrylic yarn. A wool hat is the final project. The class will be taught at your individual pace. You will advance onto the next project when you are ready and comfortable.

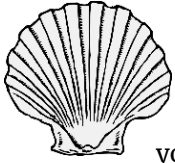
Time: Mondays, 6:30-8:30 pm, 6 classes

Dates: October 21 to December 2

Fee: \$125

Location: Worcester Technical High School, 1 Skyline Drive

Sea Glass Window Workshop



Allow your senses to feel the breeze and warm sun, smell the sea air, and see waves while you relax, unwind and socialize. Use shells, starfish, urchins, sand dollars, stones, glass, driftwood, coral, sand and other goodies to create your masterpiece. Bring your own finds or use our materials. Everything you need to make a complete 8" x 10" piece is included.

Time: 6:30-8:30 pm, 1 class

Dates: Thursday, September 19 or Tuesday, November 12

Fee: \$45 (includes materials)

Location: Worcester Technical High School, 1 Skyline Drive

Spooks and Spiders – Halloween Centerpiece

Learn how to make your own Halloween centerpiece for your Halloween party. Includes fresh flowers and ghostly accents. BOO!



Time: Tuesday, 6-8 pm

Dates: October 22

Fee: \$45 (includes materials)

Location: Worcester Technical High School, 1 Skyline Drive

Thanksgiving Arrangement

Come spend a night out and make your Thanksgiving harvest arrangement for your table. No experience necessary, flowers and containers provided. Flower arrangement will be long and low style to fit perfectly on your holiday table, accented with fall décor.

Time: Tuesday, 6-8 pm

Dates: November 19

Fee: \$45 (includes materials)

Location: Worcester Technical High School, 1 Skyline Drive

Evergreen Wreath

Enjoy making a festive holiday evergreen wreath for your door. All materials provided; just bring your pruners. Mixed evergreens, cones, balls, and ribbons will accent your wreath perfect for the upcoming holiday. No experience necessary.

Time: Tuesday, 6-8 pm

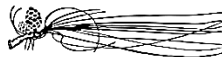
Dates: December 3

Fee: \$45 (includes materials)

Location: Worcester Technical High School, 1 Skyline Drive

Holiday Boxwood Tree

Learn how to make your own holiday tree out of evergreen boxwood. Some decorations included, feel free to bring some of your own accents. Holiday tree will last through your entertaining season.



Time: Tuesday, 6-8 pm

Dates: December 10

Fee: \$45 (includes materials)

Location: Worcester Technical High School, 1 Skyline Drive

Mixed Evergreen Centerpiece

Make it a girls' night out. Bring your own pruners and all other materials will be provided. Mixed evergreen, cones, balls, and ribbons will accent your centerpiece. It's long lasting – will last throughout the holiday season.

Time: Tuesday, 6-8 pm

Dates: December 17

Fee: \$45 (includes materials)

Location: Worcester Technical High School, 1 Skyline Drive

Computers

Google Simplified

Are you confused by “the cloud” and don’t know where to start? This class will help you to better understand the many apps provided with a free Google account. We will discuss Gmail and tips on not letting your inbox overwhelm you. Join us to also explore Google Calendar and Google Drive for cloud storage as well as document/slideshow/spreadsheet creation.

Time: Thursdays, 6:30-8:30 pm, 2 classes

Dates: October 10 and October 17

Fee: \$45

Location: Worcester Technical High School, 1 Skyline Drive

HTML, CSS & JavaScript – Coding for the Web

In this course, you will develop websites using HTML, CSS, and JavaScript. HTML is a standard markup language used to create web pages. CSS is a stylesheet language used to determine the look and feel of web pages. JavaScript is a programming language that allows a web page to become interactive. Through JavaScript, participants will learn the fundamentals of high-level programming.

Time: Wednesdays, 6-8 pm, 8 classes

Dates: September 25 to November 20

Fee: \$165

Location: Worcester Technical High School, 1 Skyline Drive

Social Media Simplified

A course for social media newbies! This class will help you set up accounts and learn how to manage them in the platforms of Facebook, Instagram, Pinterest and YouTube.

Time: Wednesday, 6:30–8:30 pm, 1 class

Date: October 23

Fee: \$25

Location: Worcester Technical High School, 1 Skyline Drive

Finance & Business

Bring Balance to Your Budget

This workshop is designed to help you sharpen your spending and saving strategy. You'll learn more about the basics of budgeting and the importance of managing credit and debt.



Time: Tuesday, 1 class, 6:30–8 pm

Dates: September 24

Fee: \$25

Location: Worcester Technical High School, 1 Skyline Drive

College: Getting There from Here



Whether your children or grandchildren are learning to crawl or learning to drive, you can help make a college education a reality. We'll discuss questions to consider as you establish a college savings goal, strategies to help you reach your goal, and the features and benefits of 529 education savings plans.

Time: Wednesday, 1 class, 6:30–8 pm

Dates: October 2

Fee: \$25

Location: Worcester Technical High School, 1 Skyline Drive

The Entrepreneurial Equation

Making the most of your business is easy when you have the right tools and a solid strategy at your disposal. This seminar gives you ideas for putting banking, retirement and insurance tools to work so you can help protect your business according to your short- and long-term goals

Time: Tuesday, 1 class, 6:30–8 pm

Dates: October 8

Fee: \$25

Location: Worcester Technical High School, 1 Skyline Drive

Retirement: Making Your Money Last

Have you retired recently? Are you planning to retire soon? This presentation discusses ideas to help build a reasonable and sustainable strategy for managing income and expenses during retirement. We'll explore how to address key concerns such as inflation, health care expenses and market volatility as well as how to prepare for things that might not go as expected.

Time: Wednesday, 1 class, 6:30–8 pm

Dates: October 16

Fee: \$25

Location: Worcester Technical High School, 1 Skyline Drive

Leave It, Roll It, Move It, Take It

Know your employer retirement plan options. This program that outlines the potential advantages and disadvantages of various retirement plan distribution options.

Time: Tuesday, 6:30–8 pm, 1 class

Dates: October 22

Fee: \$25

Location: Worcester Technical High School, 1 Skyline Drive

Fitness & Sports

Golf

Beginner – Learn the proper fundamentals of golf. You will learn correct grip, stance, and posture. Other topics covered include full swing, chipping, and putting. Use our clubs or bring your own! Proper dress is required.

Golfer – It's tune-up time, let's improve your game with swing fundamentals. Then work on individual strengths and weaknesses. This course will also focus on stretching and toning your golf muscles. Get ready to play your best.

***Because of the generosity of Cyprian Keyes Golf Club, all participants in the Night Life golf program are eligible to play golf at the Par 3 Cyprian Keyes Golf Course on Friday evenings at 5:30 for \$10.00.**

Beginners

Time: Mondays or Wednesdays, 5:30–6:30 pm, 6 classes

Golfers

Time: Tuesdays or Thursdays, 5:30–6:30 pm, 6 classes

Dates: Classes begin the second week of September

Fee: \$145

Location: Cyprian Keyes Golf Club, 284 East Temple Street, Boylston

Oxygen Aerobics

Beginner – You will learn the basic dance moves for intermediate oxygen aerobics in this class. We begin with a full body stretch and end with a cool down/stretch. Lots of fun and full body workout!

Intermediate – This is a choreographed dance aerobics class that begins with a total body stretch and deep breathing to get oxygen into the muscles for best results. Fun and energetic choreographed dance moves use every major muscle group. Floor exercises are next for your lower body and abs. Gently lower your heart rate with a cool down. Awesome workout!

Beginner

Time: Mondays, 6-7 pm, 8 classes

Fee: \$75

Dates: September 16 to November 18

Intermediate

Time: Wednesdays, 6-7 pm, 10 classes

Fee: \$95

Dates: September 18 to November 20

Location: Worcester Technical High School, 1 Skyline Drive

Yoga

Relax and unwind with a gentle hatha yoga class. We will incorporate breath, movement, and mindfulness in a quiet, nonjudgmental space. “Breathe in Relaxation, Breathe out Tension”.

Time: Tuesdays, 6-7 pm, 6 classes

Dates: September 24 to October 29

Fee: \$65

Location: Worcester Technical High School, 1 Skyline Drive

Home & Productivity

Genealogy – The ABC’s of Family History

Would you like to have a conversation with your own great grandparents? Then your job is to tell your family story to hand down to your descendants. There’s a lot to learn so let’s get started! The research can be simple, or it can be a real challenge. “ABC’s” will guide you along the right path with tips on research on- and off-line. Web sites, archives, attics...wherever the records might be.

It has been estimated that only 10% or less of the available material can be accessed on line. We’ll learn about more than just birth and death certificates, census records, and ships’ manifests. The trick is finding all these records.

Time: Thursdays, 6:30-8:30 pm, 4 classes

Dates: September 26 to October 17

Fee: \$85

Location: Worcester Technical High School, 1 Skyline Drive

Organization Simplified

Organization does not come easily to everyone. This class guides you through decluttering and simplifying the spaces of your home.

Time: Thursdays, 6:30-8:30 pm, 2 classes

Dates: September 26 and October 3

Fee: \$45

Location: Worcester Technical High School, 1 Skyline Drive

Wallpaper Hanging for Beginners

Wallpaper is a favorite way to bring color, texture and personality to a room. If you want to learn how to accent a wall or area with wall coverings, this hand-on class will show you how. Take the worry out of hanging wallpaper!

Time: Thursdays, 6-8:30 pm, 2 classes

Date: October 10 and October 17

Fee: \$65

Location: Worcester Technical High School, 1 Skyline Drive

Your Schedule Simplified

When you fail to plan, you plan to fail! But what is the best way to schedule your busy life? This class will focus on a method called “time-blocking” and how it can help you live more productive days.



Time: Wednesday, 6:30-8:30 pm, 1 class

Date: October 30

Fee: \$25

Location: Worcester Technical High School, 1 Skyline Drive

Paper Clutter Simplified

Are you ready for an easy and lasting system for all of the paperwork and lists cluttering your surfaces and your mind? Join this class to process mail, “to do” papers, and ongoing projects. Bring your papers with you and leave more organized!

Time: Thursday, 6:30-8:30 pm, 1 class

Date: November 7

Fee: \$25

Location: Worcester Technical High School, 1 Skyline Drive

Your Wardrobe Simplified

We wear 20% of the clothes we own only 80% of the time. Precious minutes are wasted every day trying to put together outfits, or put away clothing, causing stress and anxiety. Imagine reaching into your closet and looking just as you'd like in far less time.



Join this class to learn about capsule wardrobes and how they can benefit you.

Time: Wednesdays, 6:30-8:30 pm, 2 classes

Dates: November 13 and November 20

Fee: \$45

Location: Worcester Technical High School, 1 Skyline Drive

Holidays Simplified

This time of year CAN be enjoyable, despite the many stresses that come along with it. There are a bunch of things you can do to keep this holiday season from taking over. Join the class to simplify your holiday season!

Time: Thursdays, 6:30-8:30 pm, 2 classes

Dates: November 14 and November 21

Fee: \$45

Location: Worcester Technical High School, 1 Skyline Drive

Languages & Writing

Basic Conversational German

This class is an introduction to basic spoken and written German for those interested in traveling to German-speaking countries or learning more about German culture. Learn pronunciation, vocabulary, and grammar basics through conversation, short readings, and games.



At the end of this course, you will be able to have simple conversations based on everyday scenarios and gain a deeper insight into German and Austrian food, history and music.

Please purchase the following book prior to the start of class:

- **Language Hacking German by Benny Lewis**

Time: Thursdays, 7-9 pm, 10 classes

Dates: September 19 to November 21

Fee: \$195

Location: Worcester Technical High School, 1 Skyline Drive

Basic Conversational Italian

An introduction to spoken Italian for those who want to converse about Italian art, music, food, fashion, and genealogy using correct pronunciation, or simply travel to *il bel paese* and exchange pleasantries with the locals.



Learn grammar basics, vocabulary, sentence structure, and techniques for easier memorization via conversation, creative learning strategies, and games. A chance to learn some of Italy's most beloved folk songs and discuss culture, history, and foods/holidays in the native tongue.

Please purchase the following book prior to the start of class:

- **Italian Made Simple 2nd Edition, ISBN 978-0767915397**

Time: Thursdays, 6:30-8:30 pm, 10 classes

Dates: September 19 to November 21

Fee: \$195

Location: Worcester Technical High School, 1 Skyline Drive

Basic Conversational Spanish

Conversational Spanish will provide you with a general introduction to the Spanish language. The primary objective of this course is to give you the ability to carry on a simple conversation. Emphasis will be on listening, speaking, reading and limited writing. You will learn a basic understanding of Spanish culture, vocabulary and grammatical concepts.

Time: Thursdays, 6:30-8:30 pm, 10 classes

Dates: September 19 to November 21

Fee: \$195

Location: Worcester Technical High School, 1 Skyline Drive

Memoir Writing

Our sense of family identity and continuity stems from the stories we pass down. Everyday joys and sorrows as well as "big events" provide the fertile connecting ground between generations. If you've ever wanted to preserve your memories for loved ones to read and enjoy, join award-winning columnist Janice Harvey as we discover, record, develop and reflect on our experiences. Presented in a workshop format, we will engage in fun exercises and share our writing assignments. The threads we share bring us together, regardless of geography and calendars.

Time: Wednesdays, 6-8 pm, 6 classes

Dates: September 25 to October 30

Fee: \$125

Location: Worcester Technical High School, 1 Skyline Drive

More...

Citizenship Education



If you are not yet and would like to become a US citizen, this course taught by an immigration attorney will prepare you for the naturalization process including preparation of the N-400 application, preparation for the history and civics portion of the test, vocabulary building for the specific terms used in the process, and practice interviews.

Time: Tuesdays, 6:30-8:30 pm, 20 classes

Dates: September 17 to November 21

Fee: \$395

Location: Worcester Technical High School, 1 Skyline Drive

Photography I – Using Your Digital Camera

This course is for the beginner to digital photography. Although Photo I is geared to the digital format, those with traditional (film) cameras will also benefit from this class. We will discuss and learn the total photographic process and about the camera and how it functions. Shutter speed, f-stops, ISO and their relationship to each other will be thoroughly explained. You will learn about white balance, composition and lenses.



Time: Tuesdays, 6-8 pm, 4 classes

Dates: September 24 to October 15

Fee: \$85

Location: Worcester Technical High School, 1 Skyline Drive

Photography II – More About Digital Photography

This course is an extension of Photography I. Although Photography I is not required, a good knowledge of your camera is essential to benefit fully from this class. The student should have a knowledge of ISO, f-stops, shutter speed, depth of field and basic composition, although a quick review will be given in class. A digital SLR or film SLR will greatly enhance your learning experience. We will fine tune our understanding of depth of field, composition and flash techniques.

Time: Tuesdays, 6-8 pm, 4 classes

Dates: October 22 to November 12

Fee: \$85

Location: Worcester Technical High School, 1 Skyline Drive

Frequently Asked Questions & Policies

1. First Night of Class

Please report to the main office at the school to find out in which room your class is scheduled to meet.

2. Class Cancellations & Snow Policy

Occasionally due to unforeseen circumstances, (snow, power outages, instructor illness, etc.) a scheduled class must be cancelled. Cancelled classes are always made up (same day of the week and time) by extending the finish date of the course, unless other arrangements are made between the instructor and the class. When day school is cancelled due to snow conditions or other weather or emergency events, evening classes are also cancelled. Look for the Worcester Public Schools cancellation notice on the stations listed below. In the event day classes are not cancelled and the weather worsens, if a decision to cancel evening classes is made, it will be relayed to the following radio and television stations by 4:00 PM (if evening classes are going to be held as usual, there will be no notice): WBZ-TV, WBZ 1030AM, WCVB-TV, WRKO AM 680, FOX 25-TV, WSRS 96.1, WTAG AM 580, WTAG 94.9, and WXLO 104.5 FM.

3. Nondiscrimination Policy

Night Life welcomes and admits students of any race, color, religion, handicap, national and ethnic origin and extends all the rights, privileges, programs, and activities generally accorded and made available to Continuing Education students. Children under the age of eighteen are permitted to register only with the express consent of the instructor.

4. Certificates and Course Credit

Unless otherwise specified, all Night Life courses are non-college credit, non-graded courses. Colleges and universities may upon their own discretion issue proficiency credit for course work taken through Night Life. Certificates of proficiency and completion are issued to students enrolled in career training and professional development courses upon successful completion of a course or program.

5. Parking

Adequate parking for students is provided in designated parking areas. The parking lots are well maintained and lit. Please do not park in front of shop doors or in the circular driveway.

6. Smoke-Free School

Worcester Public Schools are smoke free. This includes use of all tobacco products in school buildings and on school grounds.

7. Books & Supplies

If a textbook is required for a class, it will be indicated in the course description. The book title, author, publisher, and ISBN number of the text can be found on our web page in the course description. After registering, students will need to order their text from an on-line bookstore (e.g. amazon.com) or from a local bookstore.

8. Tuition

Must be paid in full at time of registration. Payment may be made by check, money order, MasterCard or Visa. Night Life reserves the right to cancel classes with insufficient enrollment and to make changes in instructors or class schedules due to unforeseen circumstances.

9. Withdrawals/Refund Policy

If we cancel a course due to insufficient enrollment or if a course is filled when we receive your payment, you will be given a full refund. If you withdraw from a course at least 72 hours before the start date, you will receive a full tuition refund. Withdrawal less than 72 hours before first class, 100% credit memo. Withdrawal after the first class meets and before the second class meets: 75% credit memo only. No credit memos will be issued after the second class is held.

10. Financial Aid

Employers – Workforce Training Program Express Funds are available for MA businesses with 100 or fewer employees.

- Grant funds are limited to \$30,000 per company per calendar year and to \$3,000 per employee per course.
- Approved businesses will be reimbursed for up to 50% of the actual cost of training.

Worcester Residents – Limited financial aid is available for qualifying City of Worcester residents to complete in-person career and licensing classes. Please contact Worcester Jobs Fund director, Kelsey Lamoureux, at (508)373-7641 or LamoureuxK@masshirecentral.com for more information about eligibility requirements and funding availability.

Register for a Course

Online – worcesternightlife.org

Mail – Complete the registration form below and mail it with your check to:
Worcester Public Schools – Night Life
1 Skyline Drive
Worcester, MA 01605

Phone – (508) 751-7612

In Person – Visit the Night Life office at Worcester Technical High School

Worcester Public Schools – Night Life Registration Form

First Name: _____ Last Name: _____
Address: _____
City: _____ State: _____ Zip Code: _____
Telephone #: _____ Email Address: _____

Course Name	Day & Time	Tuition
		\$
	Total	\$

Mail Registration to:

Worcester Public Schools – Night Life
1 Skyline Drive
Worcester, MA 01605

Enclose check payable to: Worcester Public Schools

We reserve the right to cancel any class as a result of insufficient enrollment.

For Office Use Only

Amount Received: _____ Date received: _____

Check #: _____ Received by: _____

Worcester Public Schools
Night Life Division
1 Skyline Drive
Worcester, MA 01605