CCR&R Professional Development Training
Quarterly Registration Portfolio
April - June, 2014

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. Our professional staff and consultants 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. Many events are conveniently scheduled in the evening or on Saturdays and participants qualify for Child Care Training Credits.

This special Quarterly Registration Portfolio contains descriptions for upcoming training events for the months of April, May and June 2014 and our composite registration forms. Review the portfolio and copy the information you need, then pass the portfolio on to your co-workers or colleagues so that they may register for the training in which they are interested.

Please complete and return your registration form(s) with payment or register on-line at www.wku.edu/ccrr-wku by the date specified on the form. Registrations will be accepted after the stated deadlines only if space is available, and an additional $5 processing fee will be added to the Registration Fee. There will be no on-site registrations! For additional details on scheduled events, please contact the CCR&R at 270-745-2216 or 800-621-5908.

To avoid obligation for payment of fees or to receive a refund, cancellations must be received in writing five business days prior to the event.

The CCR&R reserves the right to cancel an event if enrollment criteria are not met or when conditions beyond our control prevail. In the event of cancellation, the liability of the CCR&R is limited to the refund of registration fees only.

Lost Your Training Certificate?
The CCR&R maintains a database of training participation. Replacement certificates are available for a reprint fee of $5 per certificate. You may order certificates by contacting Heather Alms, at the CCR&R office by calling 270-745-2216 or 800-621-5908. Please note that if you attended New Employee Orientation prior to the October 1, 2003 revision date, replacement certificates are not available and the session will need to be retaken.

Did you know that CCR&R offers ON-LINE Training Opportunities?
The staff members from the CCR&R at WKU are excited to offer a variety of training sessions using this online forum. On-line venues allow individuals to sign up for training that not only meets their technology needs, but also allows them to do the work from their program or home without having to travel. Because on-line training is not tightly scheduled, you can also complete the training at a time most convenient for you!

On-line Training allows you to access and complete ANY of the posted modules at any time. Participants have up to two weeks to complete their on-line participation and written assignments for each module and can earn two hours of training credit per module. Once the module is successfully completed, a training certificate is awarded.

Check out the variety of training topics by visiting our website at http://www.wku.edu/ccrr-wku. Click on the training tab and search for on-line formats. Once you have chosen a topic that meets your needs, register online for the session to begin the first of each month. Due to the requirements of the Information Technology administrators, registrations must be received no later than 10 working days before each session. Registrations received less than 10 working days before the session will be returned.

NOTE: All of these online independent training sessions are designed and presented by Kentucky Credentialed Trainers, therefore, the training meets all requirements for Kentucky Child Care Licensing.
<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professional Development Conference</td>
<td>April 26, 2014</td>
<td>9:00 a.m. - 3:00 p.m.</td>
<td>WKU South Campus, Nashville Rd., Bowling Green, KY</td>
</tr>
<tr>
<td>Orientation Training for Early Care and Education Professionals</td>
<td>May 31, 2014</td>
<td>9:00 a.m. - 4:00 p.m.</td>
<td>WKU South Campus, Nashville Rd., Bowling Green, KY</td>
</tr>
<tr>
<td>Saturday Professional Development Conference</td>
<td>May 30, 2014</td>
<td>9:00 a.m. - 3:00 p.m.</td>
<td>WKU South Campus, Nashville Rd., Bowling Green, KY</td>
</tr>
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### April 26, 2014

**9:00 am - Noon: Examining Families**
This interactive session will provide participants with the opportunity to understand the importance of family and community partnerships. Participants will examine strategies for positive family involvement and explore the benefits for maintaining partnerships with the family and community will be provided.

*Presenter: Rebecca Bowers, Consultant; Target Audience: General. Core Content: Family & Community Partnership, CDA Subject Area: 5, Training Level: 2*

**1:00 pm - 3:00 pm: Keeping Families Involved**
This session continues the interactive conversation about family partnerships and the importance of involving families within Early Childhood programs.

*Presenter: Rebecca Bowers, Consultant; Target Audience: General. Core Content: Family & Community Partnership, CDA Subject Area: 5, Training Level: 2*

Registration Fee is $30 for the 3-hour Morning Sessions and $20 for the 2-hour Afternoon Sessions. Register on-line at [www.wku.edu/ccrr](http://www.wku.edu/ccrr) OR return Quarterly Registration Form with payment by April 15, 2014.

### May 31, 2014

**9:00 a.m. - Noon: Recommended Practices**
This is the first half of the mandatory session of six-hour training that all child care employees must attend during the first 90 days of employment.


**1:00 - 4:00 p.m.: Recognizing and Reporting Child Abuse and Neglect and Basic Health, Safety, and Sanitation**
This is the second half in a mandatory session of six-hour training that all child care employees must attend during the first 90 days of employment.

*Presenter: Stephanie Elliott, Consultant; Target Audience: New Employees. Core Content: Health, Safety & Nutrition. CDA Subject Area: 1. Training Level: 1. This session also functions as the Registered Providers Orientation.*

Registration Fee is $40 (or $20 if registering only for the Registered Providers Orientation). Register on line at [www.wku.edu/ccrr-wku](http://www.wku.edu/ccrr-wku) OR return Quarterly Registration Form with payment by May 13, 2014.

### May 30, 2014

**9:00 – Noon: Exploring the World of Dramatic Play**
Participants will discuss how dramatic play can teach all of the content areas related to school readiness and how the role of the teacher is vital to this learning center and the learning that can occur.

*Presenter: Sherri Meyer, Early Childhood Specialist; Target Audience: General; Core Content: LEC; CDA Subject Area: 5; Level 1*

**1:00 pm – 3:00 pm: Planning Professionally**
Participants will examine the regulations for professional development and explore professional ethics and responsibilities while offering quality services to children and families.

*Presenter: Sherri Meyer, Early Childhood Specialist; Target Audience: General; Core Content: PM; CDA Subject Area: 6; Level 1*

Registration Fee is $30 for the 3-hour Morning Sessions and $20 for the 2-hour Afternoon Sessions. Register on-line at [www.wku.edu/ccrr-wku](http://www.wku.edu/ccrr-wku) OR return Quarterly Registration Form with payment by May 13, 2014.

Don’t Forget! If you need to earn CEU’s for your training, please check the appropriate box and include the additional fee with your payment.
## CCR&R Quarterly Registration Form, April - June 2014, Part 1

### SELECT EVENT AND CHECK BOX IF REQUESTING CEUS FROM W.K.U.

<table>
<thead>
<tr>
<th>Event Details</th>
<th>Reg Fee</th>
<th>CEU Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SATURDAY APRIL 26, 2014, WKU SOUTH CAMPUS, NASHVILLE RD., BOWLING GREEN, KY</strong></td>
<td></td>
<td></td>
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<tr>
<td>9:00 A.M. - NOON</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Examining Families <em>(Register no later than April 15, 2014)</em></td>
<td>$30</td>
<td>$25</td>
</tr>
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<td>1:00 - 3:00 P.M.</td>
<td></td>
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<td></td>
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| **SATURDAY MAY 30, 2014, WKU SOUTH CAMPUS, NASHVILLE RD., BOWLING GREEN, KY**  |
| 9:00 A.M. - NOON                                                            |         |         |
| - Orientation Training for Early Care and Education Professionals: Recommended Practices *(Register no later than May 23, 2014)* | $20     |         |
| 1:00 P.M. - 4:00 P.M.                                                      |         |         |
| - Orientation Training for Early Care & Education Professionals: Basic Health, Safety & Sanitation and Recognizing & Reporting Child Abuse *(Register no later than May 13, 2014)* | $20     |         |
| **This session also functions as Registered Provider Orientation.**          |         |         |

| **SATURDAY MAY 30, 2014, WKU SOUTH CAMPUS, NASHVILLE RD., BOWLING GREEN, KY**  |
| 9:00 A.M. - NOON                                                            |         |         |
| - Exploring the World of Dramatic Play *(Register no later than May 13, 2014)*  | $30     | $25     |
| 1:00 - 3:00 P.M.                                                           |         |         |
| - Planning Professionally *(Register no later than May 13, 2014)*           | $20     |         |

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Copy and share this form as necessary; print clearly and submit one form per person.

Doors open and participant check-in begins 30 minutes before the scheduled training. **Registrations will be accepted after the stated deadline only if space is available, and an additional $5 processing fee will be added to the Registration Fee.** There will be no on-site registrations!

Name: ___________________________________________ Position: ___________________________________________
Age Group(s) Served: ___________________________ Program Name: ___________________________________________
Address: _______________________________________________________________________________________
City: ___________________________ County: ___________________________ State: ______ Zip Code: __________
Phone Number: ___________________________ E-Mail Address for Confirmation (if available): ________________
ECE-TRIS ID Info: Birth Date: ___ / ___ / ___ (Day/Mo/Yr) Last 4 Digits of SSN: ___ ___ ___ __
___ Check Enclosed ______ Purchase Order # ____________ Enclosed
___ Please bill my Credit Card (Visa, Mastercard, Discover): ________________________________
Card Expiration Date: ___ / ___
Signature: __________________________

Please register on-line at [www.wku.edu/ccrr-wku](http://www.wku.edu/ccrr-wku) OR return completed registration form with payment by stated deadline to:

Child Care Resource & Referral, Western Kentucky University
1906 College Heights Blvd. #11098, Bowling Green, KY 42101-1098

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.