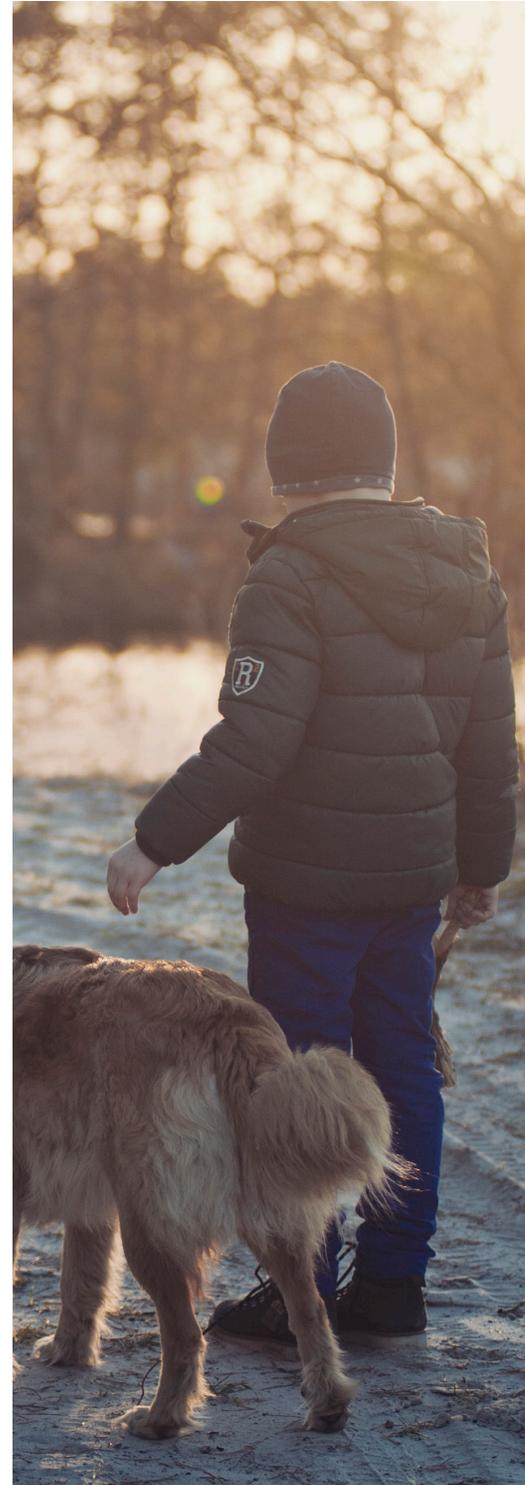




CHILD CARE SOLUTIONS

# The Navigator

*Leading you to high quality child care provider training*



*Winter 2018*  
*January - March*

Call:(315)446-1220

E-mail: [ccs@childcaresolutionscny.org](mailto:ccs@childcaresolutionscny.org)

Visit: [www.childcaresolutionscny.org](http://www.childcaresolutionscny.org)

# Workshops

The following workshops are held from 6:30 - 8:30 PM at our Syracuse Office located at 6724 Thompson Rd unless otherwise noted

## Creating Art Outdoors

Wednesday, January 10, 2018

This training will focus on how providers can bring art to their outdoor environment and plan fun and engaging experiences that will encourage creativity and development. Ideas will be discussed on how to incorporate new, exciting materials and activities as well as how to bring your inside art activities to your outdoor environment. Participants will have the opportunity to create some outdoor art materials to bring back to their program.

Instructor: Kristy Sherman

Fee: \$20 Member / \$30 Non-Member

2 Credit Hours

1 3



## Fine Motor, Gross Motor with Infants & Toddlers

Thursday, January 11, 2018

This hands-on training will focus on supporting both fine and gross motor development with infants and toddlers. Participants will engage in activities as well as discussions pertaining to understanding fine and gross motor development in children under 3 years of age. This training will introduce developmentally appropriate fine and gross motor activities that can be used in the infant/toddler classroom environment.

Instructor: Tessa Opet

Fee: \$20 Member / \$30 Non-Member

2 Credit Hours

1 2 3

## Sensory Science

Wednesday, January 17, 2018

This training will offer opportunity for participants to engage in activities that allow children to be inquisitive. Participants will learn sensory science projects they can use in the classroom. Focus will be on how to plan age-appropriate science activities with the focus being sensory science.

Instructor: Kristy Sherman

Fee: \$20 Member / \$30 Non-Member

2 Credit Hours

1 3

Afternoon Workshop // 1:00 - 2:30 PM

## Cooperative Games for SACC

Thursday, January 18, 2018

In a time when school age children are interacting more with a screen than each other, child care providers need to step up their gross motor games by providing a cooperative experience. Spend your afternoon playing games and identifying a variety of equipment or props that can be used during game play.

Instructor: Lisa Potter

Fee: \$15 Member / \$22.50 Non-Member

1.5 Credit Hours

1 2 3

## Sandbox Learning

Tuesday, January 23, 2018

Sandbox learning in the winter? Why not! But this training will be with a bit of a twist as participants will discover the hidden learning that goes on in the sandbox, and also how to replace sand with snow for sensory learning activities. We'll cover sandbox safety and introduce traditional and non-traditional materials that can also be used in sandbox (and snow) play!

Instructor: Kristi Cusa

Fee: \$20 Member / \$30 Non-Member

2 Credit Hours

1 3 4

## Promoting Physical Development

Wednesday, January 24, 2018

This hands-on training will focus on promoting both fine and gross motor development in preschool children. Participants will engage in activities as well as discussions pertaining to understanding fine and gross motor development. This training will introduce developmentally appropriate fine and gross motor activities that can be used in the preschool environment.

Instructor: Lisa Potter

Fee: \$20 Member / \$30 Non-Member

2 Credit Hours

1 2 3

## Toddler Art

Thursday, January 25, 2018

In this training participants will experience using a variety of traditional and non-traditional art materials that can be used in a toddler-age classroom. Participants will discuss barriers to designing and implementing successful art experiences for toddlers where they can freely explore materials. Participants will leave the training with a list of non-traditional materials they can add to their program, as well as a number of activities focusing on open-ended exploration of materials by toddlers.

Instructor: Tessa Opet

Fee: \$20 Member / \$30 Non-Member

2 Credit Hours

1 3

## Special Guest Instructor

9:00 - 11:00 AM

### Tax Prep Workshop

Saturday, January 27, 2018

Make sure your family day care tax return is accurate and that you get all of the business deductions you're entitled to. Brett Grandjean from the accounting firm of Grandjean and Wagner, Inc. is returning this year to take you line-by-line through the 2017 tax returns. Mr. Grandjean has been preparing tax returns for family day care providers for many years. This workshop will include Schedule C which is required for people who file as self-employed.

**Bring a spouse for an extra \$10!**

Instructor: Brett Grandjean

Fee: \$20 Member / \$30 Non-Member

\$30 Two Members / \$40 Two Non-Members

2 Credit Hours

5

## Darkness to Light: Stewards of Children

Tuesday, January 30, 2018

This prevention training program teaches adults how to prevent, recognize and react responsibly to child sexual abuse.

Instructor: Kristi Cusa

Fee: \$20 Member / \$30 Non-Member

2 Credit Hours

6

## Super Saturday!

February 3, 2018

Join us for one day of training and earn up to 6 credit hours in 8 different categories!

8:30 AM - 10:30 AM

### Emergency Preparedness

When that fire alarm goes off, will you be ready? Are the children ready to go? What do you need to bring with you and where are you going? What should you do after the drill is over? Participants will discuss the OCFS paperwork that is required for evacuation drills and shelter in place drills. Participants will discuss how to have a stress free and instructive evacuation drill experience.

Instructor: Kristy Sherman

Fee: \$20 Member / \$30 Non-Member

2 Credit Hours

4 5 7

10:30 AM - 12:30 PM

### Fragile Babies, Gentle Touch

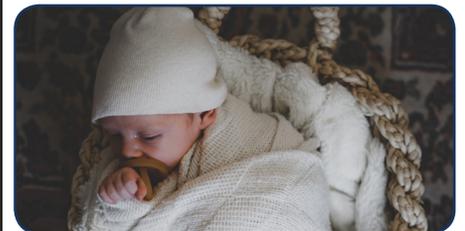
This training will discuss the physical development of infants and how critical it is to handle them correctly. Participants will learn techniques for keeping babies safe from physical harm during their daycare day, and relate the handling of infants to child abuse and shaken baby syndrome.

Instructor: Tessa Opet

Fee: \$20 Member / \$30 Non-Member

2 Credit Hours

1 2 6 9



1:00 PM - 3:00 PM

### Health & Infection Control

This training gives participants the opportunity to address OCFS Regulations using "real life" scenarios that will be reviewed, discussed, and addressed using specific OCFS Regulation criteria.

Instructor: Lisa Potter

Fee: \$20 Member / \$30 Non-Member

2 Credit Hours

3 7

## Successful Separation: Supporting Parents and Their Children

**Monday, February 05, 2018**

Leaving your infant or toddler at childcare can be an over-whelming feeling. Parents and children need support and understanding to help them successfully navigate the challenges of separating at drop off time.

*Instructor: Kristy Sherman*

*Fee: \$20 Member / \$30 Non-Member*

*2 Credit Hours*

1 4

Afternoon Workshop // 1:00 - 2:30 PM

### Positive Behavior Guidance for SACC

**Wednesday, February 07, 2018**

In this training, participants will gain positive strategies to use with their school age children. Strategies to both avoid challenging behaviors and to deal with challenging behaviors once they have occurred.

*Instructor: Lisa Potter*

*Fee: \$15 Member / \$22.50 Non-Member*

*1.5 Credit Hours*

3 7



## Don't Box Me In: Creative Ways to Use Cardboard Boxes

**Monday, February 12, 2018**

Kids love playing with cardboard boxes, sometimes more than the fancy toys that come in the box. In this session participants will learn about the educational opportunities when they bring cardboard boxes into the classroom. Ideas will be presented on ways that cardboard boxes can be used in the classroom as well as the value of letting children use their imagination and creativity to decide how they want to use the materials.

*Instructor: Kristy Sherman*

*Fee: \$20 Member / \$30 Non-Member*

*2 Credit Hours*

1 3

## Responsive Caregiving with Infants

**Thursday, February 15, 2018**

This training will help to expand and strengthen your knowledge of the importance of creating nurturing relationships with the children you care for in the early childhood education field to promote high-quality care.

*Instructor: Tessa Opet*

*Fee: \$20 Member / \$30 Non-Member*

*2 Credit Hours*

1 3

## Kindergarten Readiness

**Tuesday, February 20, 2018**

This training discusses what we need to consider when helping prepare children for the world of kindergarten. What skills play an important role in success in kindergarten, how do these skills vary from child to child, and what can schools, early childhood programs, and families do to ensure a smooth transition for children both socially and academically.

*Instructor: Kristy Sherman*

*Fee: \$20 Member / \$30 Non-Member*

*2 Credit Hours*

1 3

## Culture and Caregiving

**Wednesday, February 21, 2018**

This training will explore the importance of culture on child development.

*Instructor: Kristi Cusa*

*Fee: \$20 Member / \$30 Non-Member*

*2 Credit Hours*

1 3

## Proactive Classroom Management

**Monday, March 05, 2018**

This training will cover proactive strategies that ECE professionals can use in their settings to establish consistent routines, and a predictable environment. The session will cover set up of the physical environment, transitions, daily schedule, using classroom cues, classroom rules, building relationships, and teaching social/emotional skills.

*Instructor: Kristy Sherman*

*Fee: \$20 Member / \$30 Non-Member*

*2 Credit Hours*

1 3

## Prop Box Fun

**Monday, March 12, 2018**

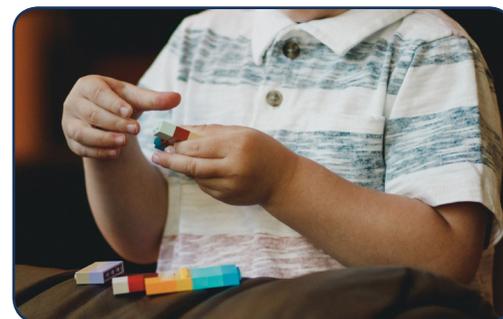
Participants will learn about the concept of designing prop boxes as a curriculum aid, creating a prop box with correlating activities based on a theme or learning concept.

*Instructor: Kristy Sherman*

*Fee: \$20 Member / \$30 Non-Member*

*2 Credit Hours*

1 3



## Making Flannel Boards and Big Books

**Wednesday, March 14, 2018**

Make a big book or flannel board to use in your program. Learn about the different ways flannel boards and big books can excite children's learning.

*Instructor: Kristi Cusa*

*Fee: \$20 Member / \$30 Non-Member*

*2 Credit Hours*

1 3

## Child Abuse and Maltreatment/Neglect with Shaken Baby Syndrome

**Thursday, March 15, 2018**

This training will cover the components of abuse and maltreatment/neglect required by the Office of Children and Family Services. Participants will learn how to recognize the signs of abuse and maltreatment/neglect and how to document and report suspected cases.

*Instructor: Kristi Cusa*

*Fee: \$20 Member / \$30 Non-Member*

*2 Credit Hours*

6 8 9

## Art: Process vs. Product

**Monday, March 19, 2018**

This training will focus on the difference between art activities that are product-driven vs. art activities that focus on the process involved in a child's exploration of materials and creating with materials, and the importance exploration of materials has on learning.

*Instructor: Kristy Sherman*

*Fee: \$20 Member / \$30 Non-Member*

*2 Credit Hours*

1 3

Afternoon Workshop // 1:00 - 2:30 PM

### SACC Regulations

**Wednesday, March 28, 2018**

This training gives participants the opportunity to address OCFS Regulations using "real life" scenarios that will be discussed and addressed using specific OCFS Regulation criteria.

*Instructor: Lisa Potter*

*Fee: \$15 Member / \$22.50 Non-Member*

*1.5 Credit Hours*

7

### Key to OCFS Topic Areas

- 1 Principles of childhood development
- 2 Nutrition and health needs of infants and children
- 3 Child day care program development
- 4 Safety and security procedures
- 5 Business record maintenance and management
- 6 Child abuse and maltreatment identification and prevention
- 7 Statutes and regulations pertaining to child day care
- 8 Statutes and regulations pertaining to child abuse and maltreatment
- 9 Education and information on the identification, diagnosis and prevention of shaken baby syndrome

# Auburn Workshops

The following workshops are held from 6:30 - 8:30 PM at our Auburn Office located inside Play Space at 63 Genesee Street

## The Power of Play

Wednesday, January 31, 2018

In this training, participants will explore the power, and importance of, play. Focusing on child-directed vs adult-directed play, participants will discuss object play and social play for young children.

Instructor: Kristy Sherman

Fee: \$20 Member / \$30 Non-Member

2 Credit Hours

1 3

## Positive Behavior Guidance

Thursday, February 22, 2018

In this training, participants will gain positive strategies to both avoid challenging behaviors and strategies to deal with challenging behaviors once they have occurred.

Instructor: Lisa Potter

Fee: \$20 Member / \$30 Non-Member

2 Credit Hours

1 3 7

## Child Abuse and Maltreatment/Neglect with Shaken Baby Syndrome

Thursday, February 08, 2018

This training covers the components of abuse and maltreatment/neglect required by the Office of Children and Family Services. Participants will learn how to recognize the signs of abuse and maltreatment/neglect and how to document and report suspected cases.

Instructor: Kristi Cusa

Fee: \$20 Member / \$30 Non-Member

2 Credit Hours

6 8 9

## Dissecting a Temper Tantrum

Thursday, March 22, 2018

This training focuses on the unique world of infants and toddlers and the challenges of responding to tantrums. We will discuss behaviors associated with tantrums, how we feel about tantrums, factors that influence them, and effective responses to tantrums that support the child.

Instructor: Tessa Opet

Fee: \$20 Member / \$30 Non-Member

2 Credit Hours

1 3

# Pyramid Model Workshops

All Pyramid Model Module trainings are held at our Syracuse Office located at 6724 Thompson Road.



The Pyramid Model is a research based series of trainings proven to be an effective approach to building social and emotional competence in early care and education programs. The goal of the Pyramid Model is to promote children's success by **creating an environment where every child feels good about coming to school** - focusing on teaching children what to do, and teaching skills children can use in place of challenging behaviors. Instructor Kristi Cusa is a NYS Pyramid Model Master Cadre Trainer.

The Pyramid Model is broken down into four units - Infant/Toddler, Preschool, Families, and Coaching. Each unit is taught through a series of individual workshops (called modules) that vary in length. **No prior knowledge is required**, the units and workshops can be taken in any order!

## Pyramid Model: Preschool Module 3

Saturday, January 20, 2018

Participants will discuss individualized intervention as it pertains to guiding behavior, including the overview/process of positive behavior supports, functional assessment and data collection, developing a behavior support plan, and monitoring outcomes.

Time: 8:30 AM - 3:30 PM

Instructor: Kristi Cusa

Fee: \$90 Member / \$125 Non-Member

6 Credit Hours

## Pyramid Model Infant Toddler Module 1

Saturday, February 24, 2018

This training is designed to support the social and emotional development of children birth through 3 years of age. The Pyramid Model is a framework of evidence-based practices for promoting young children's social and emotional competence and for preventing and addressing challenging behavior.

Time: 8:30 AM - 3:30 PM

Instructor: Kristi Cusa

Fee: \$90 Member / \$125 Non-Member

6 Credit Hours

All Pyramid Model workshops cover OCFS Categories: 1 3 4 5



# EARN YOUR CHILD DEVELOPMENT ASSOCIATE (CDA) WITH CHILD CARE SOLUTIONS

**CDA? What's that?** The **Child Development Associate (CDA) Credential™** is a nationally recognized credential in the early childhood education field and is a key stepping stone on the path of career advancement for family child care providers, center-based or school setting staff. Demand is high for quality child care providers and earning your CDA is a mark of professionalism that is widely respected. It gives assurance to parents and administrators that they have hired a qualified individual to care for their children. Whether you're just beginning your career or an established provider looking to grow your program, we offer a 6 month CDA course that will give you the confidence and motivation to advance your career as an early childhood educator.

**What does it cost?** Our CDA program is \$1500, including a non-refundable \$50 registration fee. However, many students are eligible for the EIP to help cover the cost. Funds for CDA training are also now available through CSEA/VOICE for registered & licensed FDC and GFDC providers. *Please contact CSEA/VOICE directly for more information.*

## CDA Course Dates

January 9, 16, 23, 30

February 6, 13, 20, 27

March 6, 13, 17, 20, 27

April 3, 5, 10, 12, 17, 19, 24, 26

May 1, 3, 8, 10, 15, 17, 22, 24

## Next session begins January 9, 2018!

Our CDA classes all take place at our Syracuse office on **Tuesday & Thursday** evenings from **6:00 PM - 9:00 PM**, with the exception of one **Saturday** class (3/17) which runs **8:30 AM - 2:30 PM**.

Visit our website to learn more about our CDA course and to download & print the application form.

**Questions?** We are happy to answer your CDA questions over the phone or by email.

Contact Kristi Cusa at (315) 446-1220 ext. 309 or [kristic@childcaresolutionsny.org](mailto:kristic@childcaresolutionsny.org)

# Registration Form

Mail this form with payment, or refer to our Policies & Procedures page for other ways to register.

## Child Care Solutions Member

Yes  No

Not sure? Give us a call!  
(315) 446-1220

\_\_\_\_\_ Renew my membership

\_\_\_\_\_ Sign me up!

Rate: \$ \_\_\_\_\_



Name: \_\_\_\_\_

Name of Program: \_\_\_\_\_

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

Zip: \_\_\_\_\_

Type of Program: \_\_\_\_\_

\*Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Facility ID: \_\_\_\_\_

All workshops & certification courses are held at our Syracuse Office located at 6724 Thompson Road **unless otherwise noted**

Syracuse Workshops				OCFS Categories	Price Member / Non-Member	
Wed	1/10	Creating Art Outdoors	6:30 PM - 8:30 PM	1, 3	\$20 / \$30	KS
Thurs	1/11	Fine Motor, Gross Motor with Infants and Toddlers	6:30 PM - 8:30 PM	1, 2, 3	\$20 / \$30	TO
Wed	1/17	Sensory Science	6:30 PM - 8:30 PM	1, 3	\$20 / \$30	KS
Tues	1/23	Sandbox Learning	6:30 PM - 8:30 PM	1, 3, 4	\$20 / \$30	KC
Wed	1/24	Promoting Physical Development	6:30 PM - 8:30 PM	1, 2, 3	\$20 / \$30	LP
Thurs	1/25	Toddler Art	6:30 PM - 8:30 PM	1, 3	\$20 / \$30	TO
Sat	1/27	Tax Prep Workshop	9:00 AM - 11:00 AM	5	\$20 / \$30	BG
Tues	1/30	Darkness to Light: Stewards of Children	6:30 PM - 8:30 PM	6	\$20 / \$30	KC
Mon	2/5	Successful Separation: Supporting Parents & Their Children	6:30 PM - 8:30 PM	1, 4	\$20 / \$30	KS
Mon	2/12	Don't Box Me In: Creative Ways to Use Cardboard Boxes	6:30 PM - 8:30 PM	1, 3	\$20 / \$30	KS
Thurs	2/15	Responsive Caregiving with Infants	6:30 PM - 8:30 PM	1, 3	\$20 / \$30	TO
Tues	2/20	Kindergarten Readiness	6:30 PM - 8:30 PM	1, 3	\$20 / \$30	KS
Wed	2/21	Culture and Caregiving	6:30 PM - 8:30 PM	1, 3	\$20 / \$30	KC
Mon	3/5	Proactive Classroom Management	6:30 PM - 8:30 PM	1, 3	\$20 / \$30	KS
Mon	3/12	Prop Box Fun	6:30 PM - 8:30 PM	1, 3	\$20 / \$30	KS
Wed	3/14	Making Flannel Boards and Big Books	6:30 PM - 8:30 PM	1, 3	\$20 / \$30	KC
Thurs	3/15	Child Abuse and Maltreatment/Neglect with Shaken Baby	6:30 PM - 8:30 PM	6, 8, 9	\$20 / \$30	KC
Mon	3/19	Art: Process vs. Product	6:30 PM - 8:30 PM	1, 3	\$20 / \$30	KS
<b>Afternoon SACC Workshops</b>						
Thurs	1/18	Cooperative Games for SACC	1:00 PM - 2:30 PM	1, 2, 3	\$15 / \$22.50	LP
Wed	2/7	Positive Behavior Guidance for SACC	1:00 PM - 2:30 PM	3, 7	\$15 / \$22.50	LP
Wed	3/28	SACC Regulations	1:00 PM - 2:30 PM	7	\$15 / \$22.50	LP
<b>Auburn Workshops</b>						
Wed	1/31	The Power of Play	6:30 PM - 8:30 PM	1, 3	\$20 / \$30	KS
Thurs	2/8	Child Abuse and Maltreatment/Neglect with Shaken Baby	6:30 PM - 8:30 PM	6, 8, 9	\$20 / \$30	KC
Thurs	2/22	Positive Behavior Guidance	6:30 PM - 8:30 PM	1, 3, 7	\$20 / \$30	LP
Thurs	3/22	Dissecting a Temper Tantrum	6:30 PM - 8:30 PM	1, 3	\$20 / \$30	TO
<b>Super Saturday Workshops</b>						
Sat	2/3	Emergency Preparedness	8:30 AM - 10:30 AM	4, 5, 7	\$20 / \$30	KS
Sat	2/3	Fragile Babies, Gentle Touch	10:30 AM - 12:30 PM	1, 2, 6, 9	\$20 / \$30	TO
Sat	2/3	Health & Infection Control	1:00 PM - 3:00 PM	3, 7	\$20 / \$30	LP
<b>Pyramid Model Training Workshops</b>						
Sat	1/20	Pyramid Model: Preschool Module 3	8:30 AM - 3:30 PM	1, 3, 4, 5	\$90 / \$125	KC
Sat	2/24	Pyramid Model: Infant Toddler Module 1	8:30 AM - 3:30 PM	1, 3, 4, 5	\$90 / \$125	KC
<b>Certification Courses (continued on reverse)</b>						
Sat	1/20	Adult and Pediatric CPR/First Aid	8:30 AM - 3:30 PM	2	\$90 / \$100	LC
Sat	2/3	Adult and Pediatric CPR/First Aid	8:30 AM - 3:30 PM	2	\$90 / \$100	LC
Tues	2/20	Adult and Pediatric CPR/First Aid	9:00 AM - 3:30 PM	2	\$90 / \$100	LC
Sat	3/3	Adult and Pediatric CPR/First Aid	8:30 AM - 3:30 PM	2	\$90 / \$100	LC

Office Use Only

Date Rec'd: \_\_\_\_\_

Total Paid: \_\_\_\_\_

CK, MO, EIP or cash receipt #: \_\_\_\_\_

INV #: \_\_\_\_\_

Continued on reverse

# Registration Form Cont.

Mail this form with payment, or refer to our Policies & Procedures page for other ways to register.

To sign up for the following courses you must register with ECETP first (see directions below)						
Tu & W	1/16 & 1/17	MAT: Independent Study	6:00 PM - 8:30 PM	2, 4, 7	\$85	TZ
Sat, W & Sat	1/20, 1/24 & 1/27	Health and Safety Training	8:00 AM - 4:00 PM (Sat) & 5:30 PM - 9:00 PM (Wed)	2, 4, 5, 6, 7, 8, 9	\$250	GG
Sat, W & Sat	2/10, 2/13 & 2/17	Health and Safety Training	8:00 AM - 4:00 PM (Sat) & 5:30 PM - 9:00 PM (Wed)	2, 4, 5, 6, 7, 8, 9	\$250	BO
Sat	3/10 & 3/17	MAT: Classroom Skills Competencies	9:00 AM - 2:00 PM	2, 4, 7	\$125	TZ
Tu & W	3/13 & 3/14	MAT: Independent Study	6:00 PM - 8:30 PM	2, 4, 7	\$85	TZ

### To register with ECETP for MAT and Health & Safety Courses:

1. Go to <https://www.ecetp.pdp.albany.edu> and sign up for an account. You'll need an email address, your Facility ID # and expiration date to create a username and password.
2. Once your account is created, go to <https://www.ecetp.pdp.albany.edu/findtraining.aspx> and search for either MAT or Health & Safety. Then choose your preferred date and click "Apply for this Training."
3. After signing up with ECETP, you must contact us at (315) 446-1220 to pay your course fee.

## Certification Courses

The following certification courses are held at our Syracuse Office located at 6724 Thompson Road.

**Adult & Pediatric CPR/First Aid:** Successful participants earn a Red Cross certification valid for 2 years in both Adult & Pediatric CPR and First Aid.

### Weekend Session: 8:30 AM - 3:30 PM

Saturday, January 20 or Saturday, February 3 or Saturday, March 3

Instructor: Laura Cummings

7 Credit Hours

Fee: \$90 Member/\$100 Non-Member

### New! Weekday Session: 9:00 AM - 3:30 PM

Wednesday, February 20

Instructor: Laura Cummings

7 Credit Hours

Fee: \$90 Member/\$100 Non-Member

These sessions include a lunch break. Plan to bring a lunch as there is not enough time to leave the building. There is a refrigerator and microwave available for your use.

2

**MAT Certification (Medication Administration Training):** This skills based certification course is required of providers wishing to become approved to administer over-the-counter and prescription medications to children in their programs. We offer two different options to earn MAT certification; Independent Study and Classroom Based. Both options result in the same certification, and required attendance at both sessions to earn certificate. **To sign up for this course you must register with ECETP first.** Both course options cover the following topics:

- An overview of medication effects
- Preparation and administration techniques
- Ways to give both over-the-counter & prescription medication
- Permission, paperwork, and instruction requirements
- Emergency care & special situations
- The handling, storage and safe disposal of medication

### MAT: Independent Study

This option allows you to complete the majority of the training at home or work at a time convenient for you. You first complete the independent study portion of the course on your own, and then attend two classroom review and testing sessions to complete the course. A working email address is required. The mandatory classroom sessions are held from 6:00 PM - 8:30 PM on the following dates:

Tuesday, January 16 & Wednesday, January 17 or

Tuesday, March 13 & Wednesday, March 14

Instructor: Tiffany Zappala

8 Credit Hours

Fee: \$85 Member/Non-Member

### MAT: Classroom Skills Competencies

This option for the student who prefers the structure of a classroom setting. The course is split into two full day sessions, from 9:00 AM - 2:00 PM each day. You must attend both sessions to earn MAT certificate.

Saturday, March 10 & Saturday, March 17

Instructor: Tiffany Zappala

8 Credit Hours

Fee: \$125 Member/Non-Member

2 4 7

**Health & Safety Training: Competencies for Becoming a Family or Group Family Day Care Provider:** This competency-based course provides a foundation for practices that promote and protect the health and safety of children in home-based child care. Successful completion of this course is required for all new family or group family day care applicants in New York State prior to licensure or registration, as well as for existing family or group family day care providers who change location or modality. The course is divided into three separate sessions; two Saturday sessions which are held from 8:00 AM - 4:00 PM and one Wednesday session held from 5:30 PM - 9:00 PM. You must attend all three sessions to earn your certificate. **To sign up for this course you must register with ECETP first.**

Saturday, January 20 & Wednesday, January 24 & Saturday, January 27

Instructor: Gail Gzik

15 Credit Hours

Fee: \$250 Member/Non-Member

or

Saturday, February 10 & Wednesday, February 13 & Saturday, February 17

Instructor: Rebecca Oliver

15 Credit Hours

Fee: \$250 Member/Non-Member

2 4 5 6 7 8 9

# Policies & Procedures

**Class Registration:** A completed registration form for each person along with payment must be received at least five (5) business days prior to the date of the class. Space is limited in some classes; we highly recommend advanced registration. Registration is not accepted without payment. We accept MasterCard, Visa, and Discover credit cards only. Returned checks will be assessed a \$25 fee. Payment will not be accepted at the door the day of a training. You will be invoiced for the training plus an additional \$5 processing fee. Your training certificate will be mailed after receipt of payment.

## We offer a number of different ways to register and pay for classes to meet your needs:

### Website

Visit [www.childcaresolutionscny.org](http://www.childcaresolutionscny.org) and click on "Search for Training" to find our training calendar. For course descriptions and to register on-line, click the desired course from the calendar. We accept payment by credit card only for on-line registration.

### Mail

Send completed registration form with payment. We accept payment by check, money order or signed EIP award. Do not send cash through the mail.

### Phone

Call (315) 446-1220 to register over the phone. We accept payment by credit cards over the phone.

### At Our Office

Visit our Syracuse office to register in person. We accept payment by cash, check, money order, signed EIP award, or credit card.

**Attendance & Withdrawal:** If you have registered and paid for a single session training and cannot attend, please contact us by phone with at least three days' notice. We can switch you to an alternate class or substitute a different staff member. If an emergency arises that you are unable to attend, your payment can be held for up to 30 days and applied to a different training. If you withdraw from a training that has multiple sessions such as CDA and have used EIP to pay, we will prorate a reimbursement to EIP based on the number of sessions attended. *After the third session of any multi-session training, no reimbursement will be offered.*

**Refunds & Cancellations:** All fees are non-refundable, except when training has been canceled by Child Care Solutions. Child Care Solutions reserves the right to cancel any training due to low enrollment, inclement weather or any extenuating circumstances. Participants will be notified by phone of the cancellation and offered a refund or an alternate date for the training.

*If you wish to check on the status of a class, call our Cancellation Line at (315) 446-1220 ext. 324 for the most up to date information.*

**Training Certificates:** Participants whom have paid will receive a training certificate at the end of training. Duplicate certificates are free for current Child Care Solutions members and \$5.00 for non-members.

**Additional Policies:** We are unable to accommodate children during professional development classes and conferences. Photographs may be taken during your class for use in agency marketing campaigns including our website and social media accounts. Please alert the presenter if you do not wish to be photographed.

## Financial Assistance for Training

**Educational Incentive Program (EIP):** Child care providers working in a regulated program may be eligible to receive funding for training through EIP. For more information and to apply for funding, visit:

<https://www.ecetp.pdp.albany.edu/eip.shtm>

If you have received an EIP award and want to apply it towards training, sign & date the award and return it with your registration form to CCS. We can only enroll you with your signed & dated EIP award; slots will not be held if you have applied and are waiting for your award. You can choose to pay out of pocket while waiting for your award to arrive, and receive a reimbursement when the signed & dated award is submitted.

**CSEA/VOICE Professional Development Program:** Funding for trainings at CCS is now available through the CSEA/VOICE Professional Development Program for registered Family Day Care and licensed Group Family Day Care providers. Visit our website for more information and instructions on how to sign up! There is no limit to the number of workshops you can take. Unfortunately, this funding is not available to program assistants.

ON-SITE

*The workshops in this catalog, as well as a number of others, are also available as on-site trainings. Our professional development specialists are available to travel to your location to teach a workshop at a time that works for you and your staff.*

*Call or email [ccs@childcaresolutionscny.org](mailto:ccs@childcaresolutionscny.org) to schedule an on-site training today!*

TRAINING

## Become A Member

### Are you a child care professional in Central New York?

If so, help support Child Care Solutions by purchasing a professional membership today. Your membership is valid for one year and entitles you to special discounted rates\* on our on-site trainings, workshops, and professional development conferences.

\*excluding MAT, Health & Safety, & CDA Courses

### Membership Rates:

**\$25** Family Child Care Home

**\$40** Group Family Child Care Home

**\$55 per location** Small Child Care/Early Education Program with less than five staff members

**\$100 per location** Child Care/Early Education Program with more than five staff members

**\$100 per location** Non Profit Community Organization

**Call (315) 446-1220 to join or renew your membership today!**



# CHILD CARE SOLUTIONS

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Learning COUNCIL  
New York's child care resource network



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[www.childcaresolutionscny.org](http://www.childcaresolutionscny.org) • [@ChildCareSolutionsofCNY](https://www.facebook.com/ChildCareSolutionsofCNY) • [@CCSolutionsCNY](https://www.pinterest.com/CCSolutionsCNY)

**Struggling with a group of biting toddlers? Out of ideas for dealing with a difficult behavior?  
Curious on how to become a breast-feeding friendly certified site?**



Did you know as a registered or licensed provider you can get **free** one on one support answering questions like these at Child Care Solutions? It's called **technical assistance**, and our Professional Development Specialists and two Infant/Toddler Specialists are here to help you over the phone or in person improve the quality of your program, free of charge.

Feel free to contact us at (315) 446-1220 ext. 309 during business hours to schedule a technical assistance consultation.

## Winter Office Closings

Our **Syracuse** office will be closed on the following days:

**Monday, January 15**  
**Monday, February 19**

Our **Auburn** office will be closed on the following days:

**Monday, January 15**  
**Wednesday, January 24**  
**Monday, February 19**  
**Wednesday, February 28**  
**Wednesday, March 28**

## save the date...

Our annual Seanna M. Donley  
Growing Together Conference will be held

**Sunday, March 4, 2017**

*At Cayuga Community College in Auburn*