RSU 25

ADULT &
COMMUNITY EDUCATION

FALL 2026 CATALOG

Regional School Unit 25
www.rsu25.org

Adult Education Office- Our office is accessed from the front parking lot of Bucksport High School. This is the entrance to use if you are enrolling, registering, attending UMA distance classes, and for most enrichment classes.

LOCATION

Adult Education Learning Center- Our Learning Center is accessed from the back parking lot. This is the entrance to use if you are already enrolled for an academic class.

With a combined 60 plus years of experience in adult education, our friendly, knowledgeable staff will work with you to explore, set, and meet your academic goals in a relaxed, welcoming atmosphere.

MEET OUR STAFF

Kathy L. Pelletier
Director, HiSET Chief Examiner, Academic Advisor

Tina L. Monreal
Coordinator, Math and Technology Instructor, Academic Advisor

Christina Earley
English, Science, Social Studies, ELL Instructor, Academic Advisor

OUR MISSION

To provide a rigorous and inspiring education in partnership with our community.

OUR VALUES

Regional School Unit 25 is committed to meeting the needs of all students. We value student ownership of learning, the importance of teaching and organizing learning experiences around individuals' strengths and needs and engaging students in meaningful learning experiences which foster risk taking and build confident learners. We embrace learning as a continuous across one's lifespan and recognize the importance of leadership and participation opportunities. We believe it is the responsibility of everyone to ensure a safe and nurturing community that promotes healthy minds and bodies. We value and respond in an appropriate manner to the voices, ideas , and understandings of all community members.

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Be sure to check out our website at www.rsu25.maineadulted.org for additional classes throughout the year

Program and Policies Information

Registration Guidelines

- **How to Register:**
  - **Online:** Visit www.rsu25.maineadulted.org
  - **In Person, Mail, or Fax:** Complete the form on page 16 and submit it to our office, fax it to (207)469-2192, mail it in.
- **Payment:** Accepted via cash, check, money order, or credit/debit card (please do not mail cash). Registrations are processed on a first-come, first-served basis upon receipt of payment or an approved training from.
- **Pre-Registration:** Required for all courses unless noted. Early registration helps ensure class availablility and allows instructors time to prepare.
- **Accommodations & Special Needs:** Please inform us of any relevant details (such as allergies or specific needs) upon registering. To request disability accommodations, please contact Director Kathy Pelletier at least two weeks prior to the course start date.
- **Confirmations:** Will only be sent when there are course changes.
- **Refunds:** If we cancel a class, all fees will be refunded. Unless a class has been fille, has only the minimum number necessary, or indicates otherwise, if you withdraw before the second class, all course fees will be refunded. There are not refunds for missed one-night workshops.
- **Cancellations:** We reserve the right to cancel a class due to insufficient enrollment or other circumstances. Please register early to avoid disappointment.
- **Weather Cancellations:** Adult Education follows RSU 25 School District cancellations to snow or adverse weather conditions. Evening cancellations are announced after 2pm on our website and Facebook, if possible. We will also make every effort to contact students directly.
- **No Smoking:** Smoking is not permitted on school grounds.
- **School Holidays and Vacations:** Most Adult Education classes are not held on Holidays or school vacations. Healthcare classes may require attendance during school holidays and/or vacation. RSU 25 Adult Education is open year-round. You can view the school calendar at www.rsu25.org

Disclaimer

RSU 25 Adult Education strives to provide a diverse listing of course offerings to the community. The views and ideas expressed by course instructors are not necessarily those of RSU 25 Adult Education. Students are encouraged to use their best independent judgment in evaluating statements or suggestions made by instructors.

RSU 25
ADULT & COMMUNITY EDUCATION

Check out our new student portal at https://maineadulted.mycontinued.com

Literacy

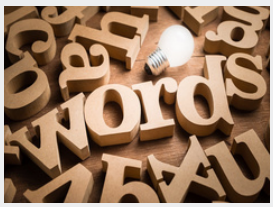
Our Literacy classes are designed to assist students in improving basic skills. Students have the opportunity to participate in these classes year-round. Come join us onsite as we work together to further your education.

Basic Math

This foundational course will provide an understanding of the concepts of Math. This course will cover basic operations, fractions, decimals, percents, rates, ratios, proportions, order of operations, problem solving, measurements, intro to geometry and intro to algebra. Course schedule will be set with the student at enrollment.

Instructor: Tina Monreal Location: Computer/Math Room

Basic English



This course is for those who would like to improve their English reading, writing, and grammar skills. Discover the benefits of improving your reading and writing ability for personal growth. Course schedule will be set with the student at enrollment.

Instructor: Christina Earley Location: Learning Center

Civics

Our Civics course is perfect for anyone who would like to study the rights and duties of citizens and the workings of the United States government. Students study the theoretical, political, and practical aspects of Citizenship, Government, and the History of the United States. This class will help prepare you for the Citizenship exam. Course schedule will be set with the student at enrollment.

Instructor: Christina Earley Location: Learning Center

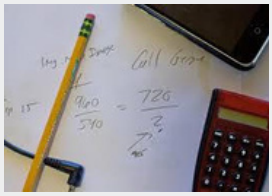
ELL (English Language Learner)

Beginning to advanced sessions will meet individual needs for speaking, listening, reading, and writing English. Course schedule will be set with the student at enrollment.

Instructor: Christina Earley Location: Learning Center

Literacy

Pre-Algebra



This course will cover integers, expressions, equations, linear functions, graphing, real numbers, right triangles, percent, distance, surface area and volume. You will work with variables, solve linear equations and understand foundational geometry. Course schedule will be set with the student at enrollment.
Instructor: Tina Monreal Location: Computer/Math Room

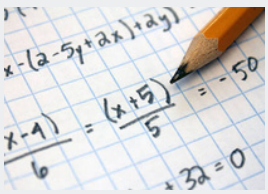
High School Completion

This is your time! Earning your High School Diploma opens doors toward better employment and College. We are open year-round to provide free onsite/blended courses to help you achieve your goal. We will work with you to design an individual learning plan that best fits your learning style, goals, and schedule. We have two pathways to choose from to earn your high school credential: High School Diploma or HiSET (High School Equivalency Test). Start today to take the next steps towards your success!

Algebra I

This course is designed to emphasize the study of multiple representations of linear and non-linear functions. It includes mathematical concepts for working with rational numbers, various expressions, analyzing and solving linear equations & inequalities, data analysis, probability, statistics, and polynomials. Students will use hands-on materials and calculators when needed in solving problems where the algebra concepts are applied. Course schedule will be set with the student at enrollment.
Instructor: Tina Monreal Location: Computer/Math Room

Algebra II



Students will make connections between verbal, numeric, algebraic, and graphical representations of functions. Students will create equations and inequalities that can be used to model and solve mathematical and real-world problems. This course willl focus on equations, quadratics, inequalities, functions and polynomials. Schedule will be set with the student upon enrollment.
Instructor: Tina Monreal Location: Computer/Math Room

High School Completion

Biology With Lab

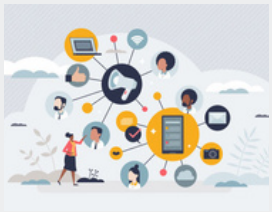
This compelling credit course engages students in the study of life and living organisms and examines biology and biochemistry in the real world. It encompasses traditional concepts in biology and encourages exploration of new discoveries in this field of science. The components include biochemistry, cell biology, cell processes, heredity and reproduction, the evolution of life, taxonomy, human body systems, and ecology. Schedule will be set with the student upon enrollment.

Instructor: Christina Earley Location: Learning Center

Digital Literacy for HSC

This course is designed to assist students to gain digital literacy skills needed to satisfy their high school completion requirements. Topics to be covered include Basic Computer, Windows 11, MacOS, Internet, Email, Social Media, Microsoft Word, Google and AI.

Instructor: Tina Monreal Location: Computer/Math Room



English

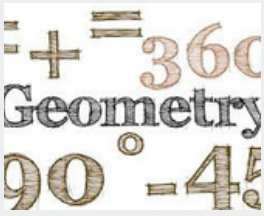
This credit class will focus on comprehension, writing, and grammar. Students will read and analyze short stories then work on a research paper. Schedule to be set with student upon enrollment.

Instructor: Christina Earley Location: Learning Center

Geometry

This course will focus on the areas of congruence, proofs, and constructions, similarity and trigonometry, circles, and two and three-dimensional figures. Students will build on conceptual understanding to prove theorems about lines, angles, and triangle congruency. Students will make algebraic connections to verify properties of figures in the coordinate plane and write equations of parabolas and circles. Schedule set with student upon enrollment.

Instructor: Tina Monreal Location: Computer/Math Room

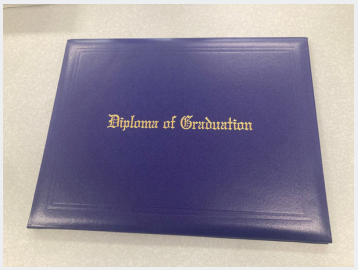


High School Completion

HiSET Math Prep

This course will prepare you with the math skills needed to pass the HiSET math exam. Topics include: Basic Operations, Number and Operations, Exponents and Roots, Decimals, Fractions, Percents, Rates, Ratios and Proportions, Measurements, Geometry, Statistics, and Algebra. Schedule set with the student upon enrollment.

Instructor: Tina Monreal Location: Computer/Math Room



HiSET Prep

This course will prepare you for the HiSET Exam in the subjects of Reading, Writing, Science, and Social Studies. You will develop strategies to analyze and synthesize ideas, reading comprehension, essay writing, answer questions regarding text, Life Science, Physical Science, Earth and Space Science, analyze and interpret information in history, political science, sociology, and economics. Schedule will be set with student upon enrollment.

Instructor: Christina Earley Location: Learning Center

Maine College and Career Access

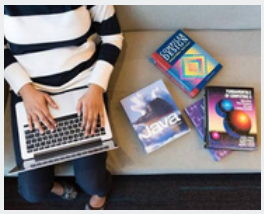
Ever dream of going to college? Look for a better career? Where do you start? This program is specifically designed for you! We will work with you to develop your individual learning plan to achieve your goals. We have contextualized onsite/blended courses to educationally prepare you and provide you with any pre-requisites that you may require. We offer courses in College and Career Readiness, English, Math, Digital Literacy, and various workshops that will give you all the tools you need to be successful. Take the next step - contact us and get started today!

College and Career Readiness

Develop academic and soft skills for college success. Class includes, but is not limited to: Study Skills, Financial Aid, Time Management, Personal Finances, and Career Explorations. Schedule set with student upon enrollment.

Instructor: AE Staff Location: ACE

Maine College and Career Access



Digital Literacy for College

This course will prepare you for the digital literacy skills required in college. It will teach you to navigate the computer, do online research, communicate through technology, using software, and digital safety. Schedule set with student upon enrollment.
Instructor: Tina Monreal Location: Computer/Math Room

ELA for College

Develop reading, writing, and research skills for college and career success. Topics covered may include punctuation, grammar, use of language, elements of fiction and non-fiction, research skills and strategies. Schedule set with student upon enrollment.
Instructor: Christina Earley Location: Learning Center

Math for College

Develop skill in mathematics to ensure college success. Students need to have the ability to use logic, numbers and quantitative reasoning to solve complex problems, analyze data, and build models across academic subjects. This class will provide you with the mathematical foundational skills needed to achieve those abilities. Schedule set with student upon enrollment.
Instructor: Tina Monreal Location: Computer/Math Room

UMA Distance Education

New Fall semester begins on August 31, 2026. UMA offers 28 degree programs completely online. You can access the course utilizing online, video conferencing, or a combination of online and in-person course at UMA Centers & sites across the state.

FAME

FAME helps students financially to meet the cost with higher education through loans, grants, and scholarships. Check our website at www.rsu25.maineadulted.org for upcoming FAME workshops

Computer and Technology

CAD

CAD is a computer-aided design program that is used in different professions, like architects, engineers, interior designers, builders, plumbers, etc. In this course, you will learn to navigate the system of SketchUp and use the tools provided to create designs and shapes. This onsite, hands-on class will allow you the opportunity to create 2D and 3D models. If you are in one of these professions and need to improve your skills or looking to enter one of these professions this course is for you.
Instructor: Tina Monreal
Location: Computer/Math Room
Date: 10/26/26-11/23/26
Mondays/Wednesdays 3:00pm-5:00pm

Digital Literacy for the Modern Workplace

This course is designed to assist students to gain digital literacy skills needed to be successful in the workforce. Topics to be covered include communication, customer service, basic computer, Windows, MacOS, Internet, Email, Google, Social Media, Microsoft Word, Microsoft Excel, PowerPoint, and office equipment. Schedule set with student upon enrollment.
Instructor: Tina Monreal
Location: Computer/Math Room
Date: 10/6/26-12/3/26
Tuesdays/Thursdays 3:00pm-5:00pm

IC3 Training

IC3 is a certification for anyone who wants to demonstrate critical computer and internet skills. Students should have a basic understanding of computers and programs. Students who achieve IC3 certification possess the validated skills and knowledge required for basic use of computer hardware, software, networks, and the Internet. Not only do you receive tools for success in the 21st Century classroom but also for higher education, employment, and life. To become IC3 certified, you must pass 3 level exams. The course includes training and practice tests. Certification exams are held after you successfully complete the course and pass the practice exam. Schedule set with student upon enrollment.
Instructor: Tina Monreal
Location: Computer/Math Room

Computer and Technology

Northstar Digital Literacy Certificate

The Northstar Digital Literacy Certificate is a self-guided online set of assessments that shows an individual's ability to perform basic computer skills. Assessments are available for Phone Keyboard Basics & Logging In, Basic Computer Skills, Internet Basics, Using Email, Windows 11, MacOS, Microsoft Word, Microsoft Excel, Microsoft PowerPoint, Google Docs, Social Media, Information Literacy, Career Search Skills, Your Digital Footprint, Supporting K-12 Distance Learning, Accessing Telehealth Appointments, and Cybersecurity Basics.

Instructor: Tina Monreal

Location: Computer/Math Room

Healthcare

CCMA (Certified Clinical Medical Assistant Training Program)

Do you want to prepare for an exciting, challenging, and rewarding career in healthcare? We train students to assist physicians by performing functions related to the clinical responsibilities of a medical office. This course is designed as an Integrated Educational Training Program. Instruction includes preparing patients for examination and treatment, routing laboratory procedures, diagnostic testing, technical aspects of phlebotomy, and the cardiac life cycle. Students will review important topics including phlebotomy, pharmacology, the proper use and administration of medications, taking and documenting vital signs, cardiology including proper lead placements, professional workplace behavior, ethics and the legal aspects of healthcare. Classroom lecture and hands-on labs are integrated with contextualized, concurrent English, Math, technology, and employability skills. Students will have an opportunity for job shadowing and/or externship. Background checks and immunization records are required for optional externship. All textbooks, lab materials, tuition, and the national certification exam (1) fee are covered in the course cost. Students are responsible for the cost of uniforms, shoes, and stethoscope, which should not be purchased prior to acceptance. Course has mandatory attendance requirement. Pre-requisite: Enrollment Interview, CASAS assessments, and approval of Director.

Instructor: Tina Williams

Location: ACE

Mondays/Thursdays 5:30pm-8:30pm, Wednesdays 4:00pm-8:30pm

Dates: 9/14/26-5/20/26

Registration Fee: $3,300

Healthcare

Certified Phlebotomy Technician

Are you interested in the medical field, but don't know where to start? Even wonder what the tubes the phlebotomist use are for and how many to draw? Why are there so many different colors of tubes and needles? How do they know if it's a vein? This course will answer your questions. This Phlebotomy course is designed as an Integrated Educational Training (IET) Program. Our learning staff will work along side the phlebotomy instructor to provide students with the knowledge and practical skills needed to safely and efficiently perform blood collection (venipuncture) and related laboratory procedures. This course prepares individuals for entry-level positions as phlebotomists in hospitals, clinics, laboratories, and other healthcare settings. An enrollment interview and CASAS Reading assessment are pre-requisites for acceptance to this course. Background checks and immunization records are required for optional externship. All textbooks, lab materials, tuition, and the national certification exam (1) fee are covered in the course cost. Students are responsible for the cost of uniforms and shoes, which should not be purchased prior to acceptance. Course has mandatory attendance requirement and requires successful completion of 30 venipunctures and 10 capillary/finger sticks on live individuals to sit for the national certification exam. This class can be taken as a stand-alone for certification as a Phlebotomy Technician, but it also can be used as a pre-requisite module of the Certified Clinical Medical Assistant Program.

Instructor: Tina Williams Location: ACE

Mondays/Thursdays 5:30pm-8:30pm, Wednesdays 4:00pm-8:30pm

Dates: 9/14/26 - 11/19/26 Registration Fee: $300

Healthcare Program

Are you considering going to college for Healthcare? Whether a certificate program or a 4-year degree, this program will provide you with a solid foundation. Students will receive instruction in Anatomy and Physiology, Digital Literacy for Healthcare, Healthcare Math, Medical Terminology, and a series of workshops. Schedule set with student upon enrollment.

Instructor: AE Staff Location: Learning Center

General Enrichment

Driver's Education

Sessions are a combination of live and zoom classes taught live online with an orientation via zoom unless otherwise indicated on the Coastal Area Driving Academy website. This course is suited for students 15-21 years of age. This will include 30 hours of classroom time and 10 hours of behind the wheel training to prepare the student for the road test. Sign up at www.coastalareadriving.com or call (207) 716-6294
Fee: $625

Driver's Education Live Class Dates

November 2026

Orientaion - via Zoom - Mandatory for parents and students: Sunday, 10/25/26, 6:00pm-7:30pm
Class dates: Live class are 10/27/26 and 11/20/26 3:00pm-6:00pm. Zoom classes are 10/28/26, 10/29/26, 11/3/26, 11/5/26, 11/10/26, 11/12/26, 11/17/26, and 11/18/26, 5:00pm-8:00pm

December 2026

Orientation- via Zoom- Mandatory for parents and students: Sunday, 11/25/26, 6:00pm-7:30pm
Class dates: Live class are 12/1/26 and 12/23/26 3:00pm-6:00pm. Zoom classes are 12/2/26, 12/3/26, 12/8/26. 12/9/26, 12/10/26, 12/15/26, 12/16/26, and 12/17/26, 5:00pm-8:00pm

Landowner 101

Woodland owners in Maine steward their forests for a variety of reasons, among them aesthetics, firewood, recreation, wildlife, maintaining health, diversity, and forest products. The Landowner 101 course will cover topics and information to help guide woodland stewards through the sustainable management of their forest. Participants will hear from various natural resources professionals and organizations during the 5-day course. Maine Forest Service District Foresters Steve McDonalds and Allyssa Gregory will lead the sessions. Minimum of 12 students.
Instructor: Steve McDonald and Allyssa Gregory Location: ACE
Monday/Tuesday/Wednesday/Thursday/Friday 5:30pm-7:30pm
Dates: 11/16/26-11/20/26
Sign up at https://forms.cloud.microsoft/g/bdesxEcPG2

General Enrichment

Hunter Safety

This 2-day, instructor led course will be in person and hands on. Volunteer instructors provide valuable information to new hunters including insight into the sport of hunting, resources and support. Please bring your own lunch, drinks, and pen to take the test. If you have a fever or not feeling well, you can not attend. Anyone 12 years or younger must be accompanied by an adult, 13-17 years old will need to have a parent's/guardian signature on the consent line of thier voucher. Register online at https://www.eventbrite.com/e/firearms-hunter-safety-traditional-course-bucksport-teckets-1999790219379?aff=oddtdtcreator&keep_tld=true

Any person who needs accommodations to participate in the program should contract the office at (207)287-5220 or jaime.berard@maine.gov

Location: ACE

Saturday/Sunday 9:00am-4:00pm

Dates: 10/10/2026-10/11/2026

Online Courses

ed2go Professional Development and Personal Enrichment

Looking to explore a new career or learn a new skill? Learn a new skill? There are almost 500 classes to choose from! Check out these 6-week courses at www.ed2go.com/rsu25aded.

Secrets of Better Photography

Discover Sign Language

Medical Terminology Series

ed2go | Learn More

Start Your Own Business

Creative Web Pages

Healthy Living Suite

Beginning Conversational French

Secrets of the Caterer

Introduction to Guitar

Online Courses

ed2go Career Training Programs

Looking to enter a profession but need a certification? Check out the hundreds of certificate programs available to you at careertraining.ed2go.com/rsu25aded

Digital Game Arts Certificate

Payroll Manager

Front-End Web Developer

ed2go | Learn More

Fundamentals of Blueprint Reading & Construction Estimating

Veterinary Assistant

Fiction Writer Course

Pastry Chef Training

NASM Certified Personal Trainer + Performance Enhancement

Professional Translator

Funding provided by U.S. Department of Education Title II Adult Education and Family Literacy Act.

RSU 25 Adult Education Registration Form

Name_____DOB_____
Address_____Town/Zip_____
Home #_____Cell #_____Work #_____
Email_____

Course Name	Date	Fee

Please make checks payable to: RSU 25 Adult Education
Mail to:
102 Broadway, Suite One
Bucksport, Maine 04416

When registering, please notify staff at least 2 weeks in advance regarding any information we may need while you are enrollled with us (i.e. allergies, accommodations, etc.)

For Office Use Only:
Date Rec'd_____ ☐ Cash #_____ ☐ Check #_____

RSU25 Adult & Community Education
102 Broadway, Suit One
Bucksport, ME 04416

Maine Adult Education
EDUCATE • EMPOWER • ENRICH

Don't see the course you are looking for here? Browse www.maineadulted.org for statewide listing.

It is the policy of RSU25 Adult and Community Education not to discriminate on the basis of sex in its educational programs, activities or employment policies as required by Title IX of the 1972 Educational Amendments. Inquiries regarding compliance with Title IX may be directed to Tara Woods, Special Services Director, Affirmative Action Officer/Title IX Coordinator at the Superintendent of Schools Office, 62 Mechanic Street, Bucksport, Maine 04416, Phone: 207-469-6642, tara.woods@rsu25.org or to the Director of the Office of Civil Rights, Department of Health Education, and Welfare, Washington, D.C.
Full policy can be found at www.rsu25.org