



The NEST

AND TRAINING CALENDAR

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

JAN • FEB • MAR • APR 2018

ReadyRosie Comes to Howard County!

Howard County Government is providing free access to ReadyRosie for all Howard County families. ReadyRosie is an innovative educational service that provides parents and caregivers with instructional videos to build their child's school readiness skills. Delivered via email or text, ReadyRosie demonstrates how parents and caregivers can turn every day activities into teachable moments. Activities shown in the videos are simple, take only a few minutes to complete, and are available in English and Spanish. While most early childhood and elementary educational technology tools are directed at the child, this is a resource for parents, grandparents and caregivers.

ReadyRosie was launched in September as part of Howard County's Achieve 24/7 initiative. Coordinated through the county's Department of Community Resources and Services (DCRS), Achieve 24/7 will ultimately include multiple projects aimed at increasing opportunities and eliminating achievement disparities for children and youth. The initiative includes investments in early childhood education, child mental health, summer food access and other resources and support for Howard County children and families.

To access ReadyRosie, all a family needs is a Howard County zip code. There are two options for getting families connected. They can go directly to www.ReadyRosie.com/register where they will be asked for some basic information, including name, language preference and delivery (text or email) preferences. Once they create their account, they will immediately receive a welcome video in your selected language, have access to the entire video library and start getting the weekly playlists sent out by the ReadyRosie team. The other option allows you, as their child care provider, to invite families to participate by setting up a classroom through ReadyRosie Share. This gives you the ability to create and send customized content and messages directly to your families through the ReadyRosie platform. This option also gives you access to resources, the video library and information about the way your families are using ReadyRosie. Both options connect families to a



powerful way to build school readiness skills and make the most of everyday opportunities to learn.

ReadyRosie was created with the belief that parents are a child's first and best teacher. It gives parents and guardians ideas of how to better engage their children at home, in the library, in the car, at the grocery store, or wherever they are spending time. We want them to know that there is always an opportunity for learning and talking with their children and it does not take hours of practice. ReadyRosie embraces our mobile culture and makes our everyday environment a real-time learning laboratory!

Think through all the ways you are already engaging your families on a regular basis - how can ReadyRosie be integrated into these to take advantage of this powerful parent resource and encourage its use on a regular basis? Using ReadyRosie throughout your program allows you to focus on school readiness and parent engagement at the same time. It aligns with state standards and the Share function programs can highlight targeted skills for individual families based on a child's individual needs.

Learn more at one of our upcoming informational sessions on 01/24/2018

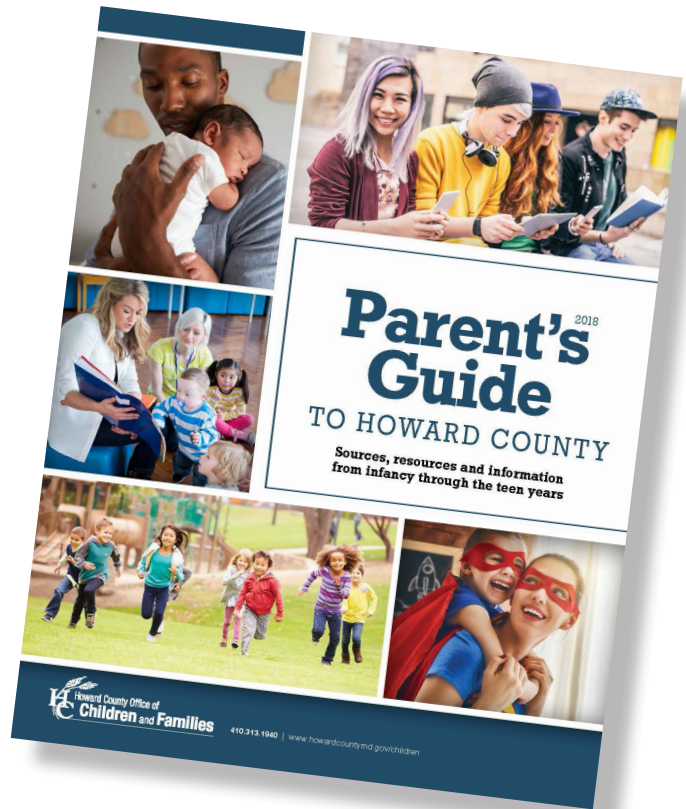
Look for Additional Dates in our Bi-Monthly Training Update Emails

From the Howard County Child Care Resource Center 2018 Parent's Guide

The 2018 Parent's Guide to Howard County will be available mid-January! This valuable resource for parents and caregivers includes sections on Special Needs Resources; Education; Family Fun; and Financial Assistance.

Check it out online at:
www.howardcountymd.gov/parentsguide

Call 410-313-1940 (voice/relay) or email children@howardcountymd.gov to request multiple copies to distribute to the families in your program.



Office Hours and Closures

RESOURCE ROOM HOURS

Monday through Friday
8 AM - 4:45 PM

WHAT IS IN OUR RESOURCE ROOM?

[View our Brochure here!](#)

CLOSED ON FOLLOWING MONDAYS

January 8
February 8
March 12

OFFICE HOLIDAY CLOSURES

New Year's
December 31 - January 2
Martin Luther King, Jr. Day
January 16
Presidents' Day
February 20
Good Friday
April 14



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](https://www.facebook.com/HoCoCommunity)

This information is available in alternate formats upon request.

PLEASE FEEL FREE TO SHARE THIS PUBLICATION

RESOURCE DIRECTORY

Howard County Office of Children and Families and Howard County Child Care Resource Center

Main Line	410-313-1940
Workshop Registration	410-313-1442
The Family Institute	410-313-1440
The CARE Center (Behavior Support and Information and Referral).....	410-313-CARE (2273)

State and County Resources

Child Protective Services	410-872-4203
Early Intervention Services	410-313-7017
Howard County Health Department	410-313-6300
Maryland Children's Health Program	410-313-7500
Maryland Poison Center	800-222-1222
Child Care Food Program	410-767-0214
Locate: Child Care (parents)	877-261-0060
Locate: Child Care (providers)	866-752-1614

Local Child Care Associations

Howard County Family Child Care Association	301-776-4841
Maryland Afterschool Association	410-549-6498
www.msacca.org	
Maryland State Child Care Association- Howard County Chapter	410-313-1432
www.innovationsed.com/hoco_mscca	

Maryland State Department of Education Offices

Howard County Office of Child Care (Licensing)	410-750-8771
Maryland EXCELS - Howard Co Representative (Sharon Vance)	410-549-6498
MSDE Credentialing (Conduent Phone Line)	866-243-8796
ccccredential@conduent.com	
Subsidy Payment Questions (Conduent)	866-243-8796
mdccspinvoices@conduent.com	

Approved Online Training Now Available

The Howard County Office of Children and Families, in partnership with the Maryland Child Care Resource Network, now offers an online option for child care providers to meet Maryland training requirements. A selection of courses that meet Maryland training requirements are offered, including:

- ▶ 45-hour Infant/Toddler Course for Center Staff and Family Providers
- ▶ Family Provider Pre-Service Training
- ▶ 45-hour Center Director Administration Pre-Service
- ▶ 9-hour Communication Course
- ▶ Child Development Associate Programs
- ▶ Individual Core Knowledge Courses

To register, visit <http://tinyurl.com/HoCoonlinetraining>. For specific course requirements, verify your training needs prior to registration with your Office of Child Care Licensing Specialist or Joan Johnson at jmjohnson@howardcountymd.gov or 410-313-1432.

Emerging Writing Activity

**Developmentally Appropriate for
Preschool-Aged Children**

What You Need

- One of the child's favorite books
- Paper, poster board, or construction paper
- Hole punch and yarn or book rings
- Markers, crayons, stamps, and stickers

What to Do

- Look through the child's favorite book together. Point out the title, author, and illustrator. Use the book as an example so the child can create his own story and draw pictures to go with it.
- Have the child think of a title for his homemade book. For the cover, write his name as the author on heavy paper. Encourage him to write in whatever way he can, even if it's pretend writing.
- Write a part of the story on every page. Have the child draw a picture on each page, and fasten them together with the cover.
- Read the book he has written back to him, and then have him read it to someone else.

Why It's Important

Children learn to write by writing, just as they learned to speak by speaking. Development of writing skills begins early, as the child watches adults reading and writing, and tries to figure out how written language works.

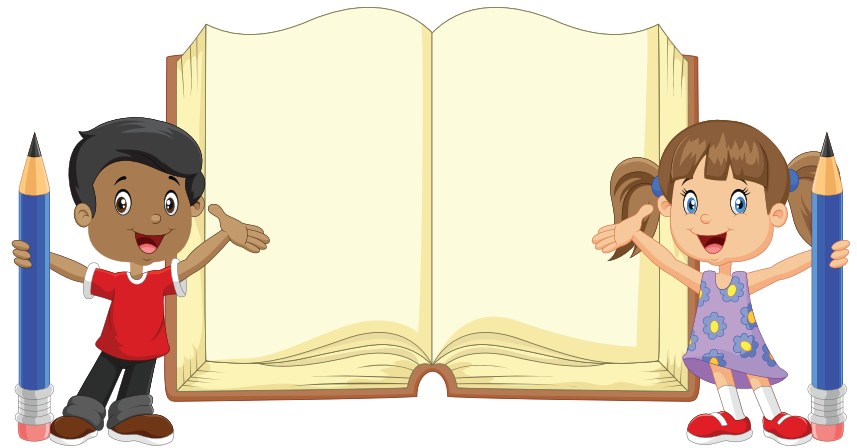
Accept that different children may display different levels of writing within an activity. This provides children opportunities to construct, test, and perfect different ideas about how writing works.

Child Care Career and Professional Development Fund

Are you interested in pursuing a college degree in the Early Childhood field?

Howard Community College (HCC) has announced that the Child Care Career and Professional Development Fund (CCCPDF) is accepting applications for the March 1, 2018 deadline. The CCCPDF funds HCC tuition, fees and books for students pursuing either an AAS in Early Childhood Development (2-year degree) or an AAT in Early Childhood Education (which allows you to transfer to a 4-year program).

To be eligible, the applicant must have at least one year licensed child care experience, work a minimum of 10 hours per week, hold a level 2 or higher MSDE Credential Certificate, and be willing to complete a service payback after their degree is completed. An informational session to explain the CCCPDF in detail will be held on Tuesday, January 9 from 7:00 to 8:00 p.m. in RM DH 116 at Howard Community College. For more information or to RSVP, contact Mimi Heimsoth at mheimsoth@howardcc.edu.



Awareness of concepts such as the features of a book and left to right progression are basic skills to learn how to read and write.

When the child practices writing with a purpose, he will want to use his new skill more and more.

Extend the Activity

Offer many opportunities for the child to write. Collect different kinds of scrap paper and make them available - she will have different sensations when writing on paper that is thick, rough, or slick. Let her try different writing tools (pens, pencils, markers, crayons). Encourage children to write while pretending; for example, make a road sign to use while playing cars. Write with the child, and show him how to make letters, especially the letters of his name. Keep the learning fun; don't pressure him to form letters correctly. Children learn best by experimenting.

**For more information, attend the workshop,
"What Are You Writing?" on Monday,
March 19, 6:30 to 9:30 p.m.**



Road To Kindergarten Workshops for Parents

The Howard County Public School System's Office of Early Childhood Programs and the Howard County Early Childhood Advisory Council are pleased to sponsor a Launch Into Learning initiative called "The Road to Kindergarten," an informational opportunity to support families of children headed to kindergarten next year. The purpose of these sessions is to help make the process of entering school less stressful for all involved. Families of children turning five by September 1 are invited to come with questions and concerns pertaining to the transition to the kindergarten process. Information sessions will be held at several locations throughout the county. Each regional session will present necessary information pertaining to kindergarten, such as the registration process, school readiness, kindergarten expectations, and curriculum.

2018 PRESENTATION DATES

Presentation times 6:30 - 7:30 PM

Wednesday, January 24

Oakland Mills High School, 9410 Kilimanjaro Road, Columbia 21045

Thursday, January 25

Centennial High School 4300 Centennial Lane, Ellicott City 21042

Monday, January 30

Hammond High School 8800 Guilford Road, Columbia 21046



SAVE THE DATE! SAVE THE DATE! SAVE THE DATE! SAVE THE DATE!

**Celebrating
Successes**
Excellence in Bloom

Nominations accepted starting in January
www.howardcountymd.gov/celebratingsuccesses

**Howard County Preschool Fair
Children on Board**
Clarksville, MD

**Saturday January 20, 2018
1:00 to 4:00 p.m.**

www.howardcountymd.gov/children

**An Evening for
Children's Advocacy**
Annapolis, MD

**Monday January 29, 2018
4:00 to 7:00 p.m.**

www.marylandfamilynetwork.org

**Children's Discovery Fair
Full STEAM Ahead**

**Saturday, April 14, 2018
10:00 am to 1:00 pm**

Cradlerock Elementary



MARYLAND EXCELS and CHILD CARE SUBSIDY

Did you know that published Maryland EXCELS child care providers at a Level 3, 4, or 5 earn 10 to 44 percent higher subsidy reimbursements?

If you already accept children whose parents are eligible to receive a Child Care Subsidy, find out what it takes to get paid extra! Last year, one provider earned more than \$40,000 above her subsidy payment amounts. By working with your EXCELS Quality Assurance Specialist, you too can complete the steps required to provide higher quality early learning and care experiences for children. The extra payment may be closer than you think!

If you have considered accepting Child Care Subsidy vouchers, but are still uncertain, consider the following:

1. Parents receiving Child Care Subsidy are just like other parents. They work, attend school or training within our communities;
2. Children authorized to receive Child Care Subsidy, will arrive to the same classrooms/family child care homes as children from families not eligible for subsidy. You can play a vital role in making sure all children arrive to school equally ready to learn; and
3. Child care subsidy payments are made to you on a regular basis; with the opportunity to earn the additional EXCELS payments, these funds can help with operational costs.

Your EXCELS Quality Assurance Specialist is ready to help, give her a call today at 410-549-6498.

For more information on the Maryland Child Care Subsidy Program, attend the free information session/workshop scheduled for March 15, 2018 at the Bain 50+ Center in Columbia.

See page 11 in the Training Calendar.



Basic Health and Safety Training

The regulation requiring this training for all child care providers and informal providers is in the final review stage, and is anticipated to be voted on in early 2018. All providers are being urged to complete this training by January 1, 2018.

Once this training goes into regulations, it will become a pre-service requirement. The training is available face-to-face (see training calendar for dates) as well as online (free). The online platform for the training has changed to a cohort format; registration will be open for one week the month before the cohort begins. Participants will be emailed an account number and password. The free training must be completed within 14 days. Additional information about the online class is available at <http://earlychildhood.marylandpublicschools.org/basic-health-safety-training>. The regulation will also require a yearly refresher course.

Advertising Your Program

Did you know that all advertisements about your child care program should include your license/registration number? In October 2016, a new state law went into effect requiring businesses to include their license/registration number on all advertisements (paper, social media, electronic, etc.) While Family Child Care Regulations have always required this, it has not been a requirement for Child Care Centers. It is anticipated that in early 2018 a new regulation requiring Child Care Centers to have their license number on all advertisements will take effect. Best practice would be to start including this information as soon as possible in anticipation of the new regulation.

Criminal History Record Checks

As of September 21, CJIS has begun accepting fingerprints for the federal rap-back program. Anyone fingerprinted before September 22, 2012, must be printed immediately. Anyone who was fingerprinted after September 22, 2012, should follow the schedule below. Anyone fingerprinted after September 21, 2017, does not need to submit new prints. Applicants and new staff should be fingerprinted immediately.

Facility Name/ Family Provider Last Name	Prints Taken by:	Invoice Due:
A-D	12/01/2017	02/01/2018
E-J	02/01/2017	04/01/2018
K-Q	04/01/2018	06/01/2018
R-U	06/01/2017	08/01/2018
V-Z	08/01/2017	10/02/2018

Center staff should follow this schedule based upon their program name. For example, if your center name begins with A – D, you need to have your prints taken by 12/1/17.

Family child care providers and all residents in the home 18 years of age and older should follow this schedule based upon the family provider's last name listed on the registration.

Maryland residents will need to get re-printed for FBI and Maryland. When getting your fingerprints done, tell the company that you are doing it for child care. If you have lived in any other state during the past five years, you will also need to have a criminal background check completed in that state.

Non-Maryland residents will need to be re-printed for FBI and their current state of residence and any other states in which they lived during the past five years.

When completing this process, all providers must use their regional OCC's authorization number. (Howard County's authorization is # 1100000064). **Center staff must also use their center's authorization number.**

MSDE will reimburse the costs for fingerprinting for existing family child care providers and center staff prior to Sept. 21, 2017. You will have to submit a W-9 form with your refund packet.

For more information on the fingerprinting process, locations, and how to be reimbursed, visit <http://earlychildhood.marylandpublicschools.org/node/895>.

Supervision and Nutrition

Updated wording to both regulations will be available in early 2018 at: <http://earlychildhood.marylandpublicschools.org/announcements>

Early Childhood Retention and Expulsion Policy

During the 2017 Maryland Legislative Session, a bill was passed to ban the suspension and expulsion of pre-kindergarten through second grade students unless there is an imminent risk of serious harm. MSDE's Division of Early Childhood Development has developed Guidance for Preventing Suspension and Expulsion in Early Care and Education Programs to help prevent suspension and expulsion in all early care and education programs. It is important for early childhood programs to adopt a policy regarding retention and expulsion of the children in their program. Providing positive supportive environments where children can succeed is an indicator of a quality child program and promotes children's social and emotional development and positive learning outcomes. The guide can help you develop policies that support the children and families enrolled in your program.

Guidance Policy

To read this guidance policy in full, go to: http://earlychildhood.marylandpublicschools.org/system/files/filedepot/4/guidance_final.pdf

Application Form

The Maryland Child Care Credential Program has updated their application form. As of January 1, 2018, the old form will not be accepted. You can find this new form at http://earlychildhood.marylandpublicschools.org/system/files/filedepot/3/credentialapplication_doc.111.11.pdf

Do you want help filling your child care vacancies?

LOCATE: Child Care provides referrals for regulated child care to thousands of parents every year. The referrals include information of hours, location, cost, meals and other services offered!

HELP US HELP YOU!

Update your program information using the **LOCATE: Child Care** database portal by visiting <http://bit.ly/2fhqbAD>

Complete the **LOCATE: Child Care** Questionnaire today.

Center/Group Programs: <http://bit.ly/2fiP9z>
Family Child Care: <http://bit.ly/2f6o1XX>

To update vacancies, fees, or hours, call the Provider Support Line at 866.752.1614



MARYLAND
FAMILY
NETWORK



...because kids don't come with directions!

Howard County Office of
Children and Families

The Family Institute

A PARENT EDUCATION PROGRAM
Howard County Office of Children and Families

PARENTS, GRANDPARENTS & CAREGIVERS!

The Family Institute provides **informational sessions** and **training workshops** on the latest child and parent topics:

- Child Development
- Positive Discipline
- Health and Safety
- School Readiness
- Finding Resources
- Adolescent Issues

Also available, "**Parent Pages**," a FREE, quarterly, digital publication geared to children of all ages and interests, specifically to Howard County.

Share the Family Institute Program with your family, friends, PTA, and your child's school!

To view a list of current workshops, or sign up to receive your digital issues of Parent Pages:

www.howardcountymd.gov/familyinstitute

FOR MORE INFORMATION

410-313-1440 (VOICE/RELAY) • children@howardcountymd.gov

If you need this information in an alternative format, contact the Office at Children and Families at 410-313-1940 (voice/relay) or children@howardcountymd.gov

SAVE THE DATE! SAVE THE DATE! SAVE THE DATE! SAVE THE DATE!

2018 Howard County Directors and Owners PROFESSIONAL DEVELOPMENT INSTITUTE

"Challenges in Today's Workplace: Decision-Making and Problem-Solving in Early Care and Education Programs"

Wednesday, March 21, 2018
Ten Oaks Ballroom

— REGISTRATION MATERIALS WILL BE SENT IN LATE JANUARY —

For more information, contact Debbie Yare
410-313-1943 • dyare@howardcountymd.gov

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



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

JAN • FEB • MAR • APR 2018

JANUARY

Medication Administration

Sat., Jan. 6 / 8:30 AM - 3:00 PM / \$60

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. **Bring your own lunch.**

Introduction to Healthy Beginnings

Thur., Jan. 11 and Thur., Jan. 18 / 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 start using them as tools for creating and planning 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 revision. **Participants must attend both nights to receive certificate.**

Medication Administration

Sat., Jan. 13 / 8:30 AM - 3:00 PM / \$60

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. **Bring your own lunch.**

Basic Health and Safety Training

Wed., Jan. 17 / 6:30 - 9:30 PM / \$28

N. Pierre / 3 hrs HSN

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

Let's Talk About The Story

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

S. Peyser / 3 hrs CUR

Learn the importance of asking questions as you read a story to children. Discover ways to support developing language and vocabulary skills that will be crucial to later development. Plus, make a story glove to use in your program.

Including All Children and the ADA

Thur., Jan. 25 / 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.

Infant/Child and Adult CPR/AED Certification

Sat., Jan. 27 / 8:00 - 10:30 AM / \$45

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

First Aid Certification

Sat., Jan. 27 / 10:45 AM - 1:15 PM / \$45

Certified by the American Heart Association and valid for two years. Approved for child care licensing.

NEW! Kids in Motion! Music Activities for the Whole Child

Wed., Jan. 31 / 6:30 - 9:30 PM / \$28

C. Bethke / 3 hrs (1 CUR, 1 SN, 1 CD)

Participants will explore how music and movement is experienced by young children through hands-on activities, and develop practical ways to utilize music and movement everyday, throughout the day.



Training Calendar

FEBRUARY

Medication Administration

Sat., Feb. 3 / 8:30 AM - 3:00 PM / \$60

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. **Bring your own lunch.**

Clean Green Eating Machine

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

C. Lothen-Kline / 3 hrs HSN

Explore ways to make healthy, sustainable food choices, to include green foods and products and ways to reduce, reuse and recycle to promote our health, the health of our environment and our futures.

Basic Health and Safety Training

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

C. Bethke / 3 hrs HSN

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

Supporting Breastfeeding in Child Care

Thur., Feb. 8 / 6:30 - 7:00 PM / \$5

J. Johnson / .5 hr CT

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.

SIDS: Sudden Infant Death Syndrome and Breastfeeding

Thur., Feb. 8 / 6:30 - 9:00 PM / \$25

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

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.

Medication Administration

Sat., Feb. 10 / 8:30 AM - 3:00 PM / \$60

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. **Bring your own lunch.**

Including All Children and the ADA

Tue., Feb. 13 / 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.

Developmental Delays

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

N. Pierre / 3 hrs SN

Understand typical child development birth to 5 years, discuss "red flags," screening tools, developmental delays and adaptations. Through interactive simulations, gain a greater understanding of the challenges children with delays face and accommodations you can utilize in your program.

Infant/Child and Adult CPR/AED Certification

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

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

First Aid Certification

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

Certified by the American Heart Association and valid for two years. Approved for child care licensing.

CPR and First Aid Re-Certification

Sat., Feb. 24 / 1:30 - 5:00 PM / \$90

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 valid for two years. Certification Only.



Training Calendar

The Learning Power of Laughter

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

C. Bethke / 3 hrs CUR

Laughter can teach a child language skills. Use the power of laughter to encourage preschool children to be creative, learn sequencing skills, develop phonemic awareness, use their imaginations, develop listening skills and work with rhymes.

MARCH

Project Security Blanket

Thur., Mar. 1 and Thur., Mar. 8 / 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. **Must attend both nights to receive a certificate.**

Medication Administration

Sat., Mar. 3 / 8:30 AM - 3:00 PM / \$60

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. **Bring your own lunch.**

MSDE Accreditation: Orientation

Wed., Mar. 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 contact Joan Johnson at jmjohnson@howardcountymd.gov.

Basic Health and Safety Training

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

N. Pierre / 3 hrs HSN

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

Medication Administration

Sat., Mar. 10 / 8:30 AM - 3:00 PM / \$60

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. **Bring your own lunch.**

Cooperative Games

Wed., Mar. 14 / 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.

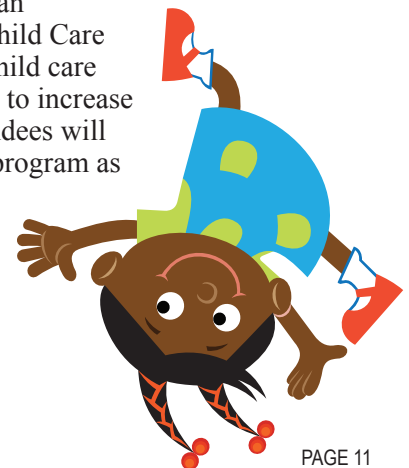
NEW! MSDE Child Care Subsidy Presentation

Thur., Mar. 15 / 6:30 - 8:30 PM / Free

R. Williams / 2 hrs PRO

Bain 50+ Center, 5470 Ruth Keeton Way, Columbia, MD 21044

This workshop will provide an overview of the Maryland Child Care Subsidy Program and how child care professionals can participate to increase their earning potential. Attendees will learn about their role in the program as well as the process your families need to take to qualify for and obtain subsidies.





Training Calendar

What Are You Writing? Understanding Children's Writing

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

S. Peyser / 3 hrs (2 CUR, 1 CD)

Identify the stages of writing development and learn some strategies to support children as they begin learning this important skill. Discuss activities that extend picture books to encourage writing and look at developmentally appropriate practices for children ages 3 to 5 years.

Infant/Child and Adult CPR/AED Certification

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

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

First Aid Certification

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

Certified by the American Heart Association and valid for two years. Approved for child care licensing.

Including All Children and the ADA

Thur., Mar. 29 / 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

APRIL

Medication Administration

Sat., Apr. 7 / 8:30 AM - 3:00 PM / \$60

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. Bring your own lunch.

Including All Children and the ADA

Wed., Apr. 11 / 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.

Routines and Cultures for Infants and Toddlers

Thur., Apr. 12 / 6:30 - 9:30 PM / \$28

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

Cultural values are embedded in everyday routines. Learn how caregivers have a profound effect on the development of infants and toddlers as they engage in basic activities. Participants will consider how routines of toileting, feeding and napping vary across cultures.

Medication Administration

Sat., Apr. 14 / 8:30 AM - 3:00 PM / \$60

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. **Bring your own lunch.**

Why Teach Science?

Mon., Apr. 16 / 6:30 - 9:30 PM / \$28

S. Peyser / 3 hrs CUR

Science can seem daunting to teach in a preschool or family child care. Learn ways to connect science to other learning concepts appropriate for preschoolers, how to link literacy to math and science, engage children through questions and enhance your program with fun and engaging hands-on science activities.



Training Calendar

NEW! Starting Small: Teaching Tolerance

Wed., Apr. 18 / 6:30 - 9:30 PM / \$28

C. Bethke / 3 hrs COM

The capacity to thrive in diversity is a lifelong practice of discovery and adaptation that begins in the early years of life. In this workshop, we will explore concepts of identity, examine our own capacity for tolerance, determine strategies to help build a community in our settings and develop techniques to support attitudes of tolerance that will become lifelong practices.

Supporting Breastfeeding in Child Care

Thur., Apr. 19 / 6:30 - 7:00 PM / \$5

J. Johnson / .5 hr CT

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.

Basic Health and Safety Training

Wed., Apr. 25 / 6:30 - 9:30 PM / \$28

C. Bethke / 3 hrs HSN

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

Infant/Child and Adult CPR/AED Certification

Sat., Apr. 28 / 8:00 - 10:30 AM / \$45

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

First Aid Certification

Sat., Apr. 28 / 10:45 AM - 1:15 PM / \$45


Certified by the American Heart Association and valid for two years. Approved for child care licensing.

CPR and First Aid Re-Certification

Sat., Apr. 28 / 1:30 - 5:00 PM / \$90

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.

If you need this information in an alternate format, or need accommodations to participate, contact the Howard County Office of Children and Families at ocftraining@howardcountymd.gov or 410-313-1940 at least one week in advance of the workshop.



INCLEMENT WEATHER NOTICE

Howard County Office of Children and Families follows the inclement weather policy for **Howard Community College** regarding cancellations.

To receive immediate notifications, sign up for HCC Mobile Alerts at www.howardcc.edu

If a workshop is cancelled, we will update the phone line at 410-313-1940 and website at www.howardcountymd.gov/children



Current OCC Workshop Training Requirements

Family Child Care - New Applicant (1/1/2016)

- 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 (applied for license prior to 2016)

- 3 hours training in each of 4 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

Applicants prior to Jan. 1, 2016, may need other specific training if not taken before registered. Verify requirements with your licensing specialist prior to workshop registration.

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 and/or 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.
- Contact your county's Child Care Resource Center or the Maryland State Department of Education at MSDE Office of Child Care.



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 pm 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 pm 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 pm. If possible, the workshop will be rescheduled; and participants will be notified by phone or email.

REPLACEMENT CERTIFICATES may be requested by emailing 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 between 1-5 years old.

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

This publication was produced as a work for hire for the benefit of, and with funds from, the Maryland State Department of Education.



MARYLAND
FAMILY
NETWORK
*Leading Maryland's
Child Care Resource Centers*



Howard County OCF Training Workshop Registration

NAME _____ BIRTHDATE (MM/DD/YY) _____
HOME ADDRESS _____ CITY _____ ZIP CODE _____
PHONES (Primary) _____ (Secondary) _____
EMAIL _____

POSITION TYPE: FAMILY CC TEACHER ASST TEACHER AIDE OWNER/DIRECTOR OTHER _____
WORKSHOP TITLE _____ DATE _____ COST _____

1) _____
2) _____
3) _____
4) _____

If you require any accommodations to attend, please contact our office by phone or e-mail 10 days prior to the workshop
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

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



Howard County Office of
Children and Families

Department of Community Resources and Services

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 and the Maryland State Department of Education.

If you need this information in an alternative format, contact the Office at Children and Families at 410-313-1940 (voice/relay) or children@howardcountymd.gov

If you wish to opt out of receiving this publication,
email occtraining@howardcountymd.gov or call 410-313-1940 (voice/relay)

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



Howard County Office of
Children and Families
Department of Community Resources and Services
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