

2019		July			
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	
01	02	03	04	05	
			State Holiday		
08	09	10	11	12	
	NJ Supervisory Training Empowering Performance (NJSTEP) OIT Shared Contract Day One (Shared Contract) Mercer County Community College w/Sheila Perkins FMLA (Open) Mercer County Community College w/Christine Melleno	Excel Intermediate 2016 (Open) Rowan at Burlington County, TEC Building Room 208, 900 College Circle, Mount Laurel, New Jersey 08054 w/Steve Tirado OneNote and OneDrive 2016 Bundle (Open) Mercer County Community College w/Rob Usdin CPR/AED/First Aid Certification Training	Excel Essentials (Basic) 2016 (Open) Mercer County Community College w/Rob Usdin EXAMS (CSC Internal) CSC Classroom B Rich Thompson		
15	16	17	18	19	
EXAMS (CSC Internal) CSC Classroom B Rich Thompson	Visio Essentials (Basic) 2016 (Open) Mercer County Community College w/Steve Tirado NJ Supervisory Training Empowering Performance (NJSTEP) OIT Shared Contract Day Two (Shared Contract) Mercer County Community College w/Sheila Perkins Business Objects - HR Novice DEP CSC - Classroom B w/Stanley Green	Business Objects - HR Novice DEP CSC - Classroom B w/Stanley Green	Outlook Essentials (Basic) 2016 (Open) Mercer County Community College w/Rob Usdin Supervisor Success Series (S3) Day 1: Critical Conversations (Open) Mercer County Community College w/Sharron Smith Business Writing (Open) Rowan at Burlington County Community College / Room Evan 219 Rita Williams Bogar Business Objects Fiscal Novice (Open) CSC, 44 South Clinton Ave., Trenton, NJ 08625 w/Stanley Green	Access Intermediate 2016 (Open) Mercer County Community College w/Steve Tirado Business Objects Fiscal Novice (Open) CSC, 44 South Clinton Ave., Trenton, NJ 08625 w/Stanley Green S3 Day 1 - DHS - Green Brook Onsite Rita Williams Bogar	
22	23	24	25	26	
	NJ Supervisory Training Empowering Performance (NJSTEP) OIT Shared Contract Day Three (Shared Contract) Mercer County Community College w/Sheila Perkins PMIS (Open) CSC - Multipurpose Room Ann McClaskey, Nancy Bill and Ginny Fiodmand CPR/AED/First Aid Certification Training		Supervisor Success Series (S3) Day 2: Performance Management (Open) Mercer County Community College w/Sharron Smith LEAD (Open) Day 1 - Mercer County Community College w/Mary DeLello	Excel Essentials (Basic) 2016 (Open) Mercer County Community College w/Laurie Steidle S3 Day 2 - DHS - Green Brook Onsite Rita Williams Bogar	
29	30	31	01	02	
	Word Intermediate 2016 (Open) Mercer County Community College w/Rob Usdin NJ Supervisory Training Empowering Performance (NJSTEP) OIT Shared Contract Day Four (Shared Contract) Mercer County Community College w/Sheila Perkins	Excel Intermediate 2016 (Open) Mercer County Community College w/Rob Usdin Workplace Diversity and Inclusion (Open) Mercer County Community College w/ Mary DeLello			
05	06	Notes:			

2019	August			
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
29	30	31	01	02
			Outlook Intermediate 2016 (Open) Mercer County Community College w/Rob Usdin Supervisor Success Series (S3) Day 3: Performance Challenges, Documentation and Discipline (Open) Mercer County Community College w/Sharron Smith LEAD (Open) Day 2 - Mercer County Community College w/Mary DeLello	S3 Day 3 - DHS - Green Brook Onsite Rita Williams Bogar
05	06	07	08	09
Access Essentials 2016 (Open) Mercer County Community College w/Steve Tirado	NJ Supervisory Training Empowering Performance (NJSTEP) OIT Shared Contract Day Five (Shared Contract) Mercer County Community College w/Sheila Perkins Word Essentials 2016 (Open) Mercer County Communit College w/Steve Tirado		Understanding 4A State (Open) Mercer County Community College CSC Instructor Excel Intermediate 2016 DHS Onsite w/Steve Tirado	Understanding 4A State (Open) Mercer County Community College CSC Instructor Excel Essentials 2016 (Open) Mercer County Community College w/Jen Whiting Visio Essentials 2016 (Open) Mercer County Community College w/Steve Tirado
12	13	14	15	16
	NJ Supervisory Training Empowering Performance (NJSTEP) OIT Shared Contract Day Six (Shared Contract) Mercer County Community College w/Sheila Perkins	Business Objects - HR Novice (Open) CSC Stanley Green	Visio Advanced 2016 (Open) Mercer County Community College w/Steve Tirado Business Objects - HR Novice (Open) CSC Stanley Green	Excel Advanced 2016 (Open) Mercer County Community College w/Steve Tirado
19	20	21	22	23
CAMPS (Open) Middlesex CSC Instructors Access Intermediate 2016 (Open) Mercer County Community College w/Steve Tirado	SharePoint 2013 Site User (2-day) Day One (Open) CSC: 44 South Clinton Ave, 4th Floor, Trenton, NJ 08625 w/Larry Ogintz Access Advanced 2016 (Open) Mercer County Community College w/Steve Tirado NJ Supervisory Training Empowering Performance (NJSTEP) OIT Shared Contract Day Seven (Shared Contract) Mercer County Community College w/Sheila Perkins	SharePoint 2013 Site User (2-day) Day Two (Open) CSC: 44 South Clinton Ave, 4th Floor, Trenton, NJ 08625 w/Larry Ogintz	Excel Advanced 2016 (Open) Rowan at Burlington County, TEC Building Room 208, 900 College Circle, Mount Laurel, New Jersey 08054 w/Steve Tirado	Excel Intermediate 2016 (Open) Mercer County Community College w/Jen Whiting S3 Day 1 - DHS - Green Brook Onsite Rita Williams Bogar Excel Essentials 2016 State Parole Board 171 Jersey St, Building 2, Trenton, NJ 08611 Steve Tirado
26	27	28	29	30
Word Advanced 2016 (Open) Mercer County Community College w/Steve Tirado	SharePoint 2013 Site Administrator (2-day) Day One (Open) CSC: 44 South Clinton Ave, 4th Floor, Trenton, NJ 08625 w/Larry Ogintz Excel Advanced 2016 (Open) Mercer County Community College w/Steve Tirado	SharePoint 2013 Site Administrator (2-day) Day Two (Open) CSC: 44 South Clinton Ave, 4th Floor, Trenton, NJ 08625 w/Larry Ogintz	Understanding 4A Local and Discipline and Grievance (Open) Middlesex County College CSC Instructor Word Intermediate 2016 (Open) Mercer w/Steve Tirado	Understanding 4A Local and Discipline and Grievance (Open) Middlesex County College CSC Instructor S3 Day 2 - DHS - Green Brook Onsite Rita Williams Bogar
02	03	Notes:		

2019	September			
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
26	27	28	29	30
02	03	04	05	06
State Holiday				NJSTEP - Mercer (Open) Week 1 -Mercer County Community College w/Bill Malloy S3 Day 3 - DHS - Green Brook Onsite Rita Williams Bogar NJEDGE (Open) Week 1 - Mercer County Community College Mylena Sutton
09	10	11	12	13
	NJSTEP - (Open) Day 1 - Bergen Community College at the Meadowlands Campus, 1280 Wall Street West, Lyndhurst, New Jersey Rita Williams Bogar	TIPS - Courtesy & Respect (Open) Mercer County Community College w/Sharron Smith HR Horizons-4A State-Day 1 (Open) Mercer County Community College Shannon Dalton	CAMPS (Open) Middlesex County College CSC Instructor HR Horizons-4A State-Day 2 (Open) Mercer County Community College Shannon Dalton	NJSTEP - Mercer (Open) Week 2 - Mercer County Community College w/Bill Malloy NJEDGE (Open) Week 2 - Mercer County Community College Mylena Sutton
16	17	18	19	20
S3 (Open) Day 1 -Mercer County Community College w/Sharron Smith	NJSTEP - (Open) Day 2 -Bergen Community College at the Meadowlands Campus, 1280 Wall Street West, Lyndhurst, New Jersey Rita Williams Bogar PMIS (Open) CSC - Multipurpose Room CSC Instructors	TIPS - Conflict Resolution (Open) Mercer County Community College w/Ed Andriessen HR Horizons-4A Local (Open) Mercer County Community College Shannon Dalton	LEAD (Open) Mercer County Community College w/Mary DeLello	NJSTEP - Mercer (Open) Week 3 - Mercer County Community College w/Bill Malloy NJEDGE (Open) Week 3 - Mercer County Community College Mylena Sutton
23	24	25	26	27
S3 (Open) Day 2 - Mercer County Community College w/Sharron Smith		TIPS - Face to Face (Open) Mercer County Community College w/Sharron Smith HR Horizons-Business Writing (Open) Mercer County Community College Rita William Bogar	LEAD (Open) Mercer County Community College w/Mary DeLello	NJSTEP - Mercer (Open) Week 4 -Mercer County Community College w/Bill Malloy NJEDGE (Open) Week 4 - Mercer County Community College Mylena Sutton
30	01	Notes:		
S3 (Open) Day 3 -Mercer County Community College w/Sharron Smith				

2019

October

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
30	01	02	03	04
	NJSTEP - (Open) Day 3 Bergen Community College at the Meadowlands Campus, 1280 Wall Street West, Lyndhurst, New Jersey Rita Williams Bogar	Business Writing (Open) Mercer County Community College w/Rita Williams Bogar TIPS - Team Building (Open) Mercer County Community College w/Ed Andriessen HR Horizons-Classification and Compensation (Open) Mercer County Community College Guy Bramonte and Priyanka Mathur	Conscious Workforce (Open) Mercer County Community College Dennis Haggerty	NJEDGE (Open) Week 5 - OIT Mylena Sutton
07	08	09	10	11
	NJSTEP - (Open) Day 4 - Bergen Community College at the Meadowlands Campus, 1280 Wall Street West, Lyndhurst, New Jersey Rita Williams Bogar	NJTEP - Rowan College ar Burlington (Open) Rowan at Burlington County Community College / Room Evan 219 A-D w/Sheila Perkins HR Horizons-Face to Face (Open) Mercer County Community College Mary DeLello		NJSTEP - Mercer (Open) Week 5 - Mercer County Community College w/Bill Malloy NJEDGE (Open) Week 6 - Mercer County Community College Mylena Sutton
14	15	16	17	18
State Holiday	NJSTEP - (Open) Day 5 Bergen Community College at the Meadowlands Campus, 1280 Wall Street West, Lyndhurst, New Jersey Rita Williams Bogar	NJTEP - Rowan College ar Burlington (Open) Rowan at Burlington County Community College / Room Evan 219 A-D w/Sheila Perkins HR Horizons-Performance Planning (Open) Mercer County Community College Mike Miller		NJSTEP - Mercer (Open) Week 6 - Mercer County Community College w/Bill Malloy NJEDGE (Open) Week 7 - Mercer County Community College Mylena Sutton
21	22	23	24	25
	NJSTEP - (Open) Day 6 -Bergen Community College at the Meadowlands Campus, 1280 Wall Street West, Lyndhurst, New Jersey Rita Williams Bogar	NJTEP - Rowan College ar Burlington (Open) Rowan at Burlington County Community College / Room Evan 219 A-D w/Sheila Perkins HR Horizons-Local Pensions & Benefits (Open) Mercer County Community College Andrew Kenney	Principles of Investigative Interviewing and Reporting (PIIR) (Open) Day 1 Mercer County Community College Dennis Haggerty	NJSTEP - Mercer (Open) Week 7 - Mercer County Community College w/Bill Malloy NJEDGE (Open) Week 8 - Mercer County Community College Mylena Sutton
28	29	30	31	01
	NJSTEP - (Open) Day 7 - Bergen Community College at the Meadowlands Campus, 1280 Wall Street West, Lyndhurst, New Jersey Rita Williams Bogar	NJTEP - Rowan College ar Burlington (Open) Rowan at Burlington County Community College / Room Evan 219 A-D w/Sheila Perkins HR Horizons-State Pensions & Benefits (Open) Mercer County Community College Andrew Kenney	Principles of Investigative Interviewing and Reporting (PIIR) (Open) Day 2 Mercer County Community College Dennis Haggerty	
04	05	Notes:		

2019	November				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	
28	29	30	31	01	NJEDGE (Open) Week 9 - Mercer County Community College Mylena Sutton
04	05	06	07	08	NJEDGE (Open) Week 10 - Mercer County Community College Mylena Sutton
	State Holiday	NJTEP - Rowan College ar Burlington (Open) Rowan at Burlington County Community College / Room Evan 219 A-D w/Sheila Perkins HR Horizons-Conflict Resolution (Open) Mercer County Community College Ed Andriessen	S3 (Open) Mercer County Community College w/Sharron Smith Principles of Investigative Interviewing and Reporting (PIIR) (Open) Day 3 Mercer County Community College Dennis Haggerty		
11	12	13	14	15	
State Holiday		NJTEP - Rowan College ar Burlington (Open) Rowan at Burlington County Community College / Room Evan 219 A-D w/Sheila Perkins HR Horizons-FMLA (Open) Mercer County Community College Christine Melleno	S3 (Open) Mercer County Community College Sharron Smith LEAD (Open) Day 1 Mercer County Community College w/Mary DeLello		
18	19	20	21	22	
	Business Writing (Open) Mercer County Community College w/Rita Williams Bogar	NJTEP - Rowan College ar Burlington (Open) Rowan at Burlington County Community College / Room Evan 219 A-D w/Sheila Perkins HR Horizons-Time Management (Open) Mercer County Community College Ed Andriessen	S3 (Open) Mercer County Community College Sharron Smith LEAD (Open) Day 2 Mercer County Community College w/Mary DeLello		
25	26	27	28	29	
			State Holiday		

2019	December				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	
25	26	27	28	29	
02	03	04	05	06	
		HR Horizons-Diversity (full day) (Open) Mercer County Community College Jennifer Hibbs			
09	10	11	12	13	
		HR Horizons-Discipline & Grievance (Open) Mercer County Community College Shannon Dalton			
16	17	18	19	20	
		HR Horizons - ADA (Full Day) (Open) Mercer County Community College Christine Melleno			
23	24	25	26	27	
		State Holiday			
30	31	Notes:			