

## OYC Makes Professional Development Easy! Did you know?

**OYC can provide *on-site training* (Including CPR and First Aid) to your center, school or group! It is personalized, customized and brought directly to you and your team!!**

You can have state approved early childhood trainers come to your site\* and deliver quality, energetic content with topics relevant to YOUR staff/group learning needs ...at your convenience!

Classes may be scheduled for two hours or longer, evenings, weekends, or weekdays...depending on what works best for your program/group schedule.

Each Class includes:

- Telephone consultation with a trainer to insure the content of the class meets your unique needs
- A LARA approved Certificate of Completion for each participant listing the Core Knowledge/ Competency Areas covered in each class along with a breakdown of the CDA Functional Areas
- A copy of the sign in sheet which will reduce the administrator confusion of tracking attendance and individual staffs training hours

Economize your PD demands by letting us come to you!



To schedule a training or for general questions please contact Lori Brasic at 517-887-4541.

\*if you do not have room to hold the training, OYC can hold it at the Human Services Building.

## Goodbye & Hello

The Office for Young Children said goodbye to our friend and colleague, Tammy Heilman, who retired from the Ingham County Health Department, Office for Young Children on May 31, 2017.

Tammy leaves a legacy of dedication and compassion for the field of Early Childhood Education, with an emphasis on quality practices and steadfastly and intentionally acting with the lens of what is best for children.








We will sorely miss her passion for the "cause", her multitude of contributions to our work, and... of course, her love of chocolate.


### Office for Young Children Welcomes our Newest Staff Member!

Please join us in welcoming Ashley Jory, Early Childhood Specialist, to the OYC team! Ashley comes to us with a strong background in early childhood education, experience with the Great Start to Quality Rating and Improvement System and desire to add her own contributions to professional development opportunities.


These energies make her a great fit for her new role as Quality Improvement Specialist, under the Great Start Central Resource Center work. She started in June and is looking forward to meeting providers and working with you.

For a complete listing of available courses visit <http://hd.ingham.org>

Main Core Knowledge and Competency Area	Course title, description and number of training hours	Course Type & time	Cost
★ <b>CHILD DEVELOPMENT</b> <i>Developing &amp; Achieving Level Infant/toddler focus</i>	<b>Happiest Baby and Happiest Toddler on the Block</b> For those of you caring for very young infants come learn about the calming reflex. This reflex is literally the “off switch” for a baby’s crying. Learn the five simple ways to turn on the calming reflex (the 5 S’s) and become the best baby calmer ever.	 July 20 Classroom 6:30 to 8:30 pm	 \$25 Special!
★ <b>FAMILY AND COMMUNITY ENGAGEMENT</b> <i>Developing &amp; Achieving Level Preschool focus</i>	<b>Heading to Kindergarten- Supporting Transitions</b> Supporting children and parents as they prepare to experience one of their most significant transitions, heading off to kindergarten, encompasses the work of the early childhood educator. This is perhaps the final professional connection you will have with those you have served and we want to help you as you clarify and encourage an environment of transition.	 August 16 ATRIUM Classroom 6:30-8:30 pm	 \$25 Special!
★ <b>INTERACTIONS AND GUIDANCE</b> <i>Developing &amp; Achieving Level School Age focus</i>	<b>Preventing Bullying</b> Bullying situations involve three groups of people: the bullies, the bystanders and the victims. Child care providers will explore their role in helping all three and how to create a culture of acceptance and tolerance in their program where bullying is not accepted by anyone. Participants will learn to recognize bullying, techniques to help the bully, victim and bystanders. Create a program culture that does not tolerate bullying.	 September 12 Classroom 6:30-8:30 pm	 \$ 25 Special!
★ <b>PROFESSIONALISM &amp; CHILD DEVELOPMENT</b> <i>Developing &amp; Achieving Level</i>	<b>CDA Essentials Hybrid Series</b> This is a hybrid course with much of the work taking place in the comfort of your home using the CDA Essentials Student Guide and Workbook, correspondence format. Once a month you are required to attend a 1.5 hour evening face to face session (see notes below for dates). Successful completion will result in acquiring the required 120 hours of study and Portfolio creation necessary to apply for a CDA. <b>Course begins in October 3, 2017 and concludes April 2018.</b>	HYBRID Classroom and homework Classes are 1 <sup>st</sup> Tuesday of each month	\$500
★ <b>OBSERVATION, DOCUMENTATION &amp; ASSESSMENT</b> <i>Developing &amp; Achieving Level</i>	<b>Small Groups and Assessment</b> Learn how to organize small group activities as a vehicle for the use of basic assessment tools. Practice use of developmental checklists and anecdotal records to track individual children’s development. This course also covers strategies for sharing this information at parent teacher conferences.	Can take as an Online (MOODLE) course or through the mail correspondence	 \$ 25 Special!

 Independent Study Courses are completed using mail or email, select option on registration page 7.

 Internet Courses are done online through MOODLE

 Unless otherwise noted, class courses meet at Human Services Bldg. (HSB), 5303 S. Cedar St, Lansing

★ Relates to Self-Assessment Survey Requirements

### Study at Home Power Hour Training Modules---Just need an Hour?











Step 1- Visit [Office for Young Children Home Page](#) and click on the **Power Hour Modules** link.

Step 2- Click on the **Power Hour Learning Link/Registration Form**. This will open a combined assignment answer sheet and registration form. Print off this form for each one-hour training you complete.

Step 3- Select the training you would like to complete and read the information.

Step 4- Using the printed form (see step 2) fill in your answers and complete the registration information portion at the bottom and mail in with your payment, \$14.00 for each hour module. A certificate of completion for one hour per module will be mailed upon review of the work.

## Specific Coursework Required by the Licensing And Regulatory Affairs

Main Core Knowledge Area	Course title, description and number of training hours	Course Type & time	Cost
Health, Safety and Nutrition	<b>CPR Certification</b> - American Heart Association Pediatric and Adult CPR.	 Classroom Saturday, Sept 16 9 am-11 am	\$36
Health, Safety and Nutrition	<b>First Aid Certification</b> - American Heart Association Pediatric First Aid course.	 Classroom Saturday, Sept 16 11am-1:00 pm	\$36
Health, Safety and Nutrition	<b>CPR Recertification</b> - American Heart Association, Pediatric and Adult CPR course	 Classroom, August 29 6:30- 8:30 pm	\$36
Health, Safety and Nutrition	<b>CPR and First Aid Challenge Courses</b> - Do you know CPR or First Aid inside out and backwards? If yes, OYC has the training for you! Study at home and spend one hour at an appointment testing at the OYC office. Meets Licensing and Regulatory Affairs for Michigan childcare requirements. Questions? Call Lori at 517 -887-4541	 Independent Study AND by Appointment only	\$36 CPR \$36 1 <sup>st</sup> aid
Health, Safety and Nutrition	<b>Beyond Back to Sleep and Shaken Baby Syndrome-</b> Learn the most up to date research and practices for keeping babies sleeping safely. Fulfills the Michigan Childcare Licensing requirement.	 MOODLE or  Ind. Study	\$29
Health, Safety and Nutrition	<b>Communicable Disease with Blood Borne Pathogen</b> Course meets Michigan Childcare Licensing requirements for blood-borne pathogen training.	 MOODLE or  Ind. Study	\$29
Child Development  <i>Developing and Achieving levels</i>	<b>Infant/Toddler Series-</b> (Modules must be taken in order)  Infant/Toddler Care: Beginning Their Journey (Module 1) Infant/Toddler Care: Growing up Fast (Module 2) Infant/Toddler Care: Small Steps to Success (Module 3)  <i>Optional 1.5 CEU (MSU) are available upon completion of each 15 hour module <b>at an additional cost of \$10 per module for</b> a total of 4.5 CEUs required by licensing for Infant/Toddler lead teachers.</i>	  Independent Study	\$140 per module
Management, Professionalism & Family and community engagement  <i>Achieving and Extending levels</i>	<b>Child Care Administration Series-</b> (Courses must be taken in order) Child Care Center Administration, Part 1 Child Care Center Administration, Part 2  <i>Optional 1.5 CEU (MSU) are available upon completion of each 15 hour course <b>at an additional cost of \$10 per course</b> for a total of 3 CEUs required by licensing for site administrators.</i>	  Independent Study	\$140 each course

## OYC Correspondence Course Catalog - OPEN ENROLLMENT ANY TIME!

To view each course description, CDA Content Area and Core Knowledge Area being addressed you may go to our website at <http://hd.ingham.org> Click on Office For Young Children, then Training Calendar then click on any title below to open a Word document description. Please call 1-800-234-6996 if you have any questions.

Course Title	Total Hours	Total CEUs	Training Cost
<a href="#">Are We Failing Our Boys?</a>	5	0.5	\$72
<a href="#">Basics of Early Care &amp; Education</a>	15	1.5	\$140
<a href="#">Biting-Why They Do It, What To Do About It</a> MOODLE	3	0	\$36
<a href="#">Caring for Infants and Toddlers</a> By Mail or MOODLE	3	0	\$36
<a href="#">Child Care Center Administration, Part 1</a>	15	1.5	\$140
<a href="#">Child Care Center Administration, Part 2</a>	15	1.5	\$140
<a href="#">Communicable Disease and Blood Borne Pathogens</a> By Mail or MOODLE	1.5	0	\$29
<a href="#">Creating a Safe and Healthy Childcare Environment</a>	5	0.5	\$72
<a href="#">Cultural Diversity and Inclusive Practices</a>	3	0	\$36
<a href="#">Dental Hygiene</a> MOODLE	3	0	\$36
<a href="#">Effective Communication &amp; Assertiveness</a>	5	0.5	\$72
<a href="#">Energize Your Circle Time</a> By Mail or MOODLE	3	0	\$36
<a href="#">Everyday Literacy</a> - By Mail or MOODLE	3	0	\$36
<a href="#">Extreme Makeover: Guidance &amp; Discipline</a> By Mail or MOODLE	5	0.5	\$72
<a href="#">Food Allergies</a> MOODLE	3	0	\$36
<a href="#">Food Allergies and Nutrition</a>	5	0.5	\$72
<a href="#">How Caregivers Affect Early Childhood Setting</a>	10	1	\$110
<a href="#">Inclusive Child Care 1</a>	16	1.6	\$140
<a href="#">Inclusive Child Care 2</a>	16	1.6	\$140
<a href="#">Inclusive Child Care 3</a>	16	1.6	\$140
<a href="#">Infant Toddler Care 1: Beginning Their Journey</a>	15	1.5	\$140
<a href="#">Infant Toddler Care 2: Growing Up Fast</a>	15	1.5	\$140
<a href="#">Infant Toddler Care 3: Small Steps to Success</a>	15	1.5	\$140
<a href="#">Infants and Toddlers: It's a Sensory Experience</a>	5	0.5	\$72
<a href="#">Journaling and Portfolios</a> By Mail	3	0	\$36
<a href="#">Making Meaningful Connections</a> By Mail or MOODLE	3	0	\$36
<a href="#">Many Right Ways (DVD)</a>	2.5	0	\$36
<a href="#">Meeting the Needs of School Age Children</a>	10	1	\$110
<a href="#">Music and Early Learning (DVD)</a>	2.5	0	\$36
<a href="#">Observation &amp; Documentation in Early Childhood Environment</a>	10	1	\$110
<a href="#">Physical Development of Infant and Toddlers</a> MOODLE	3	0	\$36
<a href="#">Physical Development of Preschool Children</a> MOODLE	3	0	\$36
<a href="#">Recognizing, Preventing &amp; Reporting Child Abuse &amp; Neglect</a>	1.5	0	\$29
<a href="#">Safe Sleep and Shaken Baby Syndrome</a> By Mail or MOODLE	1.5	0	\$29
<a href="#">Screening in Early Childhood</a> By Mail or MOODLE	1.5	0	\$29
<a href="#">Small Groups &amp; Assessment</a> By Mail or MOODLE	3	0	<b>Special rate til 9/30 \$25</b>
<a href="#">Social Emotional Development of Infant and Toddlers</a> MOODLE	3	0	\$36
<a href="#">Stop the Bullying: Create a New Culture</a>	5	0.5	\$72
<a href="#">Summer is Coming! Are You Ready for the School Ageds?</a> By Mail or MOODLE	3	0	\$36
<a href="#">Teaching Children Kindness</a> By Mail or MOODLE	3	0	\$36
<a href="#">Ten Things Every Child Needs for the Best Start in Life (DVD)</a>	2.5	0	\$36
<a href="#">The Developing Brain</a>	10	1	\$110
<a href="#">Toys, Activities and the Environment for Infants/Toddlers</a> MOODLE	3	0	\$36
<a href="#">Understanding Behavior in Children is an Emotional Discovery</a>	10	1	\$120
<a href="#">What Children Learn When You are Not Teaching</a> By mail or MOODLE	3	0	\$36
<a href="#">When a Child Pretends (DVD)</a>	2.5	0	\$36
<a href="#">You CAN Do Math and Science</a> by Mail or MOODLE	3	0	\$36

HOW TO REGISTER: You are required to register for training at [www.GreatStartToQuality.org](http://www.GreatStartToQuality.org)

- A. Under the “Educators” section choose “Looking for Professional Development”
- B. For face to face **classroom sessions** enter the county you want to search in and then click on the Classroom Training button. You can view it as a grid table or change to calendar view
- C. For **all On-line courses** training click on the online training button- you will see options from all of the state resource centers- all OYC trainings start with “OYC” in the title
- D. For **all Correspondence** training click on the correspondence button- you will see options from all of the state resource centers- all OYC trainings start with “OYC” in the title
- E. Complete payment process: For credit card payments, use the link that you receive in an email or call 517-887-4319 or 800-234-6996 to give info over the phone. If you wish to pay via check or money order please complete the form below and mail it along with your payment to: **Office for Young Children, PO Box 30161, Lansing MI 48909.** Please **make checks payable to Ingham County.** Checks returned for non-payment will be assessed a \$30 fee. For questions you may call 1-800-234-6996

## Summer 2017 Training Registration Form

Name (First) \_\_\_\_\_ (Last) \_\_\_\_\_ Home Phone \_\_\_\_\_

Home Street Address \_\_\_\_\_ Work Phone \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Home County \_\_\_\_\_

Email address (PRINT) \_\_\_\_\_ Birthdate \_\_\_\_\_

Type of Provider (Check one):     Family     Group     Center     DHS Unlicensed provider     Other

Worksite Name \_\_\_\_\_ License/Registration # \_\_\_\_\_

Check your training choices below:

Cost	Yes, CEU	Course Title	Indicate choice boxes where offered
<input type="checkbox"/> \$500		CDA Essentials Class (Hybrid)	Classroom 10/3/17 first session
<input type="checkbox"/> \$ 25		Happiest Baby and Toddler on the Block	Classroom 7/20/17
<input type="checkbox"/> \$ 25		Heading to Kindergarten- Supporting Transitions	Classroom 8/16/17
<input type="checkbox"/> \$ 25		Bullying Prevention	Classroom 9/12/17
<input type="checkbox"/> \$ 25 (until 9/30/17)		Small Groups and Assessment	<input type="checkbox"/> MOODLE or <input type="checkbox"/> Mail
<input type="checkbox"/> \$ 36		CPR Recertification	Classroom 8/29/17
<input type="checkbox"/> \$ 36		CPR Certification (am)	Classroom 9/16/17
<input type="checkbox"/> \$ 36		First Aid Certification (pm)	Classroom 9/16/17
<input type="checkbox"/> \$ 36		CPR Challenge Course	by appointment and Independent Study
<input type="checkbox"/> \$ 36		First Aid Challenge Course	by appointment and Independent Study
<input type="checkbox"/> \$ 29		Beyond Back to Sleep and SBS	<input type="checkbox"/> MOODLE or <input type="checkbox"/> Mail
<input type="checkbox"/> \$ 29		Communicable Dis. w/Blood B. Pathogen	<input type="checkbox"/> MOODLE or <input type="checkbox"/> Mail
<input type="checkbox"/> \$140	<input type="checkbox"/> \$10 CEU	Infant/Tod: Beginning Their Journey Module 1	Independent Study (by mail only)
<input type="checkbox"/> \$140	<input type="checkbox"/> \$10 CEU	Infant/Tod: Growing up Fast Module 2	Independent Study (by mail only)
<input type="checkbox"/> \$140	<input type="checkbox"/> \$10 CEU	Infant/Tod: Small Steps to Success Module 3	Independent Study (by mail only)
<input type="checkbox"/> \$140	<input type="checkbox"/> \$10 CEU	Child Care Center Administration Part 1	Independent Study Mail <input type="checkbox"/> or Email <input type="checkbox"/>
<input type="checkbox"/> \$140	<input type="checkbox"/> \$10 CEU	Child Care Center Administration Part 2	Independent Study Mail <input type="checkbox"/> or Email <input type="checkbox"/>
<input type="checkbox"/> _____	<input type="checkbox"/> \$10 CEU		Independent Study Mail <input type="checkbox"/> or Email <input type="checkbox"/>
		_____	Or <input type="checkbox"/> MOODLE
		<i>Independent Study course selected from course catalog</i>	<i>(check one, if applicable to course)</i>

\$ \_\_\_\_\_ + \$ \_\_\_\_\_ = \$ \_\_\_\_\_      Note: CEUs (through MSU) are *optional where indicated*

Total class cost      Total CEU cost      **Amount enclosed**

Please allow 3-5 business days after we receive payment to process registrations

In case of OYC cancellation, vouchers will be provided and can be redeemed for other OYC trainings. **OYC has a non-refundable policy for students who do not attend training or do not complete coursework by deadline.**

**The rates for Professional Development Classes are valid through September 30, 2017 unless otherwise indicated**

**Office for Young Children**  
Ingham County Health Department  
5303 South Cedar, P.O. Box 30161  
Lansing, MI 48909-7661

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**You may contact the  
Office for Young Children at:  
1-800-234-6996 or  
517-887-4319  
<http://hd.ingham.org>**

*The Office for Young Children (OYC) promotes and improves the availability, affordability, and accessibility of quality early education and child care for children.*

Creative Child Care is a quarterly newsletter of the Office for Young Children, a child care resource agency coordinating services for children, families and early learning and care providers. Each issue of Creative Child Care is copyrighted. Written permission is required to reprint any articles.

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OYC provides regional services in Mid-Michigan and is part of the Great Start to Quality Central Resource Center. [www.greatstarttoquality.org](http://www.greatstarttoquality.org)



**Visit the Office for Young Children –  
Central Resource Center on Facebook!**

