

Jefferson-Lewis Childcare Project

a program of

COMMUNITY ACTION PLANNING COUNCIL

518 Davidson Street • Watertown NY 13601

315.782.4900 • jlcp@capcjc.org

www.capcjc.org

JLCP Workshop Catalog

Spring and Summer 2017

In Konor and Recognition

of

Child Care Provider Appreciation Day

Jefferson-Lewis Childcare Project invites all providers and program staff to attend a special celebration!

Thursday, May 12 from 6:00-8:00 PM Maggie's on the River

500 Newell Street, Watertown

Hors d'oeuvres, soft drinks, and desserts
Door prizes and gifts of appreciation
Years-of-service recognition

We look forward to celebrating with you!

Kindly reply by May 4
Phone: 315-782-4900 x 230 or 239
Email: avanwormer@capcjc.org
Click here to RSVP online!

As a small business owner and operator you know how challenging the first couple of years can be. **ALL Family and Group Family** providers are welcome to join our First Year's Club. Meetings are an opportunity to talk with other providers, share your ups and downs, and get or give support and advice. To get the conversation started, we are planning discussion around the following topics:

Wednesday, April 26 6:00-7:30 PM

At this meeting we will discuss the importance of professional connections and talk about ways that providers can relate and share with one another.

Wednesday, May 24 6:00-7:30 PM

The topic for this motivational meeting is "7 Habits of Highly Effective Caregivers." Come for engaging discussion and leave feeling renewed and refocused!

RSVP by calling 315-782-4900 x 239 or email avanwormer@capcjc.org. We hope to see you soon!







Q: Why aren't the dates and times listed?

A: Instead of a pre-set date and time, Tailor-Made-Training is scheduled around your needs, when you're not caring for children, usually in the evening. Topics are designed to be between 1-2 hours in length.

Q: Where do I go for this training?

A: Depending on what works best for you, training can be brought to your home or program, or we can meet at another location with more space, like Community Action Planning Council.

Q: How much do I have to pay for this training?

A: This training is free for those working in Registered and Licensed programs in Jefferson & Lewis Counties. A: Contact Angle or Emily at 315-782-4900 ext. 239 or

Q: Who is this training intended for?

A: Our Tailor-Made-Training topics are geared toward child care professionals but parents of the children in your program may be able to attend as well. We are happy to meet with you one-on-one or you can get a small group together.

Q: What if I don't see the topic I am interested in?

A: Let us know and we will do our best to either create the training that meets your needs or help you find one that does. All topics listed are individualized based on your preferences. No two sessions are exactly alike.

Q: What should I do if I want schedule a training?

237 and we will work with you to plan your training!

Training Topic Areas Key

OCFS Topic Areas

CD: Principles of Child Development, NH: Nutrition and Health Needs, BZ: Business Rec. Maintenance & Management, CAM: Child Abuse & Maltreatment ID & Prevention, PD: Child Care Program Develop, CDC: Statutes & Regs Pertaining to Child Care SS: Safety and Security, R-CAM: Statutes & Regs Pertaining to Child Abuse, SBS: Shaken Baby Syndrome

Core Body of Knowledge (CBK) Competency Areas

CG&D: Child Growth & Development, F&CR: Family and Community Relationships, O&A: Observation & Assessment, E&C: Environment and Curriculum, HS&N: Health, Safety and Nutrition, P&L: Professionalism and Leadership, A&M: Administration & Management

Behavior and Guidance Topics

Check Your Expectations

When you're faced with challenging behavior from the children in your care, your first step should be to ask yourself, "Are my expectations developmentally appropriate?" In this workshop we will talk about what it means to offer developmentally appropriate practices for young children and reflect on our own "hot buttons" and expectations for children's behavior.

OCFS Topic Areas: CD, PD

CBK Areas: CG&D

What's Next? Using Schedules and Routines

Do you like to plan your day and know what to expect? Kids do, too! A visual schedule can help children become more independent, reduce anxiety and provide cues for transitions. In this workshop we will discuss the benefits of having routines and a predictable schedule. We will also talk about transitions and ways to engage children between activities to minimize behaviors.

OCFS Topic Areas: CD, PD

CBK Areas: E&C

Big Body Play

Children's rough play can be one of the most challenging behaviors in a group setting. Can this type of vigorous play be a good thing? In this workshop we will weigh the benefits and risks of roughhousing and examine environments that support big body play.

OCFS Topic Areas: CD, PD

CBK Areas: CG&D

Fostering Friendships

We all know someone who struggles to make friends...maybe it's us! Knowing how to join in a game, take turns, and cooperate with a peer are skills that adults can support. There are simple steps that we can take to encourage friendships between children and encourage developing social skills. After this fun and interactive workshop you'll have new strategies you can immediately implement in your program.

OCFS Topic Areas: CD, PD

CBK Areas: E&C

Program Development Topics

Navigating Conflict

We all deal, and often struggle, with conflict. This workshop presents an opportunity to evaluate our own values and beliefs, and consider how they impact the way we respond to conflict. We will examine cooperative strategies we may use to navigate conflict in our lives.

OCFS Topic Areas: PD, SS CBK Areas: F&CR, P&L

Family Engagement

Are you struggling to connect with the parents of the children in your program? This workshop will give you a chance to assess your family communication and relationship-building strategies, and examine ways to encourage more parent participation in your program.

OCFS Topic Areas: PD, SS

CBK Areas: F&CR

Quality Environments for Children

There's a lot of talk around the importance of high-quality child care, what it means, and what it looks like. Is your program a good example? Would you like to make changes but you don't know where to begin? This workshop will help you evaluate your space, materials, and arrangement and provide you with tools to create a plan to make your program a more meaningful place for children.

OCFS Topic Areas: PD CBK Areas: E&C

Marketing Matters

Marketing your program can help build relationships with other businesses, strengthen your reputation in the community, and maintain enrollment. This workshop will explore basic marketing strategies, how customer relationships impact your business, and effective use of social media.

OCFS Topic Areas: BZ, PD, SS CBK Areas: F&CR. A&M

Safety and Regulations Topics

Understanding Regulations

Need an OCFS Child Care Regulations refresher? Have some questions about Regulations? This workshop will be designed to fit your unique needs. We will offer assistance in understanding Regulations, and help you create practices that ensure you're following Regulations.

OCFS Topic Areas: R-CDC

CBK Areas: A&M

Active Supervision

Providing safe supervision of the children in your care is a top priority, but it's not always easy! If you're feeling especially challenged when it comes to supervision this workshop is for you. We will discuss your specific challenges, develop strategies, and design plans to ensure children are always supervised in your program.

OCFS Topic Areas: PD, R-CDC, SS CBK Areas: HS&N

Child Abuse and Shaken Baby Syndrome: Focus on Prevention

In this workshop we will examine the components of abuse, maltreatment and shaken baby syndrome. We will discuss your legal responsibilities and what you can do in your work with children and families to help prevent abuse and maltreatment. Participants will take away resources and at least one strategy that can be immediately implemented in their program.

OCFS Topic Areas: CAM, SS, R-CAM, SBS

CBK Areas: HS&N

Your Parent Handbook: What, Why and How?

Regulations require child care programs to provide parents with a long list of policies and procedures. This workshop will offer guidance in preparing a parent handbook for your program, from making policy decisions to putting them in writing and sharing them with parents. Participants will create policies and discuss effective parent communication strategies.

OCFS Topic Areas: BZ, R-CDC, SS

CBK Areas: F&CR, A&M

Child Development Topics

Nurturing Creativity

What is creative thinking and why is it an important piece of early childhood development? Young children are full of creativity that thrives when it is nurtured. Early childhood teachers have the opportunity to inspire a child's creative thinking through the materials and opportunities provided daily. In this training we will look at the importance of creative thinking and how it spans across all learning domains. We will also discover strategies teachers can use to support the creativity of the children in their classroom through activities, materials, verbal ques, and more!

OCFS: CD, PD CBK: CG&D, E&C

Fine Motor Development

Today kids spend so much time swiping a screen that they are missing out on the basic development needed to strengthen their fine motor muscles. Come learn how basic fine motor development is and how to help young children to begin building a foundation that will support their writing abilities later on.

OCFS Topic Areas: CD CBK Areas: CG&D

Beyond "Good Job:" Fostering Self-Esteem in Young Children

We hear about the importance of building children's positive self-esteem, but what does that really mean? How can adults help children develop confidence, competence, and resilience? Participants in this workshop will examine the concept of self-esteem and our role in influencing how children view themselves. We will discuss strategies that encourage the development of healthy self-esteem and lay the groundwork for future mental health.

OCFS Topic Areas: CD, PD CBK Areas: CG&D, E&C

Curriculum Development Topics

School's Out...What Now?

Are you feeling anxious about keeping your school-agers busy and happy this summer? Let's make this summer a little less challenging! We will talk about the needs and interests of the school-age children enrolled in your program, and look at how you can arrange your space, materials, and activities to maximize engagement and minimize boredom and bickering.

OCFS Topic Areas: CD, PD CBK Areas: CG&D, E&C

What's So Special About Blocks?

Children love blocks. They can be stacked, counted, sorted, lined up, and knocked over. They make houses, roads, towers, and even animals. It's more than just play! There is a lot to be learned with blocks. If you're ready, let's go on a journey into the block area where we will get hands-on and examine all the wonderful things that happen there.

OCFS Topic Areas: CD, PD CBK Areas: CG&D, E&C

Designing Playful Learning

"Free Play" doesn't have to mean "Free-For-All." In this workshop we will discuss the importance of play-based learning and how you can plan and support purposeful play in your program.

OCFS Topic Areas: CD, PD CBK Areas: CG&D, E&C

Playing With Math

The foundations for future mathematical concepts are formed as young children interact with their environment and with others. Whether you love math or loathe it entirely, this hands-on workshop is for you! We will discuss the continuum of mathematic skills development and how providers can best support children through purposeful interactions and activities.

OCFS Topic Areas: CD, PD CBK Areas: CG&D, E&C

Everyday Literacy

Early literacy involves listening, talking, printed language and writing. Adults can support a child's literacy skills in many ways that don't require expensive curriculum books or videos. In this workshop we will explore the concepts of early literacy, discuss how young children learn, and share ideas for building literacy during everyday routines.

OCFS Topic Areas: CD, PD CBK Areas: CG&D, E&C

Infant and Toddler Topics

Purposeful Planning for Infants and Toddlers

Infants and toddlers grow and develop quickly. It is important that we provide them with opportunities to practice emerging skills and expand on their interests. Through our observations and interactions we able to understand the needs of the children in our care and create opportunities for each child that will further their development. In this training we will review different observation methods and how we can use our observations to provide infants and toddlers with meaningful learning opportunities.

OCFS Topic Areas: PD, BZ CBK: Areas: E&C, O&A

Responsive Caregiving

Responsive caregiving is essential to building positive relationships with young children. Find out what responsive caregiving is, why it is so important, and how to implement different strategies to support it in your program.

OCFS Topic Areas: CD, PD

CBK Areas: CG&D

Toddler Learning Environments

No longer babies and not quite big kids, toddlers are a special bunch. They need freedom to safely explore with lots of adult support and guidance. Participants in this workshop will examine their program spaces and materials from the perspective a toddler. We will also discuss the indicators of quality environments for toddlers that will support learning and developmental goals.

OCFS Topic Areas: CD, PD CBK Areas: CG&D, E&C

Baby Signing

You have probably already introduced your babies to signing without realizing it. We wave hello and good bye, blow kisses, and shake our head yes and no. This training will show you how to incorporate baby signs into daily routines, songs, meals and more. You will also get a copy of some basic starter signs and resources to learn more as your babies grow.

OCFS Topic Areas: PD CBK Areas: E&C

Taste-Safe Art and Sensory

Afraid your babies or toddlers might taste the paint or try to eat what's in the sensory table? Come learn what materials to use that are taste safe and still fun for little fingers to play in! Together we will make some taste safe sensory and art materials that are fully edible (and gluten free!) that you can take back to your classroom.

OCFS Topic Areas: PD CBK Areas: E&C

Blended Learning Course

This reflective email-based course is brought to you by the Region III Infant-Toddler Network. Learn more about this 6-hour course and how you can participate by calling Emily at 315-782-4900 ext. 237.

Toddlers and Literacy: What Works and What Counts

When it comes to literacy, toddlers are right in the prime time to develop the foundation for all future learning. In this course we will look at what toddlers are like, how they learn and how we make decisions about our work with them. You'll learn literacy concepts that really count and literacy practices that really work with toddlers.

OCFS Topic Areas: CD, PD

Save the Date!

Super Saturday: STEAM

November 4, 2017 at Community Action Planning Council

A 6-hour training day all about science, technology, engineering, art, and math!

Join us for an abundance of hand-on learning and leave with lots of easy ideas

for incorporating STEAM learning in your program.

Upcoming Workshops at Community Action Planning Council

You can register for the following workshops online at <u>capcic.org/programs/jlcp/training</u> or complete and mail the registration form at the end of this catalog. If there is a fee for your chosen training, it must be received before the registration deadline. If you have any questions, just give us a call!

Recognizing and Responding to Bullying Behavior Wednesday June 7 from 6-8 PM

Bullying behavior is a widespread and serious problem that can happen anywhere. It's not a phase children have to go through, it's not teasing, and it's not just "messing around." In this workshop we will define bullying to help you recognize it when it occurs. We will talk about how to respond and share proactive strategies to help prevent bullying behavior.

Trainer: Angie VanWormer

OCFS Topic Areas: CD, PD CBK Areas: CG&D

Cost: FREE

Register: Online or call 782-4900 ext. 239 by June 6

Between You and Me: Confidentiality in Child Care Tuesday July 18 from 6-8 PM

Have you ever stopped to think about how much you know about the children you care for and their families? They trust you with a lot of very sensitive info! In this workshop we will discuss the importance of confidentiality and share strategies to help you keep personal information private.

Trainer: Angie VanWormer

OCFS Topic Areas: BZ, R-CDC, SS CBK Areas: F&CR, P&L

Cost: FREE

Register: Online or call 782-4900 ext. 239 by July 12

Health and Safety Training

Tuesdays May 9, 16, and 23 from 9 AM-3 PM

This 15-hour course is required for new family and group family child care provider applicants and covers child care regulations and introduces the learner to key health practices required by OCFS. Call 782-4900 for more information about this class, or find a Health and Safety trainer and additional training opportunities at www.ecetp.pdp.albany.edu. Grant or scholarship funding may be available to assist with the cost of this training.

Trainer: Angie VanWormer

OCFS Topic Areas: NH, BZ, CAM, R-CDC, SS, R-CAM, SBS

Cost: \$235

Register: Call 782-4900 ext. 239

Heartsaver® Pediatric First Aid CPR AED: American Heart Association Saturdays 4/29, 6/10, 7/29, 9/16, 10/28 or 12/9 from 8:30 AM-2 PM

This 5-hour course offers certification training for Pediatric First Aid, CPR and AED for child care professionals. Registration with payment due on the Friday of the week before each class. Minimum of 4 participants, maximum of 12. All classes listed are approved for EIP. Call 782-4900 ext. 239 for more info

Trainers: Angle VanWormer and Emily Cleaver OCFS Topic Areas: NH, SS CBK Areas: HS&N

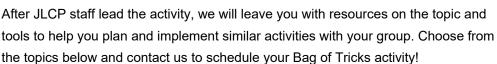
Cost: \$50

Register: Mail form with payment OR register online then send payment. Deadline to register for all

dates is the Friday of the week prior to the class.

JLCP's Bag of Tricks

Looking for new ideas and inspiration? We've got some to share! JLCP has put together fun activities that we will do *with you and the children* in your program or classroom. That's right, we bring the fun to you...for FREE!





For these activities, contact Emily at 782-4900 x 237 or email ecleaver@capcic.org.

Yoga Stories

Yoga stories are a great way to get kids moving in new and fun ways while also supporting body awareness, strength, gross motor skills, language, and social development. We will lead your group in active yoga stretches and rhymes to get moving and end with a calming yoga story. This activity is great for all children, infants to school -agers, and will be customized to meet the needs of your group.

World Music

Music can introduce children to a new world of sounds and instruments used in different cultures while supporting motor development, social skills, language and a child's ever-growing curiosity. In this activity we will introduce you and your group to a Dulcimer, African Gathering Drum, Kalimba, and Cabasa, and lead some songs to go along with the instruments!

Building Teamwork and Morale (for caregiver/staff groups)

Find out just how easy and fun it can be to work on team building skills while boosting your program's morale. We will lead several activities to help you get to know each other. You'll practice leadership and listening skills, and working in small and large groups, all of which are important to building a healthy and positive work environment.

For these activities contact Constance at 782-4900 x 306 or email cwolfe@capcic.org.

*Please note that some activity materials must be supplied by the program.

Vegetable Pita Pizza

If you want a kid friendly, nutritious and fun lunch, this is it! Not only does this whole wheat pita deliver whole grain goodness, it's a great way to offer a variety of veggies for the kids to try. What is more fun that making your own pizza for lunch? Kids eat them up hot or cold.

Grass Heads Gardening Activity

This simple activity requires just a few materials and gets kids excited about gardening! Hands-on learning and lots of fun. Your little ones will be ready to give their grass heads a hair cut in one week!

Monster Avocado Toast

This snack activity is a fun way to introduce avocado to children who may not have tried it before. Let the kids be the cooks and make their own cute, or should I say creepy, snack.

Whole Grain Activity

The focus of this activity is to familiarize children with whole grain foods and the concept that they keep our bodies healthy. Literature is also provided to hand out to parents about the importance of whole grains, serving sizes, etc.

Early Childhood Professionals Discount Program

Have you used your Early Childhood Professionals Card? Is there a local business you wish was included? Know a local business owner who wants to participate?

We would love to hear your feedback!

We are always looking for new businesses to join us in supporting early childhood professionals. If you want to see your favorite local business or you know a business that would like to participate please contact Emily at 315-782-4900 ext. 237.



Quality Improvement Grants Available

JLCP has a grant to help improve the quality of child care programs in Jefferson and Lewis Counties. This grant begins with using an assessment tool, like the Environment Rating Scale. Call 782-4900 ext. 239 for information and to request an application.

Educational Incentive Program (EIP)

Scholarship funding to participate in training may be available through the Educational Incentive Program (EIP). For more info, or to apply for a scholarship, visit ecetp.pdp.albany.edu. You may also contact EIP at eip@pdp.albany.edu or 800-295-9616.

Onsite Consulting and Assistance

Through a contract with the NYS Office of Children and Family Services, JLCP provides free, individualized support to child care programs and staff. Our technical assistance services address the unique needs of your program to help you be and do your very best for children.



Technical assistance can include:

- Individual conversations to better understand you and your program
- Program observations to learn more about your areas of concern
- One-to-one or small group training on topics you request
- Onsite coaching to help you create goals and implement changes that lead to improvement

Contact Angle at (315) 782-4900 ext. 239 to learn more!

JLCP Membership

Your membership fees help JLCP offer support and recognition to child care providers in Jefferson and Lewis Counties, such as Provider Appreciation Day events and provider networking activities. Visit capcic.org/programs/jlcp/training/ for the form or call 782-4900 ext. 239 for assistance.

Provider Facebook Group!

All Family and Group Family providers are encouraged to join our closed Facebook group at www.facebook.com/groups/JLchildcare. This is a great way to network with other providers and get quick updates and reminders. There are currently 38 providers from all over Jefferson and Lewis Counties in this group!



Infant Toddler Resources

Did you know that JLCP's Infant Toddler Specialist can help you AND parents? The NYS Infant Toddler Resource Network reaches out to communities, child care providers, and families to promote safe, nurturing environments for the youngest children. Contact Emily Cleaver today at 315-782-4900 ext. 237 to learn more!



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www.capcjc.org

Workshop Registration and Membership Form

Find complete workshop details online at www.capcic.org/ilcp/training Please complete all sections carefully. Only one form may be submitted per person.

Participant Information									
Name									
Name									
Address									
Phone					Email				
Program Name	Type of Program: FDC GFDC DCC SACC Informal								
I would like to receive emails from JLCP: Yes No Already do How did you hear about the workshop(s)? Mailing Email Flyer Website Employer Friend JLCP Staff									
Workshop Registration									
Title						Date	Time	Cost	Amount Included
JLCP Membershi (choose level):			rship - \$30.00	Individual + 1 Membership - \$40.00		Center or SACC Membership - \$80.00			
Payment Information									
Payment Type			Check or MO Number and Date			EIP Award Number		Total Due	Total Amount Included
Check or MO payable to CAPC									
Signed EIP Award Notification									

Form and full payment must be received <u>at least 3 business days</u> before workshop, unless otherwise stated in description.

Registration must be mailed or delivered to Community Action Planning Council Administration Office during business hours.

Mail completed form and payment to: Community Action Planning Council, 518 Davidson Street Watertown, NY 13601

Attending JLCP Workshops

Registration & Payment: To register for training, register online or complete a registration form and submit with payment, where applicable, to CAPC by mail or in person at least 3 business days prior unless otherwise noted. CAPC is not responsible for payments that are left with or handed to anyone other than Admin. Office Staff. Registration forms can be found at www.capcjc.org/programs/jlcp/training/. Accepted payment: cash, check payable to CAPC, money orders, purchase orders and EIP Award Notice. If you receive EIP scholarship for training for which you have already paid, CAPC will issue a reimbursement. You are responsible for any difference between the award amount and the cost of the class and payment must be received prior to class. All checks returned to CAPC for insufficient funds subject to current returned-check fee. Post-dated checks not accepted.

<u>Cancellations:</u> If a class you have paid for is cancelled you will be notified and issued a training pass, equivalent to the amount you paid, to use toward another training within the next year. Training pass will be issued only if you cancel prior to the scheduled workshop. After business hours dial x 239 for voice mail.

<u>Certificates and Training Records:</u> Certificates for trainings other than SUNY Videoconferences will be given to participants upon completion of a training and receipt of full payment. There will be a \$5 fee for replacement certificates. We will provide a record of your JLCP training upon request.

<u>SUNY Videoconferences</u>: Photo ID is required. If you are registered and can not attend, please call 800-295-9616. Participants must arrive by 6:45 pm, stay until 9 pm and receive a passing grade on the multiple-choice test in order to receive credit for attending. Certificates are mailed to participants.

Children: While we love children, our trainings are intended for adult audiences only.

Questions? Call 782-4900 ext. 239.

Jefferson-Lewis Childcare Project (315) 782-4900

Fax: (315) 788-8251 Child Care Referrals: (315) 782-8475 or 1-800-287-8904

Cathy Brodeur
Leann Harman-Hawkins
Christine Vogt
Renee Eisel
Samantha Rennie
Angie VanWormer
Emily Cleaver
Vickie Brownell
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Registration Specialist, Ext. 279
Registration Coordinator, Ext. 230
Program Assistant, Ext. 229
Provider Services Specialist, Ext. 239
Provider Services Coordinator, Ext. 237
CACFP Coordinator, Ext. 289
CACFP Manager, Ext. 306
LE Enrollment/Subsidy Manager, 785-5024



The Jefferson-Lewis Childcare Project brings together parents, child care professionals, community members, business leaders, and government agencies to help develop and support accessible, affordable, high-quality child care for children and families.



We will be closed on April 14, May 29, June 9, and July 4.

Regular business hours are M-F 8 AM to 4 PM, evenings by appointment.

JLCP is a member of





Learn more about Community Action and JLCP at www.capcjc.org