

SUMMER TABE CLASSES

June 7th–July 29th

Monday & Wednesday

Class Time

9:00am–12:00pm

- ◆ Review reading comprehension
- ◆ Review language mechanics
- ◆ Practice test taking skills
- ◆ Timed practice tests
- ◆ Prepare for Vocational classes at PBSC
- ◆ **FREE** Onsite Testing available!!



PALM BEACH COUNTY SCHOOL BOARD

- Mr. Monroe Benaim, M.D., Chairman
- Dr. Sandra Richmond, Vice-Chair
- Mrs. Paulette Burdick
- Bill Graham
- Debra Robinson, M.D.
- Mrs. Carrie Hill
- Frank A. Barbieri, Jr., Esq.
- Arthur Johnson, Ph.D.
Superintendent

IDENTIFICATION AND NOTIFICATION OF COORDINATORS

State and Federal laws and regulations require institutions to designate one or more persons to coordinate compliance with civil rights protections. One person may be designated for compliance with all applicable laws, or separate individuals may be designated for specific laws. The School District of Palm Beach County coordinators are as follows:

Americans with Disabilities Act (ADA)/504

Debra A. Neeson Okell, ADA/504 Specialist
3378 Forest Hill Blvd., A-203
West Palm Beach, FL 33406-5869
(561) 434-8817

Americans with Disabilities Act (ADA) Facilities

Carey Kelly, Existing Structures, Program Management
Thomas Hogarth, New Structures, Building Department
3300 Summit Blvd., West Palm Beach, FL 33406

Equal Employment Opportunity (EEO)

Americans with Disabilities Act (ADA)/Accommodation

Sonya Hill-Howard, Esq., Director, Employee Relations
3300 Forest Hill Blvd., B-123
West Palm Beach, FL 33406-5870
(561) 434-8408

Florida Educational Equity Act Coordinator

Janice S. Cover, Ed.D., Assistant Superintendent
CO Taylor/Kirklane El. Bldg. 50 Concreteable
Palm Springs, FL 33461
(561) 649-6000

Gender Equity in Athletics/Title IX

Yetta Greene, Assistant Principal, Palm Beach Lakes High
3505 Shiloh Dr., West Palm Beach, FL 33407
(561) 963-3872

The School District of Palm Beach County prohibits discrimination against students, employees, and applicants on the basis of religion, race, ethnicity, national origin, color, sex, marital status, age, parental status and disability in any of its programs, services or activities.

Project Transition is funded by the Florida Department of Children and Families Refugee Services Program with grants from the Department of Health and Human Services Office of Refugee Resettlement with support from the School District of Palm Beach County.



4260 Westgate Avenue
@ Gold Coast Community School
West Palm Beach, FL 33409

The School District of Palm Beach County
Department of Adult and Community Education
Mary Barrett, Manager

Main: (561) 687-6370
Creole: (561) 687-6379
Spanish: (561) 687-6381

PROJECT TRANSITION

SUMMER INSTITUTE

FREE
Continuing Education
for Refugee Families!!
2010



Project Transition is an ally offering hope to refugees that empowers clients through education to improve employability, increase self-sufficiency and aid in their cultural adaptation.

BASIC COMPUTER CLASS

July 7th—July 29th 2010

Mondays & Wednesdays

5:00pm—7:30pm

- ◆ Turn the computer on & off
- ◆ Create and Save Documents
- ◆ How to print a document
- ◆ Intro. to Microsoft Word
- ◆ Browse the Internet.
- ◆ How to create an Email



SUMMER ESOL CLASS

June 7th—July 29th, 2010

9:00am—11:30am

July 6th—July 29th, 2010

2:00pm—4:30pm & 5:00pm—7:30pm

Tuesdays & Thursdays

- ◆ Extra Practice
- ◆ Listening and Speaking



KEYBOARDING CLASS

June 7th—July 29th, 2010

Monday & Wednesday

4:30pm—5:30pm

- ◆ Improve your typing
- ◆ Build your speed



ADVANCED COMPUTER CLASSES

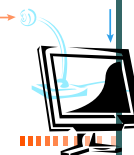
(English only)

July 6th—July 29th, 2010

Tuesday & Thursday

5:30pm—7:30pm

- ◆ Intro. To Microsoft Word
- ◆ Working with Tables
- ◆ Document Formatting
- ◆ Intro. To Power Point
- ◆ Creating a Power Point presentation



ENTREPRENEURSHIP WORKSHOP

JULY

Schedule: TBD

- ◆ Learn how to start a business in a tough economy
- ◆ Create a Business Plan in class
- ◆ Develop a funding network
- ◆ Marketing and Sales
- ◆ Taxes & Financial Management

WORK READINESS/ RESUME WRITING WORKSHOP

June 21st—June 30th

9:00am-11:00am

July 19th—July 28th

Schedule: TBD

- ◆ Create a Resume & Cover Letter
- ◆ Online Job Searching
- ◆ Interview Practice
- ◆ Workplace Preparation