

Training Opportunities for Early Childhood Providers

Spring Calendar 2018



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
Tuesday 04/03/2018	What is Sensory Processing Disorder? Introductory Presenter: Mary Kelley	6:00 PM to 8:00 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers What you may see as a “problem child” may actually be a child with Sensory Processing Disorder (SPD). In this workshop you will learn what SPD is and what it looks like in children. You will also learn ways you can better help children with Sensory Processing Disorder as child care professionals.	Use registration form or click here for online registration CDA: 3 FREE
Wednesday 04/04/2018	The Strong Willed Child Introductory Presenter: Rachel Feigel	6:00 PM to 8:00 PM IDA Public Library 320 North State St Belvidere, IL 61008 Boone Co	All Providers Ever feel like the child “wins” if you walk away from a challenging situation? We are going to talk about characteristics of the strong willed child, avoiding power struggles, and holding it together in stressful moments.	Use registration form or click here for online registration CDA: 3, 5 FREE
Thursday 04/12/2018	What is Sensory Processing Disorder? Introductory Presenter: Mary Kelley	6:00 PM to 8:00 PM IDA Public Library 320 North State St Belvidere, IL 61008 Boone Co	All Providers What you may see as a “problem child” may actually be a child with Sensory Processing Disorder (SPD). In this workshop you will learn what SPD is and what it looks like in children. You will also learn ways you can better help children with Sensory Processing Disorder as childcare professionals.	Use registration form or click here for online registration CDA: 3 FREE
Saturday 04/14/2018  	Family and Community – Partners in Learning Introductory Presenter: Rachel Feigel	9:00 AM to 12:00 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	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
Saturday 04/14/2018  	Fundamentals of Child Assessments Introductory Presenter: Rachel Feigel	12:30 PM to 3:30 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers Participants will be introduced to the essentials and importance of conducting child assessments in early childhood programs. Through discussion and group activities practitioners will learn the different types of assessments, why assessments are needed, and how assessments are used to plan for children's learning.	Use registration form or click here for online registration CDA: 7, 8 \$10

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Saturday 04/14/2018	Heartsaver® Pediatric/Adult CPR/First Aid/AED Introductory Presenter: Lamarr Wooden	8:00 AM to 2:30 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers This is a video-based, instructor-led course that teaches students critical skills needed to respond to and manage an emergency until emergency medical services arrive. Skills covered in this course include first aid; choking relief in adults, children and infants; and what to do for sudden cardiac arrest in adults, children, and infants. This training will meet IDCFS licensing and IDHS CCAP Health and Safety requirements.	Contact CCR&R for registration CDA: 1
Saturday 04/14/2018	Car Seat Checks <i>By Appointment Only</i> Introductory Presenter: Elizabeth Palmer	9:00 AM to 12:00 PM YWCA Parking Lot 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers A certified technician will inspect your car seat and show you how to correctly install and use it. While not required, it is encouraged to bring the child to check for correct weight and height settings on the seat.	Call Elizabeth Palmer at (815) 484.9442 ext. 211 FREE
Tuesday 04/17/2018	What is Sensory Processing Disorder? Introductory Presenter: Mary Kelley	6:00 PM to 8:00 PM Freeport Public Library 100 East Douglas St Freeport, IL 61032 Stephenson Co	All Providers What you may see as a “problem child” may actually be a child with Sensory Processing Disorder (SPD). In this workshop you will learn what SPD is and what it looks like in children. You will also learn ways you can better help children with Sensory Processing Disorder as child care professionals.	Use registration form or click here for online registration CDA: 3 FREE
Thursday 04/19/2018	Infant/Toddler Round Table Discussion Introductory Presenter: Heather Gordon	6:00 PM to 8:00 PM Stephenson County Farm Bureau 210 West Spring St Freeport, IL 61032 Stephenson Co	Providers of Children 0-3 Heather Gordon, Infant Toddler Specialist, invites child care providers of infant/toddlers to an evening of discussion relating to the rewards and obstacles providers face on a daily basis. The desired outcome of this session is that participants leave feeling more equipped and better prepared to offer quality child care.	Use registration form or click here for online registration CDA: 6 FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Saturday 04/21/2018	Heartsaver® Pediatric/Adult CPR/First Aid/AED Introductory Presenter: Debb Webb	8:30 AM to 3:00 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers This is a video-based, instructor-led course that teaches students critical skills needed to respond to and manage an emergency until emergency medical services arrive. Skills covered in this course include first aid; choking relief in adults, children and infants; and what to do for sudden cardiac arrest in adults, children, and infants. This training will meet IDCFS licensing requirements and IDHS Health & Safety requirements.	Contact CCR&R for registration CDA: 1
04/23/2018-06/01/2018	Child Care Business Academy Introductory Presenter: Mary Cline (online)	Online, Self-Paced	All Providers *See informational flyer at the end of the training calendar for complete course information and requirements. 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 - Register by April 20 CDA: 6 \$10.00 (Gateways Members) \$25 (Public)
Monday 04/23/2018	Money Smart Questions for Women Introductory Presenter: Jen Reisinger	6:00 PM to 8:00 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers As part of Money Smart Week, we will highlight financial conditions that are unique to women and strategies that can be used to prepare for these circumstances. This class will offer you an opportunity to ensure your financial strategy fits your lifestyle and needs by exploring five money questions critical for women.	Use registration form or click here for online registration CDA: 6 FREE
Tuesday 04/24/2018	YWCA Story Time <i>Theme: Yoga Storytime</i> Introductory Presenter: Cydney Oakes	10:00 AM to 11:30 AM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers and Children The 4 th Tuesday of the month is Story Time at the YWCA. Providers are welcome to bring their children for a story and activity hosted by our staff. Each month is a different theme.	Use registration form or click here for online registration *No training certificates will be provided. FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Wednesday 04/25/2018	Present Over Perfect Introductory Presenter: Rachel Feigel	6:00 PM to 8:00 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers What are you spending quality time on this year? We will be discussing how to prioritize quality vs. quantity in your early childhood program.	Use registration form or click here for online registration CDA: 5, 6 FREE
Thursday 04/26/2018	Outdoor Science Labs Introductory Presenter: Gloria Davis	6:00 PM to 8:00 PM Freeport Public Library 100 East Douglas St Freeport, IL 61032 Stephenson Co	All Providers Nature should be integral in the design process of children's indoor and outdoor environments. Research shows that outdoor play is not only fun, but essential to a child's growth and development. A well-designed outdoor classroom environment is as important as the indoor classroom environment. It is important to take into consideration the size of your outdoor space, plan for safety and accessibility needs and be creative in utilizing materials and equipment from indoors to outdoors.	Use registration form or click here for online registration CDA: 1 FREE
Wednesday 05/02/2018 05/09/2018 05/16/2018 05/23/2018	Conscious Discipline (Series) Introductory Presenter: Mary Kelley	6:00 PM to 8:00 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers Based on the work of Dr. Becky Bailey, this workshop will be focusing on being mindful in your discipline style. This series will teach providers healthy skills in working with children and their families.	Use registration form or click here for online registration CDA: 3 FREE
Thursday 05/03/2018  	Introduction to Developmental Screening Tools Introductory Presenters: Maggie Mosca, MSW and Heather Gordon	6:15 PM to 9:15 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago	All Providers The process of developmental screening in the early childhood setting is introduced to practitioners. A review of several commercial screening tools is discussed to provide child care practitioners options in monitoring a child's typical development.	Use registration form or click here for online registration CDA: 7 \$10.00

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Saturday 05/05/2018	Tai Chi Animal Frolics Introductory Presenter: Rockford Public Library & Gerri Gurman	11:00 AM to 1:00 PM Rockford Public Library East Branch Friends Community Room 6885 East State St Rockford, IL 61108	Today's world is a stressful one for children, teachers, and families. The Tai Chi Animal Frolics program of mindful movement and integrated arts activities provides an engaging and holistic curriculum suitable for classroom and daycare settings. It's calming, yet active, multi-sensory experiences are a soothing path to peace and deep learning for people of all ages. Please wear comfortable clothing at this workshop. This program will be presented by Gerri Gurman, Tai Chi Animal Frolics, LLC. <i>In collaboration with the YWCA Child Care Solutions, training certificates for this workshop will be provided.</i>	To register, please visit the "Events Calendar" at Rockford Public Library www.rockfordpubliclibrary.org CDA: 3, 5 Please contact Amy Pfeifer in the Youth Services Department at (815) 965-7606, ext. 678 for more information.
Saturday 05/05/2018	Heartsaver® Pediatric/Adult CPR/First Aid/AED Introductory Presenter: Lamarr Wooden	8:00 AM to 2:30 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers This is a video-based, instructor-led course that teaches students critical skills needed to respond to and manage an emergency until emergency medical services arrive. Skills covered in this course include first aid; choking relief in adults, children and infants; and what to do for sudden cardiac arrest in adults, children, and infants. This training will meet IDCFS licensing requirements and IDHS Health & Safety requirements.	Contact CCR&R for registration CDA: 1
Saturday 05/12/2018 	SAYD Credential Level 1 <i>Module 7b: Managing and Guiding Relationships</i> Introductory Presenter: Ashley Harms	9:00 AM to 12:00 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	Providers of School-Age Children This session includes looking at how to help children and youth develop friendships and friendship skills. Discussion will include how to manage conflict as it plays a pivotal role in the development of relationship skills. Topics will also include bullying and harassment. National Afterschool Association (NAA) Standards on human relationships will be addressed.	Use registration form or click here for online registration CDA: 3 FREE
Saturday 05/12/2018 	SAYD Credential Level 1 <i>Module 8a: Community Relationships</i> Introductory Presenter: Ashley Harms	12:30 PM to 3:30 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	Providers of School-Age Children Using the National Afterschool Association (NAA) Standards, this module will look at the differences between "community" and a "sense" of community, including ideas for creating and strengthening a sense of community. Participants will explore the ideas of the surrounding community as a resource and how to support children and youth engagement within it.	Use registration form or click here for online registration CDA: 3, 5 FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Monday 05/14/2018	Transition Tips Introductory Presenter: Gloria Davis	6:00 PM to 8:00 PM Freeport Public Library 100 East Douglas St Freeport, IL 61032 Stephenson Co	All Providers Last minute changes make anyone tense and cranky. We cope more effectively with change when we can anticipate and prepare for it. Transition times for children are similar. Children have difficulty when they don't know what comes next. Transition activities, such as songs, finger plays, stories, chants, and games, help young children move from activity to activity in a busy day. These transitions can offer opportunities to introduce and reinforce concepts, vocabulary, and motor skills for toddlers, preschoolers, and school-aged children.	Use registration form or click here for online registration CDA: 5 FREE
Thursday 05/17/2018	Safeway Food Handler Presentation & Certification Introductory Presenter: Kelly McNeal	6:00 PM to 8:30 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	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
Saturday 05/19/2018 	An Introduction to Transitions Introductory Presenter: Susan Benters	9:00 AM to 12:00 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers Participants will recognize the effects of various types of transitions – including activity, classroom, program, family and community – on families and a child's learning and development. 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
Saturday 05/19/2018	Heartsaver® Pediatric/Adult CPR/First Aid/AED Introductory Presenter: Lamarr Wooden	8:00 AM to 2:30 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers This is a video-based, instructor-led course that teaches students critical skills needed to respond to and manage an emergency until emergency medical services arrive. Skills covered in this course include first aid; choking relief in adults, children and infants; and what to do for sudden cardiac arrest in adults, children, and infants. This training will meet IDCFS licensing requirements and IDHS Health & Safety requirements.	Contact CCR&R for registration CDA: 1

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Saturday 05/19/2018	Car Seat Checks <i>By Appointment Only</i> Introductory Presenter: Elizabeth Palmer	9:00 AM to 12:00 PM YWCA Parking Lot 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers A certified technician will inspect your car seat and show you how to correctly install and use it. While not required, it is encouraged to bring the child to check for correct weight and height settings on the seat.	Call Elizabeth Palmer at (815) 484.9442 ext. 211 FREE
Monday 05/21/2018	Process vs Product Introductory Presenter: Gloria Davis	6:00 PM to 8:00 PM Freeport Public Library 100 East Douglas St Freeport, IL 61032 Stephenson Co	All Providers Have you ever wondered what it is that makes some early childhood programs stand out from the rest? Have you ever wanted to make your program more creative, more exciting, and more interesting for you and the children you care for? Why is it important to distinguish between a creative process orientation and a creative product orientation? Implementing process art in your program enables children to learn, differentiate and expand on the content and skills being taught. Process art is truly a wonderful medium for learning across the curriculum.	Use registration form or click here for online registration CDA: 1 FREE
Tuesday 05/22/2018	YWCA Story Time <i>Theme: Dinosaurs</i> Introductory Presenter: Cydney Oakes	10:00 AM to 11:30 AM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers and Children The 4 th Tuesday of the month is Story Time at the YWCA. Providers are welcome to bring their children for a story and activity hosted by our staff. Each month is a different theme.	Use registration form or click here for online registration *No training certificates will be provided. FREE
Wednesday 05/23/2018	The Strong Willed Child Introductory Presenter: Rachel Feigel	6:00 PM to 8:00 PM Stephenson County Farm Bureau 210 West Spring St Freeport, IL 61032 Stephenson Co	All Providers Ever feel like the child “wins” if you walk away from a challenging situation? We are going to talk about characteristics of the strong willed child, avoiding power struggles, and holding it together in stressful moments.	Use registration form or click here for online registration CDA: 3, 5 FREE
Wednesday 05/23/2018	Why Play is Important Introductory Presenter: Heather Gordon	6:00 PM to 8:00 PM Pecatonica Public Library 400 West 11 th St Pecatonica, IL 61063 Winnebago Co	Providers of Children 0-3 With all the changing demands on families and providers, sometimes it's easy to forget that play is the best and most effective form of learning for a child. Participants will discover fun ways to encourage a child's growth and development through play.	Use registration form or click here for online registration CDA: 1, 2, 8 FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Thursday 05/31/2018	Trauma Training 101 Introductory Presenter: Mary Kelley	6:00 PM to 8:00 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers Participants will learn about trauma and will be given examples of what is considered a traumatic experience. They will learn to identify and understand effects of trauma and use ACE's to understand how this can affect childhood behaviors, mental and physical health. Participants will also learn to understand resilience and ways to build resilience as well as ways to care for the care giver.	Use registration form or click here for online registration CDA: 3, 5 FREE
Saturday 06/02/2018	Heartsaver® Pediatric/Adult CPR/First Aid/AED Introductory Presenter: Debb Webb	8:30 AM to 3:00 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers This is a video-based, instructor-led course that teaches students critical skills needed to respond to and manage an emergency until emergency medical services arrive. Skills covered in this course include first aid; choking relief in adults, children and infants; and what to do for sudden cardiac arrest in adults, children, and infants. This training will meet IDCFS licensing requirements and IDHS Health & Safety requirements.	Contact CCR&R for registration CDA: 1
Saturday 06/02/2018	Shaken Baby Syndrome & Reducing the Risk of SIDS in Child Care Introductory Presenter: Heather Gordon	9:00 AM to 11:00 AM Village of Elizabeth Community Center 310 West St Elizabeth, IL 61028 Jo Daviess Co	All Providers Shaken Baby Syndrome is an agonizing form of child abuse. Agonizing in that it often starts from a lack of awareness and stress that is preventable. During this training, participants will look at the causes and long term effects on children, family and caregivers. Child care providers, as well as parents, can take a few simple steps to reduce the risk of SIDS (Sudden Infant Death Syndrome) in infants. Participants will learn how to reduce the risks of SIDS. This workshop will meet IDCFS training requirements.	Use registration form or click here for online registration CDA: 1 FREE
Saturday 06/02/2018	Car Seat Checks <i>By Appointment Only</i> Introductory Presenter: Elizabeth Palmer	9:00 AM to 12:00 PM YWCA Parking Lot 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers A certified technician will inspect your car seat and show you how to correctly install and use it. While not required, it is encouraged to bring the child to check for correct weight and height settings on the seat.	Call Elizabeth Palmer at (815) 484.9442 ext. 211 FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Monday 06/04/2018	Squishy, Squeeze, Plop! Introductory Presenter: Gloria Davis	6:00 PM to 8:00 PM Freeport Public Library 100 East Douglas St Freeport, IL 61032 Stephenson Co	All Providers Research shows that exposing young children to different doughs and slimes encourages eye coordination, muscular development, promotes language development and stimulates the brain by increasing neural connections. Participants will discuss research-based developments of using different types of dough and slimes with children.	Use registration form or click here for online registration CDA: 2 FREE
Wednesday 06/06/2018	Present Over Perfect Introductory Presenter: Rachel Feigel	6:00 PM to 8:00 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers What are you spending quality time on this year? We will be discussing how to prioritize quality vs. quantity in your early childhood program.	Use registration form or click here for online registration CDA: 5, 6 FREE
Saturday 06/09/2018	Tax Time Spending Introductory Presenter: Mary Cline	10:00 AM to 12:00 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers Do you have tax time spending remorse? Or future tax time saving goals? This training will focus on tax time spending for the child care provider. Topics will include, thinking about your taxes year round, planning for spending, and planning for saving.	Use registration form or click here for online registration CDA: 2 FREE
Saturday 06/09/2018	SAYD Credential Level 1 <i>Module 8b: Family Relationships</i> Introductory Presenter: Ashley Harms	9:00 AM to 12:00 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers Families are central to the lives of children and youth. It is essential that all school-age and youth programs be "family friendly" and inviting so that families feel welcomed and valued. Using the National Afterschool Association (NAA) Standards, this session will explore ways to partner with families to enhance the experience of children and youth.	Use registration form or click here for online registration CDA: 4, 5 FREE
Saturday 06/09/2018	SAYD Credential Level 1 <i>Module 9: Personal and Professional Development</i> Introductory Presenter: Ashley Harms	12:30 PM to 3:30 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers This module will focus on how the personal and professional development of school-age and youth providers profoundly impacts the children, youth, families and colleges they work with. National Afterschool Association (NAA) Standards in human relationships and administration will be discussed.	Use registration form or click here for online registration CDA: 6 FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Tuesday 06/12/2018	Shaken Baby Syndrome & Reducing the Risk of SIDS in Child Care Introductory Presenter: Heather Gordon	6:00 PM to 9:00 PM Aldersgate United Methodist Church 4055 N. Rockton Ave Rockford, IL 61103 Winnebago Co	All Providers Shaken Baby Syndrome is an agonizing form of child abuse. Agonizing in that it often starts from a lack of awareness and stress that is preventable. During this training, participants will look at the causes and long term effects on children, family and caregivers. Child care providers, as well as parents, can take a few simple steps to reduce the risk of SIDS (Sudden Infant Death Syndrome) in infants. Participants will learn how to reduce the risks of SIDS. This workshop will meet IDCFS training requirements.	Use registration form or click here for online registration CDA: 1 FREE
Saturday 06/16/2018 and 6/23/2018	The Creative Curriculum for Preschool: <i>Exploring the Curricular Foundation – 6th Edition</i> Intermediate Presenter: Cheryl Bulat	9:00 AM to 3:30 PM Amity Daycare & Learning Center 511 S Liberty Ave Freeport, IL 61032 Stephenson Co	Providers of Preschoolers Through varied experiences and individual reflection, teachers will understand the framework of The Creative Curriculum for Preschool. We will examine the ten interest areas and explore how to make them engaging to young children. Providers will be able to use the five volumes; establish a positive social-emotional environment in their program; design effective programs; establish positive messages in the environment; develop a daily schedule that is based on their program's needs and informed by the Objectives for Development & Learning. <i>Participants must attend both sessions to receive credit for this training.</i>	Use registration form or click here for online registration CDA: 1, 2, 3, 7, 8 \$20.00
Saturday 06/23/2018 	Program for Infant/Toddler Care (PITC) <i>Module 4</i> Intermediate Presenter: Rebecca Kroiss	8:00 AM to 5:00 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	Infant/Toddler Center Directors and Staff PITC is designed to help child care directors and infant/toddler care teachers become sensitive to infants' cues, connect with their family and culture, and develop responsible, relationship-based care. This training takes an in-depth look at cognitive and social-emotional development, encouraging growth within daily routines and tips on setting up appropriate environments for experienced infant and toddler professionals.	Use registration form or click here for online registration CDA: 2, 3, 4, 7, 8 \$10.00

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Tuesday 06/26/2018	YWCA Story Time <i>Theme: Fairy Tales</i> Introductory Presenter: Cydney Oakes	10:00 AM to 11:30 AM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers and Children The 4 th Tuesday of the month is Story Time at the YWCA. Providers are welcome to bring their children for a story and activity hosted by our staff. Each month is a different theme.	Use registration form or click here for online registration *No training certificates will be provided. FREE
Saturday 06/30/2018	Brain Development Introductory Presenter: Heather Gordon	10:00 AM to 12:00 PM IDA Public Library 320 North State St Belvidere, IL 61008 Boone Co	All Providers Science tells us that 95% of a child's brain develops between birth and age 5. What do we know about a child's brain? How do we create and implement activities to make sure we are hitting all the lobes of the brain? If you want answers to these questions join our Infant/Toddler Specialist Heather to find out more.	Use registration form or click here for online registration CDA: 8 FREE
Saturday 06/30/2018	Heartsaver® Pediatric/Adult CPR/First Aid/AED Introductory Presenter: Debb Webb	8:30 AM to 3:00 PM YWCA 4990 East State St Rockford, IL 61108 Winnebago Co	All Providers This is a video-based, instructor-led course that teaches students critical skills needed to respond to and manage an emergency until emergency medical services arrive. Skills covered in this course include first aid; choking relief in adults, children and infants; and what to do for sudden cardiac arrest in adults, children, and infants. This training will meet IDCFS licensing requirements and IDHS Health & Safety requirements.	Contact CCR&R for registration CDA: 1



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 April 23, 2018 to June 1, 2018 and is worth a total of 15 training hours. Registration closes April 19, 2018 or when the 15 available spots are filled. The cost is \$10 for Gateway registry members and \$20 for the public. To register, contact Elizabeth Palmer at 815.484.9442 ext. 211, or email elizabethp@ywcanwil.org.

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!

Training Policies and Procedures

The following training policies and procedures apply to all YWCA Northwestern Illinois 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.

Preregistration is required for all trainings.

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.

Typically, class size is limited. When class maximum has been met, registration will be closed.

Typically, there is no limit on the number of participants from one facility. However, if the need arises to limit the number of participants from one program, YWCA Northwestern Illinois Child Care Solutions reserves the right to do so. Limit information will be included within the training calendar under the column heading *Registration/CDA Area/NAFCC Area/Fee*. The limit guidelines are as follows:

Family Child Care Homes- A maximum of two participants per program.

Child Care Centers- A maximum of four participants per program.

Upon receipt of a completed registration form and payment (if applicable), a copy will be sent to the provider confirming status of registration.

A minimum of ten registrants is expected to hold a workshop/series. Each workshop is looked at individually, and may be held with less attendees depending on needs and circumstances. Registration is expected at least one week prior to workshop/series.

In order to prepare training materials and due to space limitations, we will not accommodate walk-ins. The training facilitator will adhere to the class roster. Any participant that is not on the class roster will not be allowed admittance into the training. If you were not registered and you attend a class, you will not receive a training certificate.

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—to 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.

Cancellation

If YWCA Child Care Solutions cancels a workshop/series due to low enrollment all participants that registered will be contacted by phone no later than two days prior to the session and a refund will be processed. At the time of the phone call, he/ she will be notified if a rescheduling of the session is planned and the opportunity to register or decline will be given.

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.

Participant Cancellation

A participant may cancel a class for which they are registered up to 7 business days prior to the scheduled date to receive a refund.

If it is 6 business days or less before the class is to be held, no refunds will be given nor will substitutions be made.

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.

DTP Training Transcripts

DTP transcripts may be issued at the request of an individual participant. To ensure confidentiality, transcripts are to be released to the individual. No fee is attached to this service. This is not to be considered an official transcript.

No Show Registrants

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.

No show registrants are not to be denied access to future training as long as they follow other training policies and procedures.