

Howard County Office of Children and Families

# Training Calendar

- Registration and payment are required in advance for all classes
- Save 10% when you register online at [www.howardcountymd.gov/training](http://www.howardcountymd.gov/training)
- To register by phone or for additional information, call 410-313-1442



MAY • JUNE • JULY • AUGUST 2019

Workshops are held at the Department of Community Resources and Services  
Office of Children and Families  
9830 Patuxent Woods Drive, Columbia, MD 21046, unless otherwise noted.

## MAY

### Basic Health and Safety

**Mon., May 06 / 6:30 - 9:30 PM / \$30**

**S. Peyser / 3 hrs HSN**

This training provides basic information about critical health and safety topics for all child care providers to meet the requirement of the licensing regulation. Completion of this training does not meet regulatory requirements for specified training in Medication Administration, Emergency and Disaster Preparedness, CPR or First Aid.

### Introduction to Sign Language

**Mon., May 06 / 6:30 - 9:30 PM / \$30**

**L. Harris / 3 hrs SN**

Help increase communication with infants, toddlers and preschoolers in your program through the use of sign language. Basic signs for feelings, objects, and simple phrases will be presented. This workshop also includes an introduction to the deaf culture and community.

### Medication Administration

**Mon., May 13 / 9:00 AM - 3:30 PM / \$60**

**C. Fleming / 6 hrs HSN**

This MSDE-designed workshop will teach providers what they need to know when administering medication to children. Participants learn how to give oral, topical, inhaled and emergency medicines to infants and children; how to keep accurate records; regulations for hygiene, safety and measurement. Bring your own lunch.

### Building Your Resilience

**Thur., May 16 / 6:30 - 9:30 PM / \$30**

**K. Reel / 3 hrs PRO**

In this workshop, participants will learn how to improve resilience in their personal and professional lives. By improving resilience factors, they will be able to better cope with or recover from change, loss, adversity, and adverse situations.

### Including All Children and the Americans with Disabilities Act (ADA)

**Thur., May 16 / 6:30 - 9:30 PM / \$30**

**L. Harris / 3 hrs SN**

Including all children in your child care program can be challenging if you don't understand what you are required to do. Come explore the requirements of ADA for early care programs, examine best inclusionary practices and learn about resources which can support you and your families.

### Infant/Child and Adult CPR/AED Certification

**Tue., May 21 / 6:00 - 8:00 PM / \$45**

**1st Alert CPR Training**

Valid for two years. Approved for child care licensing.

### First Aid Certification

**Tue., May 21 / 8:00 - 9:30 PM / \$45**

**1st Alert CPR Training**

Valid for two years. Approved for child care licensing.





# Training Calendar

## Combining Living and Learning

**Tue., May 21 / 6:30 - 9:30 PM / \$30**

**S. Gold Raynes / 3 hrs CUR**

Participants will learn ways to create a quality child care environment in their home. The mixed aged group workshop will include space planning, organizational ideas, and ways to encourage independent hands on learning using everyday materials and activities. Providers are encouraged to bring photos of their child care environment to the training.

**\*\*meets Mixed Age Group requirement\*\***

## Resilience: The Biology of Stress & The Science of Hope

**Wed., May 22 / 6:30 - 8:30 PM/ FREE / 2 CD**

Howard County Library, Elkrigde Branch

Belmont/Hockley Rooms. 6540 Washington Blvd., Elkrigde 21075

Parents, early educators and community leaders are invited to a free showing of *Resilience*, a powerful documentary that explores the profound long-term effects of toxic stress, a condition that affects many of young children in our community. Interactive discussion after screening the film will center on the scientific data and offer solutions to help children deal with and overcome the effects of toxic stress. Participants will identify the effects of toxic stress on the body and discover ways to increase resilience in children.

## JUNE

## No Small Matter Screening and Discussion

**Mon., June 03 / 6:30 - 8:30 PM**

**FREE / 2 hrs PRO**

*No Small Matter* is the first feature documentary to explore the most overlooked, underestimated, and powerful force for good in America today: early childhood education. Through poignant stories and surprising humor, the film lays out the overwhelming evidence for the importance of the first five years, and reveals how our failure to act on that evidence has resulted in an everyday crisis for American families. Participate in a discussion around the importance of elevating the early childhood profession. Gain information and resources to get involved and make an immediate impact in the lives of young children.

**NO  
SMALL  
MATTER**

## Project Security Blanket

**Tue., June 11, 18 / 6:30 - 9:30 PM / \$15**

**J. Johnson / 6 hrs (3 PRO + 3 HSN)**

Develop a comprehensive plan to follow when a disaster occurs. Natural disasters, medical emergencies, technological hazards and family and community concerns (disgruntled parents, missing children, pandemic flu) will be covered. Ensure that your plan addresses special needs, notifying parents, sheltering, resources, evacuation and other possibilities.

## Nutrition and Wellness for Child Care

**Tue., June 11 / 6:30 - 9:30 PM / \$30**

**L. Moran / 3 hrs HSN**

In this workshop participants will learn how to help children develop healthy eating habits, food safety for child care providers, recognizing food allergies and food intolerances, activities to get children moving and developing policies and procedures that support healthy eating and movement activities.

## More Than Twinkle, Twinkle: Using Music with Infants and Toddlers

**Tue., June 18 / 6:30 - 9:30 PM / \$30**

**L. Moran / 3 hrs CUR**

Music and movement is a fun way to help infants and toddlers increase vocabulary, and build muscle tone and social connections. This workshop explores the many ways in which music and movement for infants and toddlers can be incorporated into classroom as well as individualizing music and movement to meet the needs of individual children in your program.

## MSDE Accreditation: Orientation

**Wed., June 19 / 1:00 - 3:00 PM / FREE**

**J. Johnson / 2 hrs PRO**

Overview of the early childhood accreditation and validation process. Become acquainted with standards, focus areas, supporting documents, self-appraisal and rating process. Learn about the validation process and discuss selecting a self-appraisal team. This workshop is required for programs (centers, preschools and nurseries only) pursuing MSDE Accreditation and Re-Accreditation. Contact Joan Johnson at [jmjohnson@howard-countyymd.gov](mailto:jmjohnson@howard-countyymd.gov) with questions.



# Training Calendar

## Infant/Child and Adult CPR/AED Certification

Sat., June 22 / 9:00 - 11:00 AM / \$45

1st Alert CPR Training

Valid for two years. Approved for child care licensing.

## First Aid Certification

Sat., June 22 / 11:00 AM - 1:00 PM / \$45

1st Alert CPR Training

Valid for two years. Approved for child care licensing.

## CPR and First Aid Re-Certification

Sat., June 22 / 1:30 - 4:30 PM / \$90

1st Alert CPR Training

If your First Aid and CPR certifications are current and unexpired, you may attend this brief re-certification course. This workshop will review and test skills for both First Aid and Infant/Child and Adult CPR and is good for two years.

## Marvelous Math

Sat., June 22 / 9:00 - 12:00 PM / \$30

L. Moran / 3 hrs CUR

This training will provide early care and education professionals the opportunity to learn different math strategies and activities to use in their classroom. This training is based on the Early Learning Assessment math domain.

## Making Meaningful Connections: Building Foundations of the Young Brain

Sat., June 22 / 12:30 PM - 3:30 PM / \$30

L. Moran / 3 hrs (1 CD + 1 PRO + 1 SN)

This interactive training will build participants knowledge around how a young child's brain develops between the ages of birth through five. Participants will actively engage in "building a brain", explore the importance of developing their own capacity, and learn specific strategies and interactions that grow healthy brains.

## Medication Administration

Sat., June 22 / 9:00 AM - 3:30 PM / \$60

C. Fleming / 6 hrs HSN

This MSDE-designed workshop will teach providers what they need to know when administering medication to children. Participants will learn how to give oral, topical, inhaled and emergency medicines to infants and children; how to keep accurate records; regulations for hygiene, safety and measurement. Bring your own lunch.

## Fit From the Start

Wed., June 26 / 6:30 - 9:30 PM / \$30

C. Bethke / 3 hrs (1.5 HSN + 1.5 CUR)

Preventing childhood obesity starts with a foundation of healthy eating habits. Participants will learn current information related to childhood obesity and to identify strategies to encourage healthy eating habits in children.

## Understanding Autism Today

Wed., June 26 / 6:30 - 9:30 PM / \$30

K. Reel / 3 hrs SN

Child care providers are key players in creating awareness of autism and can offer support and guidance to families and children with Autism Spectrum Disorder. Participants will learn recent developments in autism research, identify early warning signs of autism and find local support resources and effective teaching strategies for supporting children with Autism spectrum disorder.

## JULY

### Basic Health and Safety

Thur., July 11 / 6:30 - 9:30 PM / \$30

C. Bethke / 3 hrs HSN

This training provides basic information about critical health and safety topics for all child care providers to meet the requirement of the licensing regulation. Completion of this training does not meet regulatory requirements for specified training in Medication Administration, Emergency and Disaster Preparedness, CPR or First Aid.



# Training Calendar

## Developmentally Appropriate Practice:

### Recognizing the Essentials

**Thur., July 11 / 6:30 - 9:30 PM / \$30**

**J. Johnson / 3 hrs CUR**

This training teaches child care providers regarding the essentials Developmentally Appropriate Practice (known as DAP) so that teachers can use knowledge about child development to create a program that is suitable for the age and stage of development of their children in the group. It covers the 5 essentials of DAP which are age appropriateness, individual appropriateness, child-guided and teacher guided experiences, cultural and social responsiveness, and play.

## Medication Administration

**Tue., July 16 / 9:00 AM - 3:30 PM / \$60**

**M. Conway / 6 hrs HSN**

This MSDE-designed workshop will teach providers what they need to know when administering medication to children. Participants will learn how to give oral, topical, inhaled and emergency medicines to infants and children; how to keep accurate records; regulations for hygiene, safety and measurement. Bring your own lunch.

## Developmentally Appropriate Supervision

**Thur., July 18 / 6:30 - 9:30 PM / \$30**

**J. Johnson / 3 hrs CD**

Gain greater understanding of how to appropriately and effectively supervise children of all ages. Explore techniques for indoor and outdoor supervision. Ensure children's safety through active monitoring to enable children to maximize their learning opportunities.

## Including All Children and the Americans with Disabilities Act (ADA)

**Thur., July 18 / 6:30 - 9:30 PM / \$30**

**L. Harris / 3 hrs SN**

Including all children in your child care program can be challenging if you don't understand what you are required to do. Come explore the requirements of ADA for early care programs, examine best inclusionary practices and learn about resources which can support you and your families.

## Transition Techniques

**Wed., July 24 / 6:30 - 9:30 PM / \$30**

**S. Peyser / 3 hrs CD**

How long can a child wait? How many transitions do you have during the day? A transition is any time a child shifts from one activity to another, some are planned and some are not. We will discuss development, social emotional skills, how long children can wait and then join forces to come up with CSEFEL based transition techniques that will be very effective in making those transitions easier and flow smoothly.

## Infant/Child and Adult CPR/AED Certification

**Wed., July 24 / 6:00 - 8:00 PM / \$45**

**1st Alert CPR Training**

Valid for two years. Approved for child care licensing.

## First Aid Certification

**Wed., July 24 / 8:00 - 9:30 PM / \$45**

**1st Alert CPR Training**

Valid for two years. Approved for child care licensing.

## AUGUST

### Working Together: Community & Its Helpers All Around Town

**Mon., Aug. 05 / 6:30 - 9:30 PM / \$30**

**T. Wilks / 3 hrs COM**

This training explores the importance of community helpers in our daily lives by helping children understand and participate effectively in their world. Learning to make informed and reasoned decisions for the good of the public as citizens of a culturally diverse society. Providers will gain teaching strategies for gathering information about how to better involve children in understanding the people in their communities.

## Center Aide Orientation

**Mon., Aug. 05 / 6:30 - 9:30 PM / \$30**

**C. Bethke / 3 hrs PRO**

As a new aide in the world of child care, there is a lot to know about your new career! Learn strategies for appropriate supervision, get tips on communicating professionally with parents and discuss the ins and outs of child care. This workshop meets the Center Aide Orientation requirement.



# Training Calendar

## Inclusion Strategies for School-Age Programs

**Tue., Aug. 13 / 6:30 - 9:30 PM / \$30**

**C. Bethke / 3 hrs SN**

School-age children with special needs often need additional supports to be successful in child care. Learn how to create a more inclusive and accommodating environment.

## Supporting Breastfeeding in Child Care

**Tue., Aug. 13 / 6:30 - 7:00 PM / \$5**

**J. Johnson / .5 Continued Training**

This session meets the training requirement for the MSDE regulation regarding supporting breastfeeding in child care. Participants will receive ideas to support nursing mothers and their babies.

## SIDS, SUID & Other Sleep-Related Infant Deaths/BF

**Tue., Aug. 13 / 6:30 - 9:00 PM / \$25**

**J. Johnson / 2.5 hrs (2 HSN SIDS, SUID and Other Sleep-Related Infant Deaths + 0.5 Supporting Breastfeeding in Child Care Continued Training)**

SIDS is the sudden, unexplained death of a healthy infant under 12 months. A SIDS class is required for family child care applicants and for any family provider seeking to become licensed for infant care.

## Infant/Child and Adult CPR/AED Certification

**Sat., Aug. 17 / 9:00 - 11:00 AM / \$45**

**1st Alert CPR Training**

Valid for two years. Approved for child care licensing.

## First Aid Certification

**Sat., Aug. 17 / 11:00 AM - 1:00 PM / \$45**

**1st Alert CPR Training**

Valid for two years. Approved for child care licensing.

## CPR and First Aid Re-Certification

**Sat., Aug. 17 / 1:30 - 4:30 PM / \$90**

**1st Alert CPR Training**

If your First Aid and CPR certifications are current and unexpired, you may attend this brief re-certification course. This workshop will review and test skills for both First Aid and Infant/Child and Adult CPR and is good for two years.

## Medication Administration

**Sat., Aug. 17 / 9:00 AM - 3:30 PM / \$60**

**C. Kemp / 6 hrs HSN**

This MSDE-designed workshop will teach providers what they need to know when administering medication to children. Participants will learn how to give oral, topical, inhaled and emergency medicines to infants and children; how to keep accurate records; regulations for hygiene, safety and measurement. Bring your own lunch.

## Express Yourself! Discovering How to Extend Children's Natural Forms of Self Expression to Promote Early Literacy Skills

**Sat., Aug. 17 / 9:00 - 11:00 AM / \$25**

**D. Tobin / 2 hrs CUR**

During this training, participants will explore how they can use common daily activities to extend and promote pre-literacy skills and encourage the development of a positive self-image. Participants will create a plan to incorporate engaging art, music & movement, and storytelling activities that will strengthen pre-literacy skills and provide all children with the opportunity to express themselves in a free and meaningful manner.

## Cultivating Creative Problem Solvers

**Sat., Aug. 17 / 11:30 AM - 2:30 PM / \$30**

**D. Tobin / 3 hrs CD**

Teachers lose valuable instruction time to time spent mediating conflicts between students. In this training participants will learn how to teach their young students to manage their emotions and resolve conflicts collaboratively with their peers. Participants will also practice appropriate responses to resolving conflict.

## **CORE OF KNOWLEDGE KEY**

Each training workshop listing indicates the approved Core of Knowledge area(s), which identifies specific topics of interest you may need to achieve or maintain levels within the Maryland Child Care Credential program. The Core areas are abbreviated as:

CD: Child Development COM: Community

CUR: Curriculum HSN: Health, Safety, Nutrition

PRO: Professionalism SN: Special Needs

# Workshop Registration and Participation Guidelines



**REGISTRATION** is on a first-come, first-served basis. Payment is required at the time of registration. All receipts are e-mailed to the address provided at registration. This receipt is your confirmation of registration. Reminder emails are a courtesy and should not be viewed as the sole indication of registration. Pre-registration is required for all workshops. Registration and payment must be received by 4:00 p.m. on the day of the workshop for all weekday workshops (by Friday for weekend workshops). Same-day registrations accepted online and by phone until 4:00 p.m. if space permits. Call 410-313-1442 (voice/relay) to check availability. Walk-ins are not permitted.

**PAYMENT TYPES/FEES:** You may register online, by phone (credit cards only), by mail or in-person (credit card, check or money order). Credit card charges may appear as ACT\*Registration on your statement. There is a \$25 fee for returned checks.

**LATE ARRIVALS:** Workshops begin at the time stated in the calendar and on your receipt. **Plan to arrive 10-15 minutes early to sign in.** If you arrive after the workshop begins, you will be asked to leave and are not eligible for a certificate, credit or refund.

**CERTIFICATES:** Certificates will be mailed to participants who attend a workshop within 10 business days. All workshops are open to the public and are approved by the MSDE under training approval number CKO-156225.

**WORKSHOPS DESIGNED FOR ADULTS ONLY** Please make child care arrangements in advance.

**CHANGE/CANCELLATION:** If you cannot attend a workshop you have registered for, notify us at least **24 hours in advance** to receive a credit for future use. Refunds will not be given unless the Howard County Office of Children and Families (OCF) cancels the workshop. If there are circumstances which require you to cancel, call 410-313-1442 and leave a detailed message. Messages must be left on the day of the workshop to be considered, and are handled on a case-by-case basis. OCF reserves the right to change the location or instructor of a workshop. If a workshop is canceled due to weather, instructor illness, etc., participants will be notified by 4:00 p.m. If possible, the workshop will be rescheduled; participants will be notified by phone or email.

**REPLACEMENT CERTIFICATES** may be requested by emailing [ocftraining@howardcountymd.gov](mailto:ocftraining@howardcountymd.gov) or calling 410-313-1442 (voice/relay). There is a \$5 fee per replacement certificate within the past 12 months and \$10 for certificates older than 12 months.

The Howard County Child Care Resource Center is a member of the Maryland Child Care Resource Network with funding provided from the Maryland State Department of Education, through Maryland Family Network, and Howard County Government.



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## Howard County OCF Training Workshop Registration

NAME \_\_\_\_\_ BIRTHDATE (MM/DD/YY) \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

PHONES (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_

EMAIL \_\_\_\_\_

POSITIONTYPE\_\_\_\_FAMILYCC\_\_\_\_CENTER STAFF\_\_\_\_OWNER/DIRECTOR\_\_\_\_OTHER:\_\_\_\_\_

WORKSHOP TITLE	DATE	COST
1) _____	_____	_____
2) _____	_____	_____
3) _____	_____	_____
4) _____	_____	_____

Please indicate if you require any accommodations to attend and our staff will contact you \_\_\_\_\_

Credit Card No. \_\_\_\_\_ Exp. Date \_\_\_\_\_ CVV \_\_\_\_\_

Name on Card \_\_\_\_\_

**Registration and payment are required in advance for all classes and workshops.**

Make Check/Money Order Payable to: Howard County Director of Finance