

*MSAD 15 Gray-New Gloucester Adult & Community Education*  
*P. O. Box 1079, Gray, Maine*  
*Telephone #657-2620*

**Administrator Reporting Form**

School/Program: **Adult & Community Education**  
Administrator: Joan Tremberth, Director  
Date: February 17, 2010

Recognition:

Again, my sincere thanks to all our community members who participated in Adult Education programs. Our goal is to provide the programming that our community members need and want.

Topical Events:

- C.N.A. Program begins on March 5<sup>th</sup> and we have 10 identified participants. This is our inaugural class and the hope is that we can continue to provide this needed program in our community on a regular basis.
- The WorkReady program started in Windham on January 19<sup>th</sup> with 10 participants. The classes are designed to equip participants with the soft skills needed to be successful in today's changing job market. It is our intent that this initial class will be the beginning of increased local workplace partnerships.
- Anyone interested in college should call our office so that we can help you reach your goal. We have classes, distance learning options and career assistance available at little or no cost to college transition students

Successes

- We have a very active GED/HSD program. In *December* I reported a total of 19 students who have received a high school credential this year through Adult Education. At that time there were 51 academic students. Currently we have enrolled 21 additional HSD/diploma students and issued 6 GEDs. The 2010 Recognition Ceremony is expected to draw 35-40 graduates
- The next Medical Coding & Billing class through the Academy of Medical Transcription and Professions in Brunswick begins March 8<sup>th</sup>. The students from the last class will be taking their National Coding Exam here in Gray on April 3<sup>rd</sup> and we are wishing them all successful employment in the medical field!
- College Transitions is alive and well and the Maine College Transitions grant will continue through 2011. Accuplacer Testing availability in our computer lab has greatly enhanced the number of CT students here (16) and students availing themselves of our College Career Counselor.
- We are continuing our collaboration with Fiddlehead Center for the Arts and are working with the Gray Recreation Department to offer additional enrichment/recreation activities in the communities.
- Adult Education is offering a College & Workplace Readiness Writing class to G-NG High school students. We have 10 students enrolled for 1/2 HS English credit. We are hoping to be able to provide more credit options for in-school youth.

Challenges

- How to do more with less.

Short-term goals

- Program continuation

*MSAD 15 Gray-New Gloucester Adult & Community Education*

*P. O. Box 1079, Gray, Maine*

*Telephone #657-2620*

- Additional distance learning options to assist with post-secondary
- Working with the community colleges to offer college/certificate programs on site

Emerging long-term Goals

- Continue Grant-Writing investigation and collaborations
- Implementation of a standards-based learning system