



# PROMISE

— RESOURCE CENTER —  
*help a child tomorrow with what you learn today*

## October & November 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](http://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](http://www.thepromisecenter.org)  
Questions? Email us!  
[info@thepromisecenter.org](mailto: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 Promise Resource Center!

 Find us on  
**Facebook**

# News From The Promise Resource Center

## Special Showings at R/C Theatre are Back!

Lights are left on!

October's dates are :

Tuesday, October 17

Saturday, October 21

Only \$6.50 per person on  
Tuesdays!

Sound is turned down!

at 10:00am featuring the movie My Little Pony

\$8.00 per person on  
Saturdays!

Bring snacks & drinks!

Judgement-free zone!

The little ones can  
dance along!

This is a great activity  
for centers and family  
providers!



\*Movie titles are subject to change

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

## This Month's Featured Class

### 10/11--Creating a Language Rich Learning Environment

Imagine being a child in your classroom. Are there ample and diverse opportunities for learning and reading? If not, join us for this training where we will discuss creating a language rich environment using books, posters, activities, and more around your classroom. The more children see the words—the faster they will remember!

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

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



## Inclement Weather Policy

Please remember that PRC follows the St. Mary's Public School system. If after school activities are cancelled for St. Mary's County, then our evening trainings will also be cancelled. If schools are closed, then PRC is closed and the evening trainings are cancelled.



# SEFEL Training

@ The Promise Resource Center



**Time:** 9:00am- 4:00pm

**Dates:** Wednesdays from  
October 4 - October 25

**Cost:** \$240 Member,  
\$260 Non-Member

**Social Emotional Foundations for Early Learning (SEFEL)** is a framework for teaching social and emotional skills to children. SEFEL promotes social and emotional development and supportive environments.

SEFEL can be implemented in many settings including child care centers and schools offering pre-kindergarten and kindergarten. This is a great resource for providers and school teachers!

The SEFEL training is a 24-hour series broken into (4) 6-hour modules. All 4 modules must be completed to receive credit.

To register, please call The Promise Resource Center at (301) 290-0040 or visit [thepromisecenter.org/register](http://thepromisecenter.org/register)



# Fall Discovery Days with PRC

Wednesdays @ Harriet E. Brown Community Center (HEBCC)  
&  
Thursdays @ Southern Community Center (SOCC)

10:00am-11:00am

Join us to discover and explore fun games and activities that will help your child build school readiness skills!

+ take home games and books!

## Serious About Science

10/4: HEBCC  
10/5: SOCC

Learn how the world works with tons of fun and easy-to-do experiments!

## Social Emotional Exploration

10/11:HEBCC  
10/12:SOCC

Shake your sillies out as we learn about playing together, emotions, and more!

## Loving Language and Literacy

10/18: HEBCC  
10/19:SOCC

Help your child build early literacy skills and prepare to read with games!

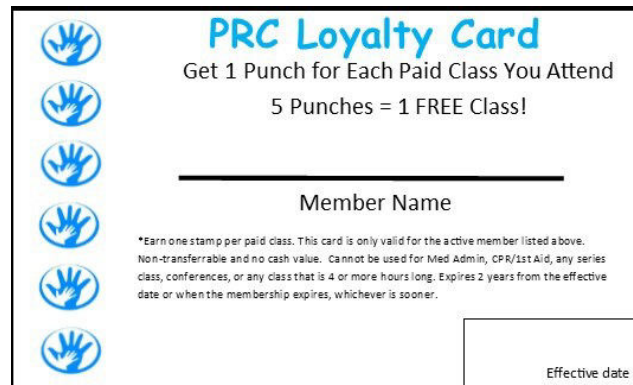
## Mad About Math

11/1: HEBCC  
11/2: SOCC

These exciting games and make-and-takes will help every child with math!

Please register in advance by contacting Michele Day at  
The Promise Resource Center:  
(301) 290-0040 or email [mday@thepromisecenter.org](mailto:mday@thepromisecenter.org)

# PROMISE



## 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! If you're an existing member, call us or stop in to request your new Loyalty Card!

## 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 \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

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

Email address \_\_\_\_\_

Membership: \_\_\_\_\_ Renewal \_\_\_\_\_ New

\_\_\_\_\_ \$10 Licensed Provider/Potential Provider/Other

\_\_\_\_\_ \$25 Group/Center/Director

# PROMISE

## 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](mailto: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.



# PROMISE

**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](http://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** 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 after-school activities are cancelled due to inclement weather, our office will be closed and the class for that day will be cancelled. If at anytime you feel uncomfortable traveling due to inclement weather, please call prior to the class and we will be happy to transfer you to another class.**
- **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](http://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



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





MARYLAND  
FAMILY  
NETWORK

# LOCATE: Child Care

**a free marketing resource for Maryland's child care community**

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

## HELP US HELP YOU!



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

You can also complete the questionnaire online or on paper and submit to Maryland Family Network

Center/Group Programs:  
<http://bit.ly/2fiP9zG>

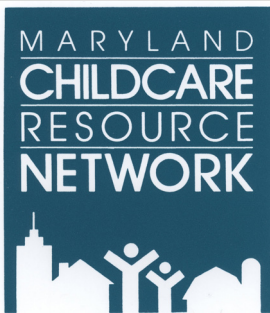
Family Child Care:  
<http://bit.ly/2f6o1XX>



To update vacancies, fees, or hours, call the Provider Support Line at 1.866.752.1614

**UPDATE YOUR INFORMATION TODAY!**

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



# Online Trainings for Maryland Providers

- Online and Self-paced
- Available 24 hours a day, 7 days a week
- Complete training requirements at home
- IACET accredited and approved through MSDE's Office of Child Care for Core of Knowledge hours
- Certificates and CEUs available immediately after course completion



**Maryland Child Care Resource Network** is proud to offer an online option for child care providers to meet Maryland training requirements. We provide an affordable and effective selection of courses that meet Maryland training requirements. The following programs are available:

## Pre-service Programs

Center Staff Pre-service Training (Infant/Toddler).....	\$199
Center Director Pre-service Training.....	\$199
Family Provider Pre-Service Training.....	\$159
9-Hour Communication.....	\$42

## Child Development Associate Programs

Child Development Associate (CDA) Credential Training .....	\$299
CDA Credential Training with Portfolio Assistance .....	\$799
CDA Credential Renewal .....	\$169

## Other Trainings

Supporting Children with Developmental Disabilities in Child Care .....	\$29.95
Individual Core Knowledge Courses .....	starting at \$35

**Contact Us:** 1-800-261-6248 • [ccata@smarthorizons.org](mailto:ccata@smarthorizons.org)



## MARYLAND FAMILY NETWORK

[marylandfamilynetwork.org](http://marylandfamilynetwork.org)

Maryland Family Network and the Maryland Child Care Resource Network provides access to quality online training through your local CCRC in partnership with the Child Care Aware Training Academy. Follow the link below and enter your zip code at the bottom of the online training page to begin registration.

### APPLES for Children, Inc.

Tel: 301.733.0000  
[applesforchildren.org](http://applesforchildren.org)

### Child Care Choices

Tel: 301.662.4549  
[fcmha.org](http://fcmha.org)

### Arundel Child Care Connections

Tel: 410.222.1712  
[arundelccc.org](http://arundelccc.org)

### The Promise Resource Center

Tel: 301.290.0040  
[thepromisecenter.org](http://thepromisecenter.org)

### Lower Shore Child Care Resource Center at Salisbury University

Tel: 410.543.6650  
[lowershoreccrc.org](http://lowershoreccrc.org)

### Prince George's Child Resource Center, Inc.

Tel: 301.772.8420  
[childresource.org](http://childresource.org)

### Howard County Office of Children and Families

Tel: 410.313.1940  
[howardcountymd.gov/training](http://howardcountymd.gov/training)

### Baltimore City Child Care Resource Center

Tel: 410.685.5150  
[bccrc.org](http://bccrc.org)

### Child Resource Centers for Baltimore, Harford, and Cecil Counties at Abilities Network/Project ACT

Tel: 443.900.6458  
[ccrchcc.com/professional-development/online-training](http://ccrchcc.com/professional-development/online-training)  
[ccrcbc.com](http://ccrcbc.com)  
[ccrchcc.com](http://ccrchcc.com)



Smart Horizons is  
accredited by the  
International  
Association for  
Continuing Education  
and Training (IACET)  
and is authorized to  
issue the IACET CEU.



© Smart Horizons. All images used in according to license permissions. ©2016 123RF Limited.



# OCTOBER 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 Welcome to My World: Exploring Autism and How it Affects the Young Child and Their Environment 6:30pm-8:30pm Instructor: Ashley Beisel	4 SEFEL Module 1 9:00am-4:00pm Instructor: Sarah Sutherland	5 Understanding Linguistic and Cultural Diversity and Language Acquisition 6:30pm-8:30pm Instructor: Diane Stearns	6	7 Medication Administration 9:00am-4:00pm Instructor: Pat Jennings
8	9	10	11 Creating a Language Rich Learning Environment 6:00pm-9:00pm Instructor: Patricia Carruth  SEFEL Module 2 9:00am-4:00pm Instructor: Kelly Hutter	12	13	14 Emergency and Disaster Preparedness 9:00am-4:00pm Instructor: Sarah Sutherland
15	16	17	18 MD EXCELS: Getting to Level 2 6:30pm-8:30pm Instructor: Thea Quible  SEFEL Module 3A 9:00am-4:00pm Instructor: Julie Lowthert	19	20	21 CPR & First Aid 9:00am-1:00pm Instructor: Jay Hyde
22	23 Team Building and Communication Skills 6:30pm-8:30pm Instructor: Ashley Beisel  *Free for providers who work in St. Mary's County	24 Basic Health & Safety Training 6:00pm-9:00pm Instructor: Diane Stearns	25 SEFEL Module 3B 9:00am-4:00pm Instructor: Julie Lowthert	26	27	28 <b>SEA Saturday</b> Building Resiliency in Young Children 9:00am-12:00pm  Helping Children Cope: Recognizing and Responding to Childhood Trauma 12:30pm-3:30pm
29	30 Hands on Science Activities 6:30pm-8:30pm Instructor: Patricia Carruth	31				

# OCTOBER 2017

## Training Descriptions:

### **10/3—Welcome to My World: Exploring Autism and How it Affects the Young Child**

Autism is a neurodevelopmental disability that can have a significant impact on a child's communication skills, social interactions, and behaviors. In this training we will discuss ways to accommodate children with Autism and how you can help them thrive in your program!

*Time: 6:30pm-8:30pm, COK: 2 hours of special needs*

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

### **10/4—SEFEL Module 1**

#### **Promoting Social and Emotional Competence**

**Social Emotional Foundations for Early Learning** is a framework for teaching social and emotional skills to children. SEFEL promotes child social and emotional development and supportive environments. SEFEL helps support healthy development as well as communication, feeling identification, and important executive functioning. The SEFEL training is a 24-hour training broken into a series of (4) 6-hour modules. All 4 modules must be completed to earn a certificate!

*Time: 9:00am-4:00pm, COK: 5 hours of child development and 1 hour of professionalism*

*Fee: \$240 for members or \$260 for non-members*

### **10/5—Understanding Linguistic and Cultural Diversity and Language Acquisition**

Southern Maryland is home to families from all over the world. Children with different cultures and backgrounds often struggle in school or need extra help. Learn how to overcome language and cultural boundaries so that you can give your best care to the children in your center or home.

*Time: 6:30pm-8:30pm, COK: 1 hour of child development and 1 hour of special needs*

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

### **10/7—Medication Administration**

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*

### **10/11—Creating a Language Rich Learning Environment**

Imagine being a child in your classroom. Are there ample and diverse opportunities for learning and reading? If not, join us for this training where we will discuss creating a language rich environment using books, posters, activities, and more around your classroom. The more children see the words—the faster they will learn them!

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

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

### **10/11—SEFEL Module 2**

#### **Social and Emotional Teaching Strategies**

*Time: 9:00am-4:00pm, COK: 3 hours of child development and 3 hours of professionalism*

*Fee: See pricing below SEFEL Module 1 description*

### **10/14—Emergency and Disaster Preparedness**

Are you prepared for a natural disaster such as an earthquake, tornado, fire, etc.? What about a terror attack or suspicious activity in your community? Learn how to prepare for the worst by attending Emergency and Disaster Preparedness. We will even create emergency plans for you to take back to your center or home!

*Time: 9:00am-4:00pm, COK: 3 hours of health, safety, and nutrition and 3 hours of professionalism*

*Fee: \$50 for members and non-members*

### **10/18—MD EXCELS: Getting to Level 2**

Level 1 providers—learn what the next steps are to reach level 2! In this course we will discuss requirements, timelines, setting goals and more to help you reach your EXCELS potential!

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

*Fee: \$15 for members and non-members*

### **10/18—SEFEL Module 3A**

#### **Individualized Intensive Interventions: Determining the Meaning of Challenging Behavior**

*Time: 9:00am-4:00pm, COK: 2 hours of child development, 3 hours of professionalism, and 1 hour of community*

*Fee: See pricing below SEFEL Module 1 description*

### **10/21—CPR & First Aid**

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*

### **10/23—Team Building and Communication Skills**

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

*Fee: FREE for providers who work in St. Mary's County or \$25 for members or \$30 for non-members who work in Calvert/Charles Counties*

### **10/24—Basic Health & Safety Training**

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*

### **10/25—SEFEL Module 3B**

#### **Individualized Intensive Interventions: Developing a Behavior Support Plan**

*Time: 9:00am-4:00pm, COK: 2 hours of child development, 3 hours of professionalism and 1 hour of community*

*Fee: See pricing below SEFEL Module 1 description*

## **SEA SATURDAY**

### **10/28—Building Resilience in Young Children**

This **BRAND NEW** training will introduce strategies to help children become more confident, handle everyday frustrations, and bounce back from life's challenges.

*Time: 9:00am-12:00pm, COK: 3 hours of child development*

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

### **10/28—Helping Children Cope: Recognizing and Responding to Childhood Trauma**

When a disaster or traumatic event occurs, such as a natural disaster or violent act, it can be stressful for people of all ages. Children can harbor stress and anxiety about the trauma for months and even years after the incident. Participants will learn how to help children cope with trauma immediately after the event and how to respond to children who have experienced trauma in the past.

*Time: 12:30pm-3:30pm, COK: 3 hours of child development*

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

### **10/30—Hands on Science Activities**

Children love trying new science experiments! In this training we will introduce some fun and educational science experiments that children will be begging to try again!

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

*Fee: \$25 for members and \$30 for non-members*

# NOVEMBER 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2 Express Yourself: Discovering How to Extend Children's Natural Forms of Expression to Promote Early Literacy Skills 6:30pm-8:30pm Instructor: Lauren Signorelli	3	4 Medication Administration 9:00am-4:00pm Instructor: Pat Jennings
5	6 Transitions: Helping Children Through the Process of Change 6:30pm-8:30pm Instructor: Patricia Carruth	7	8 Multiculturalism: Embracing Diversity 6:30pm-8:30pm Instructor: Ashley Beisel	9 Supporting Breastfeeding in Child Care 6:30pm-7:30pm Instructor: Julie Lowthert	10 PRC Office Closed	11 Veterans Day
12	13 Positive Discipline 6:30pm-8:30pm Instructor: Sarah Sutherland	14 Basic Health & Safety Training 6:00pm-9:00pm Instructor: Diane Stearns	15 MD EXCELS: Next Steps 6:30pm-8:30pm Instructor: Thea Quible	16	17	18
19	20 Parent Handbook 6:30pm-8:30pm Instructor: Patricia Carruth  *Free for providers who work in St. Mary's County	21	22	23 Thanksgiving Holiday Break PRC Office Closed	24 Thanksgiving Holiday Break PRC Office Closed	25
26	27	28 Attention Deficit Hyperactivity Disorder 6:30pm-8:30pm Instructor: Ashley Beisel	29	30 The Importance of Executive Function and Self-Regulation in Early Childhood Education and Care 6:00pm-9:00pm Instructor: Diane Stearns  New Training!		



# NOVEMBER 2017

## Training Descriptions:

### 11/2—Express Yourself: Discovering How to Extend Children's Natural Forms of Self Expression to Promote Early Literacy Skills

In this training we will explore how daily activities and children's natural forms of self expression can be extended to promote pre-literacy skills and encourage the development of a positive self image.

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

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

### 11/4—Medication Administration

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*

### 11/6—Transitions: Helping Children Through the Process of Change

Many children have trouble moving from one activity to the next. Learn ways to plan transition activities that will engage children, help them calm down, and focus on the new activity or task. We will also discuss the benefits of setting routines and how it can help improve behavior and minimize disturbances throughout the day!

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

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

### 11/8—Multiculturalism: Embracing Diversity

Multicultural education means exposing children to other cultures and helping them become comfortable with, and respect all the ways people are different from each other. In this training we will discuss fun activities to introduce unfamiliar cultures and customs from around the world!

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

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

### 11/9—Supporting Breastfeeding in Child Care

Written for all childcare providers who work with parents of infants, this course describes the importance of breastfeeding, best ways to support breastfeeding mothers, how to store and handle breast milk, how to create a comfortable environment for breastfeeding mothers, sharing your support policy with families and staff, and current state laws regarding breastfeeding.

*Time: 6:30pm-7:30pm*

*Fee: \$10 for members or \$15 for non-members*

### 11/13—Positive Discipline

Positive discipline is a discipline model used by schools, and in parenting, that focuses on the positive points of behavior, based on the idea that there are no bad children, just bad behaviors. Learn how to begin implementing positive discipline in your home or center!

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

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

### 11/14—Basic Health & Safety Training

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*

### 11/15—MD EXCELS: Next Steps

Credentialing can be a difficult program to navigate on your own. Get help with the next steps you should take to reach your EXCELS goals!

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

*Fee: \$15 for members and non-members*

### 11/20—Parent Handbook

Is your parent handbook up-to-date, clear, and easily accessible? Join us for an informative training on designing and keeping a professional parent handbook. Please feel free to bring current copies of your handbook (or ideas you would like to include in a parent handbook) so that we can review them in the training. Laptops are welcome.

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

*Fee: Free to providers working in St. Mary's County and \$25 for members or \$30 for non-members working in Calvert /Charles Counties*

### 11/28—Attention Deficit Hyperactivity Disorder

Children with symptoms of ADHD often need redirection and extra support from teachers to stay focused and on track. In this training we will discuss strategies for helping children with ADHD stay focused and on their best behavior during important learning times.

*Time: 6:30pm-8:30pm, COK: 2 hours of special needs*

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

### 11/30—The Importance of Executive Function and Self Regulation in Early Childhood Education and Care

**New Training!** The Social Foundation Domain has a new section called executive function. Come learn about executive function and self-regulation and why these skills are important for children to be successful. We will learn strategies to use in your program to build these skills with the children you care for.

*Time: 6:00pm-9:00pm, COK: 3 hours of child development*

*Fee: \$30 for members or \$35 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 [thepromisecenter.org/register](http://thepromisecenter.org/register) or call 301-290-0040 to get your membership card today!

# DECEMBER 2017– MANDATORY CLASSES

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2 Medication Administration 9:00am-4:00pm Instructor: Pat Jennings
3	4	5	6 Including All Children and The Americans with Disabilities Act 6:00pm-9:00pm Instructor: Sarah Sutherland	7 SIDS 6:30pm-7:30pm Instructor: Julie Lowthert	8	9
10	11	12	13	14 Basic Health & Safety Training 6:00pm-9:00pm Instructor: Diane Stearns	15	16 CPR & First Aid 9:00am-1:00pm Instructor: Jay Hyde
17	18	19	20	21	22 Christmas Holiday Break PRC Office Closed	23
24 Christmas Eve	25 Christmas Day PRC Office Closed	26 Christmas Holiday Break PRC Office Closed	27 Christmas Holiday Break PRC Office Closed	28 Christmas Holiday Break PRC Office Closed	29 Christmas Holiday Break PRC Office Closed	30

# DECEMBER 2017-MANDATORY CLASSES

## Training Descriptions:

### 12/2—Medication Administration

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*

### 12/6—Including All Children and The Americans with Disabilities Act

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*

### 12/7—SIDS

This one-hour workshop will discuss information on how to reduce the risk of SIDS in the child care setting. \*Any provider planning on becoming licensed to care for infants needs to complete this workshop.  
*Time: 6:30pm-7:30pm*  
*Fee: \$10 for members or \$15 for non-members*

### 12/14—Basic Health & Safety Training

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*

### 12/16—CPR & First Aid

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*

## 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 [thepromisecenter.org/register](http://thepromisecenter.org/register) or call 301-290-0040 to get your membership card today!*