



## **Child Care Links**

Child Care Resource & Referral Agency  
for Harford & Cecil Counties

### ***Winter 2012***

Harford and Cecil Training Calendar

January - March



2105 Laurel Bush Road, Suite 105  
Bel Air, MD 21015

Main Office Phone 443-512-0461

Registration Office 443-512-0462

View our calendar on line: [www.hcchildcarelinksinc.org](http://www.hcchildcarelinksinc.org)

**TRAININGS WITH LOW  
ENROLLMENT ARE CANCELLED  
THE DAY PRIOR! PLEASE  
REMEMBER TO REGISTER IN  
ADVANCE FOR ALL OF YOUR  
TRAININGS.**

**Please make  
sure to read  
our updated  
workshop  
policies!**

# January 2012 COURSE DESCRIPTIONS

5 - **Infant/Toddler #12 Language Development** (CD,CU) 6:30pm-9:30pm- \$20 - This class will explore the varied ranges of language development in infants and toddlers; how to engage in communication with newborns; what are age appropriate expectations and further how we can use this knowledge to build upon what a child is showing using his or her capabilities are. Having a clear understanding of newborn and infant receptive language development assists providers in early childhood settings to best plan for their infants and toddlers expressive language development.

9- **Medication Administration** (HSN) 9am-3pm - \$60 - **\*Limit 10\*** - Newly approved Office of Child Care training teaches all aspects of giving medication safely in your center to all ages of children. This includes liquids, pills, capsules, topicals, epi-pens and also general information on inhalers. You will even learn how to properly wash your hands.

9 - **Marketing Your Program** (P) 6pm-9pm -\$25 - This class will walk participants through the steps needed to support the enrollment in their programs and look at creative ways to best organize the structure of their programs, as well as other critical ways to improve upon their overall organizational skills.

9- **Differentiating Curriculum** (3CU) 6:30pm-9:30pm - \$25 - Differentiation means creating multiple paths so that students of different readiness levels, interests or learning profiles experience equally appropriate ways to absorb, use, develop and present concepts as part of the daily learning process. Learn to design and manage differentiated games for large groups, small groups and individuals. This class will allow participants to create games to use with the children.

11- **I Don't Feel So Good: Childhood Illnesses** (HSN) 6pm-9pm - \$25 - Understand common childhood illnesses by learning symptoms, treatments, when it's necessary to call the doctor, and how to problem solve while keeping your cool. Expand your knowledge base by learning practical techniques for providing safe care to infants and children.

12- **Infant/Toddler #13 Cognitive Development** (CD, CU) 6:30pm-9:30pm- \$20 - In this class, we will take a close look at how infants and toddlers explore the world around them. From mathematical thinking to scientific thinking; infants and toddlers are beginning the foundational learning for these domains. Learning how to plan for individual skill levels within these domains is an important part overall infant and toddler growth and development.

14- **Emergency and Disaster Preparedness** (HSN,P) 9am-3pm - \$30 - This class is designed for caregivers to become familiar with COMAR regulations regarding emergency and disaster preparedness for child care programs. Participants will complete a written emergency and disaster plan for their child care programs; gain an understanding of disasters that are not likely to occur in Maryland and know why their programs should prepare for emergencies and disasters. This workshop meets the 6 hour COMAR requirement for child care centers, family providers, and family child care applicants

**Core of Knowledge Areas:**  
 (HSN) Health, Safety Nutrition  
 (CD) Child Development  
 (CU) Curriculum  
 (P) Professionalism  
 (CO) Community  
 (SN) Special Needs

18 - **Managing Your Child's Misbehavior** (CD) 6:30pm-9:30pm - \$25 - Tricks of the disciplining trade: this session is designed to help parents gain knowledge on promoting good behavior as well as taking a look at how to promote good behavior with a positive approach.

19 - **Infant/Toddler #14 - Physical Development** (CD,CU) 6:30pm-9:30pm - \$20 - Caring for infants and toddlers is most exciting when we observe their dramatic physical development on a daily basis! Come join us as we discover and celebrate the growing infant and toddler as they begin critical tasks such as rolling over, crawling, walking and running around your program! We will share concrete ways of supporting the physical development of the infants and toddlers in your care through program activities, parent support and other strategies.

19- **Keeping it Professional** (P) 6pm-9pm - \$25 - As a child care professional, you are required to possess a large body of training that helps you sustain a quality program. Your programs are monitored and regulated by the Office of Child Care. you are held to a high standard of providing quality care. This workshop is designed to give you professional strategies to better manage your family child care program.

21- **First Aid & CPR** 8:30am-5pm - \$60 both/\$35 CPR/\$35 First Aid - This workshop is designed for providers and parents of young children. Meets Office of Child Care guidelines. First Aid Certificate expires in 2 yrs from date of issue. CPR certificate expires in 2 yrs from date of issue.

23- **Working with Mixed Ages** (CU) 6pm-9pm - \$25 - This workshop is designed to help caregivers identify and address the challenges of working with mixed age groups of children. Strategies for meeting and understanding the needs of all individuals in the group will be offered.

24 - **Nutrition & Active Learning** (HSN) 6pm-9pm \$25 - Promote wellness and prevent childhood obesity through nutritional and playful physical activities.

24 - **Kindergarten Readiness** (1CD, 2 CU) 6:30pm-9:30pm - \$25 This course is designed to supply participants with knowledge in reading, writing and math skills that will equip children for a smooth transition into kindergarten. Participants will engage in a variety of activities to reinforce alphabet, color, and number recognition, phonemic awareness, phonics instruction, comprehension and vocabulary instruction.

25- **Creating Sociable Children** (CD) 6pm-9pm - \$25 - This course is designed to discuss reasons why children may be less socialized in today's society. Discuss barriers to socialization. Learn age appropriate methods and activities to help students learn manners, social skills and conflict resolution skills.

26- **Infant/Toddler #15 Problem Solving** (CD,CU) 6:30pm-9:30pm - \$20 - Infants begin to 'problem solve' from the moment they are born and start looking to their mothers for food and nurturing. Infants and toddlers are continually observing their caregivers, peers and all that is around them. This class will demonstrate how infants and toddlers use their own observations, investigations and cause-and-effect to problem solve. We will specifically look at ways of creating an environment and incorporating daily routines that support problem solving for this age group.

27- **9hour Communication Module - Communicate as a Professional Early Educator (Part 1)** (P) 6:30pm-9:30pm - \$55- \*Must attend Parts 1, 2, & 3 on dates( 01/27 and 01/28) to get a certificate.\* Work toward speaking and writing clearly to insure effective communication in childcare and preschool settings. Participants will learn communication techniques for relationship building with families, participate in interactive activities and practice writing and speaking purposefully with co-workers, families, children and the public. Topics will include written and verbal communication.

28- **9hour Communication Module - Communicate as a Professional Early Educator (Part 2 & 3)** (P) 9am-3pm- \$0- \*Must attend Parts 1, 2, & 3 on dates( 01/27 and 01/28) to get a certificate.\*

30- **Taxes and Recordkeeping** (3P) 6pm-9pm - \$25 - All family child care providers should keep good business records of their income and expenses throughout the year. As a self-employed independent business owner, this course is designed to help family providers with best practices for taxes and recordkeeping. Topics covered will be organizing records, tax information and organizing receipts.

# January 2012

Office hours Monday - Friday 8:30 AM to 3:30 PM (Closed daily for lunch from 12:00-1:00pm)

Phone in Registration with a Visa or Master Card (required) 443-512-0462.

Mail registration form to Child Care Links, 2105 Laurel Bush Rd. Ste 105 Bel Air, Md. 21015 (no personal

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Note: Core of knowledge is listed with class topics in parenthesis: •(HSN) Health, Safety, Nutrition •(CD) Child Development •(CU) Curriculum •(P) Professionalism •(CO) Community •(SN) Special Needs		<b>***PARENTS ARE WELCOME TO ATTEND OUR WORKSHOPS. THERE IS NO FEE CHARGED UNLESS IT'S A MATERIAL FEE. NO CERTIFICATE WILL BE ISSUED! PLEASE HAVE PARENTS CALL IF THEY ARE INTERESTED IN ANY OF OUR CLASSES <u>MARKED WITH AN ASTERISK</u>***</b>				
1 <b>NEW YEARS DAY</b>	2 <b>CCL CLOSED</b>	3 <u>90 Hours Young Child for Growth &amp; Development/ Methods &amp; Materials</u>	4	5 <b>Infant/Toddler #12- Language Development</b> (1.5CD, 1.5 CU) 6:30pm-9:30pm \$20 J. James CCL -Ste 105	6 <u>90 Hours Young Child for Growth &amp; Development/ Methods/Materials</u>	7
8	9 <b>Medication Administration</b> (6 HSN) 9am-3pm \$60 <b>**Limit 10**</b> K. Rowland CCL ~ Ste 105 <hr/> <b>Marketing your Program</b> (3P) 6pm-9pm \$25 M. Kilczewski CCL ~ Ste 105 <hr/> <b>Differentiating Curriculum</b> (3CU) 6:30pm-9:30pm \$25 M. Knaub YMCA ~ Elkton, Md	10 <u>90 Hours Young Child for Growth &amp; Development/ Methods/Materials</u>	11 <b>***I Don't Feel So Good - Common Childhood Illnesses</b> (3HSN)*** 6pm-9pm \$25 K.Trafton-Keruly CCL ~ Ste 105	12 <b>Infant/Toddler #13 - Cognitive Development</b> (1.5CD, 1.5 CU) 6:30pm-9:30pm \$20 J. James CCL-Ste 105 <hr/> <b>Cecil County Family Association - call for more information</b>	13 <u>90 Hours Young Child for Growth &amp; Development/ Methods/Materials</u>	14 <b>Emergency and Disaster Preparedness</b> (3HSN,3P) 9am-3pm \$30 M. Woodall CCL Ste 105
15	16 <b>CCL Closed</b>	17 <u>90 Hours Young Child for Growth &amp; Development/ Methods/Materials</u>	18 <b>***Managing your Childs Misbehavior</b> (3 CD)*** 6:30pm-9:30pm \$25 M. Weston YMCA, ~ Elkton, Md.	19 <b>Infant /Toddler # 14 Physical Development</b> (1.5 CD, 1.5 CU) 6:30pm-9:30pm \$20 J. James CCL-Ste 105 <hr/> <b>Keeping it Professional</b> (3P) 6pm-9pm \$25 M. Knaub West Nottingham Pre-school (Cecil County)	20 <u>90 Hours Young Child for Growth &amp; Development/ Methods/Materials</u>	21 <b>First Aid &amp; CPR</b> 8:30am-5pm \$60 both \$35 First Aid only(8:30am-12:30pm) \$35 CPR only(1pm-5pm) Paramedical Personnel CCL ~Ste 105
22	23 <b>Working with Mixed Ages</b> (3CU) 6pm-9pm \$25 P. Scroggins CCL ~ Ste 105	24 <b>Nutrition and Active Learning</b> (3HSN) 6pm-9pm \$25 L. Bratcher CCL ~ Ste 105 <hr/> <b>Kindergarten Readiness</b> (1CD, 2CU) 6:30pm-9:30pm \$25 M. Knaub YMCA ~ Elkton, Md.	25 <b>***Creating Sociable Children</b> (3CD)*** 6pm-9pm \$25 B. Strama CCL ~ Ste 105	26 <b>Infant/Toddler #15 Problem Solving</b> (1.5CD, 1.5 CU) 6:30pm-9:30pm \$20 J. James CCL-Ste 105	27 <b>9hr Communication ~ Part 1</b> (3P) 6:30pm-9:30pm \$55 for all 3 parts M. Woodall CCL ~ Ste 105 <b>**Must attend all 3 parts to receive certificate**</b>	28 <b>9hr Communication ~ Part 2</b> (3P) 9am-12pm \$0 <b>Part 3</b> (3P) 12pm-3pm M. Woodall CCL ~ Ste 105
29	30 <b>Taxes and Record Keeping</b> (3P) 6pm-9pm \$ 25 H.Cole CCL ~ Ste 105	31				

# February 2012 COURSE DESCRIPTIONS

1- **Best Practices-Laws for Child Care Providers** (P) 6:30pm-9:30pm - \$25 - The purpose of this workshop is to discuss various Maryland State practices and to explore ethical practices and to create Codes of Ethical Practices. We will use discussions and role play to create a healthy environment for providers, families, and children.

2 - **When Holidays Collide -Make &Take Celebrating February & March** (CU) 6:30pm-8:30pm - \$25 - Valentine's Day, St. Patrick's Day, and everything in between!(Mardi Gras and Leap Year) Everyone will be able to participate in crafts that celebrate the days to remember in the late winter months. Don't let the holidays sneak up on you , get your ideas (and a little fun) in early!

3-**Stepping into Centers** (CU) 6:30pm-9:30pm - \$25 - This workshop allows participants to gain knowledge on how to incorporate new ideas and activities into the different centers with in their classroom.

6- **Responsive Supervision** (P) 6pm-9pm - \$25 - A discussion of the various regulations and responsibilities of the proper supervision of children in care.

6- **Cultural Diversity in Your Program** (CO) 6:30pm-9:30pm - \$25 - Positive interaction and understanding of the abilities, cultures, generations and differences of others helps to develop effective working relationships.

8- **Autism - Unlocking the Puzzle** (SN) 6pm-9pm - \$25 - Autism is one of the most interesting conditions. We will break it down and try to understand why an individual approach to these children is best. You will come away with a broad knowledge base and appreciation for the uniqueness and challenges of autistic children.

9-**Help Strategies for Handling Spirited/Aggressive Children** (CD) 6pm-9pm - \$25 - This course is designed to provide insight into reasons why young children may display aggressive behavior and strategies for handling and reducing the aggression.

**Core of Knowledge Areas:**  
**(HSN) Health, Safety Nutrition**  
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11- **Emergency and Disaster Preparedness** ( HSN,P) 9am-3pm - \$30 - This class is designed for caregivers to become familiar with COMAR regulations regarding emergency and disaster preparedness for child care programs. Participants will complete a written emergency and disaster plan for their child care programs; gain an understanding of disasters that are not likely to occur in Maryland and know why their programs should prepare for emergencies and disasters. This workshop meets the 6 hour COMAR requirement for child care centers, family providers, and family child care applicants.

13-**That's it! I've Had It ~ Avoiding Burnout** (P) 6:30pm-9:30pm \$25 - Working with young children can be a challenge. Have you ever felt like you 've had enough of the day to day stress that can weigh you down in child care? You're not alone; there are many people who feel the same way. There is help! In this training, we will learn strategies for avoiding burnout in childcare and share steps to being stress free.

15- **That's Was Not My Child's Fault! Dealing with Difficult Parents** (CO) 6pm-9pm - \$25 - Providers will understand the motivations behind the actions of parents and learn to diffuse and handle difficult situations and conversations with parents.

16-**Fun Circle Time Activities** (CU) 6pm-9pm - \$25 - Ready to have some fun! Join us for circle time! This is a special time in every program when you gather around with your children and share stories, songs, games, finger plays and whatever fun activity that comes to mind.

18- **Medication Administration** (HSN) 9am-3pm - \$60- **\*Limit 10 \*** - Newly approved Office of Child Care training teaches all aspects of giving medication safely in your center to all ages of children. This includes liquids, pills, capsules, topicals, epi-pens and also general information on inhalers. You will even learn how to properly wash your hands.

21-**First Aid** 6pm-9pm - \$35 - This workshop is designed for providers and parents of young children. Meets Office of Child Care guidelines. First Aid Certificate expires in 2 yrs from date of issue

22-**Give Me That, Its Mine-Sharing** (CD) 6:30pm-9:30pm - \$25 - This session is designed to help parents and care givers understand normal development of sharing and ways to promote sharing within their setting.

23-**CPR** 6pm-9pm- \$35 - This workshop is designed for providers and parents of young children. Meets Office of Child Care guidelines. CPR certificate expires in 2 yrs from date of issue.

27-**Potty Training Made Easy** 6pm-9pm - CCL Ste 105 - \$25 - H. Cole - This course will teach practical tips for dealing with the challenges of potty training. It will give parents and daycare providers' tips on how to make the transition from the diaper to the toilet a successful task with little stress. COK-CD/All

27-**Stuck Inside? Activities for Active Kids on Rainy Days** (HSN, CU) 6pm-9pm \$25 - Learn and practice activities to keep preschool kids active and occupied on days when you can't go outside. Please wear comfortable clothing!


28-**Unwelcome Intruders - Combating Germs, Bacteria and Viruses** (3HSN) 6pm-9pm \$25 - We go above and beyond "cover your mouth when you cough" and "wash your hands before you eat." What you don't know about this subject just may hurt you or a child!

29-**Working with Mixed Ages** (CU) 6:30pm-9:30pm - \$25 - This workshop is designed to help caregivers identify and address the challenges of working with mixed age groups of children. Strategies for meeting and understanding the needs of all individuals in the group will be offered.

29-**Conflict Resolution** (CD) 6:30pm-9:30pm - \$25 - Conflict is normal part of children's lives. However, when conflict is poorly managed it has a negative impact on children's relationships, on their self-esteem and on their learning. Teaching children the skills for resolving can help significantly.

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<p><b>5</b></p>	<p><b>6 Responsive Supervision (3P)</b>            6pm-9pm \$25            M. Kilczewski  <b>CCL ~ Ste 105</b></p> <hr/> <p><b>Cultural Diversity in Your Program (3CO)</b>            6:30pm-9:30pm \$25            M. Knaub  <b>YMCA ~ Elkton, Md</b></p>	<p><b>7</b></p>	<p><b>8</b>  <b>Autism ~ Unlocking the Puzzle(3SN)</b>            6pm-9pm            \$25            K. Trafton-Keruly  <b>CCL ~ Ste 105</b></p>	<p><b>9 **Help Strategies for Handling Spirited/Aggressive Children(3CD) **</b>            6pm-9pm \$25            B. Strama  <b>CCL ~ Ste 105</b></p> <hr/> <p><b>Cecil County Family Association</b> - please call for more information</p>	<p><b>10</b></p>	<p><b>11</b>  <b>Emergency &amp; Disaster Preparedness (3HSN,3P)</b>            9am-3pm            \$30            M. Knaub  <b>YMCA ~ Elkton, Md</b></p>
<p><b>12</b></p>	<p><b>13</b>  <b>That's it! I've had it ~ Avoiding Burnout (3P)</b>            6:30pm-9:30pm            \$25            M Woodall  <b>CCL ~ Ste 105</b></p>	<p><b>14</b>  <b>HAPPY VALENTINE'S DAY</b></p> 	<p><b>15</b>  <b>That Was Not My Child's Fault! Dealing with Difficult Parents (3CO)</b>            6pm-9pm            \$25            B. Strama  <b>CCL ~Ste 105</b></p>	<p><b>16</b>  <b>Fun Circle Time Activities (3CU)</b>            6pm-9pm            \$25            P. Scroggins  <b>CCL ~ Ste 105</b></p>	<p><b>17</b></p>	<p><b>18</b>  <b>Medication Administration (6HSN)</b>            9am-3pm            \$60 <b>**Limit 10**</b>            K. Rowland  <b>CCL ~ Ste 105</b></p>
<p><b>19</b></p>	<p><b>20</b>  <b>Presidents' Day</b></p> <p><b>CCL CLOSED</b></p>	<p><b>21</b>  <b>First Aid</b>            6pm-9pm            \$35            Paramedical Personnel  <b>CCL ~ Ste 105</b></p>	<p><b>22</b>  <b>**Give Me That, It's Mine-Sharing ( 3 CD)**</b>            6:30pm-9:30pm            \$25            M. Weston  <b>YMCA ~ Elkton, Md</b></p>	<p><b>23</b>  <b>CPR</b>            6PM-9PM            \$35            Paramedical Personnel  <b>CCL ~Ste 105</b></p>	<p><b>24</b></p>	<p><b>25</b></p>
<p><b>26</b></p>	<p><b>27 **Potty Training Made Easy (3CD)**</b>            6pm-9pm \$25            H. Cole  <b>CCL ~ Ste 105</b></p> <hr/> <p><b>**Stuck inside? Activities for Active Kids on Rainy Days(1.5 HSN, 1.5CU)**</b>            6:30pm-9:30pm \$25            M. Knaub  <b>YMCA ~ Elkton, Md</b></p>	<p><b>28 Unwelcome Intruders - Combating Germs, Bacteria and Viruses (3HSN)</b>            6pm-9pm \$25            L. Bratcher  <b>CCL ~ Ste 105</b></p>	<p><b>29 Working with Mixed Ages (3CU)</b>            6:30pm-9:30pm \$25            H. Cole  <b>CCL ~ Ste 105</b></p> <hr/> <p><b>Conflict Resolution (3CD)</b>            6:30pm-9:30pm \$25            M. Weston  <b>YMCA ~ Elkton, Md</b></p>	<p><b>***PARENTS ARE WELCOME TO ATTEND OUR WORKSHOPS. THERE IS NO FEE CHARGED UNLESS IT'S A MATERIAL FEE. NO CERTIFICATE WILL BE ISSUED! PLEASE HAVE PARENTS CALL IF THEY ARE INTERESTED IN ANY OF OUR CLASSES MARKED WITH AN <u>ASTERISK</u>.***</b></p>		

# March 2012 COURSE DESCRIPTIONS

3- **Emergency and Disaster Preparedness** ( HSN,P) 9am-3pm - \$30 - This class is designed for caregivers to become familiar with COMAR regulations regarding emergency and disaster preparedness for child care programs. Participants will complete a written emergency and disaster plan for their child care programs; gain an understanding of disasters that are not likely to occur in Maryland and know why their programs should prepare for emergencies and disasters. This workshop meets the 6 hour COMAR requirement for child care centers, family providers, and family child care applicants.

5- **Minds full of Math** (CU, CD) 6:30pm-9:30pm \$25 - This training will inform participants of the stages of math development for the young child. Providers will learn essential beginner's math skills and how to develop and create math games and experiences for young children.

6- **Building Self-Esteem in Children** (CD) 6:30pm-9:30pm - \$25 - A child's self worth is important; it affects every part of their life. Words can shred a child's self-esteem just like words can build or boost a child's self-esteem. Words are powerful. In this session, we will foster a child's sense of self-worth by using our words to send positive messages, instead of negative.

7- **MSDE Orientation for Accreditation** (P) 6pm-8pm - \$10 - This orientation is designed for Center Based Child Care and Head Start programs that are interested in the MSDE Early Childhood Accreditation Project. Participants will gain an understanding of the steps involved to becoming a Maryland State Department of Education (MSDE) Accredited.

8- **Understanding Bullying Behavior** (CD) 6pm-9pm - \$25 - This course will provide participants with an understanding of why children become bullies and victims. Participants will learn proactive strategies for dealing with bullies and getting victims to open up as well as designing a policy regarding bullying behaviors.

10- **Medication Administration** (HSN) 9am-3pm - \$60 - **\*Limit 10\*** - Newly approved Office of Child Care training teaches all aspects of giving medication safely in your center to all ages of children. This includes liquids, pills, capsules, topicals, epi-pens and also general information on inhalers. You will even learn how to properly wash your hands.

**Core of Knowledge Areas:**  
**(HSN) Health, Safety Nutrition**  
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**(CO) Community**  
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12- **Late Again ! Working with Parents** (CO) 6pm-9pm - \$25 - The most effective child care programs are those that actively promote and encourage parent participation. When staff work together with parents as a team, they can share and discuss information to meet children's needs. This is a key component to the success of any programs. This class is designed to foster a better staff/parent relationship and address common issues that staff face when working with children.

12- **Cooking with Kids** (HSN) 6:30pm-9:30pm - \$25 - This class will have your children helping in the kitchen from an early age! Prepare tasty and nutritious snacks and meals that only require a few ingredients. This class is designed to teach children the basics about cooking, kitchen safety and nutrition while offering recipes for letter pancakes, pirate boats, popcorn balls, multi-colored crayons, edible play dough and more!

13- **Fine Motor Skills Development** (CD) 6:30pm - 9:30pm - \$25 - Increase understanding of the development of fine motor skills. Participants will discuss the importance of purposeful play in developing school readiness and pre-writing skills.

14 - **SIDS (Sudden Infant Death Syndrome)** 6pm-8pm - \$20 - In this workshop you will learn about safe sleep environments to help reduce the risk for SIDS and other infant death.

14- **Positive Behavior Supports** (SN) 6:30pm-9:30pm - \$25 - Join us for an informative session to discuss possible causes of children's behavior and how to use appropriate positive supports to reduce behavioral challenges and improve social relationships.

15- **Science Explore Your World** (CU) 6pm-9pm \$25 - Everyday activities that offer opportunities to learn about science will be shared in this workshop. Your budding scientists will be captivated as they experience science and the role it plays in our everyday lives.

19- **Biting at Daycare ~ Dealing with Dracula** (CD) 6:30pm-9:30pm \$25 - This workshop explores the factors related to biting, kicking, and pushing. Explore ways to help children understand their feelings and learn coping skills to share with children in your care

20 - **"P" is for "Partnership" - Parents and Your Program** (CO) 6pm-9pm \$25 - Parents are important links to their children's success in your program. Discover some great ideas to get them involved and encourage their cooperation and participation.

21- **Damaged Children - Abuse and Neglect** (SN) 6pm-9pm \$25 - This course will help you identify signs and symptoms of various types of child abuse and neglect. You will also learn appropriate responses and reporting expectations according to Federal Law. We will discuss real life examples of both abuse and neglect and discuss reasons this is so prevalent in our society.

22- **Working with Mixed Ages** (CU) 6:30pm-9:30pm \$25 - This workshop is designed to help caregivers identify and address the challenges of working with mixed age groups of children. Strategies for meeting and understanding the needs of all individuals in the group will be offered.

22- **Taming the Tiger ~ Managing Anger** (CD) 6:30pm-9:30pm \$25 - In this fun interactive workshop we will look into the causes of anger and discuss strategies to help caregivers cope when angry feelings arise.

24- **First Aid & CPR** 8:30am-5pm - \$60 both/\$35 CPR/\$35 First Aid - This workshop is designed for providers and parents of young children. Meets Office of Child Care guidelines. First Aid Certificate expires in 2 yrs from date of issue. CPR certificate expires in 2 yrs from date of issue.

26- **Amazing Art** (CU) 6pm-9pm - \$25 - This course is designed to develop an understanding of the stages in drawing, creating an environment for art, and talking with children about their art. Participants will be engaged in making a variety of art projects including a torn-paper collage after looking at books illustrated by Leo Lionni. We will also make play dough, gak, Oobleck (a substance from a Dr. Seuss book) and flubber .


28- **We are all Different! Learning to Teach Through Multiple Intelligences** (CD) 6:30pm-9:30pm \$25 - Knowing a child's learning style will help you better plan for their day. In this class we will look at learning styles and multiple intelligences. Ways to consider and incorporate different learning styles including music, cooperative learning, art activities, role play, multimedia, field trips, inner reflection and much more will be shared.

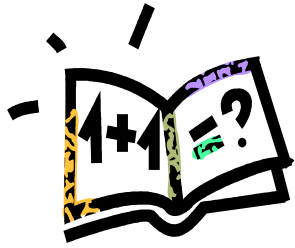
29- **Understanding & Applying the Americans with Disabilities Act** (SN) 6pm-9pm - \$25 - Understanding and applying the rules and regulations and how it applies to you and your daycare.

31- **Healthy Beginnings - Part 1 of 3** 9am-3pm - \$60 - Healthy Beginnings is a resource tool developed by MSDE that is intended for use by anyone who lives or works with infants or young children. We are pleased to be offering this training to help caregivers become familiar with the document and become proficient in its use. The Guidelines can be used as a reference guide or as a resource for planning daily or weekly activities. Keep in mind that not all children develop at the same rate, so the age ranges should be used as suggestions. Providers can and should plan activities that meet the needs of each particular child in their care. These trainings will teach you how! **\*Must attend all 3 parts(03/31, 04/02 & 04/04) to receive a 12 hour certificate\***

# March 2012

Office hours Monday - Friday 8:30 AM to 3:30 PM (Closed daily for lunch from 12:00-1:00pm)  
 Phone in Registration with a Visa or Master Card (required) 443-512-0462.  
 Mail registration form to Child Care Links, 2105 Laurel Bush Rd. Ste 105 Bel Air, Md. 21015 (no personal checks)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
<p>Note: Core of knowledge is listed with class topics in parenthesis:</p> <ul style="list-style-type: none"> <li>•(HSN) Health, Safety, Nutrition</li> <li>•(CD) Child Development</li> <li>•(CU) Curriculum</li> <li>•(P) Professionalism</li> <li>•(CO) Community</li> <li>•(SN) Special Needs</li> </ul>	<p><b>***PARENTS ARE WELCOME TO ATTEND OUR WORKSHOPS. THERE IS NO FEE CHARGED UNLESS IT'S A MATERIAL FEE. NO CERTIFICATE WILL BE ISSUED! PLEASE HAVE PARENTS CALL IF THEY ARE INTERESTED IN ANY OF OUR CLASSES <u>MARKED WITH AN ASTERICK.</u>***</b></p>			1	2	3  <b>Emergency &amp; Disaster Preparedness (3HSN,3P)</b> 9am-3pm \$30 M. Woodall CCL ~ Ste 105
4	5 <b>Minds full of Math (2CU, 1CD)</b> 6:30pm-9:30pm \$25 M. Knaub <b>YMCA ~ Elkton, Md</b>	6 <b>Building Self-Esteem in Children (3CD)</b> 6:30pm-9:30pm \$25 M. Woodall <b>CCL ~ Ste 105</b>	7 <b>MSDE Orientation for Accreditation (2P)</b> 6pm-8pm \$10 <b>CCL ~ Ste 105</b>	8 <b>Understanding Bullying Behavior (3CD)</b> 6pm-9pm \$25 B. Strama <b>CCL ~ Ste 105</b>	9	10 <b>Medication Administration (6HSN)</b> 9am-3pm \$60 <b>**Limit 10**</b> K. Rowland YMCA ~Elkton, Md
11	12 <b>Late Again! Working with Parents (3CO)</b> 6pm-9pm \$25 M. Kilczewski <b>CCL ~ Ste 105</b>  <b>Cooking with Kids (3HSN)</b> 6:30pm-9:30pm \$25 M. Knaub <b>YMCA ~ Elkton, Md</b>	13 <b>Fine Motor Skills Development(3CD)</b> 6:30pm-9:30pm \$25 M. Woodall <b>CCL ~ Ste 105</b>	14 <b>SIDS (Sudden Infant Death Syndrom)</b> 6PM-8PM \$20 J. EDWARDS <b>CCL ~ Ste 105</b>  <b>**Positive Behavior Supports (3SN) **</b> 6:30pm-9:30pm \$25 M. Weston <b>YMCA ~ Elkton, Md</b>	15 <b>Science -Explore Your World (3 CU)</b> 6pm-9pm \$25 P. Scroggins <b>CCL -Ste 105</b>	16	17   <b>HAPPY ST. PATRICK'S DAY</b>
18	19 <b>**Biting at Daycare- Dealing with Dracula** (3CD)</b> 6:30pm-9:30pm \$25 M. Woodall <b>CCL ~ Ste 105</b>	20 <b>"P" is for "Partnership" - Parents and Your Program (3CO)</b> 6pm-9pm \$25 L. Bratcher <b>CCL ~ Ste 105</b>	21 <b>Damaged Children ~ Abuse and Neglect (3 HSN)</b> 6pm-9pm \$25 K. Trafton-Keruly <b>CCL ~ Ste 105</b>	22 <b>Working with Mixed Ages (3CU)</b> 6:30pm-9:30pm \$25 M. Woodall ~ CCL ~ Ste 105  <b>**Taming the Tiger ~Managing Anger (3P)**</b> 6pm-9pm \$25 M. Knaub <b>West Nottingham Pre-School (Cecil County)</b>	23	24 <b>First Aid &amp; CPR</b> 8:30am-5pm \$60 both \$35 First Aid only(8:30am-12:30pm) \$35 CPR only(1pm-5pm) Paramedical Personnel
25	26 <b>Amazing Art (3 CU)</b> 6pm-9pm \$25 H. Cole <b>CCL ~ Ste 105</b>	27	28 <b>We Are All Different! Learning to Teach Through Multiple Intelligences (3CD)</b> 6:30pm-9:30pm \$25 M. Weston <b>YMCA ~ Elkton, Md</b>	29 <b>Understanding &amp; Applying the Americans with Disabilities Act (3SN)</b> 6pm-9pm \$25 B. Strama <b>CCL ~ Ste 105</b>	30	31 <b>Healthy Beginnings Part 1 of 3 - Must attend all 3 parts to receive 12 hour certificate</b> 9am-3pm \$60 COK: CO,P,CU,CD,SN M. Kilczewski <b>CCL ~ Ste 105</b>  <b>Part 2 and 3 will be held 4/2 and 4/4</b>



# **CDA Training**

## **Now available online!**

We would like to introduce to you Child Care Links Resource Center of Harford & Cecil Counties new CDA training now available online. Our training includes 120 hours of quality, self-paced training that will enable your teachers to achieve their Child Development Associate. CEUs are also available. CCL also offers a 45 hour CDA renewal course.

In addition to the online training, our staff is available to work with your staff to assist them in the additional requirements of achieving a Child Development Associate. Additional fees may apply.

If you are a Center Director, please pass this information on to your staff. At your request, we can fax or email you a flyer to put up in your center. Just give us a call at 443-512-0461

For more information, please view our website: [www.hcchildcarelinksinc.org](http://www.hcchildcarelinksinc.org) and click on "Online Classes" or contact Child Care Links at 443-512-0461.

### **CDA training on YOUR schedule and at YOUR own pace.**

- ⇒ **120 training hours online starting at \$299**
- ⇒ **12 CEUs**
- ⇒ **Self-guided and self-paced**
- ⇒ **24/7 access to online course**
- ⇒ **Also available: 45 hour CDA renewal course!**

### **SUPPORT FROM THE RESOURCE CENTER!**

**Get extra support and assistance in completing your CDA by contacting Marge Kilczewski, technical assistance coordinator at Child Care Links of Harford/Cecil County. (additional fees may apply)**  
**443-512-0461(ext 228)**

# Get a jump start on our **Medication Administration** trainings in the new year!

Dates: Monday, January 9th ~ CCL  
Saturday, February 18th ~ CCL  
Saturday, March 10th ~ YMCA

**Includes 6 COK  
hours of  
Health, Safety,  
Nutrition!**

Time: Trainings are from 9am-3pm at Child Care Links in Bel Air, Md and YMCA in Elkton, Md.

Cost: \$60/person

Please bring a lunch with you!

**Registration Line: 443-512-0462**



Child Care Links  
Resource Center for Harford & Cecil Counties  
2105 Laurel Bush Road, Suite 105, Bel Air, MD 21015  
443-512-0461 - [www.hcchildcarelinksinc.org](http://www.hcchildcarelinksinc.org)

**Family Providers:**  
This training is highly likely to be made mandatory, regardless of whether the children in your care take medication or not! Take it now before the rush!



## Healthy Beginnings

The Maryland State Department of Education has revised the existing guidelines for infant and toddler development. ***Healthy Beginnings: Supporting Development and Learning from Birth through Three Years of Age*** is a resource intended for use by anyone who lives or works with infants and toddlers. These guidelines can be used as a reference, or as a resource for planning daily or weekly activities. Join us as we learn how to use this remarkable tool to unlock the learning potential that exists within every child!

**\*You must complete all 3 parts to receive a certificate.**

**Part 1 (6 Hours)**

**Saturday, March 31 9am-3pm**

**Part 2 (3 hours)**

**Monday, April 2 6pm-9pm**

**Part 3 (3 hours)**

**Wednesday, April 4 6pm-9pm**

**Cost: \$60**

**Location: CCL**

**COK:**

1 COM, 1.5 PROF, 1.5 CUR, 2 CD, 1 SN,

3 CUR, 2 COM

**All Participants  
will receive a  
FREE color copy  
of the Healthy  
Beginnings  
Book!!**



Find us on  
**Facebook**

**Keep up with our latest  
information, deals, and events  
not published on our  
calendar!**

**DO YOU....**

**Want to view pictures of our events and  
fantastic Resource Room items?**

**Need a reminder of when our classes are?**

**Have a question and it's after hours?**

**You can find us 24/7 on Facebook!**



**Child Care Links is pleased to be offering:**

# *15 Module Infant/ Toddler Series*



**Spring 2012**

Child Care Links will be having the 15 Module Infant/Toddler Series in Harford County. The class will be \$250 per person, with a \$75 non-refundable deposit (included) needed to register. The remainder of the balance will need to be paid off before the end of the series in order to receive your certificate.

**If you are interested in taking the 15 Module Series, please call us at 443-512-0461 .**

**We are accepting registrations now!**

**Where: Child Care Links in Bel Air, Md 21015**

**When: Starting on April 5 (Every Thursday)**

**Time: 6:30pm-9:30pm**

For **child care center staff**, this class serves as half of the 90-clock hour Infant/Toddler Certificate. For **family providers**, this class satisfies the 45 clock hours of approved training that must be completed to care for more than 2 infants under 2 years old.



Child Care Links of Harford and Cecil Counties

2105 Laurel Bush Road, Suite 105

Bel Air, Maryland, 21015

443-512-0461 - fax 443-512-0185 - [www.hcchildcarelinksinc.org](http://www.hcchildcarelinksinc.org)



**Directors...** Do you find it convenient to have a training at the center as soon as it closes?

**Family Providers...** are you tired when the children leave and wish trainings could come to you and a group of friends in your home?

**Well we have the answer for you!**

**Child Care Links  
Resource & Referral Center  
Is Excited to Offer  
ON-SITE Trainings for Centers and Family Providers!**

We offer a wide variety of topics that cover ALL of the Core of Knowledge areas. Some of our trainings include:

- \* **Making Families Welcomed**
- \* **That's it, I've had it! Avoiding Burnout**
- \* **Managing your Child's Misbehavior**

Please contact us to get a full list of our trainings. We would also love to hear any ideas you may have for new trainings!

To schedule a training please call **443-512-0462** and we will be happy to help you.



Child Care Links is looking forward to helping you fulfill your training needs!

New! If you sign up for a Training Party and invite **10** or more friends, you attend **FREE!**

# New Providers: Check it off as you go!

## New Family Child Care Applicants

**6 Pre-Service Modules @ 4 hours each for a total of 24 hours**

✓	<i>Workshop Title</i>	<i>Class Information</i>	<i>Date Completed</i>
	Pre-Service Module <b>1</b> : Child Development (4 hours)	Date: _____ Time: _____	
	Pre-Service Module <b>2</b> : Curriculum (4 hours)	Date: _____ Time: _____	
	Pre-Service Module <b>3</b> : Health, Safety & Nutrition (4 hours)	Date: _____ Time: _____	
	Pre-Service Module <b>4</b> : Special Needs (4 hours)	Date: _____ Time: _____	
	Pre-Service Module <b>5</b> : Professionalism (4 hours)	Date: _____ Time: _____	
	Pre-Service Module <b>6</b> : Community (4 hours)	Date: _____ Time: _____	
Completed List = 24 hours		<h1 style="margin: 0;">Congratulations!</h1> 	
*For Infant Care: SIDS Completion Date: _____			
First Aid & CPR Completion Date: _____		 <b>Your First Aid Certification = 2 Years   Your CPR Certification = 2 Years</b>	

\*This is only a guide. Child Care Links is not responsible for errors or omissions. It is up to each provider to verify their specific requirements needed with OCC.

\*For additional information, please contact OCC at (410) 583-6200.

# Renewal: Check it off as you go!

## First Year of Registration for Family Child Care Providers

(Registered on or after January 1, 2008) 4 Core of Knowledge areas @ 3 hours each, plus 6 elective hours for a total of 18 hours

Requirement <input type="checkbox"/> = 1 Hour	Date Completed/Notes
Child Development <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> (3 hours)	
Working with Mixed Age Groups <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> (3 hours)	
Health, Safety & Nutrition <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> (3 hours)	
Professionalism <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> (3 hours)	
Elective Subjects or other approved Training <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> (6 hours)	
<b>Checked Boxes = 18 hours</b>	<b>Is it time to renew your CPR or First Aid Certifications?</b>

## Family Child Care Providers on continuing Status

12 Clock hours per year: 6 Core of Knowledge & 6 Elective

Requirement	<input type="checkbox"/> = 1 hour	Date Completed/Notes
(6 hours) Any combination of the areas listed below: 1. Child Development 2. Curriculum 3. Health, Safety & Nutrition 4. Specials Needs 5. Professionalism 6. Community	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Elective Subjects or other approved Training (6 hours)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
<b>Checked boxes = 12 hours</b>	<b>Is it time to renew your CPR or First Aid Certifications?</b>	

# REGISTRATION FORM

Mail Registration form to: Child Care Links, 2015 Laurel Bush Rd. Ste 105,  
Bel Air, Md. 21015 Attn: Registration Office

Name: \_\_\_\_\_  
Last First

Address: \_\_\_\_\_

City/St./Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

Type of Provider:

Family Provider Center Staff Director

Work Phone: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Center Name: \_\_\_\_\_

Please List Below Workshop Title, Date and Cost:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

Total Cost:

If you would like a membership to Child Care Links, please check the appropriate box and submit completed form with payment.

\$30.00 (Good for 1 year) Child Care Links Membership

Method of Payment Accepted:

Visa

MasterCard

Company Check

Money Order

Credit Card # \_\_\_\_\_

Expiration Date: \_\_\_\_/\_\_\_\_

Signature: \_\_\_\_\_

Child Care Links of Harford & Cecil County  
Training Policies and Procedures

**Registration.** All workshop participants must pre-register ; meaning, participants must register AND PAY for workshops in advance. Registration is accepted by phone, mail or in person. The training line for phone-in registration is operational from 8:30am-3:30pm, Monday-Friday. Visa or MasterCard required for all registrations done by phone. Mail registration form to Child Care Links of Harford/Cecil Counties 2105 Laurel Bush Rd., Suite 105, Bel Air, MD 21015. ATTN: Registration Office. Child Care Links **does not** accept personal checks.

**Fees Paid are NON-REFUNDABLE.** Should you miss a workshop, credit or transfer to another workshop may be given if Child Care Links is notified prior to the workshop. If after hours, please leave a message on Child Care Links' answering service. No credit or refunds are issued for "no shows". Call 443 -512-0462 with any questions or concerns about our refund or credit policies. Any credits issued are good for one year from the date of issue.

**Late Arrivals.** Workshops begin at stated time. Our instructors reserve the right to refuse admittance to any workshop for any participant arriving 15 minutes or more past the start of the workshop. Credit or transfer will be issued at the discretion of the Child Care Links staff for any participant turned away from training for lateness.

**Cancellation or change policy.** Child Care Links reserves the right to change location, class size, or trainer for any class as deemed necessary. Child Care Links may also need to cancel a workshop due to lack of enrollment; in this event, a CCL staff member will contact you at the phone number or address you provided upon registration. If we need to cancel a workshop and you do not wish to be transferred to another training, you will be issued credit good for one year or refunded fees paid for the canceled workshop. If you are phoning in your registration please verify that we have the correct contact information, including more than one telephone number where you can be reached.

**Rude and/or disrespectful behavior during workshop will not be tolerated.** Please remember to exercise good judgment and respect for both the trainer and other participants in your session. It is okay to disagree with facts or opinions presented by the trainer or other participants but please remember to remain professional. Should you violate this policy, the instructor may ask you to leave the workshop and you will not be re-admitted, nor will you receive a refund for the class.

**Certificates.** Core of Knowledge certificates will be issued at the conclusion of the training session for all participants who successfully complete all requirements set forth for the course.

**Child care is not provided during workshops.** Workshops provided by Child Care Links are intended for adults only. Please make other arrangements for care of your children during workshop hours.

**Workshop locations.** Child Care Links has two locations where we offer trainings. One location is at our main office on 2105 Laurel Bush Rd. Suite 105 Bel Air, MD 21015. The second location is at the YMCA of Elkton on 25 YMCA Blvd. Elkton, Md. 21921. If you need directions to either locations please let us know upon registering for the trainings.

**Inclement Weather -** Please note that the training department of Child Care Links follows Harford & Cecil Counties Public School Weather Policy for closings and delayed openings. If you are scheduled for a workshop and Harford or Cecil County Schools close for inclement weather, our workshop will be canceled. During the weekend our workshops will be canceled if Parks and Rec cancels school activities. If, for any reason, this changes, a CCL staff member will contact you. Attempts will be made to reschedule any canceled workshop.

**Child Care Links Inc.  
Resource and Referral Center  
for Harford and Cecil Counties  
2105 Laurel Bush Rd, Ste 105  
Bel Air, Md. 21015**



**Return Service Requested**