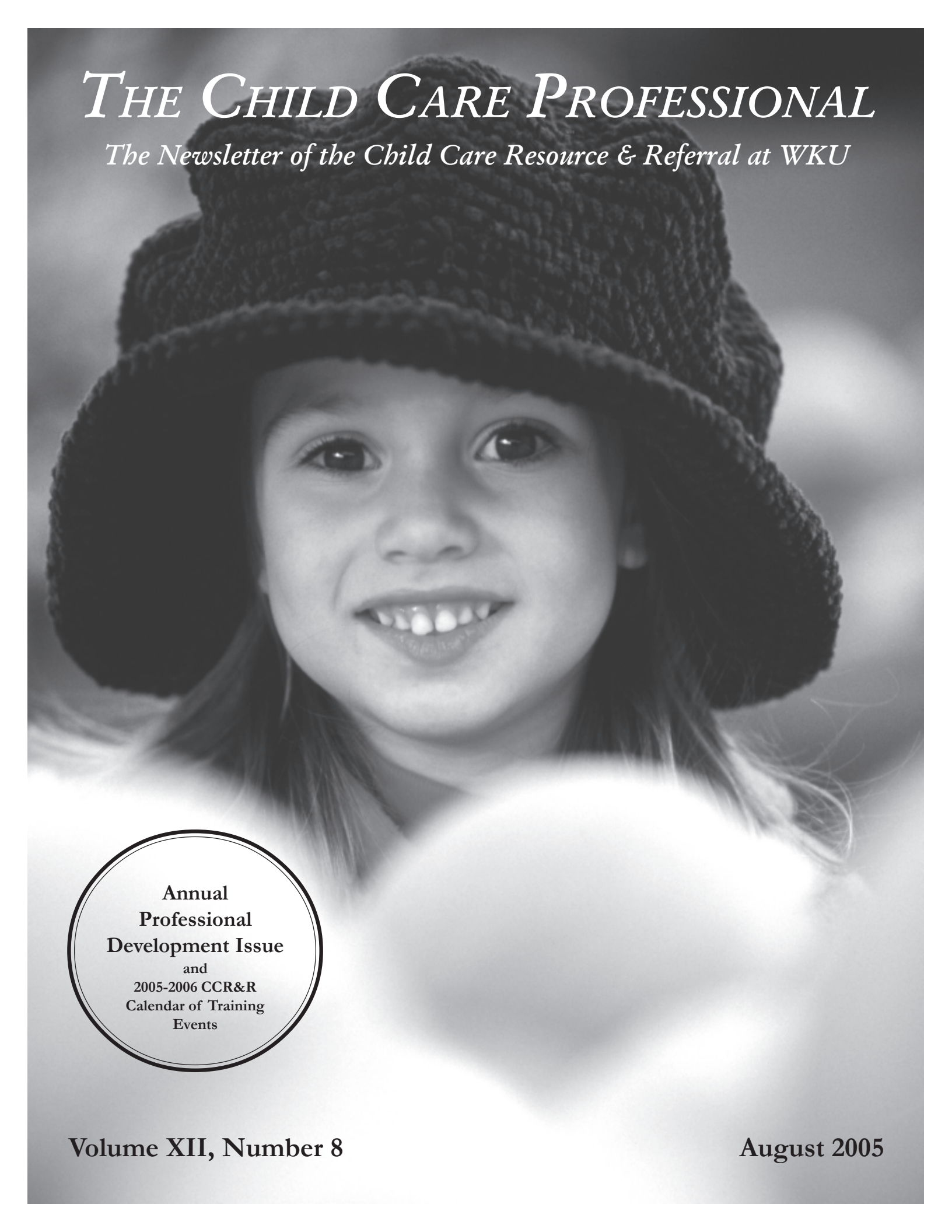


THE CHILD CARE PROFESSIONAL

The Newsletter of the Child Care Resource & Referral at WKU



**Annual
Professional
Development Issue**
and
2005-2006 CCR&R
Calendar of Training
Events

Volume XII, Number 8

August 2005

THE CHILD CARE PROFESSIONAL

The Newsletter of the Child Care Resource & Referral at WKU

THE CHILD CARE PROFESSIONAL is published monthly by Training & Technical Assistance Services and the Child Care Resource & Referral (CCR&R) at Western Kentucky University. The CCR&R at WKU serves the Barren River Area Development District of Kentucky which includes Allen, Barren, Butler, Edmonson, Hart, Logan, Metcalf, Monroe, Simpson, and Warren Counties. Primary services offered by the CCR&R include:

- Distributing consumer education materials to families seeking child care,
- Providing child care referrals to parents;
- Offering training to early childhood providers and parents;
- Helping potential child care providers establish programs,
- Supporting facilities working toward STARS;
- Assisting providers in obtaining scholarships for the Commonwealth Child Care Credential, Child Development Associate, or college classes; and
- Advocating for affordable, accessible, high quality services for children and families.



The professionals and staff of the CCR&R at WKU are ready to provide assistance in a number of areas. Our staff includes:

| | |
|---|--|
| Connie Jo Smith, CCR&R Director | Sherri Meyer, CCR&R Coordinator |
| Jill Norris, Early Childhood Health Coordinator | Taylor Tucker, Infant-Toddler Specialist/Quality Coordinator |
| Amy Hood, Professional Development Specialist | Heather Alms, CCR&R Office Coordinator |
| Cynthia Sprouse, Professional Development Assistant | Sara Redmon, Office Assistant |

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KEEP IN TOUCH. If you are not currently receiving the newsletter at your own center or agency, please contact our office by mail, phone or e-mail and we will add your name to our mailing list. If you, your agency or center are moving, please let us know your new address; we'll update our mailing list, and you won't miss an issue of *THE CHILD CARE PROFESSIONAL*. (If you no longer wish to receive this newsletter, please contact our office by phone or e-mail and we will remove you from our mailing list.)

CHILD CARE RESOURCE & REFERRAL AT WESTERN KENTUCKY UNIVERSITY
1 BIG RED WAY, 117 JONES-JAGGERS HALL, BOWLING GREEN, KENTUCKY 42101-3576
Phone Us at (270) 745-2216 or (800) 621-5908 - Fax Us at (270) 745-7089
E-Mail Us at ccrr.expert@wku.edu
Or Visit Our Website at www.ttas.org

SUBSCRIPTION INFORMATION. Any program or person interested in receiving our newsletter may subscribe for \$36 per year. The monthly newsletter provides a variety of articles, news, and information for early care and education programs, including child care, family day care, preschool, and Head Start. Caregivers, teachers, administrators, and parents can all benefit from the newsletter. Single complimentary annual subscriptions of *THE CHILD CARE PROFESSIONAL* are provided to licensed child care centers, certified home providers, and special friends in the Barren River Area Development District (BRADD) of Kentucky. Additional subscriptions may also be purchased by these readers for the same rate of \$36 per year. All *registered* providers in the BRADD qualify for the discounted rate of \$26 per year for each additional subscription.

The newsletter is available in both printed and electronic versions. Print copies of *THE CHILD CARE PROFESSIONAL* are mailed at the end of each month; electronic copies are e-mailed directly to subscribers in a Portable Document File (PDF) which can be printed or viewed on your computer using Adobe Acrobat Reader (free software downloadable from www.adobe.com). Readers may select the format they prefer when subscribing. To receive an subscription form or to learn more, please contact our office by phone (800-621-5908 or 270-745-2216), by fax (270-745-7089), or by e-mail (beather.alms@wku.edu).

Get Smart and Choose Your Hours Wisely

Dr. Amy S. Hood, Professional Development Specialist

Calling all providers! We are challenging you to look at training differently! Please don't go to training just because you need the hours; go to training because you are an early care and education professional. Go because you want to increase your knowledge, learn new skills, get new ideas, or enhance your qualification!

With the implementation of the KIDS NOW initiative, many plans have been made for all child care providers in an effort to enhance quality of care being provided throughout the state. One step that was taken focusing specifically on the providers is the implementation of a professional development system. This system was put in place to help individuals obtain appropriate training and improve the care being provided directly to the children. It is the responsibility of individuals to also know what kinds of training they need or want to attend.



We at the CCR&R at WKU try to provide adequate information to help you choose your training wisely as we advertise our training sessions. In order to do this we provide a registration portfolio with a variety of information to help guide your decisions.

Each month, as we design the monthly training sessions, the registration information will specify the level of training for each session. You may have noticed a line that says **Training Level** and is followed by a number 1-5. This is done in an effort to help individuals choose the training that is most appropriate for their professional growth.

What Do the Levels Mean?

As providers are offered new opportunities for training, it will be important for individuals to read the descriptions of the training and take note of the training level. Each level describes a presumptive base of knowledge that an individual has upon entering the training in that content area. One way to help staff choose training wisely is to keep the information about training levels (listed below) nearby so that individuals may refer to it as they are registering so that they sign up for a session that truly fits their needs. The definition for each level is taken from *Early Childhood Professional Development: Creating a Framework for Kentucky*, May 2003.)

- A training designated as **Level 1** will be a training that is designed to develop a basic knowledge in a specific content area. An introduction to a certain topic or concept as well as philosophy and vocabulary are the focus of this training level.
- **Training Level 2** is for someone who is at the Child Development Associate (CDA) level or who has two to three years experience in child care. The main focus of this level is to extend information on basic concepts, theory, vocabulary and philosophy.

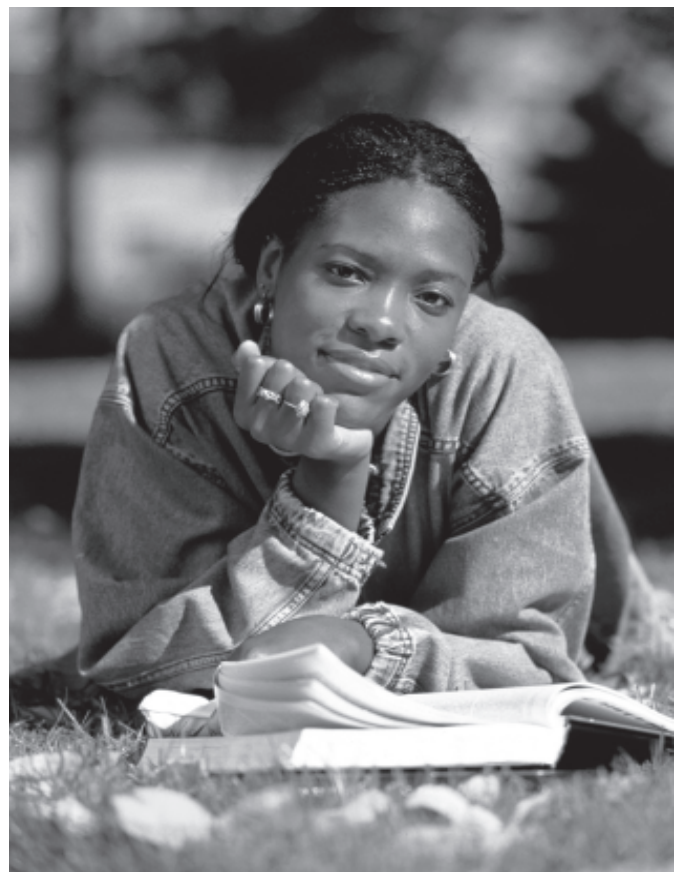
- A **Training Level 3** assumes that participants are competent in developing curriculum opportunities and have at least an Associate's degree in early childhood and three years experience.
- **Training Level 4** is for participants who already have competence in the content area they are choosing. These participants will have at least a four-year degree in early childhood or a related area and two years experience in early care and education. Participants at this level are working to refine their knowledge and skills in this training area.
- A **Training Level 5** is designed for participants who not only have a four-year degree in early childhood or related area and four years experience, but also have taken additional coursework (for example, working toward a Master's or other post-graduate work). The four years experience should include supervision of others.

Individuals may be at various levels in different core content areas. This will be dependent upon one's own experience and education. For instance, someone who began their career as a nurse and then went into early care and education, may need a Training Level 4 or 5 in Health, Safety and Nutrition, but may need a Training Level 1 or 2 in Learning Environments and Curriculum. This is why it is best that individuals be allowed to choose their own training sessions. That way they can choose what is best for them, each training session will be valuable, and participants can continue their lifelong learning!

Each training description also includes specific information regarding the **Target Audience**. This is another means of ensuring you choose the most appropriate session to fit your individual needs. The definitions for the target audience are listed below:

- ♦ **School Age** -Designed specifically for individuals working with children five to 12 years old.
- ♦ **Administrators** - Designed specifically for individuals working in the management area. These sessions would be appropriate for owners, directors, center managers, lead teachers, coordinators, and supervisors.
- ♦ **General** - Designed for individuals working in early care and education programs. These sessions will cover a variety of issues regardless of the age group you work with and will be appropriate for people who work in child care, Head Start, public school pre-K programs, early intervention, or other programs.

To review Kentucky's Professional Development Framework, you can contact the CCR&R office and check it out from our Resource Library, or you can visit KIDS NOW on-line at www.kidsnow.ky.gov. If you want more information about the local CCR&R training sessions, you may contact the CC&R office at 1-800-621-5908 or 270-745-2216.



CCR&R Conference and Training Policies

Heather Alms, CCR&R Office Coordinator

As a new CCR&R fiscal year begins and another training calendar is issued, now is an appropriate time to review policies and procedures for training sessions and Saturday conferences. As in the past, our policies have been created to operate a fiscally responsible training program and ensure a positive training experience for you at a reasonable cost.

Early registration eliminates overcrowding of rooms and allows for a more comfortable atmosphere conducive to learning. Therefore, pre-registration is required for all training events provided by the CCR&R. It is imperative that registration forms are received prior to the due date so that presenters can have an opportunity to prepare materials and activities for the sessions. Registrations may be mailed, faxed or electronically submitted, but will not be accepted over the telephone. There will be no registration forms accepted after the due date and no on-site registration will be available. Registrations are accepted on a first come, first served basis. Space is limited and registrants will be notified and placed on a waiting list once a session is full.

Cancellations must be received in writing five working days prior to the event. Cancellations received less than five working days prior to the event require the registrant to be assessed the full conference/training fee (including a nonpayment processing fee when applicable). Sessions canceled by the CCR&R due to lack of enrollment or other reason, such as bad weather, will not be assessed a participant fee and payment will be returned, transferred, or a gift certificate will be issued. Emergency cancellations of events will be announced via a recording on the CCR&R telephone, so if in doubt due to bad weather call the office number to hear the latest updates.

The **cost of training** will be \$15 per session for each registrant from the Barren River Area Development District (BRADD), and \$25 per session for each registrant from outside BRADD. The required six-hour Orientation For Early Care and Education

Professionals is considered two sessions, so the cost of the full training is \$30 for BRADD residents and \$50 for non-BRADD residents.

If payments are not received by end of the applicable conference, a \$15 **processing fee** will be assessed for each non-paid registrant and certificates will be held until the account is current. Purchase orders will continue to be accepted as payment. A copy of the purchase order must be received prior to the conference.

Training certificates will continue to be awarded to participants who have successfully completed the training hours and are current on payment at the end of the conference/training day.

To provide a **positive learning environment** for all, participants who are not actively engaged in the session and distract others by activities such as sleeping, reading, talking to others, and so on will be asked to leave the session, will not receive any clock hours of training, and will not be refunded fees. To ensure accurate reporting of required training hours, certificates will reflect if participants are 30-60 minutes late to training.

Late arrivals, early departures and no-shows. Participants that are more than 60 minutes late to training will not be issued training clock hours for the session and will forfeit registration fees. Participants who leave early or are more than 30-minutes late to any of the Orientation for Early Care and Education Professionals will not receive a certification of completion and will forfeit registration fees. They must register and pay the full fee again to attend those sessions in full the next time they are scheduled. Registrants that fail to show up forfeit their registration fee (and must pay the processing fee, when applicable).

The Child Care Resource and Referral maintains a **training record database**. Those requiring a reprint of a training certificate should contact Heather Alms at 270-745-2216 or 800-621-5908. The cost for a certificate reprint is \$5.

Training Requirements for STARS for KIDS Now Family Child Care Homes

By Jill Norris, Early Childhood Health Coordinator

When the STARS for KIDS Now Quality Rating System was developed, five areas that impact the quality of child care were chosen as the focus for STARS. These include: Staff to Child Ratios; Curriculum; Training; Business Practices; and Regulatory Compliance. As a new training calendar for the Child Care Resource and Referral begins, it is important to think about the training requirements needed for your level of STARS participation and begin planning for the year. Hopefully, the table below will help remind you of the required hours of training for each level.

| TYPE OF CARE | LEVEL 1 | LEVEL 2 | LEVEL 3 | LEVEL 4 |
|-----------------|---|---|--|--|
| Certified Homes | Current Certification Standards of 6 hours annually | Level 1 requirements plus: 1. At least one staff on duty has current CPR/ First Aid training 2. Three additional clock hours of training annually (for a total of 9 hours) or CCCC. CDA. FCC Director's Credential. Montessori Certificate, AA in higher in Early Childhood or a related field. | Level 2 requirements plus: 1. Basic Orientation for assistants 2. Three additional hours of annual training for assistants (for a total of 9) 3. Provider has a total of 18 clock hours of training annually or CCCC or higher | Level 3 requirements plus: 1. Provider has received Family Child Care Director's Credential and CDA, AA or higher in Early Childhood or related degree. |
| Type II Homes | Current Licensing Standards of 12 hours annually | Level 1 requirements and director and staff have three additional clock hours of training annually (for a total of 15 hours) or CCCC, CDA, Family Child Care Director's Credential, Montessori Certificate, or AA or higher in Early Childhood or related degree. | Level 2 requirements and: 1. Staff have a total of 18 clock hours training annually or CCCC or higher. 2. Director has a total of 21 clock hours of training annually or CCCC or higher. 3. By the 4th year of participation in STARS, director must have CDA or higher. 4. By the 4th year of participation in STARS, provider must have CDA or higher. | Level 3 requirements and: 1. Staff have a total of 21 clock hours of training annually or CCCC or higher. 2. Director has received Family Child Care Director's Credential and CDA, AA or higher in Early Childhood or related degree. |

For more information, or if you have questions about these training requirements, please feel free to contact the Child Care Resource and Referral at Western Kentucky University at 270.745.2216 or toll free at 1.800.621.5908.

Source: *STARS for KIDS Now Child Care Quality Rating System Standards for Certified Family Child Care Homes and Licensed Type II Family Child Care Homes*, July 2002.



CCR&R PROFESSIONAL DEVELOPMENT TRAINING

AUGUST 2005
REGISTRATION PORTFOLIO

2005-2006 CCR&R CALENDAR OF
TRAINING EVENTS

CCR&R PROFESSIONAL DEVELOPMENT TRAINING

AUGUST 2005 REGISTRATION PORTFOLIO

The Child Care Resource & Referral at WKU is the leading provider of quality, affordable training in the 10 counties of the Barren River Area Development District. The professional staff and consultants of the CCR&R provide Professional Development Training each month on a variety of topics, suitable for both new and veteran child care and family child care staff and administrators. Events are conveniently scheduled in the evening or on Saturdays and participants qualify for Child Care Training Credits.

This special removable section of **THE CCR&R PROFESSIONAL** contains registration forms for upcoming training events for the month of August 2005. Simply detach the portfolio pages from the rest of the newsletter and copy the registration form or forms you need. Then pass the **REGISTRATION PORTFOLIO** on to your co-workers or colleagues so that they may copy the forms to register for the training in which they are interested.

Please complete and return your registration form(s) with payment by the date specified on each form. For additional details on scheduled events, please contact the CCR&R at (270) 745-2216 or (800) 621-5908.

2005-2006 Calendar of Training Events

This month's issue also includes the 2005-2006 CCR&R Calendar of Training Events. Remove the calendar and post it in your office so that you can easily review upcoming events. Watch future issues of **THE CHILD CARE PROFESSIONAL** for details and registration information on upcoming training events.

Have You Lost Your Training Certificate?

If you've lost the certificate for any professional development training you received from the CCR&R, we will be happy to re-issue the certificate. Duplicate certificates are \$5 each and can be ordered by contacting Heather Alms at 270-745-2216 or 800-621-5908.

Child Care Resource & Referral Professional Development Training

STARS FOR KIDS NOW OVERVIEW

1:00 - 4:00 P.M., AUGUST 18, 2005

ROOM 101, JONES-JAGGERS HALL, WESTERN KY. UNIVERSITY, BOWLING GREEN, KY.

This session will provide an overview of the KIDS NOW Initiative and how being a part of the STARS for KIDS NOW Rating System can benefit your program and the children in your care. This training is mandatory for any licensed or family child care home provider wishing to participate in the STARS for KIDS NOW Quality Rating System. **Target Audience:** Directors/Owners of Type I, Type II and Certified Family Child Care Homes. If a center has an off-site Director, then the Director/Owner and the on-site Supervisor must both attend. **Presenter:** Taylor Tucker, CCR&R Quality Coordinator. **Training hours are NOT awarded for this training. Training Level: 2.**

Doors will open and participant check-in will begin at 8:30 a.m.

You may copy and share this form as necessary. Please print clearly and submit one form per person. *There will be no on-site registrations!*

There is **no registration fee** for this event, but please return your registration form to ensure that sufficient space is available.

Name: _____ Position: _____
Age Group(s) Served: _____ Program Name: _____
Address: _____
City: _____ State: _____ Zip Code: _____
County: _____ Phone Number: _____
E-Mail Address for Confirmation (if available): _____ Your Primary Language: _____

Please return completed registration form NO LATER than August 12, 2005 to:

**Child Care Resource & Referral
117 Jones Jaggars Hall, WKU, 1 Big Red Way
Bowling Green, KY 42101**

ACCESSIBILITY NEEDS: Do you have a disability that requires special materials or services? Please explain: _____
CANCELLATIONS: To avoid obligation for payment of fees or to obtain a refund, all cancellations must be received *in writing five working days prior to the event.*

CCR&R PROFESSIONAL DEVELOPMENT TRAINING

SATURDAY, AUGUST 20, 2005

MASS MEDIA & TECHNOLOGY HALL, WKU, NORMAL STREET, BOWLING GREEN, KY

MORNING SESSION: 9:00 A.M.-NOON

- MOTHER GOOSE IS ALIVE AND WELL: USING NURSERY RHYMES FOR LITERACY AND LANGUAGE DEVELOPMENT.** This session will explore creative ways for encouraging literacy and language development in early childhood classrooms. **Presenter:** Janet M. Buckley, CCR&R Consultant. **Target Audience:** General. **CDA Subject Area:** 2. **Core Content:** Child Growth and Development. **Training Level:** 2
- SCREENING & ASSESSMENT: WHAT'S IT ALL ABOUT?** This session will provide participants with an overview of the screening and assessment process as well as various assessment processes for working with preschool children. **Presenter:** Taylor Tucker, CCR&R Quality Coordinator/Infant-Toddler Specialist. **Target Audience:** Preschool. **CDA Subject Area:** 7. **Core Content:** Child Assessment. **Training Level:** 2

AFTERNOON SESSION: 1:30-4:30 P.M.

- A Well Oiled Machine.** This interactive session will address program management issues relevant for all early care and education staff and administrators. To ensure a well-run, purposeful program responsive to the participant needs, all employees must use available resources and become a competent organizer, planner, record-keeper, communicator, and cooperative team member. **Presenter:** Dr. Connie Jo Smith, CCR&R Specialist. **Target Audience:** General. **CDA Subject Area:** 7. **Core Content:** Program Management and Evaluation. **Training Level:** 2.
- INVOLVING FAMILIES IN YOUR PROGRAMS.** This session will help staff look at their skills (and build new skills) for involving families into the programs. The session will explore the family involvement guidelines necessary for the STARS for KIDS NOW Quality Rating System. **Presenter:** Taylor Tucker, CCR&R Quality Coordinator/Infant-Toddler Specialist. **Target Audience:** Preschool. **CDA Subject Area:** 4. **Core Content:** Family and Community Partnership.

Participant check-in begins at 8:30 a.m. Submit one form per person; copy as necessary. SELECT ONE CATEGORY.

BRADD AREA PARTICIPANT

Early Bird Registration Fee is \$15 per each Half-Day Session (\$30 for a full day of training.)

Return form with payment by August 12, 2005.

No registrations will be accepted after August 12, 2005.

NON-BRADD AREA PARTICIPANT

Early Bird Registration Fee is \$20 per each Half-Day Session (\$40 for a full day of training.)

Return form with payment by August 12, 2005.

No registrations will be accepted after August 12, 2005.

There will be no on-site registrations! ___ Check here to receive *CEU Credits* and include an additional \$25 fee.

Name: _____ Position: _____
Age Group(s) Served: _____ Program Name: _____
Address: _____
City: _____ State: _____ Zip Code: _____
County: _____ Phone Number : _____
E-Mail Address for Confirmation (if available): _____ Your Primary Language: _____
 Check Enclosed Purchase Order # _____ Enclosed
 Please bill my Credit Card (Visa, Mastercard, Discover): _____
Card Expiration Date: ___ / ___ / ___ Signature: _____

Please return completed registration form with payment NO LATER than August 12, 2005 to:

Child Care Resource & Referral, WKU, 117 Jones Jagers Hall, 1 Big Red Way, Bowling Green, KY 42101

ACCESSIBILITY NEEDS: Do you have a disability that requires special materials or services? Please explain: _____

CANCELLATIONS: To avoid obligation for payment of fees or to obtain a refund, all cancellations must be received in writing five working days prior to the event.

ORIENTATION TRAINING FOR EARLY CARE & EDUCATION PROFESSIONALS

9:00 A.M. - 4:00 P.M., SATURDAY, AUGUST 20, 2005

MASS MEDIA & TECHNOLOGY HALL, WKU, NORMAL STREET, BOWLING GREEN, KY

Formerly called *The New Employee Orientation*, this is a mandatory six-hour training that all child care employees must attend during the first 90 days of employment.

MORNING SESSION: 9:00 A.M.-NOON

BASIC HEALTH, SAFETY AND SANITATION.

PRESENTER: Dr. Amy S. Hood, CCR&R Professional Development Specialist. **Target Audience:** New Employees. **CDA Subject Area:** 1. **Core Content:** Health, Safety & Nutrition. **Training Level:** 1.

AFTERNOON SESSION: 1:30-4:30 P.M.

RECOMMENDED PRACTICES.

Presenter: Dr. Amy S. Hood, CCR&R Professional Development Specialist. **Target Audience:** New Employees. **CDA Subject Area:** 8. **Core Content:** Learning Environments and Curriculum. **Training**

Participant check-in begins at 8:30 a.m. Submit one form per person; copy as necessary. SELECT ONE CATEGORY:

BRADD AREA PARTICIPANT

Early Bird Registration Fee is \$10 per each Half-Day Session (\$20 for a full day of training).

Return form with payment by August 12, 2005.

No registrations accepted after August 12, 2005.

NON-BRADD AREA PARTICIPANT

Early Bird Registration Fee is \$20 per each Half-Day Session (\$40 for a full day of training).

Return form with payment by August 12, 2005.

No registrations accepted after August 12, 2005.

To receive *CEU Credits*, please check here ___ and include an additional \$25 fee.

Name: _____ Position: _____

Age Group(s) Served: _____ Program Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

County: _____ Phone Number: _____

E-Mail Address for Confirmation (if available): _____ Your Primary Language: _____

Check Enclosed Purchase Order # _____ Enclosed

Please bill my Credit Card (Visa, Mastercard, Discover): _____

Card Expiration Date: ___ / ___ / ___ Signature: _____

No registrations accepted after August 12, 2005. Please return completed registration form with payment to:

CHILD CARE RESOURCE & REFERRAL

117 JONES JAGGERS HALL, WKU, 1 BIG RED WAY, BOWLING GREEN, KY 42101

ACCESSIBILITY NEEDS: Do you have a disability that requires special materials or services? Please explain: _____

CANCELLATIONS: To avoid obligation for payment of fees or to obtain a refund, all cancellations must be received *in writing five working days prior to the event.*

Child Care Resource & Referral Professional Development Training

CHILD ABUSE AND NEGLECT: A REFRESHER SESSION

6:00 - 9:00 P.M., AUGUST 25, 2005

CENTERTORIUM, JONES-JAGGERS HALL, WESTERN KY. UNIVERSITY, BOWLING GREEN, KY

Has it been a while since you received training on recognizing and reporting child abuse? If so, this session is for you. This interactive session will re-examine the signs, symptoms, and indications of child abuse and neglect and your roles as an early care and education professional in documentation and reporting. **Pre-senter:** Taylor Tucker, CCR&R Quality Coordinator/Infant-Toddler Specialist. **Target Audience:** General. **CDA Subject Area:** 5. **Core Content:** Health, Safety & Nutrition. **Traning Level:** 2.

Doors will open and participant check-in will begin at 5:30 p.m. on the night of the training. You may copy and share this form as necessary. Print clearly and submit one form per person.

BRADD AREA PARTICIPANT

Early Bird Registration Fee is \$10 per participant.

Return form with payment by August 19, 2005.

No registrations accepted after August 19, 2005.

NON-BRADD AREA PARTICIPANT

Early Bird Registration Fee is \$20 per participant.

Return form with payment by August 19, 2005.

No registrations accepted after August 19, 2005.

There will be no on-site registrations!

___ Check here to receive CEU Credits and include an additional \$25 fee.

Name: _____ Position: _____
Age Group(s) Served: _____ Program Name: _____
Address: _____
City: _____ State: _____ Zip Code: _____
County: _____ Phone Number: _____
E-Mail Address for Confirmation (if available): _____ Your Primary Language: _____
 Check Enclosed Purchase Order # _____ Enclosed
 Please bill my Credit Card (Visa, Mastercard, Discover): _____
Card Expiration Date: ___ / ___ / ___ Signature: _____

Please return completed registration form with payment NO LATER than August 19, 2005 to:

Child Care Resource & Referral

117 Jones Jaggars Hall, WKU, 1 Big Red Way, Bowling Green, KY 42101

ACCESSIBILITY NEEDS: Do you have a disability that requires special materials or services? Please explain: _____
CANCELLATIONS: To avoid obligation for payment of fees or to obtain a refund, all cancellations must be received *in writing five working days prior to the event.*

2005-2006 CCR&R CALENDAR OF TRAINING EVENTS

| DATE | EVENT TYPE | TOPIC | LOCATION |
|--------------------|---------------------|---|-------------------|
| August 13, 2005 | CDA Classes Begin | Child Development Associate (Pre-Enrollment Required) | Bowling Green, KY |
| August 16, 2005 | Introductory Event | Introduction to Resources in Kentucky | Bowling Green, KY |
| August 18, 2005 | Overview | STARS for KIDS Now Overview | Bowling Green, KY |
| August 20, 2005 | Saturday Event | Orientation for ECE Professionals General Child Care Issues Preschool Care Issues Registered Providers Orientation | Bowling Green, KY |
| August 25, 2005 | Evening Event | Child Abuse and Neglect: A Refresher Session | Bowling Green, KY |
| September 13, 2005 | Introductory Event | Introduction to Resources in Kentucky | Bowling Green, KY |
| September 13, 2005 | Telephone Event | General Child Care Issues | |
| September 15, 2005 | Overview | STARS for KIDS Now Overview | Bowling Green, KY |
| September 15, 2005 | Evening Event | General Child Care Issues | Bowling Green, KY |
| September 17, 2005 | Saturday Event | Preschool Care Issues Infant-Toddler Issue | Bowling Green, KY |
| September 22, 2005 | Administrator Event | Child Care Management Issues | Bowling Green, KY |
| September 29, 2005 | Introductory Event | Start Up Training for Potential Child Care Providers | Bowling Green, KY |
| October 11, 2005 | Evening Event | General Child Care Issues | Bowling Green, KY |
| October 22, 2005 | Saturday Event | General Child Care Issues Orientation for ECE Professionals Registered Providers Orientation | Glasgow, KY |
| November 10, 2005 | Telephone Event | General Child Care Issues | |
| November 15, 2005 | Introductory Event | Introduction to Resources in Kentucky | Bowling Green, KY |
| November 15, 2005 | Administrator Event | Child Care Management Issues | Bowling Green, KY |
| November 17, 2005 | Evening Event | General Child Care Issues | Bowling Green, KY |
| November 19, 2005 | Saturday Event | Preschool Care Issues School Age Care Issues | Bowling Green, KY |

| DATE | EVENT TYPE | TOPIC | LOCATION |
|-------------------|---------------------|--|-------------------|
| December 10, 2005 | Saturday Event | Orientation for ECE Professionals Registered Providers Orientation | Bowling Green, KY |
| January 21, 2006 | Saturday Event | Preschool Care Issues General Child Care Issues | Bowling Green, KY |
| January 24, 2006 | Telephone Event | General Child Care Issues | |
| January 24, 2004 | Introductory Event | Introduction to Resources in Kentucky | Bowling Green, KY |
| February 7, 2006 | Evening Event | General Child Care Issues | Bowling Green, KY |
| February 16, 2006 | Administrator Event | Child Care Management Issues | Bowling Green, KY |
| February 18, 2006 | Saturday Event | Orientation for ECE Professionals General Child Care Issues Registered Providers Orientation | Glasgow, KY |
| March 7, 2006 | Evening Event | General Child Care Issues | Bowling Green, KY |
| March 14, 2006 | Introductory Event | Introduction to Resources in Kentucky | Bowling Green, KY |
| March 18, 2005 | Saturday Event | Infant-Toddler Issues Preschool Care Issues | Bowling Green, KY |
| April, 2006 | Saturday Event | General Child Care Issues Orientation for ECE Professionals Registered Providers Orientation | Bowling Green, KY |
| April 19, 2006 | Administrator Event | Child Care Management Issues | Bowling Green, KY |
| April 25, 2006 | Evening Event | General Child Care Issues | Bowling Green, KY |
| May 9, 2006 | Introductory Event | Introduction to Resources in Kentucky | Bowling Green, KY |
| May 11, 2006 | Evening Event | General Child Care Issues | Bowling Green, KY |
| May 20, 2006 | Saturday Event | Preschool Care Issues School Age Care Issues | Bowling Green, KY |
| June 17, 2006 | Saturday Event | Registered Providers Orientation General Child Care Issues Orientation for ECE Professionals | Bowling Gree, KY |

Check **THE CHILD CARE PROFESSIONAL** each month. Each issue will include registration information and forms for the upcoming month's training events. The registration information will include the "target audience," a description of the training event, and the applicable CDA Subject Area, Core Content, and Training level to assist you in choosing the most appropriate session.

Professional Development by Target Audience

Here's a ready reference of the year's upcoming CCR&R training dates broken down by target audience. We hope you will find the information helpful in planning your training for the year.

GENERAL AUDIENCES:

| | |
|---------------|---------------------------|
| Aug. 20, 2005 | General Child Care Issues |
| Oct. 22, 2005 | General Child Care Issues |
| Jan. 21, 2006 | General Child Care Issues |
| Feb. 18, 2006 | General Child Care Issues |
| Apr. 15, 2006 | General Child Care Issues |
| Jun. 17, 2006 | General Child Care Issues |

INFANT/TODDLER:

| | |
|----------------|-----------------------|
| Sept. 17, 2005 | Infant-Toddler Issues |
| Mar. 18, 2005 | Infant-Toddler Issues |

PRESCHOOL:

| | |
|----------------|-----------------------|
| Aug. 20, 2005 | Preschool Care Issues |
| Sept. 17, 2005 | Preschool Care Issues |
| Nov. 19, 2005 | Preschool Care Issues |
| Jan. 21, 2006 | Preschool Care Issues |
| Mar. 18, 2006 | Preschool Care Issues |
| May 20, 2006 | Preschool Care Issues |

SCHOOL AGE:

| | |
|---------------|------------------------|
| Nov. 19, 2005 | School Age Care Issues |
| May 20, 2006 | School Age Care Issues |

ORIENTATION TRAINING FOR EARLY CARE AND EDUCATION PROFESSIONALS:

| | |
|---------------|--------------------------|
| Aug. 20, 2005 | New Employee Orientation |
| Oct. 22, 2005 | New Employee Orientation |
| Dec. 10, 2005 | New Employee Orientation |
| Feb. 18, 2006 | New Employee Orientation |
| Apr. 15, 2006 | New Employee Orientation |
| Jun. 17, 2006 | New Employee Orientation |

REGISTERED PROVIDERS ORIENTATION:

| | |
|---------------|-----------------------|
| Aug. 20, 2005 | Providers Orientation |
| Oct. 22, 2005 | Providers Orientation |
| Dec. 10, 2005 | Providers Orientation |
| Feb. 18, 2006 | Providers Orientation |
| Apr. 15, 2006 | Providers Orientation |
| Jun. 17, 2006 | Providers Orientation |

STARS FOR KIDS NOW OVERVIEW:

| | |
|----------------|------------------------|
| Aug. 18, 2005 | STARS Overview Session |
| Sept. 15, 2005 | STARS Overview Session |

INTRODUCTION TO KENTUCKY RESOURCES (for individuals interested in the Trainer Credential only):

| | |
|----------------|-----------------------------|
| Aug. 16, 2005 | Intro to Kentucky Resources |
| Sept. 13, 2005 | Intro to Kentucky Resources |
| Nov. 15, 2005 | Intro to Kentucky Resources |
| Jan. 24, 2006 | Intro to Kentucky Resources |
| Mar. 14, 2006 | Intro to Kentucky Resources |
| May 9, 2006 | Intro to Kentucky Resources |

EVENING TRAINING SESSIONS (All are General Target Audience):

| | |
|----------------|---------------------------|
| Aug. 25, 2005 | General Child Care Issues |
| Sept. 15, 2005 | General Child Care Issues |
| Oct. 11, 2005 | General Child Care Issues |
| Nov. 17, 2005 | General Child Care Issues |
| Feb. 7, 2006 | General Child Care Issues |
| Mar. 7, 2006 | General Child Care Issues |
| Apr. 25, 2006 | General Child Care Issues |
| May 11, 2006 | General Child Care Issues |

PHONE TRAINING (All are General Target Audience):

| | |
|----------------|---------------------------|
| Sept. 13, 2005 | General Child Care Issues |
| Nov. 10, 2005 | General Child Care Issues |
| Jan. 24, 2006 | General Child Care Issues |

ADMINISTRATOR TRAINING (For owners, directors, site supervisors, lead teachers):

| | |
|----------------|-------------------|
| Sept. 22, 2005 | Management Issues |
| Nov. 15, 2005 | Management Issues |
| Feb. 16, 2006 | Management Issues |
| Apr. 19, 2006 | Management Issues |

CHILD DEVELOPMENT ASSOCIATE:

| | |
|---------------|-------------------|
| Aug. 13, 2005 | CDA Classes Begin |
| Dec. 10, 2005 | CDA Classes End |

Training Requirements for Participation in the STARS for KIDS NOW Quality Rating System

Taylor Tucker, Infant-Toddler Coordinator / Quality Coordinator

One of the indicators of a quality program is staff training and education. There are many opportunities to obtain training in the early childhood field. It is essential for staff to gain training and education within the area they work. If a program is planning on participating in the STARS for KIDS NOW Quality Rating System, it is important to plan ahead for staff training. As the level of STARS increases, so do the staff training requirements. The following are the requirements for Type I Child Care Centers.

For a **Level 1 STAR rating**, the staff must meet licensing requirements for training. That is 12 clock hours for all employees. This is calculated from hire date to hire date. Therefore each staff member will be on a separate schedule for training. You must develop and implement an individual staff development plan for each staff annually.

For a **Level 2 STAR rating**, each staff must have three additional clock hours of training annually for a total of 15 hours. If a staff member has the Commonwealth Child Care Credential, Child Development Associate (CDA), Montessori Certificate, an AA, BA (or higher) in Early Childhood or a related degree, then they only need the 12 hours required by licensing. These credentials must be kept current. The director must have six additional clock hours of training annually for a total of 18 hours; or a CDA, Directors Credential, Montessori Certificate, or an AA, (or higher) in Early Childhood or a related degree. You can calculate these hours either hire date to hire date or STAR rating visit date to STAR rating visit date. You must calculate the hours the same way for all staff members.

For a **Level 3 STAR rating**, you must meet the requirements for a Level 2 and at least 50 percent of your teaching staff must have the Commonwealth Child Care Credential or higher. Also 50 percent of your staff working with children must have CPR and

First Aid training. These credentials must be kept current. The director must have 12 additional clock hours for a total of 24 clock hours and either a CDA, Directors Credential, Montessori Certificate, or an AA or higher in early childhood or related degree.

For a **Level 4 STAR rating**, you must meet the requirements for Level 3 and have a minimum of one staff member with a CDA or higher working in each classroom during all hours of operation. The director must meet a state-approved national accrediting organization's standards and have an additional 12 clock hours of training, for a total of 24 clock hours of training annually. The director must also hold a current Kentucky Director's credential.

As you can see, in order to meet the training requirements for the STARS for KIDS NOW Quality Rating System, you need to plan ahead!



Congratulations!

The staff of the CCR&R at WKU want to recognize **Little Treasures #2** (Brownsville Child Development Center) in Edmonson County for earning a Level 3 STAR rating!

Congratulations are also in order for **Nita Collins** of Creative Corner in Logan County; Nita just earned a Child Development Associate (CDA)! Great job!

Earn a Certificate, Credential, or Degree...or all Three!

Dr. Amy S. Hood, Professional Development Specialist

Are you interested in earning a certificate, credential, or degree in the field of early childhood education? Did you know that the KIDS NOW Initiative is making it easier for that to happen for area child care providers? As a part of the initiative, scholarships are available for eligible individuals to work toward earning a Commonwealth Child Care Credential, a Child Development Associate (CDA), a Director's credential, an Associate's or Bachelor's degree in early childhood education. Here's some information on scholarship opportunities and contact information.

College Scholarship

The KIDS NOW Early Childhood Development Scholarship program is available for staff employed at least 20 hours per week in a licensed child-care setting (in-home and center-based), as well as instructional assistants in public pre-school programs. The scholarship will assist eligible applicants in attending college courses that lead toward a Director's Credential, or an Associate's or a Bachelor's degree in early childhood education at a participating university. Interested persons may apply for the Spring 2006 semester online at www.kbeaa.com.

The KIDS NOW Early Childhood Development Scholarship program also provides reimbursement for related educational expenses upon successful completion of a semester (student must maintain a C average). Once a scholar receives a credential or degree, the scholar may also apply for a milestone achievement award.

Non-College Scholarship

Non-college scholarship opportunities are available for individuals interesting in working toward the Commonwealth Child Care Credential or the Child Development Associate (CDA). Staff members who are employed at least 20 hours per week in a licensed child-care setting (in-home and center-based) are

eligible for this scholarship opportunity. The CCR&R at WKU, the approved agency for the BRADD area, provides the instruction for both of these credentials in the required seven Core Competency areas including child growth and development; learning environments and curriculum; health, safety and nutrition; family and community partnerships; child assessment; professionalism; and program management.

What Are the Credentials?

The Cabinet for Families and Children and the Office of Early Childhood Development awards the Commonwealth Child Care Credential, a credential for early care and education professionals in Kentucky. The Commonwealth Child Care Credential is awarded to individuals after they have participated in 60 clock hours of training provided by an approved agency. These 60 hours can be counted in the individual's training hours required by the state.

The Child Development Associate (CDA) is a nationally recognized credential for early childhood professionals and it is awarded by the Council for Professional Recognition (www.cdacouncil.org). Training for this credential is also provided through specific classes at the WKU CCR&R. The credential requires a minimum of 120 clock hours of training in specific subject areas such as health, safety and nutrition, learning environments and curriculum, professionalism, program management, child development, child assessment, observation and recording of children's growth, and family and community partnerships.

For individuals who first earn a Commonwealth Child Care Credential, those 60 hours are counted as one-half of the requirements for the training clock hours. All of these hours can also be counted in the individual's training hours required by the state. The credential is awarded for a three-year period and individuals are eligible to renew the credential for a five year period with additional training.

Director's Credential

The Director's credential, specific to the state of Kentucky, was developed in order to provide candidates with the education and skills necessary to manage an early childhood program.

The Director's Credential can be obtained from many colleges and universities in the state. Locally, the Director's Credential, offered at WKU or the Bowling Green Community College, consists of five college courses in required areas. These courses are also part of the course work necessary for the AA degree in Interdisciplinary Early Childhood Education and the Child Studies Area of Concentration in the Family and Consumer Sciences BS Degree. The classes are not only available in the traditional classroom meeting, but are also offered in an on-line format.



For more information regarding the KIDS NOW Scholarship programs or early childhood credentials, contact Dr. Amy Hood, Professional Development Specialist. Amy is available to provide information by phone or an on-site appointment can be scheduled for interested persons. Amy can be reached by phone at 800-621-5908 or 270-745-2216, or by e-mail at Amy.Hood@wku.edu.

IMPORTANT:

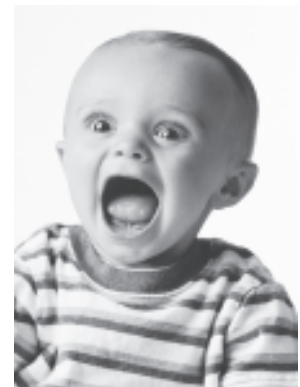
- In order to access the KIDS NOW Early Childhood Development Scholarship college courses in the Spring 2006 semester, completed applications **MUST** be submitted on-line **NO LATER than November 15, 2005**.
- If you are interested in attending the next Commonwealth Child Care Credential classes in January 2006, completed applications must be submitted to Amy Hood **NO LATER than December 1, 2005**.

Please contact the CCR&R at WKU office to get application information.

Want to Be Published? Want to Announce An Event?

If you are an administrator, coordinator, teacher, or caregiver, we encourage you to articles to be considered for publication in **THE CHILD CARE PROFESSIONAL**. You can share your experiences in early care and education, tell us about activities that work well with children, share ways you communicate and involve families, or discuss ideas for working with colleagues or community partners. Do you have a scholar story to tell about going back to school? Have a story about working on STARS for your facility? Want to tell us about your experiences starting your child care program? We welcome your submissions.

All non-profit agencies are also welcome to submit announcements for consideration of publication in the CCR&R newsletter. Describe your services, let us know about an upcoming event, or describe a specialized service your agency provides. We do not guarantee acceptance or the exact date of publication, but we want you - as our partners in early childhood - to freely contribute to YOUR newsletter. We will make every effort to include your articles and announcements in **THE CHILD CARE PROFESSIONAL** on a timely basis. *All articles, submissions, and announcements should be limited to 400 words or less, and must be typed and sent electronically. (Sorry, submissions cannot be returned.)* You may e-mail your submissions to connie.smith@wku.edu, or mail them on disk to: Child Care Resource & Referral at WKU, 1 Big Red Way, 117 Jones-Jaggers Hall, Bowling Green, Kentucky 42101.



What You Need to Know About *Introduction to Resources In Kentucky*

By Sherri Meyer, CCR&R Coordinator and Dr. Amy S. Hood, CCR&R Professional Development Specialist

Throughout the year within the CCR&R's training calendar, you will notice that we offer a training called **Introduction to Resources in Kentucky**. This training is designed for individuals who wish to earn a *Kentucky Trainer's Credential*. This is one of a two-part training required to earn a *Kentucky Trainer's Credential*. Individuals interested in earning a Trainer's Credential also have to attend a three-day workshop called the *Fundamentals of Effective Training* presented by the University of Kentucky's Training into Practice Project (TIPP).

The Introduction to Resources in Kentucky is a two-hour workshop offered by the Child Care Resource & Referral at WKU on a regular basis (see training calendar for dates/times). No training hours are provided and the training time does not count toward your required licensing training hours. Individuals who wish to seek a Trainer's Credential, should register to attend the Introduction to Resources in Kentucky and the *Fundamentals of Effective Training* events so that they are able to submit their application and documentation prior to credential review dates each year. According to the TIPP website, dates have been scheduled to review applications on October 12, 2005 and January 11, 2006. If you would like more information on the *Fundamentals of Effective Training* or the Trainer's Credential you can visit the TIPP website at <http://www.idhi.uky.edu/tipp>.

As a director, remember that anyone who trains your staff must have their Trainer's Credential in order for the hours spent in training to count toward your total number of hours received for the year. Training at the CCR&R ensures that you will have a credentialed trainer providing your staff their training. Feel free to contact the CCR&R for more information on our training calendar or the Introduction to Resources in Kentucky training.

For individuals who have earned their Trainer's Credential, don't forget you are required to renew that credential prior to your credentials expiration date. For Level 2-4 trainers, you must attend a minimum of 15 hours of Adult Learning as one renewal requirement. These hours can be obtained by attending a series of training called, *Beyond Fundamentals*. This training, also developed by The Training into Practice Project (TIPP), takes a closer look at the various adult learning concepts. To find out more about the Beyond Fundamental Training Opportunities in our area, feel free to contact the CCR&R at WKU at 1-800-621-5908 or by e-mail at ccrr.expert@wku.edu.



Child Care Resource & Referral
Western Kentucky University
1 Big Red Way, 117 Jones-Jagers Hall
Bowling Green, KY 42101-3576

THE CHILD CARE PROFESSIONAL

The Newsletter of the Child Care Resource & Referral at WKU

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