

**WINTER/SPRING 2018**

*Tewksbury  
Public Schools  
Office of  
Community Services  
Adult Education*



978-640-7831

[WWW.TEWKSBURY.K12.MA.US](http://WWW.TEWKSBURY.K12.MA.US)

ALL REGISTRATIONS MUST BE DONE ONLINE THRU COMMUNITY PASS. (SEE PAGE 4 FOR DIRECTIONS.) YOU CAN STILL PAY BY MAIL OR ONLINE BUT YOU MUST REGISTER ONLINE. IF YOU HAVE DIFFICULTY WITH THIS PLEASE CONTACT THE OFFICE . WE ARE HERE TO HELP! NOTE: Courses will be closed one week before they are scheduled to start so we can prepare the instructor folder/roster. Please register early to avoid cancellations.

## COMMUNITY SERVICES ADULT EDUCATION DIVISION WINTER/SPRING 2018 CALENDAR

	M	T	W	TH
JANUARY	22	23	24	25
	29	30	31	
FEBRUARY				1
	5	6	7	8
	12	13	14	15
	X	X	X	X
	26	27	28	
MARCH				1
	5	6	7	8
	12	13	14	15
	19	20	21	22
	26	27	XHS OH	29
APRIL	2	3	4	5
	9	10	11	12





\*XWY-No Classes will be held at the Wynn M.S. on these dates due to open house  
 \*XHS -No Classes will be held at the High School on these dates due to open house or other events  
 \*X-no classes at all schools (there may be exceptions)

### PLEASE NOTE:

**We do not send confirmations. You will be notified via email ONLY if a class is cancelled completely so please check your email. If a class is cancelled due to the bad weather an effort will be made to send an email indicating this.**

***Some courses require the purchase of materials either from the instructor or a third party. This does not imply an endorsement of any product or service by the Tewksbury Public Schools.***

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## ***POLICIES and GENERAL INFORMATION***

### **WHO MAY ATTEND:**

Enrollment in Community Services adult evening classes is open to anyone 18 years of age or older. Residents from other communities are welcome. (Anyone under 18 years of age, who wishes to enroll in an **ADULT** class, **must** attend with a parent/guardian, provided there is space available, and must have prior approval of the instructor. Students under 18 may attend a youth class, such as Babysitting Basics, without an adult.) Please register online for all classes, Adult or Child.

### **REGISTER AND PAY ONLINE for Adult Ed. and Children's Courses**

- **GO TO <https://register.communitypass.net/TewksburyPublicSchools> OR FIND THE LINK ON OUR WEBSITE AT [WWW.TEWKSBURY.K12.MA.US](http://WWW.TEWKSBURY.K12.MA.US). CLICK ON THE "ABOUT" TAB, CLICK ON "COMMUNITY SERVICES" UNDER DEPARTMENTS & PROGRAMS, AND THEN CLICK ON THE "ADULT EDUCATION" BULLET.**
- **Everyone with a child in the Tewksbury Public Schools has a family account.** If you do not already have an account please create one under Community Pass to access the registration page. Once you have an account you will be able register. **If it says you have an account and you do not know your login or password email Maura Rauseo at [mrauseo@tewksbury.k12.ma.us](mailto:mrauseo@tewksbury.k12.ma.us) or call her at 978-640-7831 x218. PLEASE DO NOT CREATE A NEW ACCOUNT.**
- Please enter all of your information. If more than one person in a family is registering for a class, each individual must be added to the account and registered separately. You will receive an email confirmation once you are registered.
- **Acceptable forms of payment include:** Mastercard, Visa, American Express, Discover and your Bank Account. (There is a 2.9% convenience fee for using a credit card and a \$.40 per transaction fee to use your checking account/routing number. Paying by EFT is under the Credit Card section.) You can also choose to "send payment" and mail it in or drop off a check at Community Services Adult Education, 139 Pleasant Street, Tewksbury, MA 01876. **If a class is cancelled, tuition will be refunded but any fees charged by invoice cloud (convenience fees) for paying online or rejected payment fees are non-refundable.**
- **Enrollment is determined on a first come, first serve basis.** Courses will be closed one week before they are scheduled to start so we can prepare the instructor folder/roster. Please call us if you still wish to register and the course is no longer available online so we can check to see if it is still running.

### **TUITION, FEES, and METHOD OF PAYMENT:**

The tuition is listed with each course description. **There is a 2.9% convenience fee for all credit card payments and a \$.40 per transaction fee for EFT. Please do not send cash.** Checks should be made payable to the "Town of Tewksbury."



### **REGISTRATION FEE:**

Due to system constraints, we have waived the registration fee but courses will close a week before they are scheduled to run so please register early.

### **SENIOR CITIZEN DISCOUNT:**

Seniors (age 60 and over) will be granted a **10% discount on tuition fees** except for WHERE INDICATED IN THE COURSE DESCRIPTION. You must be over 60 to receive the senior discount. It will be automatically deducted if the birthday you enter at registration qualifies you for it.

### **REFUNDS:**

Tuition is refundable if there is insufficient enrollment and a course is cancelled. Students withdrawing before or at the first class will be assessed a \$5.00 administrative fee. **THERE ARE NO REFUNDS FOR WITHDRAWING BEYOND THE FIRST CLASS.** **If a class is cancelled, tuition will be refunded but any fees charged by invoice cloud (convenience fees) for paying online or rejected payment fees are non-refundable.**

### **DATES of CLASS SESSIONS:**

The dates of class sessions are indicated with each course description. This schedule should be used only as a guide. **Students are advised to check with their instructor to confirm class meetings.**

**WHERE CLASSES ARE HELD and WHEN THEY BEGIN:** All evening classes are held at Tewksbury Memorial High School, unless otherwise noted. Any exceptions are listed with the course description.

### **CLASS CANCELLATIONS:**

If the Tewksbury Schools are closed due to inclement weather, vacation, or holidays, the Community Services adult evening classes are also cancelled. In the event it is necessary to cancel classes for inclement weather developing during the day, the decision will be made by **3:00 p.m.** Please listen to radio stations **WBZ, WCAP, WCCM, and TV Channels 4, 5, 7, and 25** for cancellation announcements. Every attempt will be made to make up cancelled classes either at the end of the course schedule or by extension of remaining class hours. **Please do not call the School Department or the Police Department.**

## ***BUSINESS/FINANCIAL MANAGEMENT***



### **MANAGING YOUR MONEY MADE SIMPLE,**

***Amy LaMarche, Melody Anoli-Marcotte, and Corrine Lombardo, Instructors***

***Course #1***

Money, Money, Money!! Let's start the New Year off by taking control of your finances. Taking the time to manage your money better can really pay off. It can help you stay on top of your bills and save you money each year. This class will give insight into how to use the simplest financial tools to help you manage your debts and to put extra money toward your savings. We will discuss the many resources available to the consumer when it comes to a brick and mortar bank as compared to online banks. By the end of the class, we will take the "S" out of *Stress* and teach you simple techniques and strategies to make you more financially "savvy". Please bring a notebook and pen to class.

**Thursday**

**1/25**

**Tuition \$30.00**

TMHS Rm. B109

6:30-8:00 p.m.

1 session

## ***HEALTH/PERSONAL DEVELOPMENT***

### **BASKETBALL - MEN'S, Mr. Dave Libby, Instructor**

***Course #2***

Enjoy the recreational and competitive challenge of playing basketball with adults. Teams will be assigned. All games will be officiated by IAABO Basketball Officials and game tee shirts will be provided. **YOU MUST REGISTER ONLINE. IF YOU COME THE FIRST NIGHT TO REGISTER, THERE WILL BE A LAPTOP SET UP FOR YOU TO REGISTER AT SO IT IS EASIER TO DO IT FROM HOME OR YOU MIGHT HAVE TO WAIT.**

**Tuesdays (or other days as scheduled) Note change of day to Tuesday.**

**Tuition 130.00**

TMHS Gym

6:00-10:00 p.m

10 sessions

**Tues, 2/27 and Thurs, 3/1 will be registration and pickup games. Games begin on 3/6. To save time, please register online ahead of time. If you played basketball before you already have an account. Please do not create a new one. Check with Dave Libby for your login and password if you do not know it.**

**Scheduled days - Dave Libby will email out a final schedule once completed.**

**Go by Dave Libby's schedule on his web page for dates/times. Tentative Schedule: Games start 3/6**

**<http://www.leaguelineup.com/welcome.asp?url=tewksburymensbasketball&sid=441780357>**

### **BASKETBALL - WOMEN'S, Ms. Nancy Toland, Instructor**

***Course #3***

Enjoy the recreational and competitive challenge of playing basketball with other adult women. Teams will be formed according to skill level and ability. Participants can enjoy an excellent workout, "pick up style", in this program. **No Class 4/19.**

**Thursdays**

**3/1 to 5/10**

**Tuition \$80.00**

Wynn Middle School Gym

7:00-9:30 p.m.

10 sessions

### **GOLF INTRO FOR ADULTS, Mr., Barrie Bruce and Staff, Instructors**

***Course #see below***

Our Intro to Golf program is designed for the new to the game golfer with little or no golf experience. The basic fundamentals of the game will be taught in a relaxed, stress-free clinic-style setting. This program consists of five (5) one-hour lessons, spaced a week apart. Equipment and practice balls will be provided as needed. All you need to bring is a pair of sneakers and a good attitude. **NO SENIOR DISCOUNT.**

**Tuition \$179.00**

**Course #4      Saturdays      4/7-5/5      11:30AM**

**Course #5      Sundays      4/8-5/6      11:30AM**

**Course #6      Mondays      4/9-5/7      5:30PM**

**Course #7      Tuesdays      4/10-5/8      5:30PM**

**(More dates are available if you contact the Golf School - be sure to mention you saw these courses in the TPS Adult Education Brochure.)**



### HEARTSAVER CPR/AED, *Mr. Steve Sentementes, Instructor*

Course #see below

Video based instructor led course that teaches adult, child, and infant CPR AED use. The course also includes how to revive choking in adults, children and infants. This course is for anyone with limited or no medical training. Students will get a completion card at the end of the course. Please wear comfortable clothing. Card is \$20, payable by check to Pulse, the night of class. A \$5 optional book is also available for purchase from the instructor. Students will receive an electronic CPR (E-card) from the American Heart Association.

6 separate one night courses are being offered.

TMHS ROOM B109

Course #8	Thursday	1/25	6:00pm-10:00pm
Course #9	Tuesday	1/30	6:00pm-10:00pm
Course #10	Monday	2/5	6:00pm-10:00pm
Course #11	Monday	2/12	6:00pm-10:00pm
Course #12	Wednesday	3/7	6:00pm-10:00pm
Course #13	Thursday	3/22	6:00pm-10:00pm



Tuition \$65.00

### HATHA YOGA, *Ms. Amy Martin, Instructor*

Course # see below

Enjoy the benefits of yoga! Yoga tones muscles, improves joint function, fosters balance, and relaxes the mind. This Hatha Yoga course combines balancing, strengthening, and stretching postures, as well as breath work, to leave you feeling centered and relaxed by the end of class. An excellent introduction for those new to yoga, this course is also a fulfilling practice for those who practice yoga regularly. **You will need a yoga mat and a yoga strap. Students should wear loose comfortable clothing and expect to be barefoot or wear socks.** (Class Limit 20 each class. If the class is full the online system will not let you register.) No class 2/19 & 2/21

Course #14 Mondays	1/22 to 4/2
TMHS A209	5:45-6:45p.m.
Course #15 Wednesdays	1/24 to 4/11
TMHS A209	5:45-6:45p.m.



Tuition \$65.00  
10 sessions

Tuition \$65.00  
10 sessions

### KAREN'S CARDIO AND MUSCLE WORKOUT, *Ms. Karen Daley, Instructor*

Course #16

This class is a total body workout that focuses on every muscle group for all fitness levels, that will simultaneously improve your cardiovascular and muscle strength and endurance. Performed to motivating music, it incorporates cardio and a variety of strength conditioning exercises to always keep you on your toes and eager to see what is next. Wear comfortable workout clothes and sneakers. **Please bring a mat, weights, a towel, water, and a positive attitude. Guaranteed F-U-N!**

No Class 2/22.

Thursdays	1/25 to 4/5
TMHS Rm. Dance Studio	6:15-7:15p.m.

Tuition \$65.00  
10 sessions

### MARTIAL ARTS/SELF DEFENSE WITH PRACTICAL RESULTS FOR ADULTS

Course #17

*Shihan Jeff and Shihan Deb, 5th Degree Black Belts, Instructors*

In today's world, self-defense is on everyone's priority list. This is a great workout with measurable results! Kempo Karate/Ju-Jitsu/Kung Fu is an outstanding workout activity. Be prepared to sweat!

Wednesdays	3/14 to 3/28
Wynn Middle School Gym	7:30-8:30 p.m.

Tuition \$50.00  
3 sessions

### PARTY DANCING 101- One Fun Night!, *Carolisa of Moonlightdjs, Instructor*

Course #18

Have you always wanted to jump in when everyone hits the dancefloor at a wedding or party? Don't sit on the sidelines... join in and have fun! Whether you want to feel more relaxed & confident or just have a fun night out with friends this crash course is for you! Move & Groove to a mix of some of the best pop & dance from each decade; "old school" funk, disco, to 80's pop, Rock & current! We'll use easy moves to get loose on the dancefloor. We'll review all the "party" line dances you'll need: electric slide, cotton eye joe, wobble, nae nae, chacha, hustle & some country! Best are sneakers with minimum tread such as aerobics, dance or old worn out sneakers. Bring water! **For anyone who loves or wants to learn to dance. Get in the groove!**

Thursday	3/8
TMHS Rm D112	6:30-8:00 p.m.

Tuition \$20.00  
1 session

**TAI CHI 10-FORM REVIEW AND PRACTICE CLASS, Sharon Pei, Instructor****Course #19**

Let Tai chi, this ancient art of cultivating and storing internal energy through slow, non-impact movements and relaxed breathing, bring you back to a place of calm and balance. This class is designed for those who have learned simplified Yang style Tai Chi 10-form before with instructor Sharon Pei, or for those with previous learning experience. Emphasis will be on **practicing and doing them correctly with continuity and flowing movements in a small group environment**. Practice and review of your Tai Chi Chuan routine will help you to become proficient and confident in all 10 essential Tai Chi movements. **Wear loose fitting clothes and soft soled shoes. No class 2/21, 3/28**

**Wednesdays****1/24 to 4/11**

TMHS Room Dance Studio

6:15-7:15 p.m.

**Tuition \$115.00**

10 sessions

**TAI CHI DE-STRESS AND BALANCE YOUR LIFE, Sharon Pei, Instructor****Course #20**

Let this ancient art of cultivating and storing internal energy through slow, non-impact movements and relaxed breathing, bring you back to a place of calm. Harvard Women's Health Watch says of Tai Chi: "This gentle form of exercise can prevent or ease many ills of aging and could be the perfect activity for the rest of your life....and you can get started even if you aren't in top shape or the best of health. There is growing evidence that this mind-body practice, which originated in China as a martial art, has value in treating or preventing many health problems. And it can be easily adapted for anyone, from the most fit to people confined to wheelchairs or recovering from surgery." Come to experience Tai chi to gain your life balance to be healthier and happier (after a hectic day). \*Instructor's note: Wear loose fitting clothes and soft soled shoes. **No class 2/21, 3/28.**

**Wednesdays****1/24 to 4/11**

TMHS Room Dance Studio

7:30-8:30 p.m.

**Tuition \$115.00**

10 sessions

**ZUMBA CLASSICS, Ms. Carolisa of MoonlightDJs, Instructor****Course #21**

**Move, Groove, Dance, Get Fit & have FUN!** This energizing dance-fitness workout burns calories; strengthens abs, core, lower body. Get Funky to a fantastic mix of "old school" dance & party classics to current; latin, bollywood & world music. This class is **great for all levels including the beginner & those new to exercise**; it's easy to catch on! Moves & dances explained as needed. Adjust the workout to suit your level. We'll add therabands to a few songs to target bi's & tri's. Includes a short segment on mats (optional) at the end of class for core & cool down. Bring a mat; therabands supplied. Best are sneakers with minimum tread such as aerobics, dance, or well used sneakers. Bring water! **Dance off calories & have a blast in this fun & friendly class! No class 2/19.**

**Mondays****1/22 to 3/5**

TMHS D112

6:30-7:30 p.m.

**Tuition \$50.00**

6 sessions

**HOBBIES/CREATIVE ARTS****CROCHETING, Ms. Virginia Albrecht, Instructor****Course #see below**

Learn to crochet or improve your skills. Beginners will learn the basics - chain, single crochet, and double crochet. More experienced students can learn something new. Sample projects will include scarves, hats, and afghans. Depending upon the project, the instructor will give you a list of materials that you may purchase on your own. Please bring a skein of 4 ply, light color, yarn and any size crochet hook to class. **(Note: 3 separate courses are being offered, two 5 week courses & 1 ten week course - see course numbers below. Option to attend 1st 5 weeks, 2nd 5 weeks, or all 10 weeks.) No class 2/20.**

**Course #22 Tuesdays****1/23 to 4/3**

TMHS Library

6:30-9:00 p.m.

**Course #23 Tuesdays****1/23 to 2/27**

TMHS Library

6:30-9:00 p.m.

**Course #24 Tuesdays****3/6 to 4/3**

TMHS Library

6:30-9:00 p.m.

**Tuition \$85.00**

10 sessions

**Tuition \$55.00**

5 sessions

**Tuition \$55.00**

5 sessions



**PAINT POURING CLASS, Ms. Joan Turner, Instructor**

**Course #25**

Fluid Painting or Paint Pouring as it is also called, is based more on intuitive senses than artistic ability, which makes it an awesome exercise in the practice of connecting even more fully to your spiritual or inner self. This mini course, we will be completing a minimum of 6 pieces of artwork (you may want to think "Holiday" gifting!) You will learn how to "pour" paint, "blow it", "scrape it" and other techniques. Pouring mediums can get rather expensive - I will share a home-made "recipe" to make your own pouring medium. You will learn how to create "cells" in your piece and more. This is extremely cool, you truly need to try this!

**Mondays**

TMHS B106

**1/22 to 3/5**

6:30-8:30 p.m.

**Tuition \$60.00**

6 sessions

**CHILDREN'S COURSES**

**JUNIOR GOLF CLINIC, Mr. Barrie Bruce and Staff, Instructor**  
**below**

**Course# see**

This clinic program is geared and staffed specifically for **boys and girls, ages 7-14**. Junior clinics are perfect for both beginning juniors and those who want to develop better golf skills. Clinics consist of five (5) one and a half hour lessons, covering safety, set up, the swing, irons, woods, the short game, and golf etiquette. Equipment and practice balls will be provided. We group the junior golfers in our clinic by age range, so students will be playing in age-related peer groups.

**Course #26 Mon-Fri April Vacation**

**4/16to 4/20**

**9:00 a.m. - 10:15 a.m.**

**Tuition \$129.00**

**Course #27 Mon-Fri April Vacation**

**4/16 to 4/20**

**1:00 p.m. - 2:15 p.m.**

**Tuition \$129.00**



**INSTRUCTORS**

**Ms. Virginia Albrecht** has been doing several different types of needlework for many years. These include crocheting and knitting. She has passed these skills on to many relatives and friends.

**Mr. Barrie Bruce** has a BA from Tufts University and an MA from Boston State College. He was named Teacher of the Year (New England Section), PGA 2004, and Golf Magazine's Top 100 Teachers Award, 2005. Barrie has over 65 years of golf experience and has been the head teaching professional at the Billerica Country Club for 42 years. He has also been a member of the Professional Golf Association of America for the past 30 years. Barrie was also awarded the PGA's Presidential Plaque for contributions and achievements in the area of player development.

**Ms. Karen Daley** has been a certified fitness instructor for over 20 years. A former Adult Education instructor, Karen returns with experience in aerobics, muscle conditioning, step and spin classes. She has taught many classes throughout the Tewksbury area, including the Senior Center. She is the former owner of Karen's Muscle Madness.

**Ms. Amy LaMarche** is a Market Manager for Salem Five Bank in Tewksbury. In this role she works closely with business owners to guide them in their banking and their personal finances. Her commitment to her clients as a banker and as the President of BNI Strategic Partners networking chapter has contributed to the growth and success of many local companies.

**Ms. Melody Anoli-Marcotte** is a Business Development Specialist and Licensed Life Insurance Producer for Salem Five Bank. She has been with Salem Five for 3 years and has over 20 years of experience in developing individualized plans to suit her clients. Her community outreach and dedication has helped many families in Tewksbury and surrounding towns.

**Ms. Corrina Lombardo** is a Customer Experience Manager at Salem Five Bank. She has worn many hats in her 20 years in the Retail Banking industry and is well known in the community for her experience at providing customer solutions.

**Mr. Dave Libby** is the Tewksbury Public Schools Finance and Operations Manager. He has been involved in men's basketball as a director, official, and participant for over 30 years.

**Ms. Carolisa** has over 15 years experience as a professional entertainer and dance teacher throughout New England. She teaches beginner through master classes in Zumba and Bellydance; Party Line Dance; and conducts workshops for company wellness, senior centers, womens "night out", events & parties, teen and kids' enrichment programs. She is also an experienced disc jockey with Moonlight Disc Jockeys of Billerica covering weddings, corporate and private functions, reunions, theme events, family and kids' parties.

**Ms. Amy Martin** has been teaching Hatha Yoga since 2010. She has been certified to teach prenatal, restorative, and chakra yoga, as well as yoga for seniors and children. She especially loves teaching beginner level yoga with an emphasis on gentle stretching and deep relaxation. Her website is <https://www.shantimindyoga.com>

**Ms. Sharon Pei** has been teaching Tai chi and Qigong(a.k.a. Chikung) via local Adult Education Programs since 2005. She is passionate about this ancient Chinese martial art, and loves to share her knowledge and experience about Tai chi and Qigong with you via learning and practice to improve your balance of body and mind at large. Sharon grew up in China, and is bilingual. She also taught Chinese language and cultural classes. She graduated from a teacher's college and also has a M.L.S. degree. For more information about her, please visit her website: <http://www.taichi-universe.com/about-us>.

**Mr. Steve Sentementes** has 17 years of EMS experiences and 11 years of Firefighting experience in numerous situations of doing CPR. He recently became an instructor and loves to teach others what he has learned over the years, especially how to save a life properly. Steve's company is called "Pulserate CPR/AED".

**Shihan Jeff Davis & Shihan Deb Davis, 5th Degree Black Belts** have been instructing Fitness & Self Defense with Practical Results for over 25 years locally and at corporate locations. They are active members of the World Martial Arts Association. Since 1999 they continue to be recognized by national, regional and local associations for their dedication and commitment, exemplary teaching, leadership in the community, and commitment to "Excellence" standards. They are presently chief instructors at The Self Defense Institute in Tewksbury. [www.tsdionline.com](http://www.tsdionline.com).

**Ms. Nancy Toland** has run the Community Services Women's Basketball League for the past fifteen years. She helped run the Girls' Recreation Clinic Basketball League for five years and served on the Recreation Basketball Board for two years.

**Ms. Joan Turner** is well known for her work in intuitive development. In addition to many years of intuitive advice through personal card readings, group meditation, as well as customized personal meditation, she also speaks at intuitive/spiritual development workshops and personal growth seminars such as Intuitive Inclinations and Edgar Cayce's Association for Research and Enlightenment. Joan has also aided rescuers in their work.

**You MUST register for classes online.**

Visit our web site at [www.tewksbury.k12.ma.us](http://www.tewksbury.k12.ma.us)

Go to Community Services and then Adult Education.

If you choose to pay by check it should be made payable to the

**TOWN OF TEWKSBURY**

**AND MAILED TO:**

**OFFICE OF COMMUNITY SERVICES**

**ATTN: ADULT EDUCATION**

**139 PLEASANT ST., TEWKSBURY, MA 01876**

**Please Note: If you pay by Credit Card, there is a 2.9% convenience Fee and if you pay by your checking account routing number there is \$.40 per transaction fee. All fees are non-refundable. To pay by checking acct, choose credit card and then in the drop down menu choose EFT.**

**This REGISTRATION FORM can only be used if you check with us first and we confirm you do not have a computer to register on your own. If that is the case we may have you come in to register on our computer in the office.**

**TEWKSBURY COMMUNITY SERVICES  
REGISTRATION FORM**

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ Phone( Day): \_\_\_\_\_

\_\_\_\_\_ Phone (Cell): \_\_\_\_\_

Course #	Course Title	Tuition
	<b>STOP YOU MUST REGISTER ONLINE!</b>	\$
1.		\$
2.		\$
3.		\$
	<b>Total Enclosed</b>	\$

**Courses will be closed one week before they are scheduled to start so we can prepare the instructor folder/roster. Please call us if you still wish to register and the course is no longer available online so we can see if it is still running. If a class is cancelled, tuition will be refunded but any fees charged by invoice cloud (convenience fees) for paying online are non-refundable.**

To mail a check send it to:

Office of Community Services  
139 Pleasant Street  
Tewksbury, MA 01876  
Attn: Adult Education

**We offer a 10% Senior Discount for those  
over the age of 60.**

**FOR OFFICE USE ONLY**

**Form of payment:**

**Check/M.O. #** \_\_\_\_\_

**Amount \$** \_\_\_\_\_

**Date Received** \_\_\_\_\_

**NOTE:**

You are officially enrolled and your name is placed on the roster when you RECEIVE A CONFIRMATION VIA EMAIL .

**You will be notified via email only if you are not in a class due to either over enrollment or class cancellation so please check your email.**

**Tewksbury Public Schools  
Office of Community Services  
139 Pleasant Street  
Tewksbury, MA 01876  
978-640-7831**

## **TEWKSBURY PUBLIC SCHOOLS**

### **SCHOOL COMMITTEE**

**Arthy Bennett  
James Cutelis  
Dennis Francis  
Krissy Polemino  
Keith Sullivan**

### **SCHOOL ADMINISTRATION**

**Christopher Malone, Superintendent  
Sheri-Lynne Matthews, Business Director**

### **COMMUNITY SERVICES**

**Cynthia Basteri, Interim Director  
Maura Rauseo, Financial Coordinator  
Susie Meuse, Assistant**

