

March & April Newsletter

Signing Up for Classes

Here at PRC, we have a passion for education and are excited to have you join us in the pursuit of knowledge!

To register for a class, simply visit our website at www.thepromisecenter.org/register or call us at 301-290-0040. You can pay via credit card on the website or over the phone, or via check, cash or money order. Please note that classes must be paid for in advance, so please pay promptly to secure your spot.

Resource Store

Our Resource Store has multiple tools and supplies available for your art and scholastic needs. Come by the center and take advantage of our equipment and supplies at little or no cost.

Black and White Copies: \$.10/Page Laminating: \$1.50/Per Foot Colored Paper Copies: \$.20/Page Book Binding: \$2.50/Per Book Card Stock Copies: \$.25/Page Board Maker: \$.50/Page

Construction Paper: \$2.00/Pack, \$.05/Per Sheet

Die Cut: FREE

Cancellation Policy

We do not issue refunds if a student cancels their enrollment in a class. If you need to cancel, you must call the Promise Resource Center 24-hours in advance and we will gladly give you a credit for another class. *Cancellations must be made 48 hours in advance for CPR and First Aid and Medication Administration or your payment will be forfeited and no credits will be issued.

Stay in the know!

Visit our website to join our mailing list, and you'll receive our bi-monthly e-newsletter, behavior management tips, child care information, updates on local events, and so much more! www.thepromisecenter.org

Questions? Email us!
info@thepromisecenter.org

It Pays to be a Member!

Become a member of the Promise Resource Center for only \$10 a year to save on certain classes, receive coupons and discounts to our Resource Store! To sign up, call us at 301-290-0040.

Be sure to "like" our page on Facebook to receive updates and fun ideas from The



News From The Promise Resource Center

Special Showings at R/C Theatre

Lights are left on!

February dates are: Tuesday, March 20 Saturday, March 24 Only \$6.50 per person on Tuesdays!

Sound is turned down!

at 10:00am featuring the movie Early Man!

\$8.00 per person on Saturdays!

Bring snacks & drinks!

The little ones can dance along!

Judgement-free zone!

This is a great activity for centers and family providers!

Move around, talk, and laugh—don't worry about disturbing others!

FEATURED THIS MONTH

3/14: Get Up, Get Out! Preschoolers in Motion

Time: 6:00pm-9:00pm, COK: 3 hours of curriculum

Fee: \$30 for members or \$35 for non-members

In this fun training, we will learn strategies for integrating structured vigorous activities into your program! Help the children you care for stay healthy and active!

Register by calling 301-290-0040 or visit thepromisecenter.org/register!



Inclement Weather Policy

The Promise Resource Center follows St. Mary's County Public School's inclement weather cancellation schedule. If schools are closed or after-school activities are cancelled due to inclement weather, our office will be closed and the class for that day will be cancelled. For current cancellations, please call 301-290-0040.

THE PROMISE RESOURCE CENTER'S 2018 SPRING CONFERENCE

Take a Hand, Touch a Heart

JUNE 2, 2018

9:00AM-4:45PM

LEXINGTON PARK LIBRARY

CONFERENCE ROOMS A&B

Register now for our spring conference! We will discuss the importance of understanding how to identify children who have experienced traumatic events and the work being done in Maryland to provide more resources to children and families who may have experienced trauma.

Featuring Keynote Speakers Margo
Candelaria and Kate Wasserman, Co-Directors of the Parent, Infant, Early
Childhood Program!

\$50 for members & \$55 for non-members *Find out how you can save 18% by calling 301-290-0040!*

Earn 4 hours Child Development, 1 hour Special Needs, 1 Hour Community and 1 PAU!

Featured Trainings:

SHOW ME WHAT TO DO: CLASSROOM STRATEGIES THAT
BENEFIT ALL CHILDREN

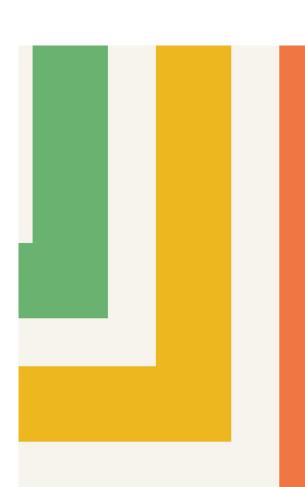
Presented by: Erica Love

CONNECTING WITH CHILDREN AND FAMILIES IMPACTED
BY TRAUMA

Presented by: Ashley Beisel

TO REGISTER, CALL 301-290-0040 OR VISIT THEPROMISECENTER.ORG/REGISTER!





FREE Trainings

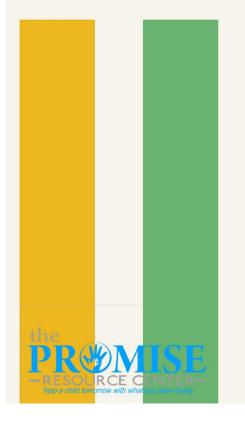
St. Mary's County

@ Leonardtown Library

Time: 9:30am-11:30am
Free to St. Mary's County Providers
Calvert & Charles-\$25 for members or
\$30 for non-members

3/10- Team Building and Communication Skills

We will discuss team building activities and routines to keep staff on the same page and working well together. We will also discuss communication strategies to help address differences in the workplace.



4/7- Parent Handbook

This workshop is designed to assist programs in meeting the Maryland EXCELS standard. We will review the components of a parent handbook and contract and work together to either create a new document or revise a current one. You may bring a laptop.

Space is Limited! Call today!!

Call 301-290-0040 to register!

Special Showings for Special Needs

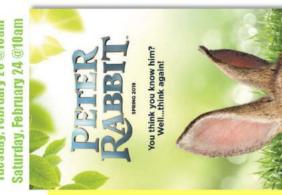


laugh out loud without worrying about disturbing others! This is a judgement-free zone for families with At the Special Showings, lights are left on, sound is turned down and guests can move around, talk, and young children, children who have special needs and groups looking for a fun, stress-free activity!

Saturday, January 20 @10am Tuesday, January 16 @10am

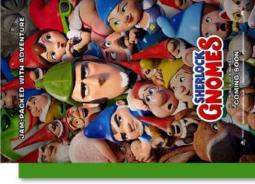


Tuesday, February 20 @10am

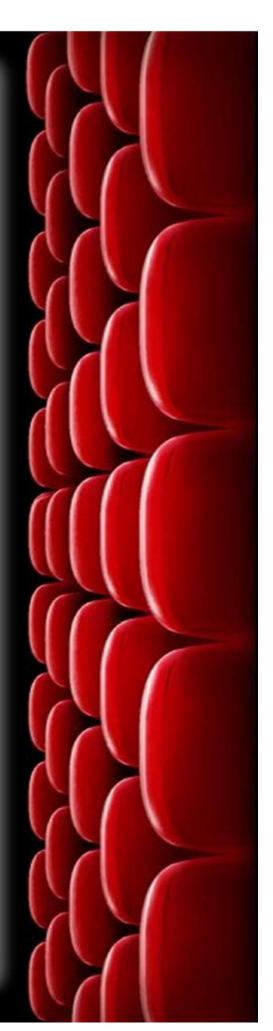


Saturday, March 24 @10am Tuesday, March 20 @10am

Saturday, April 21 @10am Tuesday, April 17 @10am











DON'T FORGET TO TAKE ADVANTAGE OF OUR LOYALTY CARD PROGRAM!

Don't think you'll make it to 5 classes this year? That's okay, loyalty cards are valid for 2 years from the date of membership!

Through this program, members will earn one free class after attending 5 paid classes. In addition, members will continue to receive special prices, coupons and discounts to trainings and our Resource Store!

Become a Member!

Membership Application

Please send application form with check or money order to:

The Promise Resource Center 29958 Killpeck Creek Court Charlotte Hall, MD 20622

Name	Membership: RenewalNew
Address	
City State Zip	\$10 Licensed Provider/Potential Provider/Other
Home Phone	\$25 Group/Center/Director
Email address	



Did You Know We Can Bring Our Trainings To Your Center?

We offer many of our trainings on-site for as few as 6 people! Cost:

2 Hour Training: \$30 per person 3 Hour Training: \$40 per person

Specialty Training prices vary.

View our training calendar on our website to see some of our main class offerings, or call us for a training tailored specifically to your needs!

For more information, or to schedule an on-site for your location, contact PRC at (301) 290-0040 or email register@thepromisecenter.org

Extended Hours

Do you want to reserve our training room for a meeting or workshop!? How about use our die cuts & laminator after work? Remember we will be open for extended hours by appointment only and with advanced notice. All you need to do is call 301-290-0040 to schedule the date and time you want.

Our regular business hours are Monday-Friday from 8:30am-5:00pm

Complaint Policy Pertaining to CCRR Service

All of the resource centers of the Maryland Child Care Resource Network strive to provide high-quality service to their constituencies. However, in the event that someone has concerns about an incident regarding some aspect of service at a regional child care resource center or feels that he or she was mistreated by a staff member of a resource center, the caller can contact the resource center involved. If the person is not satisfied with the way the concern or complaint was handled by the regional resource center, he or she can contact the network manager at the Maryland Family Network at 410-752-7588.



Be sure to look for the New Trainings being offered this month!

Registration Policy

- Payment and registration form must be received at the time of registration. To register for a class: mail check or money order to the Resource Center, drop off payment or call our office to pay with credit card by phone during our regular business hours, Monday-Friday, 8:30am-5:00pm.
- Online registration at our website: www.thepromisecenter.org
- No Walk-ins permitted. No money will be accepted at the door.
- Due to space limitations, liability issues and the need for a learning environment, **children are not allowed** to attend any workshops. Please make child care arrangements in advance.
- Confirmations will not be mailed. You may call 301-290-0040 to verify your enrollment in the class.
- There is a \$40 service charge for returned checks.
- You must be present and participate in the entire class to receive a
 certificate for the clock hours listed. Classes begin at the stated time and
 no admittance is permitted 15 minutes after the class has started. Late
 arrivals will not receive certificates, refunds, or transfers for the class.
- If you have lost or misplaced a certificate, there is a \$5.00 replacement fee.
- Please call 301-290-0040 in advance of class if you need assistance or require special accommodations.
- All classes are open to the public.

Cancellation Policy

- We do not issue refunds if a student cancels their enrollment in a class. If you
 need to cancel, you must call the Promise Resource Center 24-hours in
 advance and we will gladly give you a credit for another class. * Cancellations
 must be made 48 hours in advance for CPR and First Aid and Medication
 Administration or your payment will be forfeited and no credits will be issued.
- Credit for cancelled classes must be used to attend another class within 60 days
 of the cancellation or it is forfeited.
- Promise Resource Center reserves the right to cancel a class if, the day prior to
 the class, we don't have the necessary number of paid participants. You will
 receive a call notifying you of the cancellation and your money will be refunded
 or a credit will be issued. Credit must be used to attend another class within 60
 days of the cancellation or it is forfeited.
- Promise Resource Center follows St. Mary's County Public School's inclement weather cancellation schedule. If schools are closed or afterschool activities are cancelled due to inclement weather, our office will be closed and the class for that day will be cancelled. For current cancellations, please call 301-290-0040.

The Promise Resource Center

29958 Killpeck Creek Ct.

Charlotte Hall, MD 20622

(301) 290-0040 or (866) 290-0040

Visit us on the web at www.thepromisecenter.org

To register for a class:

- Mail registration form, check, money order, or credit card information to the Promise Center
- Drop off payment during our regular business hours,
 Monday-Thursday, 8:30 am-5:00 pm
- Call our office to pay with a credit card by phone
- Visit our website and register online with a credit card

The Promise Resource Center provides

low-cost workshops for child care providers, parents and the community. Our evening and Saturday workshops meet MSDE/Office of Child Care requirements for Core of Knowledge training.

LOCATE: Child Care

If you are a licensed child care program or family child care provider, you can take advantage of this free method of advertising by keeping your LOCATE database record current.

- Report changes to your fees, email, hours, and etc.;
- Report vacancies.
- Request a database questionnaire;
- Leave a question and someone will call you back.

Call toll free **1-866-752-1614** – provider message service.

LOCATE Complaint Policy

Through the LOCATE service, parents share feedback with the LOCATE staff on the programs in the files: licensed child care centers, registered family child care providers and accredited preschools and camps. While this feedback is at times positive, it sometimes concerns complaints parents have about child caregivers. Of course, LOCATE and the Maryland Child Care Resource Network want to use this information in a way that is fair to providers and parents, while protecting children, as well.

Therefore, the LOCATE Complaint Policy was developed and has been in effect since its approval by the Maryland Committee for Children Board in November, 1983. According to this policy, all complaints made to LOCATE about child care providers/facilities are recorded. The type of complaint is then determined:

Less Serious Complaint - No Violation: complaints which do not involve violations of child care regulations; complaints about situations which do not pose a threat to the safety, health or welfare of a child.

Less Serious Complaint Involving Violation: complaints of any violation of Office of Child Care (OCC), Maryland State Department of Education (MSDE) regulations, and/or the Health Department which do not pose a threat to the health, safety or welfare of a child.

Serious Complaint: any threat to the immediate health, safety, or welfare of a child.

When a parent calls LOCATE with a complaint, the referral specialist advises him/her to register the complaint directly with the appropriate regulatory agency and/or Protective Services. Names and telephone numbers of the person with whom the parent should speak are provided.

When a Serious Complaint is received concerning one of the providers of facilities in the LOCATE system, no referrals are made by the referral specialists to that provider/facility. The LOCATE Director also communicates with the appropriate regulatory agency personnel about the complaint, and maintains the "hold" on the provider/facility until the agency's disposition of the complaint is known. Should the investigation result in no action, the "hold" status is removed from that provider's/facility's records. Should the license or registration be revoked, the record is removed from the LOCATE files. Providers are advised of LOCATE's actions in writing.

A provider may appeal the LOCATE Director's decision to cease referrals. Appeals are first addressed to the LOCATE Advisory Committee. Final appeals may be made to the board of the Maryland Family Network.

It is the position of LOCATE and MFN that the Complaint Policy is both fair and workable. Safeguards and due process are afforded to the care givers in the files, and parents' and children's rights to safety are addressed, as well. Any questions on this policy should be addressed to FloJean Speck, LOCATE: Child Care Director.





CHILDCARE RESOURCE NETWORK

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

MARCH 2018

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2	3 Medication Administration 9:00am-4:00pm Instructor: Pat Jennings
4		5 Maryland EXCELS: Aiming for Higher Quality 6:30pm-8:30pm Instructor: Thea Quible	6	7 Math and Science Activities 6:30pm-8:30pm Instructor: Diane Stearns *Spring '18 Special Eligible*	8 Traveling in Cars with Kids: Car Seat Safety 6:00pm-9:00pm Instructor: Lauren Signorelli New Training!!	9	CPR & First Aid 9:00am-1:00pm Instructor: Jay Hyde Team Building and Communication Skills 9:30am-11:30am @Leonardtown Library
1	1	12	Stopping Meltdowns Before They Start 6:30pm-8:30pm Instructor: Ashley Beisel *Spring '18 Special Eligible*	Get Up, Get Out! Preschoolers in Motion 6:00pm-9:00pm Instructor: Patricia Carruth New Training!!	15	16	17
1	8	19	20 Including All Children and The Americans with Disabilities Act 6:00pm-9:00pm Instructor: Sarah Sutherland	Maryland EXCELS Workgroup 6:30pm-8:30pm	Basic Health & Safety Training 6:00pm-9:00pm Instructor: Diane Stearns	23	24
2	5	26	27	28	29	30	31

MARCH 2018

Training Descriptions:

3/3—Medication Administration—OCC Requirement

This training course is a 6-hour competency-based class approved by MSDE/OCC to train child care providers to safely administer oral, topical and emergency medication to children in a child care setting. Upon successful completion of this course each participant will receive a certificate of completion which will allow the participant to administer MSDE/OCC approved medications to infants, toddlers, preschool and school aged children in child care centers and homes. You must pass a pre and post test. You may bring lunch or go to a fast-food restaurant in the area. Time: 9:00am-4:00pm, COK: 6 hours of health, safety, and nutrition Fee: \$60 for members and non-members

3/5—MD EXCELS: Aiming for Higher Quality

We will discuss steps and strategies to help you get to the third level of the Maryland EXCELS program!

Time: 6:30pm-8:30pm, COK: 2 hours of professionalism

Fee: \$15 for members and non-members

Spring '18 Special Eligible

3/7—Math and Science Activities

Looking to add more STEM activities to your curriculum? Join us for this exciting class to hear about fun and engaging activities that will help children learn and love math and science!

Time: 6:30pm-8:30pm, COK: 2 hours of curriculum Fee: \$25 for members or \$30 for non-members *Spring '18 Special Eligible*

3/8—Traveling in Cars with Kids: Car Seat Safety *NEW TRAINING*

During this workshop, providers will learn how to properly protect the children that they transport. Participants will engage in hands-on activities that will encourage proper use and installation of car seats, booster seats and seat belts.

Time: 6:00pm-9:00pm, COK: 3 hours of Health, Safety, and Nutrition Fee: \$30 for members or \$35 for non-members

Spring '18 Special Eligible

3/10—CPR & First Aid—OCC Requirement

Participants will be trained in CPR for the infant, child and adult. This class meets the Maryland Child Care Administration's requirements for child care facilities.

Time: 9:00am-1:00pm

Fee: \$75 for members and non-members

3/10—Team Building and Communication Skills @ Leonardtown Library

In this training we will discuss team building activities and routines to keep staff on the same page and working well together. We will also discuss communication strategies to help address differences in the workplace.

Time: 9:30am-11:30am. COK: 2 hours of professionalism

Fee: Free for St. Mary's County Providers, \$25 for members or \$30 for

non-members from Calvert or Charles Counties

3/13—Stopping Meltdowns Before They Start

Learn about the signs and common causes of meltdowns and learn how to avoid them through distraction and communication.

Time: 6:30pm-8:30pm, COK: 2 hours of child development

Fee: \$25 for members or \$30 for non-members

Spring '18 Special Eligible

3/14—Get Up, Get Out! Preschoolers in Motion *NEW TRAINING*

In this workshop, we will learn strategies and implementation tips for integrating structured vigorous activities into your program. Participants should come prepared for a full hour of physical activity during this workshop by dressing in comfortable clothes and shoes. Participants will leave inspired and motivated to implement an exciting physical education atmosphere to their early childhood program.

Time: 6:00pm-9:00pm, COK: 3 hours of curriculum Fee: \$30 for members or \$35 for non-members

Spring '18 Special Eligible

3/20—Including All Children and The Americans with Disabilities Act—OCC Requirement

This training will go over the requirements of the ADA, inclusionary practices in early childhood and school age programs. Also, learn about local, state, and national resources available to child care providers. Time: 6:00pm-9:00pm, COK: 3 hours of special needs

Fee: \$30 for members or \$35 for non-members

3/21—Maryland EXCELS Workgroup

This is a free workgroup for providers seeking support with Maryland EXCELS registration and application, publishing at a quality check level rating (1-5), creating or revising documentation to meet Maryland EXCELS criteria, technology support or general question and answer time, No core of knowledge will be earned for this workgroup *Time:6:30pm-8:30pm*

Fee: Free

3/22—Basic Health & Safety Training—OCC Requirement

This workshop will satisfy the pending regulation requiring all child care providers, including all center staff and family providers, to complete this workshop. This workshop was developed in partnership with the National Center for Early Childhood Health and Wellness, Child Care Aware of America, the American Academy of Pediatrics, and Maryland Family Network, with support from the Maryland State Child Care Association. *Time: 6:00pm-9:00pm, COK: 3 hours of health, safety, and nutrition Fee: \$30 for members or \$35 for non-members*

Spring of '18 Special

REGISTER FOR 2 COK TRAININGS* IN MARCH, APRIL, OR MAY AND RECEIVE

18% OFF

YOUR SPRING CONFERENCE REGISTRATION!

18% off discount must be used at the time of registration for the conference. Both classes must be completed by May 31. Does not include series trainings, CPR & First Aid, Medication Administration, Basic Health & Safety, Breastfeeding, SIDS, or ADA. The discount cannot be transferred. No cash value. Conference space is limited and cannot be guaranteed.

Conference Info: PRC's Spring Conference
"Take a Hand, Touch a Heart"
June 2 @ Lexington Park Library
9:00am-4:45pm
\$50 for members, \$55 for non-members

Membership:

Interested in becoming a member of The Promise Resource Center and receiving discounts on many of the classes you see here?

For only \$10 a year, individual membership will earn you:

- 1 PAU
- \$5 off select trainings
- 1 free training for every 5 trainings completed
- Satisfaction in knowing you are helping families in our community receive services for low or no cost!

Visit the promise center.org/register or call 301-290-0040 to register for membership today!

APRIL 2018

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1		2	3	4 MD EXCELS: Next Steps 6:30pm-8:30pm Instructor: Thea Quible *Spring '18 Special Eligible*	5 Creating a Classroom Community 6:30pm-8:30pm Instructor: Lauren Signorelli *Spring '18 Special Eligible*	6	7 Parent Handbook 9:30am-11:30am Instructor: Patricia Carruth @Leonardtown Library
8		9	10 Maryland Accreditation 6:30pm-8:30pm Instructor: Sarah Sutherland *Spring '18 Special Eligible*	Developmental Delays 6:30pm-8:30pm Instructor: Ashley Beisel *Spring '18 Special Eligible*	12	13	14
15		16 Coloring Outside the Lines 6:30pm-8:30pm Instructor: Lindsay Edwards *Spring '18 Special Eligible*	17	18	Infant and Toddler Behavior Management 6:30pm-8:30pm Instructor: Julie Lowthert *Spring '18 Special Eligible*	20	CPR & First Aid 9:00am-1:00pm Instructor: Jay Hyde
22		Cooking with Kids 6:30pm-8:30pm Instructor: Beth Hancock *Spring '18 Special Eligible*	24 MD EXCELS Workgroup 6:00pm-8:00pm Instructor: Thea Quible Provider Resource Night 6:00pm-8:00pm	Science, Technology, Engineering, and Math (STEM) in the Early Childhood Program: Infuse STEM IntoYour Program 6:30pm-8:30pm Instructor: Ashley Beisel	26	27	28
29		30 Basic Health & Safety Training 6:00pm-9:00pm Instructor: Diane Stearns					

APRIL 2018

Training Descriptions:

4/4—Maryland EXCELS: Next Steps

Join us for an informative workshop focused on helping you reach your MD Excels goals!

Time: 6:30pm-8:30pm, COK: 2 hours of professionalism

Fee: \$15 for members and non-members

Spring '18 Special Eligible

4/5—Creating a Classroom Community

This session will demonstrate how to adapt traditional individual activities into cooperative activities that help children develop social competence.

Time: 6:30pm-8:30pm, COK: 2 hours of community Fee: \$25 for members or \$30 for non-members

Spring '18 Special Eligible

4/7— Parent Handbook @ Leonardtown Library

FREE Training for St. Mary's County Providers

This workshop is designed to assist programs in meeting the Maryland EXCELS standard. We will review the components of a parent handbook and contract and work together to either create a new document or revise a current one. You may bring a laptop.

Time: 9:30am-11:30am, COK: 2 hours of professionalism

Fee: Free for St. Mary's County Providers and \$25 for members or \$30 for non-members

4/10—Maryland Accreditation

Learn about the steps and process of receiving Maryland Accreditation. This class is for Center Directors and Assistant Directors.

Time: 6:30pm-8:30pm, COK: 2 hours of professionalism

Fee: \$15 for members and non-members

Spring '18 Special Eligible

4/11—Developmental Delays

This class will increase participants' knowledge of developmental delays and increase awareness of strategies to use when caring for children of all abilities in community settings.

Time: 6:30pm-8:30pm, COK: 2 hours of special needs Fee: \$25 for members or \$30 for non-members

Spring '18 Special Eligible

4/16—Coloring Outside the Lines

The Purpose of ART is to feel, discover, imagine and create. Participants will learn how to meet the NAFCC accreditation standards regarding developmentally appropriate art materials. Strategies will be discussed regarding overcoming challenges, planning activities, and implementation of developmentally appropriate art activities for children.

Time: 6:30pm-8:30pm, COK: 2 hours of curriculum Fee: \$25 for members or \$30 for non-members

Spring '18 Special Eligible

4/19—Infant and Toddler Behavior Management

In this course, we will discuss infant and toddler development and the difference between misbehavior and a child communicating their needs. *Time:* 6:30pm-8:30pm, COK: 2 hours of child development

Fee: \$25 for members or \$30 for non-members

Spring '18 Special Eligible

4/21—CPR & First Aid —OCC Requirement

Participants will be trained in CPR for the infant, child and adult. This class meets the Maryland Child Care Administration's requirements for child care facilities.

Time: 9:00am-1:00pm

Fee: \$75 for members and non-members

4/23—Cooking with Kids

Kids are capable of much more than we sometimes think! If you would like to introduce cooking to kids in your care, join us for Cooking with Kids!

Time: 6:30pm-8:30pm, COK: 2 hours of curriculum Fee: \$25 for members or \$30 for non-members

Spring '18 Special Eligible

4/24—Maryland EXCELS Workgroup

This is a free workgroup for providers seeking support with Maryland EXCELS registration and application, publishing at a quality check level rating (1-5), creating or revising documentation to meet Maryland EXCELS criteria, technology support or general question and answer time, No core of knowledge will be earned for this workgroup *Time:6:00pm-8:00pm*

Fee: Free

4/25—Science, Technology, Engineering, and Math (STEM) in the Early Childhood Program: Infuse STEM Into Your Program

Participants will learn how to support STEM learning by creating environments that provide opportunities for children to explore, create, and question during play. Participants will identify developmentally appropriate STEM learning activities as well as discover ways to use materials already available in their programs.

Time: 6:30pm-8:30pm, COK: 2 hours or curriculum Fee: \$25 for members or \$30 for non-members

Spring '18 Special Eligible

4/30—Basic Health & Safety Training—OCC Requirement

This workshop will satisfy the pending regulation requiring all child care providers, including all center staff and family providers, to complete this workshop. This workshop was developed in partnership with the National Center for Early Childhood Health and Wellness, Child Care Aware of America, the American Academy of Pediatrics, and Maryland Family Network, with support from the Maryland State Child Care Association. Time: 6:00pm-9:00pm, COK: 3 hours of health, safety, and nutrition Fee: \$30 for members or \$35 for non-members

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