



MSDE Approval # CKO-30828

# Montgomery Child Care Association Training Institute

## Winter/Spring 2017 Workshops

### Medication Administration *(open to MCCA employees only)*

6 hours, COK: Health, Nutrition and Safety, All Levels, All Ages

Date offered: **1/7** (SAT) 8:30 AM-2:30 PM

### Effective Child Care

*Meets licensing requirements for the Aide Orientation!*

Learn important information about quality child care including: keeping children safe and healthy, teaching strategies that support child development, maintaining a functional classroom environment and engaging in professional communication with families and coworkers.



**Price: \$45 per person**

3 hours, COK: Child Development/Professionalism, All Levels, All Ages

Dates offered: **01/26** (THURS) 11:00 AM- 2:00 PM    **03/11** (SAT) 9:00 AM-12:00 PM    **04/25** (WED) 6:45-9:45 PM

**06/13** (TUES) 11:00 AM-2:00 PM

Training Location: 3204 Tower Oaks Blvd. Suite 320 Rockville, MD 20852

### Positive Guidance

This workshop focuses on staff interactions, your program's environment and children's social emotional needs and the roles they play in behavior guidance strategies. Come learn strategies to guide children's behavior, engage children in conflict resolution, and support children in learning how to get along with others.

**Price: \$45 per person**

3 hours, COK: Child Development, All Levels, All Ages

Dates offered: **02/11** (SAT) 9:00 AM-12:00 PM    **03/24** (FRI) 11:00 AM-2:00 PM    **05/10** (WED) 6:45-9:45 PM

Training Location: 3204 Tower Oaks Blvd. Suite 320 Rockville, MD 20852

### Including All Children and the Americans with Disabilities Act

Learn about ADA regulations and best practices for supporting and including children with special needs in your program. Workshop materials include resources about current laws and responsive practices.

**Price: \$45 per person**

3 hours, COK: Special Needs, All Levels, All Ages

Dates offered: **02/22** (WED) 6:45-9:45 PM    **06/08** (THURS) 6:45-9:45 PM

Training Location: 3204 Tower Oaks Blvd. Suite 320 Rockville, MD 20852

### First Aid/CPR *(open to MCCA employees only)*

All Levels, All Ages

Dates offered: **02/25** (SAT) 9:00 AM-12:00 PM

Training Location: MCCA Park Street 1010 Grandin Ave. Rockville, MD 20851

### An Introduction to ASQ 3 & ASQ Online

This workshop serves as an introduction to the ASQ-3 developmental screening tool, teaches best practices in implementing a process for completing developmental screening of children under five years old, and provides an overview of upcoming MSDE regulations expectations for completing developmental screens in child care programs.

**Price: \$45 per person**

3 hours, COK: Child Development, All Levels, Ages 0-5

Dates offered: **05/25** (THURS) 11:00 AM-2:00 PM

Training Location: 3204 Tower Oaks Blvd. Suite 320 Rockville, MD 20852

## Training Registration Guidelines

- ❖ Please arrive at training 15 minutes early to sign-in. The check-in table will be open until the class begins; late arrivals will not be able to join classes already in session.
- ❖ Training has been developed to meet Maryland State Department of Education (MDSE) licensing requirements for credential training and continued education. Your full participation and presence is required.
- ❖ Training is for registered adults only. We cannot accommodate children in our workshops.
- ❖ There are no refunds for missed or cancelled classes. Any cancellations made in writing to [krista.engler@mccaedu.org](mailto:krista.engler@mccaedu.org), at least 48 hours before the training can be credited towards future training. Missed classes will not be credited (including late arrivals or early departures).
- ❖ If Montgomery County Public Schools are closed, have a delayed opening, or early closing *because of inclement weather*, all training scheduled for that business day will be rescheduled. If there is a schedule change, an alert will be posted on the Training Institute webpage ([http://www.mccaedu.org/training\\_classes.html](http://www.mccaedu.org/training_classes.html)) and participants will also be contacted by email if possible. For direct inquiries, contact the MCCA Training Institute at (301) 984-7687.
- ❖ Professional conduct is expected during training. Please refrain from using cell phones and engaging in side conversations. Trainers reserve the right to dismiss participants from the workshop for disruptive behavior. Workshop fees will not be refunded or credited under these circumstances.
- ❖ The MCCA Training Institute will issue certificates to participants who successfully complete all class requirements. The certificate includes an MDSE approval number and Core of Knowledge credit hour distribution.

## Registration Form for Core of Knowledge Workshops

Please make checks payable to "MCCA." Send payment and form to:

**MCCA Training Institute, 3204 Tower Oaks Boulevard., Suite 330, Rockville MD 20852**

**Please select workshop date(s):**

- January 7**, Medication Administration @ 3204 Tower Oaks Blvd Suite 320, \$70
- January 26**, Effective Child Care @ 3204 Tower Oaks Blvd Suite 320, \$45
- February 11**, Positive Guidance @ 3204 Tower Oaks Blvd Suite 320, \$45
- February 22**, Including All Children and the American with Disabilities Act @ 3204 Tower Oaks Blvd Suite 320, \$45
- February 25**, First Aid and CPR @ MCCA Park Street, \$60
- March 11**, Effective Child Care @ 3204 Tower Oaks Blvd Suite 320, \$45
- March 24**, Positive Guidance @ 3204 Tower Oaks Blvd Suite 320, \$45
- April 25**, Effective Child Care @ 3204 Tower Oaks Blvd Suite 320, \$45
- May 10**, Positive Guidance @ 3204 Tower Oaks Blvd Suite 320, \$45
- May 25**, ASQ-3 and ASQ-3 Online @ 3204 Tower Oaks Blvd Suite 320, \$45
- June 8**, Including All Children and the American with Disabilities Act @ 3204 Tower Oaks Blvd Suite 320, \$45
- June 13**, Effective Child Care @ 3204 Tower Oaks Blvd Suite 320, \$45

Name \_\_\_\_\_

Home Address (*non MCCA Employees only*) \_\_\_\_\_

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

Phone (    ) \_\_\_\_\_ Email Address \_\_\_\_\_

I work at (name of school/center/family child care) \_\_\_\_\_

