With much excitement we announce the program and the date for the 2016 Emotional Wellness Conference. The conference will be held on Saturday, April 30, 2016 at Johns Hopkins University’s Charles Commons Conference Center located at the corner of 33rd and Charles Streets.

Though not a “happy” topic, the conference theme will be “Caring for Young Children in a Trauma Informed Environment.” Recent studies have shown us that the majority of young children in our city have experienced the effects of at least one form of violence — either directly inflicted upon the child or a family member, or inflicted upon the community where the child lives. In addition, the poorest children and families in our community live in a state of chronic stress due to poverty, community violence, and lack of opportunity.

Early care and education professionals play a critical role in supporting young children and assisting them to heal from the effects of traumatic stress. All children need to be in a secure, loving environment but children who live in this state of constant stress need to be in a compassionate environment that is safe and predictable and filled with positive interactions.

The conference planning team is hard at work putting together an informative program. Due to a generous grant from the Legg Mason Foundation, we are thrilled to announce that the morning plenary session will feature Mr. William Kellibrew. William has an amazing and transformative life story to share. His presentation is educational, inspirational, and makes those in the audience understand the resilience of the human spirit when there are positive influences on children who experience traumatic stress. We are also pleased that the presenters for the afternoon sessions will (continued on page 2)
Emotional Wellness

(continued from page 1)

be from the Upside Down Organization and the University of Maryland’s School of Social Work. All are experts in the field of trauma informed care and how this relates to early care and education.

Conference registration materials will be sent out in February but save April 30th on your calendars now!

BCCCRC Hits the Quarter Century Mark!

January 7, 2016, will mark twenty-five years since BCCCRC opened its doors as one of the first three child care resource and referral agencies in Maryland. Since that date the BCCCRC has provided quality services to the early care and education community, as well as the greater Baltimore City community. We have pioneered innovative programs over the years, many of which are now part of the landscape of early care and education and we are continuously striving to provide services that support the important work that you do each day. We will continue to work diligently to provide the services that young children, families and early care professionals need to grow and thrive.

As we hit the twenty-five year mark, we are planning to celebrate our twenty-fifth anniversary in a variety of ways throughout the year. During the months of January through April we celebrate by offering you the following: 1) If you register for two or more training classes you will receive a 25% discount or 2) If you use the Resource Room all charges for materials will be discounted by 25%.

We look forward to continuing the celebration and to twenty-five more years for partnering with the early care and education community in Baltimore City!

Please Note….Three Training Sites for BCCCRC Classes

When you register for a class please make note of the class location. Beginning in January classes will be held at three different locations:

• BCCCRC Training Room – 1001 Eastern Avenue, 2nd floor, Baltimore, MD 21202
• The Julie Community Center – 100 S. Washington Street, Baltimore, MD 21231
• The Center for Jewish Education – 5708 Park Heights Avenue, Baltimore, MD 21215

Classes held at The Julie Community Center or The Center for Jewish Education will be noted at the end of the class description.

Race to the Top Early Learning Challenge Grant Comes to an End

Though we knew that the RTT-ELCG was coming to an end on December 31, 2015, it did not make it any easier to say goodbye to the hardworking, dedicated and intelligent staff members who provided valuable services to the early care and education community for the past three years under the grant. I know that many of you had the pleasure of working with Tracy Harris, Sandy Gold Raynes, Cara Bethke, or Kiamonique Green as we embarked on the new frontier of Maryland EXCELS together. Through their efforts, in partnership with you, Baltimore City has the highest percentage of early care and education programs registered and published in Maryland EXCELS. We are indebted to these great staff members and we wish them the best as each begins a new chapter in the early care and education field.

As we move into 2016, BCCCRC has fewer staff but we will be here to continue to provide assistance to you. For general questions and technical assistance contact Carol Powers on extension 258, or by e-mail cpowers@bcccrc.org. For information and technical assistance on infant toddler programing and Maryland EXCELS contact Sue Penix on extension 272, or by e-mail spenix@bcccrc.org.

Important Telephone Numbers

Baltimore City Child Care Resource Center
Main Number……………………………………410-685-5150
LOCATE: Child Care (toll free)……………1-877-261-0060
FAX………………………………………………..410-685-2100

Other Agencies
Office of Child Care – Region II……………….410-554-8300
MD State Department of Education………...410-767-0100
Office of Child Care: Credential Branch………410-767-7852
MSDE Early Childhood Education Help Desk...1-877-605-1539
CCS Provider Helpline (toll free)……………1-866-243-8796

Department of Social Services
Protective Services……………………………..410-361-2235
Medical Assistance/WIC……………………..410-396-9427
Child Care Food Program…………………….410-767-0214
Maryland Family Network……………………410-659-7701
Baltimore City Child Care Association
Cynthia Poindexter, President………………410-225-9494
Maryland State Child Care Association (MSCCA)
Christina Peusch, Executive Director……….410-820-9196
MSCCA Local Chapter
City Society of Early Education and Child Care (CSEECC)
Jennifer Dorsey, President………………….443-835-0738
Family Child Care Provider’s Association, Inc.,
of Baltimore City
Florice Freeman, President………………….410-233-2939
Bernice Diggs, Director to MSFCCA………410-325-1227
Good News at Tax Time
Two Hefty Credits Help Working Families

Working families can put extra cash in their pockets at tax time by claiming the Earned Income Credit (EIC). The EIC is a tax provision that allows eligible taxpayers to reduce their tax burden.

Families may qualify for the federal and state EIC, if, in 2015, they:

• were raising one child and earned less than $39,101 (or less than $44,651 if married)
• were raising two children and earned less than $44,454 ($49,974, if married)
• were raising three or more children and earned less than $47,747 ($53,267 if married)
• had no children, earned less than $14,820 ($20,330 if married)

The EIC is the biggest tax benefit for working families, but there are two other important tax credits. The Child Tax Credit, which is worth up to $1,000 per child and the Child and Dependent Care Tax Credit, which gives families with child care expenses up to $2,100.

To learn the location of free tax preparation sites, run by well-trained community volunteers, or to get more information on the tax credits, please call 1-800-638-2937 or visit the Maryland EITC web site at www.marylandtaxes.com.

Baltimore City Child Care Resource Center
Inclement Weather Policy

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<td>are closed</td>
<td>is closed, training class cancelled, class rescheduled.</td>
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<td>open one hour late</td>
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• The Training Department will make every effort to reschedule any class that is cancelled. You will be contacted with the new date and time. Credits will be issued for any registrant who cannot reschedule.
• If in doubt, please feel free to call.
• Closings and cancellations are submitted to WBAL Radio 1090AM and posted on BCCCRC’s Facebook page.

Important Updates on the Maryland Child Care Credential

On Monday, November 2, 2015, the Maryland Child Care Credential Program was transitioned to CC Central, a centralized location that processes all credential applications, renewals, and telephone inquiries. Please make note of the following:

• For inquiries pertaining to the credentialing program, call the toll-free number 1-866-243-8796. The toll free number will be live on December 7.
• To submit a credential application packet send by mail to: CC Central, P.O. Box 598, Baltimore, MD 21203 or fax to 410-229-0145.
• There is a new credential application available at: http://marylandpublicschools.org/MSDE/divisions/child_care/credentials/ or by calling the toll free number to request a copy to be mailed to you. The final day that CC Central will accept the old application is December 31, 2015.
• Please be aware that there is currently a backlog in processing credential applications. As of November 2015 the applications received in March 2015 are being processed.
• The Maryland Child Care Credential has many benefits for participants, including $400 in training reimbursements each year. All early care and education professionals are encouraged to apply.

SAVE THE DATE
An Evening for Children’s Advocacy
Monday, January 25, 2016

The annual event for early childhood educators in Annapolis will be held this year from 4:00 to 9:00 p.m. on January 25, 2016.
Please watch your email for registration information.
Sponsored by: Maryland Family Network, the Maryland Association for the Education of Young Children, the Maryland Head Start Association, the Maryland School Age Child Care Alliance, the Maryland State Child Care Association, and the Maryland State Family Child Care Association
WORKSHOP TRAINING SESSIONS

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<td>Supporting Breastfeeding in Child Care</td>
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<td>Initial Family Child Care, Module 2</td>
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To register, fill out the enclosed form or call 410-685-5150.
Training Descriptions
January 2016

Medication Administration (All)
In this class, led by a Child Care Nurse Consultant, participants will learn basic information about administering medication to infant, toddlers, and preschool children. This class fulfills the MSDE/OCC requirement.

- **Topic:** 6 hours Health, Safety and Nutrition
- **Date:** Saturday, January 9
- **Time:** 9:00 a.m. — 3:30 p.m.
  (bring bag lunch)
- **Fee:** $50; Must pre-register

IMPORTANT: This class will be held at the Julie Community Center, 100 S. Washington Street, 21231. Bring a bag lunch.

Sensory Play
In this workshop we will explore how to enhance the young child’s understanding of the world through the five senses. Strategies for providing meaningful activities that spark curiosity and help the child make sense of their surroundings will be shared.

- **Topic:** 2 hours Curriculum
- **Date:** Tuesday, January 12
- **Time:** 6:30 p.m. — 8:30 p.m.
- **Fee:** $20; Must pre-register

Including all Children and the Americans with Disabilities Act (All)
This course fulfills the MSDE/OCC training requirement.

This course provides an understanding of the Americans with Disabilities Act (ADA) as well as an understanding of inclusionary practices based on national standards and best practices in early childhood education. Strategies for including all children in an early childhood setting will be explored and local, state and national resources will be shared. It is important to remember that this course is required training.

- **Topic:** 3 hours Special Needs
- **Date:** Wednesday, January 13
- **Time:** 6:15 p.m. — 9:15 p.m.
- **Fee:** $20; Must pre-register

IMPORTANT: This class will be held at The Center for Jewish Education, 5708 Park Heights Avenue, Baltimore, MD 21215.

On Track: All Aboard for Developmental Progress Overview (All)
This course fulfills the MSDE/OCC training requirement.

This four-hour training is designed as an overview of developmental screening and its benefits. An explanation of the developmental screening MSDE/OCC regulation will be presented as well as strategies for effective communication with families and referral processes. The training will assist with the identification of developmental screening tools, appropriate collection of information and the purpose of on-going screening for children.

- **Topic:** 2 hours Professionalism
- **Date:** Tuesday, January 19 & Wednesday, January 20
- **Time:** 6:30 p.m. — 8:30 p.m.
- **Fee:** $30; Must pre-register

Medication Administration (All)
In this class, led by a Child Care Nurse Consultant, participants will learn basic information about administering medication to infant, toddlers, and preschool children. This class fulfills the MSDE/OCC requirement.

- **Topic:** 6 hours Health, Safety and Nutrition
- **Date:** Saturday, January 23
- **Time:** 9:00 a.m. — 3:30 p.m.
  (bring bag lunch)
- **Fee:** $50; Must pre-register

IMPORTANT: This class will be held at the Julie Community Center, 100 S. Washington Street, 21231. Bring a bag lunch.

Initial Family Child Care Training Module 1: From Baby to Bigger Steps – What Makes a Child Grow? (Beginner)
This workshop will cover basic child development concepts including: stages of child growth and development; an overview of leading child development theorists; and an overview of learning differences.

- **Topic:** 4 hours Child Development
- **Date:** Saturday, January 23
- **Time:** 9:00 a.m. — 1:00 p.m.
- **Fee:** $25/ or $130 for all six modules; Must pre-register

Including all Children and the Americans with Disabilities Act (All)
This course fulfills the MSDE/OCC training requirement.

This course provides an understanding of the Americans with Disabilities Act (ADA) as well as an understanding of inclusionary practices based on national standards and best practices in early childhood education. Strategies for including all children in an early childhood setting will be explored and local, state and national resources will be shared. It is important to remember that this course is required training.

- **Topic:** 3 hours Special Needs
- **Date:** Monday, January 25
- **Time:** 6:15 p.m. — 9:15 p.m.
- **Fee:** $20; Must pre-register

IMPORTANT: This class will be held at the Julie Community Center, 100 S. Washington Street, 21231.

Parents As Partners
Research clearly shows the positive impact of parent involvement on children’s education and yet there continues to be a problem in getting parents actively engaged in early care and education programs. In this workshop discussion will center on how to form true partnerships with parents and strategies to make this happen will be shared.

- **Topic:** 3 hours Community
- **Date:** Tuesday, January 26
- **Time:** 6:15 p.m. — 9:15 p.m.
- **Fee:** $20; Must pre-register

Supporting Breastfeeding in Child Care
This class fulfills the MSDE/OCC requirement for all providers who care for infants and toddlers.

This one-hour class will focus on the new requirements and procedures for supporting the needs of families within the child care setting. The class will be offered at two consecutive times to optimize the number of providers who can complete the training. You only register for one time slot and attend for only one hour.

- **Date:** Wednesday, January 27
- **Time:** 6:30 p.m. — 7:30 p.m.
  OR 7:30 p.m. — 8:30 p.m.
- **Fee:** $10; Must pre-register

IMPORTANT: This class will be held at The Center for Jewish Education, 5708 Park Heights Avenue, Baltimore, MD 21215.

Initial Family Child Care Training Module 2: Planning for Success! Creating Opportunities to Grow and Learn.
Through this workshop participants will develop a better understanding of the components of a family child care curriculum; how to create a developmentally appropriate curriculum for family child care; and how to plan and design the family child care environment.

- **Topic:** 4 hours Curriculum
- **Date:** Saturday, January 30
- **Time:** 9:00 a.m. — 1:00 p.m.
- **Fee:** $25/ or $130 for all six modules; Must pre-register
To register, fill out the enclosed form or call 410-685-5150.
Training Descriptions
February 2016

Nutrition and Active Learning
Sound nutrition is extremely important for the young child’s health and well-being as is purposeful physical activity. In this workshop, principles for good nutrition and ideas for getting children up and moving will be shared.

**Topic:** 3 hours Health, Safety and Nutrition
**Date:** Tuesday, February 2
**Time:** 6:15 p.m. — 9:15 p.m.
**Fee:** $20; Must pre-register

Supporting and Caring for Children Born Prematurely
There are close to half a million babies born prematurely each year; their needs are specific, and implications surrounding their care should be closely considered. This training provides participants the opportunity to discuss research and statistics, identify causes and care of children born prematurely, articulate specific factors that influence a child’s development, and develop strategies as appropriate care. A focus on partnering with families, as well as planning and adapting materials and activities based on the child’s specific needs, is covered.

**Topic:** 3 hours Child Development
**Date:** Wednesday, February 3
**Time:** 6:15 p.m. — 9:15 p.m.
**Fee:** $20; Must pre-register

Medication Administration
In this class, led by a Child Care Nurse Consultant, participants will learn basic information about administering medication to infants, toddlers, and pre-school children. This class fulfills the MSDE/OCC requirement.

**Topic:** 2 hours Professionalism
**Date:** Saturday, February 6
**Time:** 9:00 a.m. — 3:30 p.m. (bring bag lunch)
**Fee:** $50; Must pre-register

IMPORTANT: This class will be held at the Julie Community Center, 100 S. Washington Street, 21231. Bring a bag lunch.

Initial Family Child Care Training Module 3: Keeping Kids Fit and Safe
This workshop will focus on the components of emergency preparedness, menu planning, and on health and safety concerns when caring for young children.

**Topic:** 4 hours Health, Safety, and Nutrition
**Date:** Saturday, February 6
**Time:** 9:00 a.m. — 1:00 p.m.
**Fee:** $25/ or $130 six modules; Must pre-register

Risk Reduction: Sudden Infant Death Syndrome (SIDS)
Presenter will share the knowledge that has been gained by research into SIDS and what can be done to lower the risk of sudden death of infants in your care.

**Topic:** 4 hours Health, Safety, and Nutrition
**Date:** Monday, February 8
**Time:** 6:30 p.m. — 8:30 p.m.
**Fee:** $15; Must pre-register

Record Keeping and Business Etiquette
This workshop is designed to meet the training requirements for family child care providers. Building upon information from the initial family child care training, this workshop will give you insights and ideas on how to be organized and maintain a professional child care business.

**Topic:** 3 hours Professionalism
**Date:** Tuesday, February 9
**Time:** 6:15 p.m. — 9:15 p.m.
**Fee:** $20; Must pre-register

Supporting and Caring for Children with Feeding Tubes
Children requiring feeding tubes for nutrition have unique and specific needs that have implications in the early childhood setting. Participants will have the opportunity to identify individual concerns and hesitations regarding this topic, dispel myths and misconceptions, explore different types of feeding tubes and how they work, as well as learn how to administer feeding tubes when required. Communication with families to ensure safe and accurate use of feeding tubes is covered.

**Topic:** 3 hours Special Needs
**Date:** Tuesday, February 16
**Time:** 6:15 p.m. — 9:15 p.m.
**Fee:** $20; Must pre-register

The Appropriate Practices in Potty Training
An important part of caring for children is approaching each developmental milestone, including potty training, with the knowledge of appropriate expectations for the individual child. This class discussion will center on appropriate practices as strategies for partnering with parents during this transitional time in a young child’s development.

**Topic:** 3 hours Child Development
**Date:** Tuesday, February 16
**Time:** 6:15 p.m. — 9:15 p.m.
**Fee:** $20; Must pre-register

An Introduction to the ASQ and ASQ Online
In this workshop, you will learn about the features of the ASQ3 and ASQ Online, including administration, scoring, referrals, and communicating results with families. Participants will identify the differences between different types of screening tools, including the limitations and benefits of each. Participants will discuss cultural considerations in the administration of the questionnaires, as well as in communicating results with families.

**Topic:** 3 hours Community
**Date:** Wednesday, February 24
**Time:** 6:15 p.m. — 9:15 p.m.
**Fee:** $20; Must pre-register

IMPORTANT: This class will be held at The Center for Jewish Education, 5708 Park Heights Avenue, Baltimore, MD 21215.

Initial Family Child Care Training Module 5: Professional Practices for a Successful Program
This workshop will provide participants the opportunity to explore and understand the importance of specific concepts and practices that will lay the foundation for a successful program including: supervision, abuse and neglect, appropriate guidance, record keeping, marketing, contracts, policies and procedures, and developing handbooks.

**Topic:** 4 hours Professionalism
**Date:** Saturday, February 27
**Time:** 9:00 a.m. — 1:00 p.m.
**Fee:** $25/ or $130 six modules; Must pre-register

Supporting Breastfeeding in Child Care
This class fulfills the MSDE/OCC requirement for all providers who care for infants and toddlers.

This one-hour class will focus on the new requirements and procedures for supporting the needs of families within the child care setting. The class will be offered at two consecutive times to minimize the number of providers who can complete the training. You only register for one time slot and attend for only one hour.

**Topic:** 2 hours Professionalism
**Date:** Monday, February 29
**Time:** 6:30 p.m. — 7:30 p.m.; OR 7:30 p.m. — 8:30 p.m.
**Fee:** $10; Must pre-register

IMPORTANT: This class will be held at the Julie Community Center, 100 S. Washington Street, 21231.
To register, fill out the enclosed form or call 410-685-5150.
Ants in Their Pants

Extra busy kinesthetic learners are naturally more active and have more physical energy to expend than other children. In this workshop we will explore how these extra busy habits can be managed with consistency, sensory-integrated tools and techniques, varied play, and a structured environment that incorporates proper sleep and nutrition.

Topic: 3 hours Child Development
Date: Tuesday, March 15
Time: 6:15 p.m. — 9:15 p.m.
Fee: $20; Must pre-register

Resources that Guide Daily Planning

There are many professional and outstanding resources available to you as you thoughtfully plan your daily schedule and program. In this workshop we will explore the difference between thoughtful planning or just letting the day happen.

Topic: 1.5 hours Professionalism
1.5 hours Curriculum
Date: Tuesday, March 29
Time: 6:15 p.m. — 9:15 p.m.
Fee: $20; Must pre-register

An Introduction to the ASQ3 and ASQ On-line

In this workshop you will learn about the features of the ASQ3 and ASQ Online, including administration, scoring, referrals, and communicating results with families. Participants will identify the differences between different types of assessments and screening tools, including the limitations and benefits of each. Participants will discuss cultural considerations in the administration of the questionnaires, as well as in communicating results with families benefits of each.

Topic: 3 hours Community
Date: Monday, March 21
Time: 6:15 p.m. — 9:15 p.m.
Fee: $20; Must pre-register

On Track: All Aboard for Developmental Progress Overview (All)

This course fulfills the MSDE/OCC training requirement.

This four-hour training is designed as an overview of developmental screening and its benefits. An explanation of the developmental screening MSDE/OCC regulation will be presented as well as strategies for effective communication with families and referral processes. The training will assist with the identification of developmental screening tools, appropriate collection of information and the purpose of on-going screening for children.

Topic: 3 hours Community
Date: Wednesday, March 9
Time: 6:15 p.m. — 9:15 p.m.
Fee: $20; Must pre-register

IMPORTANT: This class will be held at The Center for Jewish Education, 5708 Park Heights Avenue, Baltimore, MD 21215.

Including all Children and the Americans with Disabilities Act (All)

This course fulfills the MSDE/OCC training requirement.

This class provides an understanding of the Americans with Disabilities Act (ADA) as well as an understanding of inclusionary practices based on national standards and best practices in early childhood education. Strategies for including all children in an early childhood setting will be explored and local, state and national resources will be shared. It is important to remember that this course is required training.

Topic: 3 hours Special Needs
Date: Monday, March 14
Time: 6:15 p.m. — 9:15 p.m.
Fee: $20; Must pre-register

Positive Guidance

In this workshop strategies to approach behavior in a positive way will be shared, as well as strategies to help a child develop appropriate and positive coping skills.

Topic: 3 hours Child Development
Date: Tuesday, March 15
Time: 6:15 p.m. — 9:15 p.m.
Fee: $20; Must pre-register

Medication Administration (All)

In this class, led by a Child Care Nurse Consultant, participants will learn basic information about administering medication to infant, toddlers, and preschool children. This class fulfills the MSDE/OCC requirement.

Topic: 6 hours Health, Safety and Nutrition
Date: Saturday, March 5
Time: 9:00 a.m. — 3:30 p.m. (bring bag lunch)
Fee: $50; Must pre-register

IMPORTANT: This class will be held at the Julie Community Center, 100 S. Washington Street, 21231. Bring a bag lunch.

Environments for Young Children

The physical environment where young children spend their days is a key factor in healthy development. In this workshop the discussion will center on techniques to prepare and provide a nurturing environment that is both safe and inviting – a place where young children grow and thrive.

Topic: 4 hours Community
Date: Saturday, March 5
Time: 9:00 a.m. — 1:00 p.m.
Fee: $25/ or $130 for all six modules; Must pre-register

Initial Family Child Care Training Module 6: Planting the Seed: Growing Positive Relationships through Good Communication

This workshop will focus on the importance of developing and maintaining relationships with children, families, and the larger community.

Topic: 4 hours Community
Date: Saturday, March 5
Time: 9:00 a.m. — 1:00 p.m.
Fee: $25/ or $130 for all six modules; Must pre-register

On Track: All Aboard for Developmental Progress Overview (All)

This course fulfills the MSDE/OCC training requirement.

This four-hour training is designed as an overview of developmental screening and its benefits. An explanation of the developmental screening MSDE/OCC regulation will be presented as well as strategies for effective communication with families and referral processes. The training will assist with the identification
### BALTIMORE CITY CHILD CARE RESOURCE CENTER

**April 2016**

**WORKSHOP TRAINING SESSIONS**

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<td>On Track: All Aboard for Developmental Progress Overview Part 1</td>
<td>Playground Safety</td>
<td>On Track: All Aboard for Developmental Progress Overview Part 2</td>
<td>Emergency Preparedness</td>
<td>Medication Administration</td>
<td></td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>18</td>
<td>19</td>
<td>20</td>
<td>21</td>
<td>22</td>
<td>23</td>
</tr>
<tr>
<td>Whose Space Is This Anyway?</td>
<td>Transitions in the Daily Schedule</td>
<td>Encouraging Imaginative Play</td>
<td></td>
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<td>24</td>
<td>25</td>
<td>26</td>
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<td>EMOTIONAL WELLNESS CONFERENCE</td>
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To register, fill out the enclosed form or call 410-685-5150.
Medication Administration (All)
In this class, led by a Child Care Nurse Consultant, participants will learn basic information about administering medication to infant, toddlers, and preschool children. This class fulfills the MSDE/OCC requirement.

Topic: 6 hours Health, Safety and Nutrition
Date: Saturday, April 9
Time: 9:00 a.m. — 3:30 p.m.
Fee: $20.00; Must pre-register

On Track: All Aboard for Developmental Progress
Overview (All)
This course fulfills the MSDE/OCC training requirement.

This four-hour training is designed as an overview of developmental screening and its benefits. An explanation of the developmental screening MSDE/OCC regulation will be presented as well as strategies for effective communication with families and referral processes. The training will assist with the identification of developmental screening tools, appropriate collection of information and the purpose of on-going screening for children.

Topic: 2 hours Professionalism
2 hours Child Development
Date: Saturday, April 9
Time: 9:00 p.m. — 1:00 p.m.
Fee: $30; Must pre-register

Risk Reduction: Sudden Infant Death Syndrome (SIDS) (All)
Presenter will share the knowledge that has been gained by research into SIDS and what can be done to lower the risk of sudden death of infants in your care.

Date: Thursday, April 7
Time: 6:30 p.m. — 8:30 p.m.
Fee: $15; Must pre-register

Emergency Preparedness – Project Security Blanket (All)
This statewide training was developed by a team of experts from Chesapeake College on the Eastern Shore and meets the OCC required training. In this workshop discussion will center on how to be prepared for any and all emergencies. Participants will prepare a written emergency plan for their program that goes beyond the basic licensing requirements and develop an understanding of the importance of following this plan.

Topic: 3 hours Health, Safety and Nutrition
Date: Saturday, April 9
Time: 9:00 a.m. — 3:30 p.m.
Fee: $50; Must pre-register

IMPORTANT: This class will be held at the Julie Community Center, 100 S. Washington Street, 21231. Bring a bag lunch.

Including all Children and the Americans with Disabilities Act (All)
This course fulfills the MSDE/OCC training requirement.

This course provides an understanding of the Americans with Disabilities Act (ADA) as well as an understanding of inclusionary practices based on national standards and best practices in early childhood education. Strategies for including all children in an early childhood setting will be explored and local, state and national resources will be shared. It is important to remember that this course is required training.

Topic: 3 hours Special Needs
Date: Wednesday, April 6
Time: 6:15 p.m. — 9:15 p.m.
Fee: $20; Must pre-register

IMPORTANT: This class will be held at The Center for Jewish Education, 5708 Park Heights Avenue, Baltimore, MD 21215.

Medication Administration (All)
In this class, led by a Child Care Nurse Consultant, participants will learn basic information about administering medication to infant, toddlers, and preschool children. This class fulfills the MSDE/OCC requirement.

Topic: 6 hours Health, Safety and Nutrition
Date: Saturday, April 16
Time: 9:00 a.m. — 3:30 p.m.
Fee: $50; Must pre-register

IMPORTANT: This class will be held at the Julie Community Center, 100 S. Washington Street, 21231. Bring a bag lunch.

Whose Space Is This Anyway?
In this interactive workshop participants will examine their child care environments and build an understanding of how their space reflects their value and beliefs. We will explore environment as the “third teacher” and discuss the importance of nurturing relationships in order to support young children in constructing knowledge.

Topic: 3 hours Curriculum
Date: Monday, April 18
Time: 6:15 p.m. — 9:15 p.m.
Fee: $20; Must pre-register

Transitions in the Daily Schedule
The days are just filled with transitions for children in child care….some big, some small, but all important. This workshop will provide strategies for planning smooth transitions throughout the day that will strengthen your program and provide more cohesive days for the children in your care.

Topic: 3 hours Curriculum
Date: Tuesday, April 19
Time: 6:15 p.m. — 9:15 p.m.
Fee: $20; Must pre-register

Encouraging Imaginative Play
This training is designed to assist participant understanding of the importance of imaginative play in children’s development. Strategies will be shared on how to use open-ended materials to open the doors of imagination and promote executive function and higher levels of thinking in young children.

Topic: 3 hours Curriculum
Date: Wednesday, April 20
Time: 6:15 p.m. — 9:15 p.m.
Fee: $20; Must pre-register

IMPORTANT: This class will be held at The Center for Jewish Education, 5708 Park Heights Avenue, Baltimore, MD 21215.
Important Registration Policies

When registering for training classes at BCCCRC please remember the following:

• Pre-registration is required. Registration and payment must be received three days in advance of the training.
• Registration fees are non-refundable. With 24-hour prior notice you may transfer to another class or receive a credit for a future training class, except for Medication Administration, 45-hour class and 90-hour class.
• Registration is on a first come, first served basis. If your registration is received after a workshop has reached capacity you will be notified immediately and your payment will be returned.
• A confirmation letter will be sent for all classes — please read your letter carefully. You will not receive reminder cards for each class.
• Payment can be made by check, money order or credit card. **No cash please.**
• Presence at the entire workshop constitutes attendance. Out of respect for our trainers and all of those in attendance, no one will be admitted to a training session that has been in progress for fifteen minutes or more.
• Workshops are for adults only. Please make child care arrangements in advance — children will not be admitted to a training class.
• Reasonable accommodations are offered, if needed. Please call the Resource Center one week in advance to request accommodations.
• In case of inclement weather, workshops held on a weeknight will be cancelled if the Baltimore County Public Schools are closed on that day. On weekends, call the Resource Center and listen to the message regarding Saturday classes.

**TO REGISTER FOR CLASSES:**

• Complete a registration form and keep a copy for your records. Only those registrations received on a registration form will be accepted.
• Mail or deliver the completed form and payment to BCCCRC.
• Register with a credit card online at [www.bcccrc.org](http://www.bcccrc.org).
• Remember — registrations must be received at BCCCRC three days prior to the scheduled training.