

*Winter/Spring
2010 Course
Catalog*

Florence Districts One, Four, and Five

Poynor Adult and Community Education

Til W. Freeman
Director

Gayle Robertson
Community School Coordinator



Poynor Adult and Community Education Center

offers learning opportunities to the Florence area and surrounding communities. We serve adults, children, families, businesses, and dislocated workers. Our programs are in Timmonsville, Johnsonville, Florence County Detention Center, Palmer Pre Release, Vocational Rehabilitation, and at Poynor.

Our academic programs give you the opportunity to earn a high school diploma on site or through the Virtual School on line, a GED, or Skills Upgrade to meet educational and employment goals. We offer WorkKeys Preparation, ParaPro Classes and testing, child care classes, online classes, and much more. English as a Second Language is offered for those who need conversational confidence. Our Community School Programs have something for everyone. We offer a variety of classes ranging from Dance to Computer. We have Music and Dance, Health and Fitness, Personal Growth, Career Enhancement, and ed2go on line classes. ***We have exciting NEW dance classes for children.*** Check inside our catalog to see what classes are offered.

Call **Susan Sheely at 664-8152 ext. 21** to ask about our academic programs: **Gayle Robertson ext. 20** or **Loretta Bonaparte ext. 10** to ask about community school classes.

Monday, Tuesday, Thursday
8:00am-8:00pm

Poynor's Hours

Wednesday
8:00am-5:00pm

Friday
8:00am-1:00pm

Visit our web site for course descriptions.

www.poynor.com

Buy Poynor Gift Certificates for that hard to please person on your list!

Winter/Spring 2010 Classes

Academic Courses

Class Offerings	Cost	Comments
GED Day	\$15.00 per session	Each session is five weeks Includes a one time Work Keys test. (\$30.00 value)
GED Night	\$30.00 per semester	Includes a one time Work Keys test. (\$30.00 value)
GED On-Line	\$60.00 per semester	Minimum TABE score. CD-ROM and Internet Explorer 5.0 required Practice test and tutorial at Poynor required.
GED Fast Track	Free	Minimum TABE score required.
GED On-Line for Graduate Florence	Free for Boys and Girls Club, Levy Park Community Center, Mt. Zion ,Church Hill, Maple Park Comm. Center, New Ebenezer Church, NW Community Center, Majority Baptist, King of Kings Church, & Drs. Bruce & Lee Library	Minimum TABE score. CD-ROM and Internet Explorer 5.0 required Check sites for registration, testing, tutorial information.
High School Diploma	\$60.00 per unit	Includes a one time Work Keys test. (\$30.00 value) Units earned in adult education do not transfer back to high school.
Virtual High School	\$25.00 registration fee Call Ms. Rupert at 843-319-5744	Includes a one time Work Keys test. (\$30.00 value)
ESL Day	Free	Tuesday, Wednesday, & Thursday
ESL Night	Free	Tuesday & Thursday

Academic Classes Continued

Work Keys for Para Pro	Free class & lab	\$50.00 test fee
Career Readiness	\$75.00	There are five components to the class: GED, Work Keys, Skills Upgrade, Computer, and Career Enhancement

Special Programs

Program	Description
21st Century	This afterschool program provides students with enrichment opportunities to complement the academic program. Students' families are offered educational opportunities. The program serves North Vista, Theodore Lester, Wallace Gregg, McLaurin, Southside, Moore, Williams, and Churchill (Florence Housing Authority). Contact Beverly Woods at 664-2156.
Extended Day	This program offers after school care for children enrolled in Florence District One Elementary Schools. Parents/guardians must be enrolled in an educational program. A fee will be assessed at time of registration. The centers will operate on the District One calendar. There are no programs at Royal and Greenwood. Contact Joyce Marshall at 664-2155.
Urban Street Self Defense , Inc.	This organization uses the Poynor Gym to teach karate classes and women's self defense. For information about enrollment , fees, and class times; contact Sensei Kevin Smith at 669-1652.

Community Schools Classes

Music and Dance

Class & Teacher	Date	Time	Room	Cost
Basic Shag I Barefoot	Mon. January 11- February 8, 2010	7:00pm-8:30pm 4 weeks	101	\$40.00
Basic Shag II Barefoot	Mon. February 22- March 15, 2010	7:00pm-8:30pm 4 weeks	101	\$40.00
Basic Shag III Barefoot	Mon. April 5- April 26, 2010	7:00pm-8:30pm 4 weeks	101	\$40.00
Guitar Wycoff	Mon. January 25- March 1, 2010	6:00pm-7:00pm 6 weeks	308	\$60.00
Guitar Wycoff	Mon.. April 5- May 10, 2010	6:00pm-7:00pm 6 weeks	308	\$60.00
Line Dancing Freeman	Tues. February 2- February 23, 2010	5:30pm-6:30pm 4 weeks	101	\$40.00
Ballroom Jelovchan	Thurs. February 4- March 11, 2010	6:00pm-7:30pm 6 weeks	gym	\$60.00
Piano Cato	Call Poynor to arrange lessons. Call 664-8152.		305	\$35.00 monthly

Community Schools Classes
Music and Dance Continued

Class and Teacher	Date	Time	Room	Cost
Harmonica St. Louis Slim	Tues. 2/2/10-3/16/10	6:30pm-7:30pm 7 weeks	308	\$65.00
Children's Ballet Ages 3-6 Stevenson	Mon. 1/11/10-2/22/10	5:00pm-6:00pm 6 weeks	101	\$60.00
Children's Jazz Ages 3-6 Stevenson	Mon. 1/11/10-2/22/10	6:00pm-7:00pm 6 weeks	101	\$60.00
Children's Ballet Ages 7 and up Stevenson	Thurs. 1/14/10-2/18/10	5:00pm-6:00pm 6 weeks	101	\$60.00
Children's Jazz Ages 7 and up Stevenson	Thurs. 1/14/10-2/18/10	6:00pm-7:00pm 6 weeks	101	\$60.00
Children's Ballet Ages 3-6 Stevenson	Mon. 3/15/10-4/26/10	5:00pm-6:00pm 6 weeks	101	\$60.00
Children's Jazz Ages 3-6 Stevenson	Mon. 3/15/10-4/26/10	6:00pm-7:00pm 6 weeks	101	\$60.00
Children's Ballet Ages 7 and up Stevenson	Thurs. 3/18/10-4/29/10	5:00pm-6:00pm 6 weeks	101	\$60.00
Children's Jazz Ages 7 and up Stevenson	Thurs. 3/18/10-4/29/10	6:00pm-7:00pm 6 weeks	101	\$60.00

Personal Growth

Class and Teacher	Date	Time	Room	Cost
Flower Arranging Owens	Mon. 1/11/10-2/22/10	6:00pm-8:00pm 6 weeks	104	\$60.00
Flower Arranging II Owens	Mon. 3/15/10-4/26/10	6:00pm-8:00pm 6 weeks	104	\$60.00
Sewing Marsee	Mon. 1/11/10-2/22/10	6:00pm-8:00pm 6 weeks	301	\$60.00
Sewing Marsee	Wed. 1/13/10-2/17/10	9:00am-11:00am 6 weeks	101	\$60.00
Quilting Marsee	Mon. 3/8/10-4/19/10	6:00pm-8:00pm 6 weeks	301	\$60.00

Personal Growth Continued

Class and Teacher	Date	Time	Room	Cost
Upholstery Harrell	Mon. 2/01/10-5/10/10	6:00pm-8:00pm 14 weeks	Upholstery Room	\$225.00
Cake Decorating Williams	Tues. 1/12/10-2/16/10	6:00pm-8:00pm 6 weeks	104	\$60.00
Digital Photography Spurling	Tues. 2/2/10-3/2/10	6:00pm-8:00pm 5 weeks	2A	\$50.00
Computer Repair Spurling	Tues. 4/27/10-5/25/10	6:00pm-8:00pm 5 weeks	2A	\$90.00
Interior Design I Wright	Tues. & Thurs. 4/6/10-4/15/10	6:00pm-8:00pm 4 nights	301	\$40.00
Interior Design II Wright	Tues. & Thurs. 4/27/10-5/6/10	6:00pm-8:00pm 4 nights	301	\$40.00
Intro to Theater/ Public Speaking DeLeon	Thurs. 1/14/10-2/18/10	6:00pm-8:00pm 6 weeks	301	\$60.00

Languages

Class and Teacher	Date	Time	Room	Cost
Conversational Spanish Bergstrom	Thurs. 1/14/10-4/15/10	6:00pm-8:00pm 13 weeks	201	\$150.00
Sign Language I Howell	Tues. 1/12/10-2/16/10	6:00pm-8:00pm 6 weeks	311	\$60.00
Sign Language II Howell	Tues. 3/9/10-4/20/10	6:00pm-8:00pm 6 weeks	311	\$60.00

Career Enhancement

Class and Teacher	Date	Time	Room	Cost
Keyboarding Brunson	Mon. & Wed. Tues. & Thurs.	9:00am-1:00pm 10:00am-12:00n 1:00pm-4:30pm &5:00pm-8:00pm	217	\$45.00
Child Care Palmer Topics will be at www.poynor.com	Tues. 1/12/10 Thurs. 2/11/10 Tues. 3/16/10 Thurs. 4/15/10 Thurs. 5/13/10	All classes meet 6:00pm-8:00pm.	2A	\$25.00

Computer Classes 2010

Course	Hrs	Time	Dates	Room	Instructor
Computer Basics Vista	7.5	6:00pm-8:30pm M., T., Th.	Jan. 11, 12, 14	212	S Meyers
\$50.00		1:00pm-3:30pm T., W., Th.	Jan 19, 20, 21	212	Jackson
		9:00am-11:30am T., W., Th.	Feb. 2, 3, 4	212	Anderson
		6:00pm-8:30pm M., T., Th.	Feb. 8, 9, 11	212	S. Myers
		9:00am-11:30am T., W., Th.	Feb. 23, 24, 25	212	Anderson
		6:00pm-8:30pm M., T., Th.	Mar. 1, 2, 4	212	S Meyers
		9:00am-11:30am T., W., Th.	Mar, 23, 24, 25	212	Anderson
		6:00pm-8:30pm M., T., Th.	Apr. 5, 6, 8	212	S Meyers
		6:00pm-8:30pm M., T., Th.	Apr. 26, 27, 29	212	S Meyers
		1:00pm-3:30pm T., W., Th.	May 11, 12 13	212	Jackson
		6:00pm-8:30pm M., T., Th.	May 10, 11, 13	212	S Meyers
Windows Basics Vista	7.5	9:00am-11:30am T., W., Th.	Feb. 9, 10, 11	212	Munn
\$50.00		6:00pm-8:30pm M., T., Th.	Feb. 15, 16, 18	212	Munn
		6:00pm-8:30pm M., T., Th.	Mar. 8, 9, 11	212	S Meyers
		9:00am-11:30am T., W., Th.	Mar. 16, 17, 18	216	Munn
		9:00am-11:30am T., W., Th.	May 4, 5, 6	212	Munn
		6:00pm-8:30pm M., T., Th.	May 17, 18, 20	212	S Meyers
Internet	7.5	9:00am-11:30am T., W., Th.	Jan. 12, 13, 14	212	Anderson
\$50.00		6:00pm-8:30pm M., T., Th.	Jan. 19, 21, 25	212	S Meyers
		9:00am-11:30am T., W., Th.	Feb. 16, 17, 18	212	Anderson
		9:00am-11:30am T., W., Th.	Apr. 6, 7, 8	212	Anderson
		1:00pm-3:30pm T., W., Th.	May 18, 19, 20	212	Jackson
Word Basics	7.5	6:00pm-8:30pm M., W., Th.	Feb. 8, 9, 11	216	H Meyers
\$50.00		1:00pm-3:30pm T., W., Th.	Mar. 2, 3, 4	216	Munn
Word Intermediate	7.5	6:00pm-8:30pm M., T., Th.	Feb. 22, 23, 25	212	H. Myers
\$50.00		1:00pm-3:30pm T., W., Th.	Mar. 9, 10, 11	216	Munn

Computer Classes 2010 Continued

Course	Hrs.	Time	Dates	Room	Instructor
Word Advanced	7.5	6:00pm-8:30pm M., T., Th.	Mar. 8, 9, 11	216	H Meyers
\$50.00		1:00pm-3:30pm T., W., Th.	Mar. 16, 17, 18	212	Munn
Excel Basics	7.5	6:00pm-8:30pm M., T., Th.	Jan. 19, 21,25	216	Poston
\$50.00		6:00pm-8:30pm M., T., Th.	Mar. 1, 2, 4	216	Poston
		1:00pm -3:30pm T., W., Th.	Apr. 6, 7, 8	216	Munn
		6:00pm-8:30pm M., T., Th.	May 3, 4, 6	216	Poston
Excel Intermediate	7.5	6:00pm-8:30pm M., T., Th.	Feb. 1, 2, 4	216	Poston
\$50.00		6:00pm-8:30pm M., T., Th.	Mar. 15, 16, 18	216	Poston
		1:00pm-3:30pm T., W., Th.	Apr. 27, 28, 29	216	Munn
		6:00pm-8:30pm, M., T., Th.	May 10, 11, 13	216	Poston
Excel Advanced	7.5	6:00pm-8:30pm M., T., Th.	Feb. 15, 16, 18	216	Poston
\$50.00		6:00pm-8:30pm M., T., Th.	Mar. 22, 23, 25	216	Poston
		1:00pm-3:30pm T., W., Th.	May 4, 5, 6	216	Munn
		6:00pm-8:30pm M., T., Th.	May 24, 25, 27	216	Poston
PowerPoint Basic	7.5	1:00pm-3:30pm M., T., W.	Feb. 1, 2, 3	216	Munn
\$50.00		6:00pm-8:30pm M., T., Th.	Feb. 22, 23, 25	216	H Meyers
PowerPoint Inter- mediate	7.5	1:00pm-3:30pm T., W., Th.	Feb. 9, 10, 11	216	Munn
\$50.00		6:00pm-8:30pm M., T., Th.	Apr. 5, 6, 8	216	H Meyers
PowerPoint Ad- vanced	7.5	1:00pm-3:30pm M., T., W.	Feb. 15, 16, 17	216	Munn
\$50.00		6:00pm-8:30pm M., T., Th.	Apr. 26, 27, 29	216	H Meyers
Access Complete \$150.00	15	6:00pm-8:30pm M., T., Th.	Apr. 12, 13, 15, 19, 20, 22	216	Poston
Picassa (Photo Edit- ing) \$60.00	10	6:00pm-8:00pm M., T., Th., M., T.	Mar. 15, 16, 18, 22, 23	212	Spurling
Web Page Design \$90.00	10	6:00pm-8:30pm Monday 4 classes	, Apr. 12, 19, May 3, 17	212	Hardison

**SERVING FLORENCE
SCHOOL DISTRICTS 1, 4, & 5**

**POYNOR ADULT AND COMMUNITY
EDUCATION CENTER
301 SOUTH DARGAN ST.
Florence, SC 29506**

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E-mail: gayle.f.robertson@fsd1.org

Or

lbonaparte@fsd1.org

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www.poynor.com**

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courses, dates and costs.
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ADVANCED REGISTRATION IS PREFERRED FOR ALL CLASSES.

Fees must be paid at the time of registration. No spaces will be reserved without payment. Refunds will be issued if a class is cancelled. Cash or checks are accepted for payment. You may register on line but payment must be made at Poynor in room 208.

Our Mission

is to create, in partnership with the community, an educational system which best develops literate, self-directed, lifelong learners who will be significant contribu-