



The NEST

AND TRAINING CALENDAR

A publication of the Howard County Office of Children and Families for early care and education professionals

MAY • JUNE • JULY • AUG 2017

NEW PRE-SERVICE TRAINING REQUIRED FOR ALL PROVIDERS

As a result of changes in the Federal Child Care Development Block Grant (CCDBG), through which Maryland receives funding for many of the programs and services available to child care providers, all child care providers will be required to complete a basic Health and Safety Training as a “NEW” pre-service training requirement. In addition, each person will need to complete an annual update training.

These changes are pending, but all providers are encouraged to take the training as soon as possible. The information in this article is the current status as of April. To receive timely updates and alerts please subscribe to our e-blast at <http://eepurl.com/bJS4RX>. The Basic Health and Safety Training covers specific topic areas that have been identified by the CCDBG as critical for all child care providers. The training is available on the MSDE website free of charge and will also be available at the Howard County Office of Children and Families or as an onsite training for groups. The initial training counts toward continued training requirements for current providers. The online training can be accessed now at <http://earlychildhood.marylandpublicschools.org/basic-health-safety-training>.

Health and Safety Training Facts

(status as of April 1)

Who Needs to Take the Training?

- All child care providers and staff (teachers, aides, directors and family child care providers) are required to complete the training.

Where is the training available?

- FREE online at <http://earlychildhood.maryland-publicschools.org/basic-health-safety-training>.
- Face-to-face at OCF, but training will not be free of charge (details on page 9).

When is the training required to be taken?

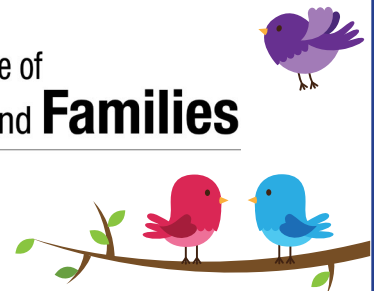
- Pre-service training for new providers or staff.
- Current providers and staff should complete the training by July 1, 2017 - counts as three COK hours the first time it is taken towards annual training.

How will training updates work?

- Taken annually based on date of employment.
- Yearly update will be online for providers and staff to read and sign and put in their file.
- The yearly Health and Safety Training update can be taken online or in a face-to-face format.



Howard County Office of
Children and Families



Resource Room Hours

Monday - Friday, 8 AM - 4:45 PM

Evening Hours

Wednesday, June 7

Monday, Aug. 28 5 - 7 PM

Closures

Memorial Day- Monday, May 29

Independence Day- Tuesday, July 4

Resource Room closed

Mondays, May 8, June 12,

July 10, August 14

Howard County Office of Children and Families
3300 North Ridge Road, Suite 380, Ellicott City, MD 21043

From the Howard County Child Care Resource Center

Dear Early Care and Education Professionals,

The Office of Children and Families Child Care Resource Center is one of twelve resource centers across the State of Maryland funded to provide support and training to child care, preschool and before and after-school programs. We are here to serve you! As the Program Manager of the Child Care Resource Center division of the Office, I am very interested in hearing about the needs of your program. Each year, we establish priorities and set goals for our services. If there is something you would like us to add to our array of services, or trainings you would like to see added to our calendar, please let me know. You can reach me directly at 410-313-1943 or dyare@howardcountymd.gov.

With your interests at heart,

Debbie Yare

NEW! - Ready HoCo

Announcing a new campaign from Howard County Emergency Management to help keep your family and business prepared in case of an emergency! Follow the four steps and links to valuable resources on the new Ready HoCo website at www.readyhoco.com or call 410-313-6030 for a readiness packet.



Remember, to be prepared, you should:

1. Be informed
2. Make a plan
3. Build a kit
4. Be involved!

For more information on Ready HoCo, email emergencymanagement@howardcountymd.gov

Online Training... Now Available 24/7



The Office of Children and Families now offers high quality, on-line training 24/7 to help meet your training needs from the convenience of your home in addition to other training options.

This training, offered in partnership with Child Care Aware, can help you obtain last minute hours, finish specific Core of Knowledge hours, and obtain or maintain your Maryland Child Care Credential. Certificates can be printed immediately.

On-line training can also be used to obtain hours needed for Initial Family Child Care registration or the Child Development Associate (CDA). To register visit <http://tinyurl.com/HoCoOCFonline>. For specific course requirements, verify your training needs prior to registration with your OCC licensing specialist or our technical assistance specialist Joan Johnson at jmjohnson@howardcountymd.gov or 410 313-1432.



Published three times a year by the Howard County Office of Children and Families
To contact us, or to join our email subscriber list, email children@howardcountymd.gov

www.howardcountymd.gov/children

Visit us online for information on programs and services; to sign up for classes & workshops; and for updates on training classes, parent workshops and events.

Howard County Office of Children and Families
3300 North Ridge Road, Suite 380
Ellicott City, MD 21043

410-313-1940 (VOICE/RELAY)

RESOURCE ROOM HOURS

MONDAY thru FRIDAY, 8:00 AM – 4:45 PM

 www.Facebook.com/HoCoCommunity

This information is available in alternate formats upon request.

PLEASE FEEL FREE TO SHARE THIS PUBLICATION

Howard County Library System Summer News and Events



**HOWARD COUNTY
LIBRARY SYSTEM**
Public Education for All

Educational Toys are Available

Looking for new ways to meet the educational needs of the young children in your programs? Check out the toy collection at Howard County Library System (HCLS)! Established in 1983 to meet the unique educational and developmental needs of children ages birth to three, HCLS offers a collection of more than 370 different educational toys, puzzles and puppets. Each toy is evaluated for appropriateness for targeted age levels and developmental play value. Toys may be borrowed for 21 days and are loaned in sturdy, blue mesh bags with an attached tag listing essential details about the toy. To borrow toys, visit the children's area of any HCLS branch, browse the "flip & views" containing photos of available toys, then take your selection(s) to the children's desk. The toys will then be retrieved for you to check out. You may also search for and request toys online at www.hclibrary.org.

2017 Summer Reading Program- Build a Better World

Summer will be here soon! The 2017 Howard County Library System's summer reading theme for children, teens and adults is Build a Better World. Help your child maintain and build better learning and reading skills by reading, listening and participating in a variety of activities such as, build a better you and build a better community. Online and in person registration begins Thurs., June 1 at www.hclibrary.org and at all Howard County Library System branches. The Summer Reading Program is sponsored by Friends of HCLS.

QUICK REFERENCE GUIDE TO SERVICES

Local Resource Numbers (voice/relay)

Howard County Office of
Children and Families
410-313-1940

Child Care Food Program
410-767-0214

Locate: Child Care Line (for parents)
877-261-0060

Locate: Child Care Line (for providers)
866-752-1614

Child Protective Services
410-872-4203

Early Intervention Services
410-313-7017

The Family Institute
410-313-1440

Howard County Family Child Care Association
301-776-4841

Howard County Health Department
410-313-6300

Howard County Office of Child Care
410-750-8771

MSDE Credentialing- Conduent Phone Line
866-243-8796
cccredential@conduent.com

Maryland Children's Health Program
410-313-7500

Maryland Poison Center
800-222-1222

Subsidy Payment Questions
866-243-8796

mdccsppinvoices@conduent.com

The CARE Center
410-313-CARE (2273)

What Really Matters? CHILDREN'S MENTAL HEALTH MATTERS 2017



A few decades ago, health professionals took a wait-and-see approach to assess children's behaviors. The typical response many parents heard was, "Your child will probably grow out of it."

Now, researchers and early childhood professionals are promoting effective skill-building in the area of social-emotional/mental health for all young children. This emphasis is an effective tool to help children develop resilience and to better manage their emotions throughout their lifespan.

Children's Mental Health Matters Month is May, with a special emphasis during the week of May 1-7. Read more about it at on the website at: <https://www.childrensmentalhealthmatters.org> and participate in local events listed.

Another way you can promote social emotional skill building is to look to SEFEL, Social Emotional Foundations for Early Learning. SEFEL training is available at your program, or for FREE online at <https://theinstitute.umaryland.edu/sefel/>. The website also offers quick and easy tools to implement social emotional skills in the early years, with a variety of quick to apply ideas such as booklists, social stories, classroom tools and classroom assessments.

By taking the time to review the SEFEL ideas and resources, you can jumpstart your own mental health matters week.

The logo for The Family Institute, featuring a stylized tree with colorful leaves and a person standing at its base.

The Family Institute offers Informational Sessions, Training Workshops and Resources for Parents on Child Development, Positive Discipline and Adolescent Issues

The Family Institute

A PARENT EDUCATION PROGRAM • Howard County Office of Children and Families

Families have many questions about how to best raise their children. Drop off and pick up is such a short time to share all of your knowledge. Another way for parents to learn information is to attend one of the many workshops available through the Family Institute. With topics such as nutrition, discipline, school readiness and adolescent issues, many parental concerns are addressed.

How can you use the Family Institute?

- Host your own family information night by scheduling a training at your location
- Refer to the Family Institute workshop calendar with parents during conferences
- Share the Family Institute Workshop Calendar with your families as a community resource
- Post upcoming workshops in common areas or include in your newsletter to keep families informed
- Encourage families to attend together and grow your engaged and educated community

For additional information, contact Lisa Rhodes at lrhodes@howardcountymd.gov or call 410-313-1440.

**Visit the Family Institute for the current workshop schedule at
www.howardcountymd.gov/familyinstitute**

Local Child Care Association Partners

Howard County Chapter of MSCCA



The Howard County Chapter of the Maryland State Child Care Association is open to all directors and owners of centers in Howard County and is free of charge. Watch for monthly

reminders and information about the meetings. For more information about the group, please contact Randi Albertson, Innovationsineducation@verizon.net or Joan Johnson, jmjohnson@howardcountymd.gov.

Maryland AfterSchool Association

The Maryland School-Age Child Care Alliance (MSACCA) has changed its name to the Maryland Afterschool Association; we are now the Maryland chapter of the National AfterSchool Association. Visit our website for membership information and be sure to like us on Facebook. If you are interested in joining the association, please contact us at 410-549-6494 or MdAfterSchoolAssociation@gmail.com.



Howard County Family Child Care Association



The Howard County Family Child Care Association (HCFCCA) welcomes providers to join our association. HCFCCA provides education, support and outreach to providers, families and the local community. Meetings are held at Howard Community College main Columbia campus, Kittleman Room of Duncan Hall, beginning at 6:30 p.m. on the 1st Thursday of each month. We would love for you to join us.

Fees are \$60 per year and include 10 trainings, monthly newsletters, networking, website and parent message line, etc. For more information, check us out at www.hcfcca.com and like us on Facebook.

An **EARLY LEARNING INITIATIVE** supported by the Howard County Early Childhood Advisory Council



VISIT US!



TALK ◊ PLAY ◊ SING ◊ READ ◊ EXPLORE

www.howardcountymd.gov/launchintolearning/

Early Childhood Family Engagement Framework

Maryland's Vision for Engaging Families with Young Children is now available online and includes links to various resources. The Early Childhood Family Engagement Framework Toolkit offers strategies for early childhood educators and providers to effectively engage their families with young children. The toolkit was created from The Early Childhood Family Engagement Framework: Maryland's Vision for Engaging Families with Young Children and was designed to support all early childhood educators and providers as they implement the goals of the Family Engagement Framework. With funding from the Kellogg Foundation, the toolkit is a collaborative effort among early childhood practitioners across the state. Participants shared their best practices to support all early care and education programs as they improve and increase their family engagement practices.

The toolkit can be found on the MSDE Early Childhood website:

<http://earlychildhood.marylandpublicschools.org/family-engagement-framework>

Safety News

New Maryland Smoke Alarm Law

It is time for Family Child Care Providers to replace their current smoke alarms with new sealed tamper resistant smoke alarms incorporating long life batteries and a silence/hush button. All nine-volt battery-powered smoke alarms, including properly operating units, must be replaced with the new, upgraded smoke alarms by January 1, 2018. All hard-wired smoke and interconnected alarms must be replaced with the same type of alarm.

The intent of the new Smoke Alarm Law was to transition away from smoke alarms with nine volt batteries and to achieve as much reliable smoke alarm coverage as possible in older dwellings. Smoke alarm technology has advanced over the years and the updates to Maryland's Smoke Alarm Law are part of a nationwide trend to ensure new and replacement smoke alarms have the most effective technology available.

CHILD AND ADOLESCENT RESOURCES AND EDUCATION for Howard County Families

THE CARE LINE

- Behavior Issues
 - Finding Child Care
 - Child Care Assistance
 - County Resources
 - Special Needs
 - Parenting Classes
 - Health Care
- Mental Health Concerns
 - Grandparents Support
 - Financial Assistance
 - Support Groups
 - Adolescent Concerns
 - School Age Programs
 - Camps



410-313-CARE (2273) VOICE/RELAY

children@howardcountymd.gov • www.howardcountymd.gov/children

This FREE SERVICE is provided by the Howard County Office of Children and Families, with the support of Howard County Department of Community Resources and Services, the Howard County Local Children's Board, Maryland State Department of Education, Howard County Mental Health Authority and the Governor's Office for Children.

MSDE Updates and Announcements- Office of Child Care

Licensing Manuals Now Available Online

Child Care Manuals were created as a reference for Office of Child Care (OCC) licensing staff, licensed and registered child care providers, and for those who apply to become child care providers. Each manual provides assistance to interpret and apply Code of Maryland Regulation (COMAR) requirements when conducting compliance inspections of child care facilities. By providing a comprehensive set of interpretive guidelines, the manuals enable licensing staff and child care providers to assess compliance in a consistent and equitable manner.

Each Manual is divided into chapters which correspond to the chapter number and subtitle of the related COMAR. Chapters and subtitles include the full text of the regulations found in that subsection of the chapter, the intent of the regulation, the method by which compliance with the regulation is assessed, and reference notes, as applicable. The text of each regulation appears in bold type; the guidance information appears in italics.

All manuals are available in the Licensing section of the DECD website at:

<http://earlychildhood.marylandpublicschools.org>



Developmental Screening Regulation Update

Even though MSDE has not set a definite start date for the developmental screening regulation, using a Development Screening Tool is considered a Best Practice and a valuable asset to an early childhood program. Screening tools enable providers to take a quick look at a child's development in all domains. Items that are identified as marginal can assist early childhood educators in planning and providing activities to meet the child's individual needs. Items that are identified as a possible delay provide an opportunity for the child to be recommended for an assessment by a health professional. If you haven't implemented Developmental Screening of your children, it is highly recommended that you begin. Through early identification and services, a child's ability to be ready for school is greatly increased.

Do you have a screening tool but are unsure of how to use it? Check out our training calendar. We offer the ASQ-3 training on a regular basis. Contact our training coordinator, Nikki Pierre to explore screening tool training options at npierre@howardcountymd.gov. Let's ensure that all children in Howard County are "Ready for School" when they enter kindergarten.



MSDE Department of Early Childhood Development Email and Text Alerts

Stay in the loop with email or text alerts containing the latest news about:

- Early Learning
- Maryland EXCELS
- Regulation Updates and Announcements
- Training Announcements
- Child Care Subsidy

Sign up only for topics that interest you at

<https://public.govdelivery.com/accounts/MDMSDE/subscriber/new>



Training and Technical Assistance Updates

Infant and Toddler Resources and Support Available

Children are born ready to form relationships with caregivers and are eager to learn. Research shows that a child's development is most profound from birth to age five; as the brain grows rapidly in these first few years. Young children need relationships, responsive interactions, respect, routines and repetition of activities to ensure healthy development. As child care professionals, you play an important role in laying the foundation and setting the stage for early success.

An excellent resource to use in your program is MSDE's Healthy Beginnings: Supporting Development and Learning from Birth through Three Years of Age. This resource assists child care professionals to support and encourage children during this process of growth and learning. To assist providers in using Healthy Beginnings, a six hour training workshop is offered at the end of June.

Need assistance in creating or expanding your infant care program, arranging your environment, planning strategies to meet infant/toddler's special needs or behavioral challenges? Additional support is available through our Infant/Toddler Specialist, Joan Johnson at jmjohnson@howardcountymd.gov or 410-313-1432.

MD Excels Support Groups

Do you need assistance to register for Maryland EXCELS or to upload supporting documentation?



Would you like to move up to a higher EXCELS level? Monthly EXCELS Support Group

meetings are offered by Joan Johnson and Sharon Vance to assist you. For more information on MD Excels contact Joan Johnson at 410-313-1432 or jmjohnson@howardcountymd.gov.

May through August Work Groups

- May 22, 6-8 PM
- June 26, 6-8 PM
- July 24, 6-8 PM
- August TBA

Early Learning Assessment Update



The Early Learning Assessment (ELA) has been generating a lot of interest with child care programs across the state. The Early Learning Assessment is a formative assessment tool developed by the Maryland State Department of Education (MSDE). It is intended to be used by early childhood educators of children three to six years of age.

The ELA training consists of 12 hours of training and successful completion of a multiple choice content assessment and simulator. To successfully complete the training, it is recommended that potential participants have had experience or training in objective assessment and observation.

Registration for the ELA follows a process set up by MSDE to ensure participants are able to access the online tool to complete training.

STEPS to Register for the ELA

- 1) Take the ELA Webinar- view the ELA webinar at <https://connect.johnshopkins.edu/p13p9bqp64a/>.
- 2) Use online ELA sign-up form at <http://bit.ly/elainterest> to let MSDE know you are interested in taking the ELA. Complete by July 15 to be trained this Summer or Fall.
- 3) Contact our Training Coordinator, Nikki Pierre at npierre@howardcountymd.gov and let her know you have completed steps 1 and 2.
- 4) You will receive a link to register online for the ELA training or be able to schedule at your program this Summer.

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
- ▶ To register by phone or for additional information, call 410-313-1442



MAY • JUNE • JULY • AUG 2017

Workshops are held at the Office of Children and Families
3300 N. Ridge Road, Suite 360, Ellicott City, MD 21043, unless otherwise noted.

MAY

Supporting Breastfeeding in Child Care

Mon., May 8 / 6 PM & 6:45 PM (30 min. sessions) / \$5
C.Bethke / 0.5 hr Continued Training Certificate

This session meets the training requirement for the MSDE regulation regarding supporting breastfeeding in child care. Participants will receive ideas to welcome breastfeeding families and resources to support nursing mothers and their babies. Each session begins promptly at the time indicated and lasts approximately 30 minutes.

Argh! What Can They Eat?

Thur., May 11 / 6:30 - 9:30 PM / \$28
C.Lothen-Kline / 3 hrs HSN

It can be challenging enough to coordinate the likes and dislikes of the children in your care. Now add in a food allergy, intolerance or other food related barriers and it can make you want to pull out your hair! This workshop will provide you with the information and tools to understand and work with food allergies, intolerances and other food challenges faced by children with ADHD, those on the Autism Spectrum and with sensory disorders.

Medication Administration

Sat., May 13 / 8:30 AM-3:00 PM / \$55
C.Fleming / 6 hrs HSN

This MSDE-designed workshop will teach providers what they need to know when administering medication to children. 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. **Please bring a bagged lunch.**

Mindfulness and Yoga For Young Children and Adults

Tue., May 16 / 6:30 - 9:30 PM / \$28
J.Lentz / 3 hrs (2 CD, 1 PRO)

Studies been proven that regular mindfulness practice significantly reduces anxiety and stress while improving memory, learning and behavior. Participants will learn strategies to create mindful experiences for themselves and ways to incorporate mindfulness and yoga into the early childhood curriculum. This workshop will be interactive and participants are encouraged to dress comfortably to participate fully in activities such as simple stretches and relaxation techniques.

BASIC HEALTH AND SAFETY TRAINING

Now 3 Hours HSN
Additional June Session



This workshop provides basic information about critical health and safety topics for all child care providers to meet the requirement of the proposed licensing regulation regarding training in basic health and safety areas. Key topics include: establishing and maintaining safe and healthy environments; safe practices to prevent and reduce injuries, identification and reporting of abuse or neglect and proper sanitation practices and procedures. Completion of this training does not meet regulatory requirements for specified training in Medication Administration, CPR / First Aid, or Emergency and Disaster Preparedness.

Sat., June 3 - 8:30 - 11:30 AM
Wed., June 28 - 6:30-9:30 PM
Sat., July 15 - 8:30 - 11:30 AM

Cost - \$28 - Register [online](#) and save 10%



Training Calendar

Developmentally Appropriate Art

Thur., May 18 / 6:30 - 9:30 PM / \$28

S.Peyser / 3 hrs CUR

Learn how to make art a developmentally appropriate and integral part of the day. Explore visual arts, how to implement a variety of art experiences for children of all ages, your role in facilitating art activities and engaging children in conversation.

Including All Children and the ADA

Tue., May 23 / 6:30 - 9:30 PM / \$28

J.Johnson / 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.

NEW! Where's the Remote for Anger Control?

Thur., May 25 / 6:30 - 9:30 PM / \$28

R.Schaefer / 3 hrs CD

These days, we can control so much with the touch of a button - why can't there be a remote control for children's behavior? Join us for an interactive workshop on helping children handle their anger. Learn ways to teach young children self-control and coping skills to keep everyone's day running smoothly.

JUNE

Dance in Your Pants or Ants in Their Pants

Mon., June 5 / 6:30 - 9:30 PM / \$28

C.Bethke / 3 hrs CD

Kinesthetic learners are naturally active and have a lot of physical energy. The ideas and strategies in this workshop will help the child care professional work with and meet the needs of all the children in their care, especially the kinesthetic learner.

MSDE Accreditation: Orientation

Wed., June 7 / 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. For more information about the Steps to Accreditation series, contact Joan Johnson at jmjohnson@howardcountymd.gov.

Introduction to Environmental Rating Scales

Wed., June 7 / 6:30 - 9:30 PM / \$28

J.Johnson / 3 hrs PRO

Environmental Rating Scales (ERS) are assessment tools that measure the quality of child care settings at various ages. Items assessed include space and furnishings, personal care routines, listening and talking, daily activities, and interactions between staff, children and parents. ERS books and materials will



be available for purchase at this class. For more information contact Joan Johnson, Technical Assistance Specialist, at jmjohnson@howardcountymd.gov or (410) 313-1432. This class is open to family child care providers and center staff.

Medication Administration

Sat., June 10 / 8:30 AM - 3:00 PM / \$55

M.Morris-Long / 6 hrs HSN

This MSDE-designed workshop will teach providers what they need to know when administering medication to children. 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. **Please bring a bagged lunch.**

An Excellent Educator Means... Being Intentional

Wed., June 14 / 6:30 - 9:30 PM / \$28

S.Peyser / 3 hrs CUR

Learn the importance of being intentional when working with all children. Through the use of videos, resource materials and actively participating in small groups, participants will explore developmentally appropriate practices in early childhood. They will also be given the opportunity to reflect on currently practices and improve their teaching by incorporating more intentionality.

Effective Communication with Families

Mon., June 19 / 6:30 - 9:30 PM / \$28

S.Burke / 3 hrs (2 COM, 1 PRO)

Educators need to effectively communicate with the diverse families in their programs. Examine communicating, building relationships, exploring diverse families and how to deal with difficult families. Engage in activities and learn strategies to use when communicating with all families.



Training Calendar

Introduction to Healthy Beginnings

Tue., June 20 & 27 / 6:30 - 9:30 PM / \$40

J.Johnson / 6 hrs (2 CUR, 2 COM, 1 PRO, 1 CD)

Get to know the Healthy Beginnings documents and how to use it as a child development tool. Start using Healthy Beginnings as a tool to create and plan a program for infants and toddlers. Examine environment, planning, assessment and working with families in the process of understanding how to use the tool as a planning support. If you previously took the 12-hour series, do not register for this condensed version. **Participants must attend both nights to receive certificate.**

Making Food (Nutrition) Fun for Kids

Wed., June 21 / 6:30 - 9:30 PM / \$28

C.Lothen-Kline / 3 hrs HSN

Unsure of how to teach nutrition to young children? Looking for fabulous snack-tivities that are sure to be a hit? Come learn great strategies to teach children about healthy food in a fun and interactive way. Participants will learn techniques to address picky eaters and make mealtime enjoyable.

Including All Children and the ADA

Thur., June 22 / 6:30 - 9:30 PM / \$28

B.Egerton / 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

Sat., June 24 / 8:00 - 10:30 AM / \$45

Certified by the American Heart Association and good for two years. Also acceptable for child care licensing.

First Aid Certification

Sat., June 24 / 10:45 AM-1:15 PM/ \$45

Certified by the American Heart Association and good for two years. Also acceptable for child care licensing.

CPR and First Aid Re-Certification

Sat., June 24 / 1:30 PM-5:00 PM / \$85

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 under the American Heart Association. Certified by the American Heart Association and good for two years. Also acceptable for child care licensing.

Resources That Guide Daily Planning

Thur., June 29 / 6:30 - 9:30 PM / \$28

T.Green / 3 hrs CUR

There are many resources available for child care programs which promote quality programming and enhance learning for the children. Explore school readiness resources, curriculum and lesson planning resources to support ongoing development.

NEW Date!

Early Learning Assessment (ELA)



Mon. July 17 & 24, 6:30pm-9:30 pm

Saturday July 29, 8:30am – 3pm (lunch provided)

Optional Assessment night is Thursday, Aug. 3

J. Johnson & N.Pierre / 12 hrs (8 PRO, 4 CD)

The Early Learning Assessment is a FREE tool through MSDE that was created to monitor a child's progress over time, ensure that children are on the path to kindergarten readiness and to individualize learning opportunities for children. By using the ELA, programs can align their assessments and instruction with the public school system standards. The training series is required for educators to access the Early Learning Assessment (ELA) and to use the tool kit in their early childhood program for children age 3-PreK. Participants who register for this training series need previous training in early childhood assessment and observation to successfully complete the series and the assessment (workshop offered on May 1 meets this requirement). **All participants must have expressed interest by JULY 15 using the online ELA sign-up form at <http://bit.ly/elainterest> to be eligible for the training.**

For more information about the ELA, or to register for the training, contact Nikki Pierre, Training Coordinator, at npierre@howardcountymd.gov or 410-313-1923.



Training Calendar

JULY

Play...A Young Child's Work

Thur., July 6 / 6:30 - 9:30 PM / \$28

S.Peyser / 3 hrs (1.5 CD and 1.5 CUR)

Children learn through play, so adults need to know how to nurture, facilitate and encourage it! Learn why play is important, how it can promote literacy, adults' role in play and how you can create social settings to encourage literacy and play.

Medication Administration

Sat., July 8 / 8:30 AM-3:00 PM / \$55

M.Conway / 6 hrs HSN

This MSDE-designed workshop will teach providers what they need to know when administering medication to children. 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. **Please bring a bagged lunch.**

Cooperative Games

Mon., July 10 / 6:30 - 9:30 PM / \$28

C.Bethke / 3 hrs CUR

This workshop focuses on using cooperative games that emphasize participation, challenge and fun with groups of young children. Cooperative games emphasize play rather than competition and can also be used to build a sense of community and assist with behavior challenges while encouraging physical activity. This interactive workshop provides ideas for incorporating cooperative games throughout your program.

NEW! Multiple Intelligences: Discovering Gifts & Empowering Children

Tue., July 11 / 6:30 - 9:30 PM / \$28

N.Pierre / 3 hrs (1 CUR, 2 SN)

Every child learns in a different way. Some children learn best by listening (auditory), some learn best by seeing (visual) and some learn best by doing (kinesthetic). Learn ways to promote learning environments that meet the needs of all children.

Developmentally Appropriate Practice

Wed., July 12 / 6:30 - 9:30 PM / \$28

J.Johnson / 3 hrs CUR

Come learn what Developmentally Appropriate Practice (DAP) is all about and how you can use these principles to enhance your interactions with children of all ages. Learn strategies to promote children's learning and development.

Stress Management Strategies

Thur., July 13 / 6:30 - 9:30 PM / \$28

B.Cassels / 3 hrs PRO

Ever find yourself stressed out or having a hard time with your emotions? Do you sometimes take your frustration out on others? Understanding how stress affects your body and mind can help you prevent it from getting out of control.



Including All Children and the ADA

Tue., July 18 / 6:30 - 9:30 PM / \$28

J.Lentz / 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.

Introduction to the Maryland Credential

Wed., July 19 / 6:30 - 8:30 PM / \$20

J.Johnson / 2 hrs PRO

If you work with children in a licensed/registered program, you are eligible to participate in the Maryland Credential. Explore the many benefits of participation in the program - bonus money, training incentives and assistance with college degrees.

Infant/Child and Adult CPR/AED Certification

Sat., July 22 / 8:00 - 10:30 AM / \$45

Certified by the American Heart Association and good for two years. Also acceptable for child care licensing.

First Aid Certification

Sat., July 22 / 10:45 AM - 1:15 PM / \$45

Certified by the American Heart Association and good for two years. Also acceptable for child care licensing.

An Introduction to ASQ-3 and ASQ Online

Wed., July 26 / 6:30 - 9:30 PM / \$28

J.Johnson / 3 hrs (1.5 CD, 1.5 COM)

Take a more in-depth look at the Ages and Stages screening tool, an MSDE approved screening tool. Participants will learn how to properly administer the screening and interpret the scoring. Gain the confidence to not only administer the tool, but also learn how to discuss this screening tool with staff and parents.



Training Calendar

NEW! Marketing Your Family Child Care

Thur., July 27 / 6:30 - 9:30 PM / \$20

N.Pierre / 3 hrs PRO

Participants will learn how to market their family child care programs by focusing on the features of their program and utilizing efficient and effective marketing strategies to promote their business. Both online and traditional marketing strategies will be discussed. **This workshop is for Family Child Care providers only.**

AUGUST

Anti-Bias/Cultural Competence Awareness

Tue., Aug. 1 / 6:30 - 9:30 PM / \$28

T.Green / 3 hrs COM

Understanding diversity and inclusion is an important part of providing high quality child care. Participants will gain a greater understanding of the value of a child's family and community dynamics while identifying materials and activities which promote children's self-esteem and demonstrate appreciation of similarities and differences.

SIDS: Sudden Infant Death Syndrome & Breastfeeding Support

Wed., Aug. 2 / 6:30 - 9:00 PM / \$25

J.Johnson / 2.5 hrs (2 HSN + 0.5 hrs CT Cert.)

SIDS is the sudden, unexplained death of a healthy infant under 12 months. The cause of SIDS is unknown, but there are ways to make babies in your care safer. A SIDS class is required for family child care applicants and for any family provider seeking to become licensed for infant care.

Reporting Child Abuse & Preventing Bullying

Mon., Aug. 7 / 6:30 - 9:30 PM / \$28

B.Egerton / 3 hrs (2 HSN, 1 CD)

Learn how to recognize signs of abuse and how to report suspected abuse in Howard County. Discuss ways you can help prevent abuse in your community.



Center Aide Orientation

Tue., Aug. 8 / 6:30 - 9:30 PM / \$28

T.Harris / 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.**

Project Security Blanket

Wed., Aug. 9 & 16 / 6:30 - 9:30 PM / \$15

J.Johnson / 6 hrs (3 PRO, 3 HSN)

This workshop meets the requirements for training in Emergency and Disaster preparedness. Develop a comprehensive plan to follow when a disaster occurs. Natural disasters, medical emergencies, technological hazards, 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 more! **Must attend both nights to receive credit.**

Medication Administration

Sat., Aug. 12 / 8:30 AM - 3:00 PM / \$55

M.Conway / 6 hrs HSN

This MSDE-designed workshop will teach providers what they need to know when administering medication to children. 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. **Please bring a bagged lunch.**

Dramatic Play: Setting the Stage for Success

Mon., Aug. 14 / 6:30 - 9:30 PM / \$28

C.Bethke / 3 hrs CUR

Children learn about their world through participation and imagination. Explore strategies to promote and nurture dramatic play and creativity as a way to support children as they develop higher level thinking skills.

Infant/Child and Adult CPR/AED Certification

Sat., Aug. 19 / 8:00 - 10:30 AM / \$45

Certified by the American Heart Association and good for two years. Also acceptable for child care licensing.

First Aid Certification

Sat., Aug. 19 / 10:45 AM-1:15 PM / \$45

Certified by the American Heart Association and good for two years. **Also acceptable for child care licensing.**

CPR and First Aid Re-Certification

Sat., Aug. 19 / 1:30 - 5:00 PM / \$85

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 under the American Heart Association; certification is good for two years. Certification Only

How to Talk So Parents Will Listen

Thur., Aug. 24 / 6:30 - 9:30 PM / \$28

S.Burke / 3 hrs COM

Learn how to establish relationships and work effectively with parents, even the most difficult ones! Welcome every family into your program, prevent problems, overcome adversity and enhance the child care/family connection.

Medication Administration

Sat., Aug. 26 / 8:30 AM - 3:00 PM / \$55

C.Kemp / 6 hrs HSN

This MSDE-designed workshop will teach providers what they need to know when administering medication to children. 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. **Please bring a bagged lunch.**

Including All Children and the ADA

Mon., Aug. 28 / 6:30 - 9:30 PM / \$28

N.Pierre / 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.

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

CURRENT OCC WORKSHOP TRAINING REQUIREMENTS

Pending Regulations for 2017- look for updates on our website or in MSDE Partners Newsletter
Required Basic Health and Safety Training available online through MSDE or in person through OCF

Family Child Care - New Applicant

- ♦ All six 4-hour Initial Training Modules
- ♦ 6-hour class in Emergency and Disaster Preparedness
- ♦ 6-hour Medication Administration
- ♦ 3-hours Including All Children and the ADA
- ♦ Infant/Child/Adult CPR and First Aid Certifications
- ♦ SIDS: Sudden Infant Death Syndrome and Supporting Breastfeeding in Child Care

Family Child Care - First Renewal Year

- ♦ 3-hours of training in each of four areas: Child Development, Mixed Age Groups, Health/Safety/Nutrition, and Professionalism
- ♦ Current First Aid and CPR certifications
- ♦ 6-additional hours of approved training in any area

Family Child Care - After First Renewal

- ♦ 6 hours of approved Core of Knowledge training
- ♦ 6 additional hours of approved training in any area
- ♦ Current First Aid and CPR certifications

Child Care Center Staff

For current staff staying in the same positions:

- ♦ Aide/Assistant 6 hours per year
- ♦ Child Care Teacher 12 hours per year
- ♦ Child Care Director 12 hours per year

New hires and staff moving to new positions are subject to additional requirements which may include:

- ♦ Center Aide Orientation
- ♦ 9-hour Communication Course
- ♦ Including All Children and the ADA
- ♦ Supporting Breastfeeding in Child Care

Questions about Training Requirements?

- ♦ Contact Joan Johnson, Technical Assistance Specialist at jmjohnson@howardcountymd.gov or 410-313-1432.
- ♦ Contact the Howard County Office of Child Care at 410-750-8771.

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. Your 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 are accepted online until noon and by phone until 4:00 p.m. if space permits. Call 410-313-1442 (voice/relay) to check availability. Walk-ins will not be permitted to stay in workshops.

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. You will not be 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-30733.

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 OCF cancels the workshop. If there are extenuating 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 phone 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 children@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.

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

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MARYLAND
FAMILY
NETWORK
Leading Maryland's
Child Care Resource Centers



Howard County OCF Training Workshop Registration

NAME _____ BIRTHDATE (MM/DD/YY) _____

MAILING ADDRESS _____

PHONES (H) _____ (W) _____ (C) _____

EMAIL _____

POSITION TYPE FAMILY CC CENTER STAFF OWNER/DIRECTOR OTHER _____

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

Please indicate if you require any special accommodations 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

Mail Form and Total Payment to: Howard County OCF, 3300 N Ridge Rd, Suite 380, Ellicott City, MD 21043