

# FISD Community Education

## Spring 2012 Class Schedule

*People Helping People for Lifelong Learning Since 1975*

### Adult Education and Self Improvement

**The Community Ed Office is now located in the FISD Annex, 402 Laurel Dr.**

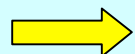
**Please Use Letter Code when registering for each class, for example: CP2, LA**

**Computer: Quick Intro to MS Word 2010 - Course Code CP1** **Th**  
 Learn by doing in this **hands-on** introduction to MS Word 2010. Use the basic features, prepare a personal letterhead, work with reports, resumes, etc. Students should have some keyboarding (typing) skills and a basic knowledge of the Windows operating system.  
 J. Bridgett 3 weeks 7-9 pm 2/23-3/8 \$39

**Computer: Quick Intro to MS Excel 2010 - Course Code CP2** **Th**  
 Learn the basics of working with Excel 2010 by creating a home budget spreadsheet in this **hands-on** class. Learn to work with formulas, enter text and numbers, check for errors, prepare graphs, and control display formats. For those with little or no prior spreadsheet experience.  
 J. Bridgett 3 weeks 7-9 pm 3/22-4/5 \$39

**Computer: Word 2010, Continued - Course Code CP3** **Th**  
 Learn about more MS Word 2010 features such as tables, bullets & numbering, embedding clip art and pictures, etc., in this hands-on class. Quick Intro to MS Word 2010 (code CP1) or equivalent experience with MS Word strongly recommended.  
 J. Bridgett 3 weeks 7-9 pm 4/12-4/26 \$39

**Conversational Spanish - Course Code LA** **T**  
 Learn to speak and understand Spanish in this beginner level class. The basics of Spanish language will be presented including greetings, conversation “starters,” questions and useful phrases for travel and business  
 F. Vacatoleo 8 weeks 7:30-9 pm 2/21-4/17 \$41



**Especially for College Bound HS Juniors/Seniors & Their Parents**



**Choosing a College Major or a Career Path - Course Code CO1** **Th**  
 We will discuss career planning for high school students, including job internships, job shadowing and other ways to expose students to potential careers. Online tests which may be used to narrow down the possible career fields which can lead to choosing a major in college will be demonstrated. High school students may attend free with a parent.  
 J. Brand 1 class 7-8:30 pm 3/8 \$15

**The College Application Process - Course Code CO2** **Th**  
 A general guide for how the application process works, including a timeline for junior and senior students. There will be a demonstration of how the online Texas application system operates plus answers to parent questions. High school students may attend free with a parent.  
 J. Brand 1 class 7-8:30 pm 3/22 \$15

**The College Financial Aid & Scholarship Process - Course Code CO3** **Th**  
 Class will be a guide to the financial aid process for parents of high school students. We will show how the FAFSA works and describe how to conduct personalized scholarship searches. High school students may attend free with a parent.  
 J. Brand 1 class 7-8:30 pm 4/12 \$15

## Duties of Nonprofit Youth Sports Board Members - Course Code **YS** **T**

Football, soccer, baseball, hockey, lacrosse, swimming or cheer--most 501(c)(3) sports organizations operate under parent-run boards of directors. This class is specifically geared towards the management of nonprofit youth sports organizations. Topics discussed will help you understand how nonprofits work, your fiscal responsibility, plus state and IRS compliance. You will receive a printed workbook and a variety of reference materials. Running a nonprofit is serious business, but it doesn't have to be scary. No Class April 17.

M. Fluitt 3 weeks 7-9 pm 4/3-4/24 \$47

## Gently's Defensive Driving - Course Code **DD** **24/7**

Finally, a defensive driving class with no final exam that you can take online a little at a time or all at once, 24 hours a day! This course may be used for ticket dismissal and/or an insurance discount - just be sure to check with the court and your insurance agent before registering. Cost is \$20 for insurance discount or \$25 for ticket dismissal. Go to the FISD website, find Community Education under Departments and click on Defensive Driving to register.

Gently's Staff 1 class Online but not ed2go \$20/\$25

## Import Export Now! - Code **IM** **W**

Now you can learn what it takes to be self-employed in the import or export (or both) of goods or services with this step-by-step hands-on seminar delivered over the internet. This course is appropriate for people with zero business background, as well as established businesses looking for new trade. For over twelve years this course has been highly rated for content, delivery and personalization. You will learn how to develop your product or service, find the best suppliers, best customers, work with banks, currency issues, insurance companies, government agencies and other trade entities. You will be taken through licensing and permits and how to set yourself up to properly conduct trade worldwide at the small business level. The entire course may be taken at your pace, with plenty of one-on-one email contact with the instructor. Optional weekly live sessions online. After the formal nine weeks course, you may join a listserv of ex-students, so access to the instructor and peers never ends. Textbook required: How Small Business Trades Worldwide, ISBN: 978-0-9795515-0-5, available at Amazon.com. This class is online, but not ed2go. Register with Community Ed by 4/12 and the instructor will contact you prior to course start date. **All students must provide an email address with their registrations for this class.**

J. Spiers 9 weeks 8-10 pm 4/18-6/13 \$95

## You're on the Air - How to Make it in Voice-Overs! - Course Code **VO** **T**

Voice-Overs are hot today! You don't have to be an actor like Morgan Freeman, Glenn Close or Alec Baldwin to get voice-over work (of course, it doesn't hurt). Believe it or not, it's quite possible to break into this field! Learn about an exciting new way to get around the competition and actually turn voice-overs into a thriving full or part-time business. Your instructor will discuss the business as a whole, opportunities, income potential, and the all important "demo" and how to have it produced. Step up to the mic and practice recording, then hear your results!

L. Mireles 1 class 7-9 pm 4/24 \$39

### Frequent Student Program

Adults who regularly participate in Community Education classes may participate in our Frequent Student Program upon request. You will receive a card, and each time you register in person, it will be stamped. Once you have taken five classes you will be eligible for a discount on your sixth class. Cards are non-transferable and must be used within two years from the date of issue.



Acrylics



Doodling



Landscaping



Guitar



Yoga



Knitting

## Adult Enrichment and Recreation

### Acrylic Painting - Course Code **AR1** **T**

In this six-week session we will explore the basics of color mixing using acrylic paints and proper brush handling techniques. This class is perfect for beginners and is a great refresher course for those who want to start painting



### **Journaling Your Life, Part II – Remembering your Present - Code JL2 T**

There is so much effort put into growing and maturing including childhood, school years, holidays, relationships, etc. The days go by so fast that they soon blend into a big blur. This class will focus on journaling techniques that will help guide you to find your own style of journaling. You will learn to make journaling interesting, exciting and something you want to do on a daily basis. Start now and preserve your memories! Please bring a journal of any kind of paper and pen/pencil for this class.

J. Butler 1 class 7-9 pm 2/28 \$14

### **Karate - Adult - Course Code KA2 Th**

Learn techniques in art, sport, self-defense and self-confidence in American Karate. Includes kidnap prevention and awareness. UNIFORMS are REQUIRED and may be purchased for \$30 (cash only, please) at the class.

Registrations accepted the first three weeks of class. This class is for ages 13-70 years of age. *This class meets in the Bales Intermediate School Cafeteria.*

B. Gray 11 weeks 7:30-8:30 pm 1/19-4/5 \$40

### **Karate Mini Session - Adult - Course Code KA4 Th**

See course description above. *Meets in the Bales Cafeteria.*

B. Gray 8 weeks 7:30-8:30 pm 4/12-5/31 \$30

### **Landscaping 101 - Course Code GD2 T**

Review the basic principles of landscape design for residential properties. We'll also provide a list of Texas native or adapted plants that thrive in our "unique" climate. Bring your house sketch if you like and your questions. Class offered in partnership with Keep Friendswood Beautiful.

S. Delcambre, 1 class 7-9 pm 3/20 \$14

*Master Gardener*

### **Low Volume Irrigation – Learn and Do - Course Code GD3 Th**

LVI can use up to 70% less water than traditional watering methods. It is money in your pocket and healthier plants!

We will review the "how-to's" during class one and give you some hands-on experience in the class, too. You will go home with sample irrigation tubing and fittings. Class offered in partnership with Keep Friendswood Beautiful.

First class listed below. Second class held at Activity Center, Saturday, 3/31, 9-10 am.

Delcambre & Mickler, 2 classes 7-8:30 pm 3/29-3/31 \$26

*Master Gardeners*

### **Painting with Colored Pencils - Course Code AR4 T**

Remember the fun of coloring? You can bring back the fun and paint beautiful art pieces and more with the techniques you will learn in this class. Class project is a yellow rose photo mat. Supplies required at first class.

List of pencils and supplies specific to this project available in Community Ed Office.

J. Butler 2 weeks 7-9 pm 3/20-3/27 \$23

### **Smart Vegetable Gardening - Course Code GD4 T**

Learn how to grow vegetables even during our Gulf Coast weather extremes! We will focus on cost efficiency and great taste and we learn how to utilize the same space year-round whether your garden space is in sun or shade.

Learn what to plant and when based on soil temperatures, how to start seeds and transplant, how to increase garden yield but not size. We will discuss composting, drainage, water movement through soil, raised beds, and more. Join us, and learn how to bring great vegetables to your table!

H. Auer, 1 class 7-9 pm 2/21 \$14

*Master Gardener*

### **Texas Proud - Course Code AR5 T**

You can create your very own piece of art without knowing how to draw a straight line or have never painted before! By using pen and ink in a fun new way, you will lay down a pattern, fill in detail lines and add color using the rouging method. This technique is mistake proof--you can't make a mistake! You will have a finished piece ready to hang on your wall at the end of the class (old barn with Texas flag painted on the side). All supplies included in course fee.

J. Butler 4 weeks 7-9 pm 4/3-4/24 \$41

### **The 10 Biggest Gardening Mistakes - Course Code GD5 T**

Are you new to south Texas? A first-time gardener? Want to know why that plant isn't thriving? We will try to help you by highlighting very common mistakes we might have all made. Bring your issues and questions. If we

don't know the answers, we know where to find them! Class offered in partnership with Keep Friendswood Beautiful.

S. Delcambre, 1 class 7-8:30 pm 2/28 \$12  
*Master Gardener*

**Using Rainwater in your Landscape - Drought or Not - GD6**

**T**

Rain barrels can make a big difference to your water bill if you have a landscape. It doesn't even have to rain to catch water on your property. Class offered in partnership with Keep Friendswood Beautiful.

S. Delcambre, 1 class 7-9 pm 4/10 \$14  
*Master Gardener*

**Watercolor - Course Code AR6**

**W**

This class is designed for beginner students or those who need to refresh their basic skills. You will learn how to paint "wet on wet," dry brush techniques and special effects. Projects include landscapes, lighthouses and flowers. Contact instructor for additional class information, 281-996-1340. This class is held in the FISD Annex, room #1 (across hall from the Community Ed office--not Friendswood High School). No class March 14. Supply list is available in the Community Education office, and supplies are required for the first class.

V. Pollock 4 weeks 9:30-11:30 am 2/29-3/28 \$29

**Yoga - Course Code YO**

**Th**

This class introduces Yoga, a mind-body exercise which helps students learn to ease stress and tension through positive thoughts, breathing and stretching while cultivating flexibility, muscle tone and improved balance. Mats are required. If desired you may purchase mats directly from the Studio at a discount (do not pay Community Ed for mats); call 281-482-9642 at least 1 week prior to class start to order a mat. This class is held at the Friendswood High School, not the studio.

V. Immore, 5 weeks 7:30-8:30 pm 3/29-4/26 \$33  
*Sundance Yoga Studio*

**Are you a potential Instructor? Is there a class you would like us to offer?**

Do you have a talent or skill you'd like to share? We're always interested in new ideas and would like to offer additional classes in areas such as Sign Language, Faux Finishes, Fine and Fiber Arts, Quilting, Simple Home and Auto Maintenance/Repairs, Tai Chi and others. Call the Community Education Office, 281-482-6000 for information, applications and recommendations. Our goal is to bring people together who want to share learning experiences with one another. Residence in Friendswood is **not** required to take or teach our classes.



**Youth Classes**



Parents, please escort your children to and from class. Be prompt because no supervision is provided before or after classes. Late pick-up is cause for dismissal from class.

**Karate - 5-12 Years Old - Course Code KA1**

**Th**

Learn techniques in art, sport, self-defense and self-confidence in American Karate. Includes kidnap prevention and awareness. UNIFORMS are REQUIRED and may be purchased for \$30 (cash only, please) at the class.

Registrations accepted the first three weeks of class. *These classes meet in the Bales Intermediate School Cafeteria.*

B. Gray 11 weeks 6:30-7:30 pm 1/19-4/5 \$40

**Karate Mini Session - 5-12 Years Old—Course Code KA3**

**Th**

See course description above. *Meets in the Bales Cafeteria.*

B. Gray 8 weeks 6:30-7:30 pm 4/12-5/31 \$30

## Red Cross Babysitting - Course Code **BS**

**Sat**

Learn to handle emergencies, prevent accidents, general babysitting competencies, and job hunting skills in this *newly revised and updated* course for boys and girls ages 11 and up. Taught at the Friendswood Public Library; bring a sack lunch and drink to class, also a notebook, and pen/pencil, jacket or sweater. Registrations must be received on or before Wednesday immediately preceding the class.

K. Jolibois                      1 class                      8 am-4 pm                      3/3                      \$79

## Youth Tennis - Course Code:

|                             |           |          |              |           |       |
|-----------------------------|-----------|----------|--------------|-----------|-------|
| <b>Tennis A (4-9 yrs)</b>   | <b>T1</b> | <b>M</b> | 3:10-4:10 pm | 1/23-2/27 | \$100 |
| <b>Tennis B (10-16 yrs)</b> | <b>T2</b> | <b>M</b> | 4:10-5:10 pm | 1/23-2/27 | \$100 |
| <b>Tennis C (4-9 yrs)</b>   | <b>T3</b> | <b>M</b> | 3:10-4:10 pm | 3/5-4/9   | \$100 |
| <b>Tennis D (10-16 yrs)</b> | <b>T4</b> | <b>M</b> | 4:10-5:10 pm | 3/5-4/9   | \$100 |
| <b>Tennis E (4-9 yrs)</b>   | <b>T5</b> | <b>M</b> | 3:10-4:10 pm | 4/16-5/14 | \$100 |
| <b>Tennis F (10-16 yrs)</b> | <b>T6</b> | <b>M</b> | 4:10-5:10 pm | 4/16-5/14 | \$100 |

*S. Bouis* – Great introduction to tennis from a top professional. Develop tennis strokes and promote match play with strategic purpose. Racquets discussed at first class; bring yours if you already have one. Classes with less than 10 students may be combined with other classes on same dates. These classes located at the old junior high tennis courts on Woodlawn. In case of rain, report to the next scheduled class. No restrooms available. Contact instructor for information, or to arrange a different time for your child, 281-250-9448.

## Online Courses

FISD Community Education offers hundreds of online classes to help meet the needs of self-starters who are motivated to learn when and where the time is right!

Over 300 courses are available in various categories, including: Accounting and Finance, Business, Computer Applications, Health Care and Medical, Language and Arts, Law and Legal, Personal Development, Teaching and Education, Technology, Writing and Publishing.

***For complete information including course descriptions, fees, registration information, supplies, software, hardware requirements, or to register online go to:***

[www.ed2go.com/fisdcomed](http://www.ed2go.com/fisdcomed)

New online sessions start every month. Specific starting dates vary from one month to the next, so check our online schedule to see exactly when your course begins. You may register in the Community Ed Office, by mail, or online, so taking these courses is now easier than ever! Be sure to complete the online registration process even if you register and pay for the class by mail or at the Community Ed Office.

**Online classes are identified by the course name and the month in which your selection starts. On the registration form, course code will be Feb, Mar, Apr, etc. Course name is as listed here or in the online catalogue.**

### Accounting Fundamentals

**6 weeks**

**W/F**

Demand for accounting professionals currently exceeds supply. If you're interested in increasing your financial awareness and accountability while also gaining a marketable skill, this course is for you. You'll learn the basics of double-entry bookkeeping, while also learning how to analyze and record financial transactions, as well as prepare various financial reports at the end of the fiscal period. Accounts receivable, accounts payable, payroll procedures, sales taxes, and various common banking activities will be discussed. We'll cover all the bases, from writing checks to preparing an income statement and closing out accounts at the end of each fiscal period. Advanced sections also available.

C. Messier                      **Course Code: Feb, Mar, Apr...**    Online                      \$90

### Beginning Writer's Workshop

**6 weeks**

**W/F**

If you've dreamed of writing creatively, this course is a great place to start. Get a taste of the writing life, improve your writing skills, and discover new ways to stretch your creative muscles. This isn't school as you know it. It's an in-depth writing experience filled with challenging hands-on exercises, expert advice, and plenty of direct support and encouragement.

A. Lindquist                      **Course Code: Feb, Mar, Apr...**    Online                      \$90

## Creating Web Pages

6 weeks

W/F

Learn how to design, create and post your very own site on the Internet's World Wide Web using HTML. Included are how to format text, build links between pages and to the outside world, add color, backgrounds, graphics, tables, hot buttons and animation. You will also discover low or no cost marketing techniques and search engine strategies.

A. Simpson

Course Code: **Feb, Mar, Apr...** Online

\$90

## Introduction to Microsoft Excel 2010

6 weeks

W/F

Do you work with numbers? Then you need to master Microsoft Excel 2010—and this is the place to do it. In this easy online course, you'll discover dozens of shortcuts and tricks for setting up fully formatted worksheets quickly and efficiently. You'll learn the secrets behind writing powerful formulas, using functions, sorting and analyzing data, designing custom charts, creating three-dimensional workbooks, building links, working with templates, and creating macros and custom toolbar buttons. By the time you're done, you'll be using Excel like a professional.

C. Wambolt

Course Code: **Feb, Mar, Apr...** Online

\$90

## Secrets of Better Photography

6 weeks

W/F

Designed for both film and digital photographers, this course is filled with tips and tricks to help you take better photographs. You'll learn the basic technology that all cameras use, and you'll receive helpful information on exposure and lighting. You'll also explore strategies for taking excellent photos in all types of situations, including portraiture, landscape, macro and still life.

B. Schultz

Course Code: **Feb, Mar, Apr...** Online

\$90

## Registration Information

- **By Mail:** Mailed registrations are accepted and processed in the order in which they are received. Just fill out a registration form and mail to: Friendswood Community Education, 302 Laurel Dr., Friendswood, TX 77546.
- **In Person:** **Community Education has moved and is now located in the FISD Annex (the MAIN Building of the OLD Junior High School, 402 Laurel Dr.** Office hours are Tuesday, Wednesday, Thursday from 9 am-1 pm through March 29 and Tuesday/Thursday 9 am-12 pm thereafter.
- **Did You Forget?** Late registrations may be taken at the first class if space is available. Call the office at 281.482.6000 to confirm openings in advance.
- **Confirmation:** No news is good news! Students are notified only when classes are full or have been canceled. If you wish to verify your enrollment, call the Community Ed Office prior to the first class.
- **Course Fees:** The tuition fees for these classes are charged to cover the cost of the instructor's salary, administrative costs, and class supplies, except where noted. A \$7 processing fee is *included* in the cost of each class.
- **Refunds:** Fees are refunded 100% if a class is canceled. Withdrawal 3 business days prior to the first class will result in a full refund *except* for classes that have registration or supply deadlines. Withdrawal before the second class will result in a 50% refund less supply and processing fees. No refunds will be made for withdrawals after the second class or after the class is finished. After school and summer classes have their own refund policies.
- **Class Location:** Except where noted in the individual course description, classes are held at Friendswood High School, 702 Greenbriar, on Tuesday and Thursday evenings.
- **Holidays:** There are no classes when FISD schools are closed.
- **Accidental Breakage:** Community Education students (or their parents) will be financially responsible for any damage they may cause to public or private property.
- **Additional Information:** If you need more information, call Director Leanna Bridgett or Pat Moore in the Community Education Office, 281.482.6000. Voicemail messages are usually returned within two business days. You may also email [lbridgett@fisdk12.net](mailto:lbridgett@fisdk12.net).
- **Returned Check Policy:** FISD Community Education charges \$30 for each returned check in addition to the amount of the check.
- *FISD provides equal educational opportunities and does not discriminate against any person on the basis of race, color, religion, national origin, sex or handicap.*

**ADULT REGISTRATION FORM**

Please make checks payable to:  
Friendswood Community Education  
302 Laurel Drive, Friendswood, TX 77546

Office Use Only:  
Check \_\_\_\_\_  
Cash \_\_\_\_\_

**\* Required Field**

\*Name \_\_\_\_\_ \*Phone \_\_\_\_\_  
Home Business

\*Address \_\_\_\_\_ \*City \_\_\_\_\_ \*Zip \_\_\_\_\_

\*Course Code: \_\_\_\_\_ \*Course Name: \_\_\_\_\_ Fee \$ \_\_\_\_\_

\*Course Code: \_\_\_\_\_ \* Course Name: \_\_\_\_\_ Fee \$ \_\_\_\_\_

\*Course Code: \_\_\_\_\_ \*Course Name: \_\_\_\_\_ Fee \$ \_\_\_\_\_

Age (Circle Group): 13-17      18-21      22-35      36-64      65+

LIABILITY RELEASE: I hereby release Friendswood ISD, its agents, employees, independent contractors and volunteers from all responsibility in case of illness, injury, accident, or other loss.  
**I understand I will be notified only if a class is full or canceled.**

\*Signature \_\_\_\_\_ Date \_\_\_\_\_ \*E-mail \_\_\_\_\_