



Operated by the Economic Development Division of



SAVANNAH TECHNICAL COLLEGE

# Training Calendar January - June 2012

In partnership with the following agencies:



University of Georgia  
Cooperative Extension



Chatham  
Childcare  
Collaborative



For more training opportunities, visit our website @

[www.ccrrofsoutheastga.org](http://www.ccrrofsoutheastga.org)



The Early Start Child Care Resource & Referral Agency is a program of Savannah Technical College. Funded, in part, by Bright From The Start: Georgia Department of Early Care and Learning through the Federal Child Care and Development Block Grant. The Early Start Child Care Resource & Referral Agency offers educational programs and materials to all people without regard to race, color, national origin, age, sex or disability.



Why you should attend a conference sponsored by the Child Care Resource & Referral Agency of Southeast Georgia

1. Earn a **MAXIMUM** of 6 hours of State Approved Training
2. In addition to clock hours required by Bright From The Start, participants will earn CEUs through Savannah Technical College as needed for the CDA credential
3. Network with other child care professionals
4. Opportunity to visit our marketing table filled with information and goodies!
5. Participate in research-based, developmentally appropriate, quality child care training at the local level. No need to travel!

**Conference Agenda:**

8:00 am to 8:45 am	Check-in
8:45 am to 8:55 am	Welcome
9:00 am to 11:00 am	Session I
11:00 am to 11:15 am	Break
11:15 am to 1:15 pm	Session II
1:15 pm to 2:30 pm	Lunch Lunch is “on your own”
2:30 pm to 4:30 pm	Session III



**Potential Presenters Include:**  
(listed in alphabetical order)

Marcella Bell - St. Mary's, GA	Sarah Jackson - Brunswick, GA
Katrina Chance - Pooler, GA	Deborah Jones - Brunswick, GA
Dixie Dozier - Ludowici, GA	Melissa Lovett - Midway, GA
Lauren Dumas - Port Wentworth, GA	Kimberly McIntyre - Ludowici, GA
Kristen Goetz - Savannah, GA	Susan Moore - Dublin, GA
Tim Grams - Statesboro, GA	Danyel McNeil-Hall - Port Wentworth, GA
Lisa Groover - Savannah, GA	Wayne Murray - Surrency, GA
Katie Hagan - Twin City, GA	Veleria Murray - Surrency, GA
Malette Hawes - Hinesville, GA	Amanda Reynolds - Swainsboro, GA
Pam Holmes - Savannah, GA	Johnnye Rogers - Port Wentworth, GA
Krissy Krauss-Hickson - Brunswick, GA	Linda Taylor - Pooler, GA
Robert Stephen Hickson - Brunswick, GA	Candace Thigpen - Savannah, GA
Lisa Jordan - Pooler, GA	Belinda Tippins-Smith - Surrency, GA
Katrina Sheats - Augusta, GA	Mary Townsend - Savannah, GA
	Paula VanOtteren - Brunswick, GA
	Cynthia Washington-Bell - Hinesville, GA



## DESCRIPTION OF WORKSHIOPS

**Infectious Disease** - ECE-2 - This training will address the prevention of communicable disease in all areas from birth to school age; in family child care homes and center based care. This workshop has been developed to meet the requirement for all child care providers to have a minimum of 2 hours instruction in disease prevention within their first year of employment. We also recommend retaking the course every three years to update yourself on new policies, procedures, and standards.

**Injury Control** - ECE-2 - This training has been developed to assist providers in identifying common injuries, hazards, dangers and safety issues to assist them in reducing injuries to children in their care. This workshop has been developed to meet the requirement for all child care providers to have a minimum of 2 hours instruction in childhood injury control within their first year of employment. We also recommend retaking the course every three years to update yourself on new policies, procedures, and standards.

**Child Abuse and Neglect** - ECE-6 - This training has been developed to recognize possible child abuse and neglect for children of all ages. This workshop has been developed to meet the requirement for all child care providers to have a minimum of 2 hours instruction in child abuse and neglect identification and prevention within their first year of employment. We also recommend retaking the course every three years to update yourself on new policies, procedures, and standards.

**Fire Safety** - ECE-2 - This workshop is required by the State Fire Marshall's office. ALL employees MUST take this class within the first 90-days of employment. Once you have successfully completed the beginner class, you must renew your certificate every three years.

**CPR/1st Aid** - ECE-2 - Basic life support and first aid for infants, children and adults. Does not include AED training. *These workshops do not count as part of your annual 10 hours training; they are additional requirements. If you successfully complete the course, you will receive your certification.*

**Pediatric 1st Aid** - ECE-2 - This course builds on the Basic 1st Aid to include issues that address the emergency needs of children in the childcare setting. This class meets the NAEYC Accreditation requirements.

**Alike, but Different** - ECE-4 - In this session, providers will learn how multicultural issues and activities will assist in explaining difference in individuals and groups. Participants will leave with ideas for immediate use in their classroom.

**Art for All Ages** - ECE-3 - In this hands-on course, participants will learn why and how art activities help children of all cultures and abilities develop fine and gross motor skills, social and emotional control, and language abilities.

**GELS (Georgia Early Learning Standards)** - ECE-3 - This course explores the Georgia Early Learning Standards and how providers can use them to improve their abilities in the classroom, recognize typical development in the children they care for, and provide developmentally appropriate activities for children of all ages.

**Course list continues on next page →**

**I Can't Keep Doing What I've Always Done!** - ECE-7 - This course addresses childcare providers' need to continue their professional development and education. It also provides resources for finding specific trainings and how to keep up to date records of your education.

**Lesson Plans** - ECE-3 - In this training, participants will learn the parts of effective lesson plans, how to prepare them, and how to adjust group and individual activities to meet the needs of all children

**Movin' and Groovin'** - ECE-3 - In this "learn by doing" course, participants will learn how physical activity can help all children in all areas of development. Participants will learn new games and physical activities to use in their own classroom.

**My Place in the World** - ECE-3 - This course explores and covers social and emotional needs of children, how to encourage social support in the classroom, and teaching children how to make and keep friends.

**Partnerships with Parents** - ECE-5 - This course encourages participants to develop working relationships with their classroom families. It provides ideas on assisting parents with their child's education and ways to discuss "sticky situations" with parents.

**Positive Guidance** - ECE-4 - In this course, participants will learn the ways positive guidance can help their relationships with the children in their care. It will also provide behavior management techniques to assist in daily classroom functions.

**Prop Boxes** - ECE-3 - Pep up your pre-school curriculum with creative and fun prop boxes! Learn how to use items from your classroom, real and found items, and donated items to create inexpensive boxes that will excite children, motivate teachers, and impress parents!

**Putting the Puzzle Together** - ECE-6 - This course will help directors and administrators "put the puzzle" together to solve the issues they face everyday. This course will be held "round table style," so bring ideas and issues to discuss with your fellow administrators.

**One Size Does Not Fit All** - ECE-6 - This course will provide information on children with special needs, how to adapt daily classroom activities to meet those needs, and how to provide information to parents on referrals for identification of delays.

**Room Arrangement** - ECE-2 - Participants will learn how to use classroom arrangements to influence positive behavior in children and how room arrangement can lead to more successful classroom activity.

**Story Stations** - ECE-3 - In this training, participants will learn to use language and literacy within all areas of the classroom. Participants will leave with a working program to tie their literacy activities to every activity they provide to the children in their care.

**To the Beat of a Different Drum** - ECE-6 - This course explores the different learning styles present in early childhood classrooms. Participants will learn to develop activities that address all learning styles.

**Will You Be My Friend** - ECE-4 - This course teaches participants to identify ways that children are affected by social studies and learn activities that they can use in the classroom to assist children in learning about social studies and the world around them.

**Courses are dependent on instructor availability!**

# Registration Form

Please complete a registration form for each person planning to attend.  
We accept copies of the registration form.

Name: \_\_\_\_\_ Informal Provider? Yes No

If you are an Informal Provider, there is no cost to attend the conference, BUT you must submit your CAPS/MAXIMUS provider/vendor number. \_\_\_\_\_.  
If you do not submit your number, you must pay for the cost of the class.

Address: \_\_\_\_\_  
Street or Mailing Address City State Zip

Daytime Phone # \_\_\_\_\_ Evening Phone # \_\_\_\_\_

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

**Registration confirmation will only be sent to providers submitting an email address.**

**COST OF CONFERENCE:** \$30.00 if postmarked at least 10 days prior to the date of the conference  
\$40.00 if postmarked less than 10 days prior to the date of the conference  
\$50.00 for walk-ins on day of conference

\* Mail your check or money order to: Early Start Child Care Resource & Referral  
ATTN: Lauren Dumas, Training Assistant  
190 Crossroads Parkway  
Savannah, GA 31407

**\* Funds are not deposited until after the date of the conference.**

**For your convenience, you can register securely over the phone using your VISA, MasterCard or Discover card. To make a payment by phone, please call Lauren Dumas at 912.443.3383.**

**Please register me for the following conference(s). Check all conferences you wish to attend:**

## 2012

- | Date                             | Location   |
|----------------------------------|--|
| <input type="checkbox"/> 2.18.12 | Augusta—Location TBA   |
| <input type="checkbox"/> 2.25.12 | Kingsland—Harvest Christian Academy,<br>480 Henrietta Street, Kingsland, GA              |
| <input type="checkbox"/> 3.3.12  | Hinesville—Savannah Tech, Liberty County Campus,<br>100 Technology Drive, Hinesville, GA |
| <input type="checkbox"/> 3.10.12 | Dublin—Location TBA  |
| <input type="checkbox"/> 3.24.12 | Savannah—Savannah Tech Crossroads Campus,<br>190 Crossroads Pkwy, Savannah, GA 31407     |
| <input type="checkbox"/> 4.14.12 | Brooklet—Brooklet United Methodist Church Preschool,<br>207 Parker Ave, Brooklet, GA     |
| <input type="checkbox"/> 4.21.12 | Brunswick—Head Start, 1 Community Action Drive,<br>Brunswick, GA                         |
| <input type="checkbox"/> 4.28.12 | Swainsboro—Location TBA  |

**Please check if you need any of the following:**

- Basic Core
- CPR/1st Aid
- Pediatric 1st Aid
- Fire Safety

**In addition to health and safety, four - six ECE courses will be provided, based on the list of courses provided on pages 3-4, the available instructors, and the amount of registrations received for each conference.**

# TRAINING POLICIES

## REGISTRATION

- All participants must pre-register and pay any applicable fees in order to attend the conference of choice.
- Enrollment is on a first-come, first-served basis.
- A registration form must be completed for each person planning to attend the conference
- Your registration is not complete until payment has been received.

## FEES

- Training fees may be mailed, with registration form to:  
Early Start Child Care Resource and Referral Agency  
ATTN: Lauren Dumas, Training Assistant  
190 Crossroads Parkway  
Savannah, GA 31407
- Payments may be made by telephone using your VISA, MasterCard, or Discover card at 912.443.3383 with Lauren Dumas

## CANCELLATIONS

- Conferences may be canceled for several reasons. These reasons include, but are not limited to:  
Insufficient registrations                      Inclement weather                      Natural disasters
- If a conference is canceled due to circumstances beyond our control, participants will be issued a letter of credit which will allow them to attend another training opportunity hosted by Early Start Child Care Resource & Referral.
- Participants who cancel at least 24 hours prior to the day of the conference, may also receive a letter of credit.
- “No Shows” will not be issued a letter of credit and will forfeit their registration fees.
- Participants may have someone substitute for them if they cannot attend.

## CLASS ETIQUETTE

- All participants are required to participate in each workshop for the full training time allowed.
- Participants will not be permitted to attend class if they arrive ten minutes or more after the scheduled start of the workshop.
- Participants will not receive credit for the class if they leave ten minutes or more before the scheduled end of the workshop.
- All workshops are hands-on, interactive classes. Participants are expected to actively participate. Failure to participate in the workshop may result in no training credit being received. The following is a list of unacceptable behavior. This list is not all-inclusive: Sleeping, phone calls, leaving class, texting, or disruptive talking/behavior.
- ***To maximize the learning opportunity for each person, please make child care arrangements for your children. Children will not be permitted to attend training workshops.***

## **THINGS YOU SHOULD KNOW....**

**If you need special assistance to attend a training workshop, please call Gloria Bennett, Training Administrator at 912.443.3381.**

Workshops are offered on a first-come, first-seated basis.

Arrive early to ensure there is space available for you in the class you need to attend.

### **WE DO NOT ISSUE REFUNDS for any reason.**

If you are unable to attend a workshop, you may have a substitute take your place or request a letter of credit with a minimum of 24 hours notice. If an entire conference is canceled due to circumstances beyond our control (ex. insufficient registrations, inclement weather, natural disasters, etc.) you will receive a letter of credit that will entitle you to attend another workshop offered by Early Start Child Care Resource & Referral of the Chatham Childcare Collaborative

There is a \$30.00 charge on returned checks or money orders.

In accordance with State accounting procedures, if your check or money order is returned for any reason, you will forfeit the provision to submit payment by those methods. Future payments must be made in cash or debit/credit card.

*To maximize the learning opportunity for each person, please make child care arrangements for your children.*

*Children will not be permitted to attend training workshops.*

**Please remember—the room temperature is pre-determined by the host site. Please feel free to bring a sweater or jacket with you for your comfort. We have no control over thermostat settings.**

For additional training opportunities, please visit our website at [www.ccrrofsoutheastga.org](http://www.ccrrofsoutheastga.org)





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