



CHAMBER OF COMMERCE COMMUNITY SCHOOL

WINTER 2007 (Registration forms on page 47 or at www.bainbridgechamber.com)



The Bainbridge Island Community School Program is sponsored by the Bainbridge Island Chamber of Commerce to link community educational needs with community resources to meet the occupational needs and interests of local citizens. Community School classes, designed to hone existing work skills or teach new ones, are held in the evening during Fall, Winter and Spring. They range from two to sixteen hours and are taught by experts in the field.

PLEASE NOTE: Registration for each class is needed by the Friday before class begins unless otherwise stated.

BHS=Bainbridge High School. Maps are available at Bainbridge Island Chamber of Commerce

***NO CLASSES Jan. 21, Feb. 14, 18 & 19, and any school Open House night.**

NEGOTIATION SKILLS

Learn how to be successful in negotiating for your business and in your own personal life. This course will give you simple tools and techniques for confidence and control that you can use in all your negotiations from business deals to buying a car. You



will be attending hands-on sessions which will cover: how to use language (verbal and non verbal); setting targets; phases of negotiation; preparation; different techniques and how to deal with difficult people. This course will be especially useful for people working in small businesses, large businesses, or non profits and work-at-home Moms. (6 wks/12 hrs.) Dave Mordue.

Rm 328 Thurs. 7:00-9:00p \$85
Jan 17-Feb 28. No Class Feb 14

LONG-TERM CARE: PROTECTING YOUR HEALTH AND WEALTH IN THE FUTURE

As we age, most people become more concerned about being a burden on their loved ones, maintaining control over their lives, preserving their assets or protecting their inheritances. Workshop covers: care options; the likelihood of needing LTC; costs of LTC; sources of LTC payments; government programs; using private insurance to pay for LTC; what policies usually do and do not cover; and a LTC Action Plan. (Carolyn Olberg)

BHS RM.340 Thurs. 7:00-9:00p \$45
Feb. 7 ONE TIME ONLY

RETIREMENT: ARE YOU PREPARED?

Social Security supplies today's retirees with only 40% of their income – the rest is up to you! Class explains: the benefits of participating in employer-sponsored retirement programs and of starting early; the power of compounding interest; the advantages of dollar cost averaging; and asset allocation. (Carolyn Olberg)

BHS RM.340 Thurs. 7:00-9:00p \$45
Feb. 21 ONE TIME ONLY

SPECIAL INTEREST COURSES

REDUCING THE WEAR & TEAR OF ELDERCARE

Seattle Times weekly columnist on aging, Liz Taylor, uses her 30 years experience in the aging field to teach you how to: find, select, and buy eldercare for someone you love or plan for your own aging; understand who pays and how much; what to do if you suspect memory problems; “kick tires” to determine a provider’s quality; and deal with difficult family members, including the person who needs care. *45 page workbook included.* (3wks/6 hrs). (Liz Taylor) **(Minimum 15).**

BHS RM.341 Mon. 7:00-9:00p \$85/ or couple \$160
Jan 28-Feb11

START SELLING ON EBAY!

Is one of your New Year’s Resolutions to “downsize” or make money online? Learn what it takes to sell your “stuff” on the world’s largest online trading company, eBay! You will learn tips to navigate eBay, estimate an item’s value in the online marketplace, take eBay photos, and work with time-saving tools. (3wks/9hrs) (Tricia Hanley)

Rm Sakai Int. Sch. Tues. 6:00-9:00p \$80
Jan. 29-Feb. 12

Save these dates for Spring Classes:
The week of April 14 to the week of
June 9, 2008



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BUILDING YOUR DREAM HOME OR REMODELING YOUR EXISTING ONE

A review of the residential construction process from planning and design to project completion. Describes rules and responsibilities of lenders, contractors & subs, vendors, architects, and homeowner. Reviews types of contracts and agreements, bidding and estimating. Identifies the resources necessary for the proper selection of the construction team. *\$10 material fee payable to instructor.* (3 wks/12 hrs) (Rick Blumenthal)



BHS Rm 340 M/W 7:00-9:00p \$85
Jan. 28-Feb. 13

HOW TO MANAGE MONEY BEFORE, DURING AND AFTER DIVORCE

First, we'll learn to organize and take inventory of your money matters and get an understanding of what you have and what you owe. Knowledge diminishes the fear of financial matters so you aren't making emotional decisions that can work against you. This 2 session workshop will also look at your current and future financial goals and objectives and will make you a better financial consumer. It will cover the basics of personal money management such as: saving and investing, budgeting, insurance programs and other issues that will help you plan your financial future as a still married or a single person. (2 wks/4 hrs) (Carolyn Olberg)

Rm 328 Mon. 7:00-9:00 pm \$55
Jan 28-Feb 4

COMPUTER CLASSES

MICROSOFT EXCEL—BASIC

Learn spreadsheet fundamentals with Microsoft Excel. Work with numbers for budgets, amortizations, mileage logs, household inventory, and other various business and personal needs. Concepts and techniques learned in this course can be applied to other Windows-based spreadsheet programs like Lotus 1-2-3 and to Microsoft Excel for the Mac. For the beginning Excel student. *Please bring a re-writable CD-ROM disc and an additional \$5 material fee payable to instructor.* (4wks/8hrs) (Mickey Molnaire) **Max 12**



BHS Rm 308 Wed. 7:00-9:00p \$75
Jan. 16-Feb. 6

MICROSOFT EXCEL—INTERMEDIATE

Explore more advanced features of Excel: data tables, macros, look-up functions, combining spreadsheets, importing data to design more complex projects. Students will design individual projects based on needs and interests. Concepts and techniques learned in this course can be applied to other Windows-based spreadsheet programs like Lotus 1-2-3 and Microsoft Excel for the Mac. For those with some experience with spreadsheets and some knowledge of topics covered in Basic Excel. *Please bring a re-writable CD-ROM disc and an additional \$5 material fee to be paid to the instructor.* (4 wks/8 hrs) (Mickey Molnaire) **Max: 12**

BHS Rm 308 Wed. 7:00-9:00p \$75
Feb. 13- Mar. 5

POWER POINT I

Learn how to use PowerPoint, Microsoft's powerful presentation program that is easy to learn, packed with useful features, and fun to use. By the end of the first class, you will have completed your first slide show. Students will learn the keys to good presentation, color and design, to select screen layouts, format text, insert graphics and more! *Additional \$7 manual fee payable to instructor* (4 wks/8hrs) (Loretta Rindal) **Max 12**

BHS Rm 308 Mon. 7:00-9:00p \$75
Jan 14-Feb11. No class Jan 21

POWER POINT II

Serious about creating a presentation for your group, your family or your workplace? Bring it to class or create one in class. Learn to work with themes, backgrounds, animation, sound, film clips and graphics, charts, grouping and more! *Additional \$7 manual fee payable to instructor* (4 wks/8hrs) (Loretta Rindal) **Max 12**

BHS Rm 308 Mon. 7:00-9:00p \$75
Feb. 25-Mar 17.

BUILD YOUR OWN WEB SITE

Learn about HTML, the language of the World Wide Web. It's a lot easier than you might think. Learn how to use standard word processors and HTML editing software to generate a personal web page you can be proud of. Discover where to find all the FREE cool graphics, fonts, sounds, and other stuff you can use. Includes special tips and techniques to get your web site noticed by search engines. Computer experience is necessary. *Please bring a re-writable CD-ROM disc and an additional \$5 materials fee payable to the instructor.* (6 wks/12 hrs) (Mickey Molnaire) **Max: 12**

BHS Rm 308 Thurs. 7:00-9:00p \$85
Jan 17-Feb 21



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LANGUAGE CLASSES

BASIC JAPANESE CONVERSATION

Konnichiwa! Come learn conversational Japanese language and culture in a fun, relaxed setting. Perfect for potential travelers, or people interested in trying out a fascinating language. We'll practice using everyday Japanese in an active and casual classroom setting, with an emphasis on speaking and aural comprehension. *There will be a textbook fee payable to instructor on first day of class.* (Aleta Schuelke) (8 wks/12 hrs)

BHS Rm 342 Thurs. 7:00-9:00p \$95
Jan 17-Mar 13. No class Feb 14.

BEGINNING LATIN

Introduction to Latin for beginners or those who wish to renew their acquaintance with the language. The class will be taught in a fairly traditional manner with the emphasis on reading and writing Latin rather than on conversation. A knowledge of Latin enriches the understanding of English and other modern languages, and opens the door to a culture and civilization that has profoundly influenced our own. (8 wks, 12 hrs) (Susan Fidelman) **Max. 15**

BHS: Commodore Rm. 403 Mon. 7:00-8:30p \$95
Jan 14-Mar. 17. No class Jan 21 and Feb 18.

FRENCH TALE (A UNIQUE LANGUAGE CLASS)



Enter *Les Portes Tordues* for a French adventure! Through the study of this ghost story (deemed the scariest way in the world to learn French), this "novel" course will offer an opportunity for upper-beginning and intermediate level students to build on vocabulary, improve grammar

and perfect pronunciation. *Book required at first class, which can be purchased at a book store or online: "Les Portes Tordues" (The Twisted Doors), by Dr. Kathie Dior, ISBN 0-9710227-1-2. (8wks/16 hrs) (Corinne Bristow). Max 12.*

BHS Rm 341 Wed. 7:00-9:00p \$95
Jan 16-Mar 5.

CONVERSATIONAL FRENCH I

This course will provide an introduction to the French language of real life situations – cafes, markets, museums... You will also come away with a better understanding of the French culture and learn some practical tips for traveling in

France. Emphasis will be on pronunciation and vocabulary so you will gain a solid foundation in oral communication. *There will be textbook w/CDs (\$20) or textbook alone (\$11) fee payable to instructor at the first class.* (Kim Uyyek) (8wks/16 hrs) **Max 12.**

BHS Rm 341 Tues. 7:00-9:00 p \$95
Jan. 15-Mar. 11. No class Feb. 19th.

CONVERSATIONAL FRENCH II

Bonjour! Vous parlez deja un peu de francais? As a continuation of Conversational French I or for those with previous exposure to the French language, this course will offer further opportunities to develop communication and comprehension skills in an interactive learning environment. *Same textbook/CDs as French I or if a new student, available from instructor the first night of class – textbook w/CDs (\$20), textbook alone (\$11).* (Kim Uyyek) (8 wks/16 hrs) **Max 12**

BHS Rm 341 Thurs. 7:00-9:00p \$95
Jan. 17-Mar. 13. No class Feb 14.

SPANISH I

Hola! An introduction to Spanish with an emphasis on basic conversational skills, pronunciation, and appreciation of Hispanic cultures. *Text required for first class: Spanish Now! Level 1, 7th edition, by Barrons.* (8 wks/16 hrs.) (Bill Merz) **Max 12**



BHS Rm 342 Mon. 7:15-9:15p \$95
Jan. 14 - Mar. 17. No class Jan 21 or Feb 18th.

SPANISH II

Bienvenidos! Increase your conversational skills. Designed for those with a knowledge of basic Spanish grammar. *Text required for 1st class: Spanish Now! Level 1, 7th edition, by Barrons* (8 wks/16 hrs) (Bill Merz) **Max: 12**

BHS Rm 342 Tues. 7:15-9:15p \$95
Jan. 15-March 11. No class Feb. 19.

SPANISH III

Adelante! Read from various Spanish publications, converse, and create your own compositions. Completion of Spanish II or equivalent required. *Text required for first class: Spanish Now!-Level 2, 7th Edition. Barrons.* (8 wks/16 hrs) Bill Merz. **Max 12.**

BHS Rm 342 Wed. 7:15-9:15P \$95
Jan. 16-Mar. 5.



WINTER REGISTRATION

(Or register on-line: www.bainbridgechamber.com or by phone: 206 842-3700)



Payment accepted by check, cash, Visa or MasterCard. If charging the payment to your Visa or MasterCard you must sign and enter your card number and expiration date. If paying by check, **please include a SEPARATE CHECK for EACH CLASS.** Payment of registration fees confirms that a place will be held for you in the class.



All classes are self-supporting; a minimum enrollment of six must be met or the class will be cancelled.
You will be contacted only if a class is cancelled.



High school maps are available at Bainbridge Island Chamber of Commerce office.



All registrations are due Friday prior to class starting date unless otherwise stated.



Refund Policy Refunds are given **only** if:

- The class is full at the time of registration
- The class is cancelled due to insufficient enrollment
- You are unable to attend due to schedule or location changes made by the Community Schools Office



The undersigned releases Bainbridge Island Community School from all liability which may arise from participation in a program:



Signature _____



Last Name: _____ First Name _____



Day Phone _____ Evening Phone: _____ E-mail _____



Mailing Address _____ City _____ State _____ Zip _____

Class _____ Day/Date _____ Fee _____

Class _____ Day/Date _____ Fee _____

Class _____ Day/Date _____ Fee _____

To Pay by Check: Make payable to Bainbridge Island Chamber of Commerce. Include separate check for each class.

To Pay by Credit Card: Fill in information below. VISA or Master Card only. Each class is processed individually. There is a \$2 processing fee for EACH transaction.

Card holder's Signatruce _____

Print name exactly as it appears on the card _____

Visa ___ MC ___ Card Number _____

Expires _____

Return Registration and Payment to:

Bainbridge Island Community School
Bainbridge Island Chamber of Commerce
590 Winslow Way East,
Bainbridge Island, WA 98110



206-842-3700 ~ www.bainbridgechamber.com