

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

JANUARY • FEBRUARY • MARCH • APRIL 2020

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

JANUARY

Breastfeeding / SIDS, SUID and Other Sleep Related Infant Deaths

Wed., Jan. 15 / 6:30 PM - 9:00 PM / \$25

J. Johnson / 2 HSN, .5 Cont. Training

This session meets the training requirement for the MSDE regulations regarding supporting breastfeeding and SIDS in child care. Participants will receive ideas and resources to support breastfeeding families and decrease SIDS related infant deaths.

Community Helpers

Wed., Jan. 15 / 6:30 PM - 9:30 PM / \$30

L. Moran / 3 CUR

This course celebrates the work people do in our communities all while learning about Community Helpers all around town. Ideas about collaboration with the community and the concepts of social and emotional development and social studies help the natural curiosity of children learn about other people and develop a strong sense of identity inclusiveness for all early social studies and community learners.

Medication Administration

Thurs., Jan. 16 / 9:00 AM - 3:30 PM / \$60

C. Fleming / 6 HSN

This workshop meets the training requirement for the MSDE regulation. It 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.

Infant/Child/Adult CPR/First Aid Certification

Thurs., Jan. 16 / 6:00 PM - 9:30 PM / \$90

1st. Alert CPR Training

Certified by the American Safety and Health Institute and valid for two years. Approved for child care licensing.

Including All Children and the ADA

Thurs., Jan. 16 / 6:30 PM - 9:30 PM / \$30

L. Harris / 3 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.

Basic Health & Safety Training

Mon., Jan. 27 / 6:30 - 9:30 PM

S. Peyser / 3 HSN / \$30

This training provides information about health and safety topics for all child care providers to meet the requirement of the licensing regulation. Key topics include: establishing and maintaining safe and healthy environments, teaching 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 requirements for specified training in Medication Administration, Emergency and Disaster Preparedness, CPR or First Aid.



Howard County Office of Children and Families

Training Calendar

Autism Spectrum Disorder:

A Child's Perspective

Mon., Jan. 27 / 6:30 PM - 9:30 PM

R. Gordon / 3 SN / \$30

This workshop will explore the world of autism as seen through the eyes of a child with a focus on the range and variance of symptoms as a spectrum disorder.

FEBRUARY

Understanding Temperament: Implications for Working with You

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

R. Gordon / 2 CD 1 CUR

In this training, participants will learn the definition of temperament and its nine traits, the three main types of temperament and the term goodness of fit. Through partner discussions, chart activities and case scenarios, participants will actively investigate the best ways to create an environment that will allow for differences in temperament. Temperament as it relates to children with special needs will be explored along with strategies to encourage peer-modeling and the building of social skills.

Behavior Guidance for Infants and Toddlers

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

J. Johnson / 3 CD

This training will outline the developmentally appropriate, yet challenging, behaviors of children, birth through age 3. Providers will complete the training with new strategies to implement with children in their programs. Participants will begin to develop the knowledge and strategies necessary to properly redirect children's negative or challenging behaviors into positive and appropriate behaviors.



Counting on Math in Early Childhood Education

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

S. Gold Raynes / 3 CUR

This course is designed to introduce child care providers to Mathematics and STEM in Early Childhood Education for children birth through 8 years of age. Topics include helping children learn about math concepts as they explore and discover.

You've Got a Friend: Teaching Friendship Skills

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

S. Burke / 1 CD 2 CUR

Throughout the day, children learn to share, solve problems and collaborate. They also build friendships that promote positive social and emotional development. This workshop uses CSEFEL based tools and strategies to help providers teach appropriate social skills and create opportunities for children to practice these skills, teachers can improve all children's social behaviors potentially for a lifetime.

Creating Culturally Rich Environments with Loose Parts

Wed., Feb. 19 / 6:30 PM - 9:30 PM / \$30

K. Reel / 3 COM

Young children are naturally curious about the people and places in their world, beginning with their family and local community. Creating an environment filled with loose parts that encourages exploration of their local culture and its people is an important component of early education.

Successfully Managing Children's Behavior: Connecting in Meaningful Ways

Wed., Feb. 19 / 6:30 PM - 9:30 PM / \$30

R. Gordon / 3 CD

Managing children's behaviors depends on several factors, including the relationship they have with their caregiver. This training session will discuss how to build trust and create a secure relationship with children in order for them to interact with others in acceptable ways. Participants will leave with strategies they can put to use right away.



Training Calendar

Medication Administration

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

C. Kemp / 6 HSN

This workshop meets the training requirement for the MSDE regulation. It 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.

Infant/Child/Adult CPR/First Aid Certification

Sat., Feb. 22 / 9:00 AM - 12:30 PM / \$90

1st. Alert CPR Training

Certified by the American Safety and Health Institute and valid for two years. Approved for child care licensing.

Engaging Indoor Activities for Inclement Weather

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

D. Tobin / 3 CUR

How do you keep children learning and engaged when the weather is bad? This training will review the teachable moments that exist when children cannot go outside; learn how to choose and plan for a variety of indoor classroom activities. Try out some fun large and small group activities!

Healthy Children Through Nutrition and Physical Activity

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

D. Tobin / 3 HSN

Our nations' children are at risk for being the first generation that may have a shorter life span than their parents due to poor nutrition and lack of physical activity. This training will help the child care teachers be better informed about the food choices, how to prepare a balanced, healthy menu, and creative movement activities to do throughout the day to increase the physical fitness levels of children in their care. Appropriate for preschool and school age programs.

CPR/First Aid Recertification

Sat., Feb. 22 / 1:30 PM - 4:00 PM / \$90

1st Alert CPR Training

Certified by the American Safety and Health Institute and valid for two years. Approved for child care licensing.



RETIRING SPRING 2020!

Launch Into Learning Series

Tues., Feb. 25 - Apr. 1 / 6:30 PM - 8:30 PM / \$70

HCPSS Staff / 7 CUR, 7 CD

Running Brook Elementary School

5215 W. Running Brook Rd. Columbia, 21044

Launch Into Learning School Readiness Series is a training partnership between Howard County Public Schools (HCPSS) and the Howard County Office of Children and Families (OCF). The Launch Into Learning School Readiness Series, facilitated by HCPSS staff, focuses on kindergarten readiness and how early care and education professionals can support families with young children ages 3-5. Each session takes an in-depth look at a specific learning domain which is aligned with current Maryland standards to ensure your program supports children in all areas of development. Participants will learn how to enhance their program by using effective strategies, activities and resources to support children and their families. Participants must attend all 7 sessions to receive a series completion certificate. Cost includes materials.

MARCH

Understanding ADHD

Mon., Mar. 2 / 6:30 PM - 9:30 PM / \$30

S. Burke / 3 SN

To gain an understanding of ADHD/ADD behaviors, diagnosis and strategies for dealing with ADHD/ADD children. Develop ideas to help the children, the center, and families concerning a child with ADHD/ADD.



Howard County Office of Children and Families

Training Calendar

Basic Health & Safety Training

Mon., Mar. 2 / 6:30 PM - 9:30 PM / \$30

S. Peyser / 3 HSN

This training provides information about health and safety topics for all child care providers to meet the requirement of the licensing regulation. Key topics include: establishing and maintaining safe and healthy environments, teaching 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 requirements for specified training in Medication Administration, Emergency and Disaster Preparedness, CPR or First Aid.

Emergency and Disaster Preparedness (Project Security Blanket)

Thurs., Mar. 5, 12 / 6:30 PM - 9:30 PM / \$15*

J. Johnson / 3 HSN 3 PRO

This six hour workshop meets the OCC requirements for Emergency Preparedness training. Participants will complete an approved emergency preparedness plan in the workshop. Please bring a bag lunch. *Grant funded.

Including All Children and the ADA

Thurs., Mar. 5 / 6:30 PM - 9:30 PM / \$30

L. Harris / 3 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/Adult CPR/First Aid Certification

Thurs., Mar. 12 / 6:00 PM - 9:30 PM / \$90

1st. Alert CPR Training

Certified by the American Safety and Health Institute and valid for two years. Approved for child care licensing.

Medication Administration

Thurs., Mar. 12 / 9:00 AM - 3:30 PM / \$60

M. Conway / 6 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.

Reporting Child Abuse and Preventing Bullying

Tues., Mar. 24 / 6:30 PM - 9:30 PM / \$30

K. Reel / 1 CD 2 HSN

Did you know that child care providers are mandated by law to report child maltreatment? In this training you will develop a policy for preventing and reporting child abuse as well as the signs and symptoms of bullying behaviors and victims' behaviors



Talk With Me

Tues., Mar. 24 / 6:30 PM - 8:30 PM

B. Bricker / 2 COM / \$5

Gain a greater understanding of the powerful brain-building that occurs during early interactions and develop simple activities for putting these interactions into

your daily routines. Learn how to share important strategies with families so that every child can develop a broad foundation in communication, cognitive, and social-emotional skills. Talk With Me is a partner initiative of the Howard County Public School System. *No online discount*



Training Calendar

APRIL

Put On Your Thinking Cap: The Executive Function of the Mind in Early Childhood

Tues., Apr. 7 / 6:30 PM - 9:30 PM / \$30

R. Gordon / \$30

Do you have children in your classroom who grab toys from their peers or have difficulty cleaning up their play areas? This training uses current research and interactive activities to increase the participant's knowledge of the executive functions of the brain, which encompass skills such as impulse control, transitioning between activities, and following directions. Participants will explore the role that these cognitive processes play in self regulation, which is the number one factor linked to kindergarten success. During early childhood, the parts of the brain that control these functions are in a critical stage of development. Participants will learn strategies to promote the development of executive functions and self regulation skills in the early childhood classroom.

Marketing Your Program for Family Child Care

Tues., Apr. 7 / 6:30 PM - 9:30 PM / \$30

J. Johnson / \$30

This training assists family child care providers by improve their ability to develop a marketing plan and use marketing tools to communicate with families about the benefits of their program. It encourages providers to tailor marketing practices to the audience they are trying to reach and to develop effective communication strategies to promote their services. Participants will strengthen their understanding of marketing tools, audiences, and elements necessary to develop a marketing plan.

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

Open-Ended Art for the Preschool Child

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

M. Kirby / 3 CUR

Art engages children's hands, minds, emotions and helps develop valuable cognitive, socio-emotional and multisensory skills. This course is designed for teachers to learn to identify the many developmental skills children can master through open-ended art activities, and how self-directed art fosters brain development, creativity and self-esteem inclusive for all early art learners.

Mindfulness and Yoga for Young Children and Adults

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

K. Reel / 2 CD 1 PRO

Studies have shown 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.

Medication Administration

Sat., Apr. 25 / 9:00 AM - 3:30 PM / \$60

M. Long / 6 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.

Infant/Child/Adult CPR/First Aid Certification

Sat., Apr. 25 / 9:00 AM - 12:30 PM / \$90

1st. Alert CPR Training

Certified by the American Safety and Health Institute and valid for two years. Approved for child care licensing.

A Sense of Place: Human Geography in the Early Childhood Classroom

Sat., Apr. 25 / 9:00 AM - 11:00 AM / \$20

C. Bethke / 2 CUR

Participants will learn how a sense of place through geographic experiences helps build the social and emotional foundations children need and will one day use as adults.

All Children Are Gifted

Sat., Apr. 25 / 11:30 AM - 1:30 PM / \$20

C. Bethke / 2 SN

Understanding the special needs of children prepares child development professionals to create environments and programs for the children in their care.

A Play on Literacy

Sat., Apr. 25 / 2:00 PM - 4:00 PM / \$20

C. Bethke / 2 CUR

A Play on Literacy discusses the literacy developmental milestones for ages 6 months through 5 years. It is an in depth training on how to implement literacy into the classroom environment for more meaningful activities, and how to assess children's literacy development. It also includes information on how to implement adaptations for children with disabilities.

CPR/First Aid Recertification

Sat., Apr. 25 / 1:30 PM - 4:00 PM / \$90

1st Alert CPR Training

Certified by the American Safety and Health Institute and valid for two years. Approved for child care licensing.

Including All Children and the ADA

Wed., Apr. 29 / 6:30 PM - 9:30 PM / \$30

L. Harris / 3 HSN

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.

Basic Health & Safety Training

Wed., Apr. 29 / 6:30 PM - 9:30 PM / \$30

M. Kirby / 3 HSN

This training provides basic information about critical health and safety topics for all child care providers to meet the requirement of the licensing regulation. Key topics include: establishing and maintaining safe and healthy environments, teaching 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, Emergency and Disaster Preparedness, CPR or First Aid.

Inclement Weather Cancellations

Call the DCRS Inclement Weather Line at
410-313-7777(voice/relay)

Additional Inclement Weather Updates can be found at: <https://www.howardcountymd.gov/Departments/Community-Resources-and-Services>
or
<https://www.facebook.com/HoCoCommunity/>

If Howard County Public Schools are delayed or closed, DCRS classes and programs status is as follows:

- **2-hour school delay** – DCRS facilities will open on time. All classes and programs scheduled before 11am are canceled.
- **Schools closed** – DCRS facilities will strive to open on time. All classes and programs are canceled.
- **If Howard County Public Schools cancel evening and weekend activities** -- DCRS facilities will be closed for evening hours and classes canceled after 4:30pm. For weekend activities, all classes will be cancelled.

Should the weather deteriorate, please call or check the operating status before going to the DCRS facility. All DCRS facilities are closed when Howard County Government is closed.

Workshop Registration and Participation Guidelines



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

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

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

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

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

CHANGE/CANCELLATION: If you cannot attend a workshop you have registered for, notify us at least **24 hours in advance** to receive a credit for future use. Refunds will not be given unless the Howard County Office of Children and Families (OCF) cancels the workshop. If there are circumstances which require you to cancel, call 410-313-1442 and leave a detailed message. Messages must be left on the day of the workshop to be considered, and are handled on a case-by-case basis. OCF reserves the right to change the location or instructor of a workshop. If a workshop is canceled due to weather, instructor illness, etc., participants will be notified by 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 ocftraining@howardcountymd.gov or calling 410-313-1442 (voice/relay). There is a \$5 fee per replacement certificate within the past 12 months and \$10 for certificates older than 12 months.

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



MARYLAND
FAMILY
NETWORK
Leading Maryland's
Child Care Resource Centers



MARYLAND CHILD CARE
RESOURCE NETWORK

Howard County OCF Training Workshop Registration

NAME _____ BIRTHDATE (MM/DD/YY) _____

MAILING ADDRESS _____

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

EMAIL _____

POSITIONTYPE ____ FAMILYCC ____ CENTERSTAFF ____ OWNER/DIRECTOR ____ OTHER: _____

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

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

Credit Card No. _____ Exp. Date _____ CVV _____

Name on Card _____

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

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

Mail Form and Total Payment to: Howard County OCF, 9830 Patuxent Woods Drive, Columbia, MD 21046