

Training Opportunities for Early Childhood Providers

Winter 2020 Calendar




4990 East State Street • Rockford, Illinois 61108
815.484.9442 • 800.872.9780




Training Ext. 211
www.ywcanwil.org








Funding provided in whole or in part by Illinois Department of Human Services.



Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
January				
1/6/20 through 2/14/20	Business Academy Introductory Presenter: Mary Cline (online)	Online, Self-Paced	All Providers <i>*See information flyer at the end of the training calendar for complete information and requirements.</i> Building a Business Plan to Build Your Business is a dynamic, self-paced, online training series. The purpose of this series is to introduce individuals to a business plan. Topics include: defining and creating a business plan for your program/business; understanding how a business plan can increase your BAS score; how to highlight your business strengths and build on your weaknesses; using research to market your business; and understanding your business's profits and losses.	Use registration form or click here for online registration CDA: 6 FREE for Illinois Gateways Registry members \$10.00 for the public Register by 1/1/2020
Tuesday, 1/7/20 <i>*Meets CCAP Health & Safety Requirements</i>	IDCFS Mandated Reporter Introductory Presenter: Kathryn Menue	6:00 PM to 7:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	All Providers The purpose of this course is to help all Illinois Mandated Reporters understand their critical role in protecting children by recognizing and reporting child abuse. Everyone who suspects child abuse or neglect should call the Illinois Department of Children and Family Services Child Abuse Hotline to make a report, but Mandated Reporters are required by law to do so.	Use registration form or click here for online registration CDA: 5 FREE
Wednesday, 1/8/20	Scribbles to Scholars Introductory Presenter: Heather Gordon	6:00 PM to 8:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	Providers for Ages 0-3 At a young age, children become interested in scribbling. It seems to provide sensory enjoyment and the child is also interested in the marks that are made. The act of scribbling serves several useful purposes for young children. Scribbling is the start of emergent writing as this is a child's first attempt at the writing process. Children at a young age begin to imitate the act of writing by creating drawings and symbolic markings that represent their thoughts and ideas. This training will give you the breakdown of how you can help make scribblers into scholars.	Use registration form or click here for online registration CDA: 7 & 8 FREE


Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Thursday, 1/9/20	Tiny Fingers Introductory Presenter: Heather Gordon	6:00 PM to 8:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	Providers for Ages 0-3 During this workshop, you will learn the basics of using sign language with infants and toddlers. Come learn about this wonderful way to communicate with your non-verbal infants and special needs children.	Use registration form or click here for online registration CDA: 2 FREE
Saturday, 1/11/20  <i>*Meets CCAP Health & Safety Requirements</i>	Child Development, Health, and Safety Basics Introductory Presenter: Heather Gordon	8:00 AM to 12:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	All Providers This training will provide participants an overview of child development, health, and safety issues for children birth through early school age. Emphasis will be on understanding patterns of development, developmental domains, and the role of nutrition in development. In addition, health and safety issues will address supporting the growth of healthy children - from the basics such as hand washing to more in-depth practices surrounding healthy procedures and disease prevention. Participants will learn more about emergency planning/preparedness and first aid as well as identify tips for maintaining safe indoor/outdoor environments.	Use registration form or click here for online registration CDA: 1 & 8 FREE
Monday, 1/13/20	Tummy Time Activities Introductory Presenter: Heather Gordon	6:00 PM to 8:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	Providers for Ages 0-3 This training demonstrates how important tummy time is to infant development. Learn new ways to get down on the floor with babies and stimulate their senses through hands-on activities.	Use registration form or click here for online registration CDA: 2 FREE
Tuesday, 1/14/20 <i>*Meets CCAP Health & Safety Requirements</i>	What is CCAP? Introductory Presenters: Tina Haynes and Flora Sago	6:00 PM to 8:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	All Providers "What is CCAP?" reviews the Illinois Department of Human Services (IDHS) Child Care Assistance Program (CCAP). The Illinois Department of Human Services Child Care Assistance Program – helps pay for child care expenses for income-eligible families who work or participate in an approved school or training or TANF approved activity. This training reviews the application processes and key features child care providers should be familiar with regarding the CCAP program. This training is Gateways Registry approved and helps meet provider training requirements to receive Child Care Assistance Program payments.	Use registration form or click here for online registration CDA: 5 FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Thursdays, 1/16/20 & 1/23/20 	An Introduction to the Environmental Rating Scales (ERS) Intermediate Presenter: Heather Gordon	6:00 PM to 8:00 PM Rockford Day Nursery 2323 S. 6 th St. Rockford, IL 61104 Winnebago County	All Providers This training is for center-based programs and family child care providers and offers an overview of the Environment Rating Scales. The Environment Rating Scales are user friendly assessment tools that measure the quality of the learning environment for infants through school-age children. After completing this training, participants will be able to use the tool(s) for program self-assessment and improvement planning.	Use registration form or click here for online registration CDA: 5 \$10.00
Saturday, 1/18/20 	Program for Infant Toddler Care (PITC) Module 3: Facilitating Learning and Development with Infants Intermediate Presenter: Heather Gordon	Hybrid Training In-Person 9:00 AM to 4:30 PM (1/18/20) at YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County with 1 Hour of Online Follow-up to be completed between 1/18/20 and 2/8/20	Providers for Ages 0-3 This session outlines key aspects of early brain development and presents major findings from recent research. Caregivers will learn how their interactions with children influence infants/ toddlers brain development and how stress affects the children's social, emotional, and intellectual development. Research has shown that the experiences a child has during the first 3 years of life have a major impact on how their brain is "wired." This training is 7 hours in person with one hour of online follow-up.	Use registration form or click here for online registration CDA: 2, 3, & 7 FREE <i>*Participants must complete both portions of this course to receive credit. Partial credit will not be given if participants only complete the in-person portion of the training.</i>
Tuesday, 1/21/20 	ECE Credential Level 1 - Module 6: Personal and Professional Development Introductory Presenter: Heather Gordon	6:00 PM to 9:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	All Providers What does it mean to be a child care professional? How can you be sure you are getting the support and supplies you need? How can you set effective limits with parents and children alike? In this final class, you will learn about your own professional development and how to take care of yourself so you can continue to care for others.	Use registration form or click here for online registration CDA: 6 FREE
Wednesday, 1/22/20	Moving, Grooving, and Learning Introductory Presenter: Heather Gordon	6:00 PM to 8:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	Providers for Ages 0-3 This course will focus on how young children seem to be in constant motion and how teachers of young children can use that propensity of motion to facilitate learning. Participants will learn how movement activities stretch imaginations, exercise muscles, and build respect for individuality and for others.	Use registration form or click here for online registration CDA: 1, 5 FREE


Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Thursday, 1/23/20 & 1/30/20 	Finding a Curriculum that Works for You Introductory Presenter: Abby Hoskins	6:00 PM to 8:00 PM Circles of Learning 5711 Wansford Way Rockford, IL 61109 Winnebago County	All Providers Participants will define developmentally appropriate practice and review the benefits of various curricula approaches. Through group activities and discussion on the use of effective curriculum, participants will be able to determine which curriculum approach best fits their program.	Use registration form or click here for online registration CDA: 5 FREE
Monday, 1/27/20 	ECE Credential Level 1: Module 7a: Child Development (Birth to 8 months) Introductory Presenter: Heather Gordon	6:00 PM to 9:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	All Providers Newborns and young babies are developing at an incredible rate, causing them to have special needs unlike older children. In this fourth class, you will understand how children from birth to 8 months learn and grow, and how to individualize their care accordingly.	Use registration form or click here for online registration CDA: 1 FREE
February				
Monday, 2/3/20 	ECE Credential Level 1: Module 7b: Child Development (8 to 18 months) Introductory Presenter: Heather Gordon	6:00 PM to 9:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	All Providers In this continuation of the first child development class, you will explore development among children 8 to 18 months old. You will identify how this age group differs in growth and this approach to learning, and you will discover toys, games, and songs that are helpful and just right for their development.	Use registration form or click here for online registration CDA: 3 & 8 FREE
Wednesday, 2/5/20	Round Table Discussion for Child Care Providers Introductory Presenter: Heather Gordon	6:00 PM to 8:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	All Providers Child care providers are invited to an evening of discussion as it relates to the rewards and obstacles providers face on a daily basis. The desired outcome of these meetings is for participants to leave a bit more informed and enthused about the next day.	Use registration form or click here for online registration CDA: 6 FREE
Thursday, 2/6/20	Math for Infants/Toddlers Introductory Presenter: Heather Gordon	6:00 PM to 8:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	Providers for Ages 0-3 Discover the connection between children's understanding of the world and their ability to learn concepts in mathematics. Explore opportunities and interactions that support math learning for infants and toddlers in a developmentally appropriate environment.	Use registration form or click here for online registration CDA: 8 FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Saturday, 2/8/20 	An Introduction to the Family Child Care Environmental Rating Scales (FCCERS) Intermediate Presenter: Kristian Wanland and Heather Gordon	9:00 AM to 1:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	Family Child Care Providers This training is for Family Child Care practitioners and provides an overview of the Family Child Care Environment Rating Scales Revised (FCCERS-R). FCCERS-R is a user-friendly assessment tool used to measure the quality of the learning environment. After completing this training, participants will be able to use the tool for program self-assessment and improvement planning. In addition, practitioners will be aware of FCCERS-R linkage to national accreditation, Illinois Early Learning and Development Standards (IELDS) and ExceleRate™ Illinois, Illinois' quality rating and improvement system.	Use registration form or click here for online registration CDA: 5, 7 \$10.00
Monday, 2/10/20 	ECE Credential Level 1: Module 7c: Child Development (18-36 months) Introductory Presenter: Heather Gordon	6:00 PM to 9:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	All Providers Toddlers are an energetic bunch who requires plenty of stimulation and education. In this final section of child development training, you will explore how children ages 18 to 36 months learn language, learn to think, learn to move, and learn feelings, so you can better nurture this often curious age group.	Use registration form or click here for online registration CDA: 3 & 8 FREE
Tuesday, 2/11/20 <i>*Meets CCAP Health & Safety Requirements</i>	What is CCAP? Introductory Presenters: Tina Haynes and Flora Sago	6:00 PM to 8:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	All Providers "What is CCAP?" reviews the Illinois Department of Human Services (IDHS) Child Care Assistance Program (CCAP). The Illinois Department of Human Services Child Care Assistance Program – helps pay for child care expenses for income-eligible families who work or participate in an approved school or training or TANF approved activity. This training reviews the application processes and key features child care providers should be familiar with regarding the CCAP program. This training is Gateways Registry approved and helps meet provider training requirements to receive Child Care Assistance Program payments.	Use registration form or click here for online registration CDA: 5 FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Thursday, 2/13/20  <i>*Meets CCAP Health & Safety Requirements</i>	Child Development, Health, and Safety Basics Introductory Presenter: Heather Gordon	5:30 PM to 9:30 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	All Providers This training will provide participants an overview of child development, health, and safety issues for children birth through early school age. Emphasis will be on understanding patterns of development, developmental domains, and the role of nutrition in development. In addition, health and safety issues will address supporting the growth of healthy children - from the basics such as hand washing to more in-depth practices surrounding healthy procedures and disease prevention. Participants will learn more about emergency planning/preparedness and first aid as well as identify tips for maintaining safe indoor/outdoor environments.	Use registration form or click here for online registration CDA: 1 & 8 FREE
Saturday, 2/15/20 	An Introduction to Transitions Introductory Presenter: Cheryl Joseph	9:00 AM to 12:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	All Providers Participants will recognize the effects of various types of transitions on families and a child's learning and development, including activity, classroom, program, family and community. Participants will be provided with strategies to assist families in times of transition, as well as identify specific types of transitions that impact children and families.	Use registration form or click here for online registration CDA: 3, 4, 5 \$10.00
Wednesday, 2/19/20	High Quality Program for Infants/Toddlers Introductory Presenter: Heather Gordon	6:00 PM to 8:00 PM Pecatonica Public Library 400 W. 11 th St. Pecatonica, IL 61063 Winnebago County	Providers for Ages 0-3 Quality of care is not related to where the care is offered but to how it is offered. This means caregivers provide challenges that are too hard or too easy. They plan based on each child's individual age and stage of development. Help each child meet goals that are just right for that child. Value each child's family and culture. When others visit your learning environment, how can they tell it's safe and supportive for infants and toddlers?	Use registration form or click here for online registration CDA: 1 & 5 FREE
Thursday, 2/20/20	Safeway Food Handler Presentation and Certification Introductory Presenter: Kelly McNeal	6:00 PM to 8:30 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	All Providers This training will offer a Food Handler workshop that has been approved by ANSI and will meet the DCFS certification requirement. This workshop consists of a slide presentation followed by a 40 question test.	Use registration form or click here for online registration CDA: 1 \$20.00

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Saturday, 2/22/20 	Program for Infant Toddler Care (PITC) Module 4: Culture, Families, and Providers Intermediate Presenter: Heather Gordon	Hybrid Training In-Person 9:00 AM to 4:30 PM (2/22/20) at YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County with 1 Hour of Online Follow-up to be completed between 2/22/20-3/14/20	Providers for Ages 0-3 This training focuses on culture and its implication for families and providers. Participants will learn how family experiences, knowledge, and child-rearing beliefs and practices can be incorporated into early care and classroom settings. Cultural expectations and biases will be explored and participants will have the opportunity to increase their cultural awareness in terms of how their assumptions may affect their interaction with young children and families. Participants will demonstrate their understanding of how family structures, diversity in social, cultural, linguistic, or religious backgrounds influence family approaches to parenting in children birth to three, each other, and the community. Participants will gain an understanding of how relationships among caregivers, infants/toddlers, and families can impact other child-family, child-practitioner, and practitioner-family relationships. This training is 7 hours in-person with one hour of online follow-up.	Use registration form or click here for online registration CDA: 4 FREE <i>*Participants must complete both portions of this course to receive credit. Partial credit will <u>not</u> be given if participants only complete the in-person portion of the training.</i>
Monday, 2/24/20	Age Appropriate Activities Introductory Presenter: Heather Gordon	6:00 PM to 8:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	Providers for Ages 0-3 If you're stumped on fun and engaging age-appropriate activity ideas for infants and toddlers, join this training for fun and easy activities to help stimulate development along with some adorable smiles and giggles.	Use registration form or click here for online registration CDA: 1 & 5 FREE
Wednesday, 2/26/20	ExceleRate Illinois Orientation for Licensed Family Child Care Introductory Presenter: Heather Gordon	6:00 PM to 8:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	Licensed Family Child Care Providers ExceleRate™ Illinois is the quality rating and improvement system for licensed family child care, licensed child care centers, Head Start, and Preschool for All programs. This orientation provides family child care providers an overview of the goals, quality indicators, benefits of participation, application process, and the system supports available for success at reaching each Circle of Quality.	Use registration form or click here for online registration CDA: 5 FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Thursday, 2/27/20 <i>*Meets CCAP Health & Safety Requirements</i>	IDCFS Mandated Reporter Introductory Presenter: Kathryn Menue	6:00 PM to 7:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	All Providers The purpose of this course is to help all Illinois Mandated Reporters understand their critical role in protecting children by recognizing and reporting child abuse. Everyone who suspects child abuse or neglect should call the Illinois Department of Children and Family Services Child Abuse Hotline to make a report, but Mandated Reporters are required by law to do so.	Use registration form or click here for online registration CDA: 5 FREE
Thursday, 2/27/20	Blue Light Blues: Screen Effects on Brain Development Introductory Presenter: Stephanie Koclanis	6:00 PM to 8:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	All Providers As technology becomes more prevalent and important in our lives, children are exposed to visual and auditory stimulation earlier than ever before. Participants will gain knowledge in the three C's: Content, Context, and Child according to screen time and how it affects development.	Use registration form or click here for online registration CDA: 1, 2, 3, & 8 FREE
March				
Monday, 3/2/20	Age Appropriate Circle Time Introductory Presenter: Heather Gordon	6:00 PM to 8:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	Providers for Ages 0-3 Circle time can be a fun experience to bond with infants and toddlers. It focuses on the interaction between the adult and child. It may involve songs, finger plays, short stories, and the use of multi-sensory props. These experiences support skills appropriate in all areas of development.	Use registration form or click here for online registration CDA: 1 & 5 FREE
Tuesday, 3/3/20	Books Alive! There's More Than One Good Way to Tell a Story Introductory Presenter: Stephanie Koclanis	6:00 PM to 8:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	All Providers Tired of reading the same books over and over? Need fresh ideas in how to keep children interested while you read a book? Participants will explore fun engaging activities to enhance the experience of, and build a love of reading. Participants will learn how to bring art, science, math, and movement into the wonderful world of picture books. Join us in this hands-on training in bringing books alive!	Use registration form or click here for online registration CDA: 2, 3, & 8 FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Tuesday, 3/3/20  <i>*Meets CCAP Health & Safety Requirements</i>	Child Development, Health, and Safety Basics Introductory Presenter: Heather Gordon	5:30 PM to 9:30 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	All Providers This training will provide participants an overview of child development, health, and safety issues for children birth through early school age. Emphasis will be on understanding patterns of development, developmental domains, and the role of nutrition in development. In addition, health and safety issues will address supporting the growth of healthy children - from the basics such as hand washing to more in-depth practices surrounding healthy procedures and disease prevention. Participants will learn more about emergency planning/preparedness and first aid as well as identify tips for maintaining safe indoor/outdoor environments.	Use registration form or click here for online registration CDA: 1 & 8 FREE
Wednesday, 3/4/20	Sudden Infant Death Syndrome (SIDS/SUID/AAP Safe Sleep) Introductory Presenter: Kathryn Menue	6:00 PM to 7:30 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	All Providers This training discusses Sudden Infant Death Syndrome (SIDS/SUID/AAP Safe Sleep), including behaviors that increase the risk of SIDS, safe sleep habits, licensing standards, and resources for further information. The successful completion of this course meets DCFS pre-service licensing requirements for home care providers. Licensed providers will also receive training hours for license renewal.	Use registration form or click here for online registration CDA: 1 FREE
Wednesday, 3/4/20	Shaken Baby Syndrome and Traumatic Brain Injury Introductory Presenter: Kathryn Menue	7:30 PM to 9:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	All Providers This training discusses the signs, symptoms, causes, triggers, prevention, and long-term effects of Shaken Baby Syndrome and Traumatic Brain Injury. The successful completion of this course meets DCFS pre-service licensing requirements for home care providers. Licensed providers will also receive training hours for license renewal.	Use registration form or click here for online registration CDA: 3 FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Thursday, 3/5/20	High Quality Program for Infants/Toddlers Introductory Presenter: Heather Gordon	6:00 PM to 8:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	Providers for Ages 0-3 Quality of care is not related to where the care is offered but to how it is offered. This means that caregivers provide challenges that are too hard or too easy. They plan based on each child's individual age and stage of development. Help each child meet goals that are just right for that child. Value each child's family and culture. When others visit your learning environment, how can you tell it's safe and supportive for infants and toddlers?	Use registration form or click here for online registration CDA: 1 & 5 FREE
Monday, 3/9/20 <i>*Meets CCAP Health & Safety Requirements</i>	IDCFS Mandated Reporter Introductory Presenter: Kathryn Menue	6:00 PM to 7:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	All Providers The purpose of this course is to help all Illinois Mandated Reporters understand their critical role in protecting children by recognizing and reporting child abuse. Everyone who suspects child abuse or neglect should call the Illinois Department of Children and Family Services Child Abuse Hotline to make a report, but Mandated Reporters are required by law to do so.	Use registration form or click here for online registration CDA: 5 FREE
Wednesday, 3/11/20	Building a Compassionate Workplace Introductory Presenter: Mary Kelley	6:30 PM to 8:30 PM Belvidere Family YMCA 220 W. Locust St. Belvidere, IL 61008 Boone County	All Providers Compassion, what is it? How do we build a compassionate workplace? Why does it matter? This training will help you discover the answers to these questions. We will do this by identifying some major components of compassion and learning more about those components. This way you can continue to build upon and cultivate an environment of compassion in the workplace by modeling it for your employees, parents, and the children that you work with every day.	Use registration form or click here for online registration CDA: 8 FREE
Thursday, 3/12/20	Transitions for Infants/Toddlers Introductory Presenter: Heather Gordon	6:00 PM to 8:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	Providers for Ages 0-3 In this training, participants will learn to recognize the effects of various types of transitions. Participants also will be provided with strategies to assist in times of transition, as well as identify specific types of transitions that impact infants and toddlers.	Use registration form or click here for online registration CDA: 5 FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Saturday, 3/14/20	Suspension and Expulsion Introductory Presenter: Heather Gordon	9:00 AM to 11:30 AM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	All Providers Suspension and expulsion in the field of early childhood is happening at an alarming rate. Current legislative efforts are being put in to place to ensure every child has the opportunity to participate in quality programs. During this training, participants will review the history and causes of suspension and expulsion, how current legislation may affect their program, and best practices and resources to implement to ensure that children and families can remain in quality programs.	Use registration form or click here for online registration CDA: 6 FREE
Tuesday, 3/17/20 <i>*Meets CCAP Health & Safety Requirements</i>	What is CCAP? Introductory Presenter: Tina Haynes and Flora Sago	6:00 PM to 8:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	All Providers "What is CCAP?" reviews the Illinois Department of Human Services (IDHS) Child Care Assistance Program (CCAP). The Illinois Department of Human Services Child Care Assistance Program – helps pay for child care expenses for income-eligible families who work or participate in an approved school or training or TANF approved activity. This training reviews the application processes and key features child care providers should be familiar with regarding the CCAP program. This training is Gateways Registry approved and helps meet provider training requirements to receive Child Care Assistance Program payments.	Use registration form or click here for online registration CDA: 5 FREE
Wednesday, 3/18/20	Building a Compassionate Workplace Introductory Presenter: Mary Kelley	6:00 PM to 8:00 PM Freeport Public Library 100 E. Douglas St. Freeport, IL 61032 Stephenson County	All Providers Compassion, what is it? How do we build a compassionate workplace? Why does it matter? This training will help you discover the answers to these questions. We will do this by identifying some major components of compassion and learning more about those components. This way you can continue to build upon and cultivate an environment of compassion in the workplace by modeling it for your employees, parents, and the children that you work with every day.	Use registration form or click here for online registration CDA: 8 FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Saturday, 3/21/20	Family and Community: Partners in Learning Introductory Presenter: Gloria Davis	9:00 AM to 12:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	All Providers The benefits of strong family and community engagement practices in the child care setting will be the basis of discussion. Participants will identify the strengths of current family and parent policies, as well as discuss strategies to develop a strengths-based family and community engagement plan.	Use registration form or click here for online registration CDA: 4 \$10.00
Saturday, 3/21/20	Creating the Financial Section of a Business Plan Introductory Presenter: Mary Cline	10:00 AM to 12:00 PM Online Webinar	All Providers Understanding the financials of your small business is important to do, but difficult for most small business owners. In this session, participants will delve into the financial section of a business plan to understand the financial components of their business. Students will learn how to perform break-even analysis and build simple income statements. It is recommended, but not required that students have access to their most recent tax return.	Use registration form or click here for online registration CDA: 8 FREE <i>*YWCA Staff will email registrants the direct webinar link the week of the training. Registrants must also sign-up for Zoom Webinar Service ahead of training. To register for free with Zoom, go to: https://zoom.us/signup.</i>
Monday, 3/23/20	Road to Reading Introductory Presenter: Gloria Davis	6:00 PM to 8:00 PM Freeport Public Library 100 E. Douglas St. Freeport, IL 61032 Stephenson County	All Providers Participants of this training will learn ways to facilitate children's early literacy and language skills. The training will cover tips for read-aloud activities, wonderful ways to include reading and writing in daily curriculum, and how to set up dramatic play centers.	Use registration form or click here for online registration CDA: 1 & 4 FREE
Wednesday, 3/25/20	Building a Compassionate Workplace Introductory Presenter: Mary Kelley	6:00 PM to 8:00 PM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	All Providers Compassion, what is it? How do we build a compassionate workplace? Why does it matter? This training will help you discover the answers to these questions. We will do this by identifying some major components of compassion and learning more about those components. This way you can continue to build upon and cultivate an environment of compassion in the workplace by modeling it for your employees, parents, and the children that you work with every day.	Use registration form or click here for online registration CDA: 8 FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Thursday, 3/26/20	Lead in Water Introductory Presenter: Kathryn Menue	6:00 PM to 8:30 PM Stephenson County Farm Bureau 210 W. Spring St. Freeport, IL 61032 Stephenson County	All Providers This course provides a brief overview of lead contamination and the harmful effects of lead exposure. Illinois state requirements for lead in water testing are discussed along with the procedures for testing and developing a mitigation plan. This training meets the Illinois DCFS licensing renewal training requirement for the testing of lead in water.	Use registration form or click here for online registration CDA: 1 FREE
Saturday, 3/28/20	Construir Espacios y Encontrar Palabras – Cómo Crear el Contexto para una Disciplina Positiva Introducción Presentadora: Margarita Miramontes	9:00 AM to 11:00 AM YWCA 4990 E. State St. Rockford, IL 61108 Winnebago County	Todos Los Proveedores Qué hace que un niño se comporte mal? Este entrenamiento cubrirá los problemas de comportamiento más generalizados que experimentan los cuidadores de cuidado infantil. Los participantes podrán compartir desafíos de comportamiento específicos que están experimentando, y dialogar maneras de abordar estos comportamientos de una manera positiva.	Registrar aquí CDA: 1 GRATIS

CPR / First Aid Trainings

You must call the YWCA to register for all CPR Classes at (815) 484-9442.

DATE	LOCATION	TIME
Saturday, 1/11	YWCA – Rockford, IL	8:45 AM – 2:00 PM
Saturday, 1/18	YWCA – Rockford, IL	9:45 AM – 3:00 PM
Saturday, 1/25	YWCA – Rockford, IL	8:45 AM – 2:00 PM
Saturday, 2/1	YWCA – Rockford, IL	8:45 AM – 2:00 PM
Saturday, 2/8	YWCA – Rockford, IL	9:45 AM – 3:00 PM
Saturday, 2/15	YWCA – Rockford, IL	8:45 AM – 2:00 PM
Saturday, 3/7	YWCA – Rockford, IL	8:45 AM – 2:00 PM
Saturday, 3/14	YWCA – Rockford, IL	9:45 AM – 3:00 PM
Saturday, 3/21	YWCA – Rockford, IL	8:45 AM – 2:00 PM

Staff Assisted Online Training at the YWCA

The dates listed below are scheduled times when YWCA staff will be available to assist anyone who would like to complete the CCAP Health & Safety Trainings using our onsite computer lab.

Trainings that can be completed online:

- Child Development, Health, and Safety Basics
- What is CCAP?
- IDCFS Mandated Reporter Training
- ECE Credential Level 1 – All modules
- SAYD Credential Level 1 – Modules 4a & 4b

DATE	TIME
<u>Wednesday, 1/15</u>	9:00 AM-11:00 AM
<u>Wednesday, 2/19</u>	9:00 AM-11:00 AM
<u>Wednesday, 3/18</u>	9:00 AM-11:00 AM

Open Computer Lab Hours at the YWCA

The hours listed below are for providers to complete trainings online at your convenience.

Please sign in at the front desk when you arrive. Registration is not required.

Monday: 8:30 AM – 4:30 PM

Tuesday: 8:30 AM – 4:30 PM

Wednesday: 8:30 AM – 8:00 PM

Thursday: 8:30 AM – 4:30 PM

Friday: 8:30 AM-4:30 PM



YWCA Northwestern Illinois Child Care Solutions: Business Academy



YOU ARE INVITED!

You are invited to participate in the YWCA Child Care Solutions' ***Building a Business Plan to Build Your Business*** online training series! This is a self-paced, **online** business series. The purpose of this series is to introduce you to a business plan so you can begin to build a plan for your own business. Topics will include:

- What is a business plan and why every business needs one
- Understanding how a business plan can increase your BAS score
- How to highlight your business strengths and build on your weaknesses
- The IRS and your business
- Using research to market your business
- Understanding your business's profits and losses

Building a Business Plan to Build Your Business was created by Mary Cline. Mary is a collegiate Accounting Instructor. This **online** series is easily accessed from a computer and can be completed on **your own time**, at **your own pace** within the allotted time period. Participants must have computer and internet access and be comfortable navigating the internet, email, and computer programs such as Word. The series will be held from January 6, 2020-February 14, 2020 and is worth a total of 15 training hours. Registration closes January 3, 2020 or when the 15 available spots are filled. **There is no cost is for Gateway Registry members, but there is a cost of \$10.00 for the public.** To register, click the link accompanied with the training in the above grid or submit a registration form and payment to the YWCA at 4990 East State Street, Rockford, IL 61108. If you have questions, please contact the Training Coordinator, Kathryn Menue, at (815) 484-9448, ext. 211.

Procedure:

This is a multipart learning series; you will complete one chapter at a time, at your own pace. After you feel you have mastered a chapter, you will contact the Training Coordinator and she will email you a short test to gage your learning. Once a score of 75% or greater is achieved on the test, the Training Coordinator will contact you to relay your score. After a passing score is achieved, you may begin the next chapter. This process will continue until the series is complete. Upon completion, the appropriate training certificate will be issued.

We look forward to helping you build your business!

YWCA Northwestern Illinois Child Care Solutions Provider Services

How can we help YOU?

Heather Gordon – Infant Toddler Child Care Specialist

- On-site consultations, observations, and assessments of children ages 0-3
- Provides trainings on Infant Toddler topics
- Assistance with implementing child care improvement plans
- Available to provide free on-site educational sessions

Extension: 228

[Email Heather](#)

Kelly McNeal – Community Systems Development & Referral Specialist

- Works and connects with programs and services across health, early care and education, family support, and social services
- Coordinates community outreach and collaborations
- Provides customized child care referral lists upon request

Extension: 204

[Email Kelly](#)

Jennifer Betts –Data Specialist & Administrative Assistant

- Registers participants for training opportunities
- Assists providers with completing and reporting the IDHS CCAP training requirements
- Offers assistance with referral and retention as well as technical assistance and various training topics
- Coordinates annual child care program updates

Extension: 218

[Email Jennifer](#)

Kathryn Menue – Training & Technical Assistance Coordinator

- Creates and manages the quarterly training calendar for ongoing professional development
- Manages and processes applications for CPR/First Aid Reimbursement and Professional Development Funds.
- Offers technical assistance regarding Gateways Registry membership, online trainings, credentials and accreditations, and various training related information

Extension: 211

[Email Kathryn](#)

Amy Ritter– Front Desk Receptionist

- Assists with annual child care program updates
- Provides customized child care referral lists, upon request

Extension: 200

[Email Amy](#)

Stephanie Koclanis

- Available to provide free on-site educational sessions
- On-site consultations, observations, and assessments of children ages 4-12

Extension: 224

[Email Stephanie](#)

Training Policies and Procedures

The following training policies and procedures apply to all YWCA NWIL Child Care Solutions sponsored workshops and conferences.

Registration

- The training calendar indicates how to register for a workshop/series. *Please note, not all trainings offered have registrations through YWCA Northwestern Illinois Child Care Solutions.
- Pre-registration is required for all trainings.
- Typically, class size is limited. When class maximum has been met, registration will be closed.
- Participants are registered on a first come, first served basis.
- Registration forms for YWCA Northwestern Illinois Child Care Solutions sponsored trainings can be found in the quarterly training calendar and/or online at www.ywcanwil.org.
- Registration forms for all YWCA Northwestern Illinois Child Care Solutions sponsored trainings are accepted via mail or office walk-in only. Faxed registrations are accepted for non-fee trainings only.
- Payment must accompany the registration form for any training that has a fee. The registration request will not be processed if the fee is not included with the registration form.
- Upon receipt of a completed registration form and payment (if applicable), a copy will be sent to the provider confirming status of registration.
- Walk-ins are discouraged and may not be allowed admittance.

Training Participation

- Late arrivals—a fifteen (15) minute Grace Period will be given at all training sessions. This grace period begins at the advertised start time. Participants will not be allowed in the training after the 15-minute grace period.
- Early departures will not receive a training certificate; participants must stay until the trainer is finished.
- At the discretion of the trainer—if an attendee is considered to be disruptive in behavior, he/she may be asked to leave the training and will not receive a certificate or refund (if there was a fee).
- Adult learners' only; Children are not to be in attendance at training sessions.

Fees, Refunds, & Cancellations

- If YWCA Child Care Solutions cancels a workshop/series due to low enrollment all participants that registered will be contacted by phone or email no later than two days prior to the session and a refund will be processed, as applicable.
- If unforeseen circumstances occur, including but not limited to inclement weather, presenter cancellation/illness, or power outage, registrants will be notified as soon as possible. Every effort will be made to contact each provider via phone call or email.
- A participant may cancel a class for which they are registered up to 5 business days prior to the scheduled date to receive a refund.
- If it is 4 business days or less before the class is to be held, no refunds will be given nor will substitutions be made.
- Pre-registration fees are non-refundable for no-show registrants.
- Registrants are not to be charged or billed fees for non-attendance after training has occurred.

Certificates

- A certificate of attendance will be distributed at the end of each workshop/ or conclusion of a series.
- To receive a training certificate, participants must stay until the trainer is finished.
- Replacement certificates must be issued at the request of an individual participant. A processing fee of \$5.00 will be charged and the certificate will be held until payment is made.
- Certificates are only to be released to the individual who participated at the training.