

New Website for Parents



SOUTHERN MARYLAND PARENTS

We're very excited to announce the launch of the brand-new website www.SOMDParents.com!

This site, developed by The Promise Resource Center in conjunction with the Early Childhood Advisory Councils for Calvert, Charles and St. Mary's counties, along with the local governments and public school systems, is the #1 resource for parents and families in Southern Maryland!

Everything you need, all in one spot

- ◆ Tri-County calendar of family-friendly events
- ◆ information about local schools and early learning programs,
- ◆ child health and development blog posts
- ◆ commentary and reviews written by local contributing parents!



If you or someone you know is interested in writing opinion articles and reviews, or blogging about life as a parent in Calvert, Charles or St. Mary's Counties, please contact us at

hello@somdparents.com!

Upcoming Events:

Tax Tips for Your Personal Business

Wednesday, January 21st
6:30pm-8:30pm

A Director's Guide to Maryland EXCELS

Thursday, January 22nd
6:60pm-9:30pm



Find us on
Facebook

Become a fan of the Promise Resource Center and receive updates, info and Resource Center tips! Be sure to ask your friends to become fans too!

E-Newsletter

Would you like to start receiving behavior, early childhood education and child care tips, updates on local events, and giveaways? Visit our website to sign up for our e-newsletter today!

www.thepromisecenter.org

Questions? Email us!

info@thepromisecenter.org
www.thepromisecenter.org

Enterovirus D68

EV 68 causes respiratory illness and varies from mild to severe. Initial symptoms are similar to those from the common cold, including a runny nose, sore throat, cough, and fever. As the disease progresses, more serious symptoms may occur. The following are steps to reduce your risk of contracting EV 68

- ♦ Wash hands with soap and water for 20 seconds, especially after going to the bathroom or changing diapers
- ♦ Clean and disinfect surfaces that are regularly touched, such as doorknobs and toys
- ♦ Avoid shaking hands, hugging, kissing, and sharing cups or eating utensils
 - ♦ Stay home if you do not feel well



New PAU Punch Cards

Starting this month we are trying something new! We will be offering two classes on a Saturday that will total 6 COK hours of training. In addition during the hour between these classes, there will be an opportunity for providers to volunteer at the Resource Center by making items for our store. Once a provider fills up their punch card with six punches, a PAU certificate will be issued to them and they can use it towards their Maryland Credential requirements.

Maryland EXCELS Support Group!

Providers if you are currently registered in the Maryland EXCELS Program, you are invited to The Promise Resource Center on

*Wednesday, December 18th between
6:00pm-8:00pm*

To show our appreciation for all the hard work you do to enrich and strive for high quality in your child care programs, we have planned a special night just for you! Please come and join us for a fun night of Holiday Festivities. Small tokens of appreciation will be given to all who attend. In addition, there will be drawings for Door Prizes! We hope to see a lot of you at this event.

Please R.S.V.P. to Sarah Sutherland at (301)290-0040 ext. 24 or email at ssutherland@thepromisecenter.org



PRC Would Like To Welcome Abbi Marsh To Our Team!

Abbi is a new full-time employee who will be working as our Accounts Receivable Clerk and Class Registrar. She is the person who will be talking to you when you register for the upcoming classes. We are excited to have her join the PRC Team!

Family Provider's Corner

Come join our
Family Providers Network Meetings
at the Promise Resource Center!!

Dates:

January 10th
March 14th

Time: 9:00am-10:30am

Location: The Promise Resource Center
29958 Killpeck Creek Court, Charlotte Hall MD 20622

We meet *every other month* to discuss topics and initiatives from the Office of Child Care, and to have discussions about topics of interest for family providers. Come take advantage of this great tri-county networking opportunity.

Please RSVP to Tina Diaduk at (301) 290-0040 ext. 23 or email tdiaduk@thepromisecenter.org



Director's Corner

Come join our
Director's Networking Meetings
at the Promise Resource Center!!

Dates:

January 8th
March 12th

Time: 1:00PM-3:00PM

Location: The Promise Resource Center,
29958 Killpeck Creek Ct., Charlotte Hall, MD 20622

We meet *every other month* and have open discussions on topics important to you. We hope that all three counties will be represented at this networking opportunity.

Please RSVP to Tina Diaduk at (301) 290-0040 ext. 23 or email tdiaduk@thepromisecenter.org



Did You Know We Can Bring Our Trainings To Your Center?

We offer many of our trainings on-site for as few as 6 people!

Cost:

2 Hour Training:
\$30 per person

3 Hour Training:
\$40 per person

Specialty Training
prices vary.

View our training calendar on our website to see some of our main class offerings, or call us for a training tailored specifically to your needs!

For more information or to schedule an onsite for your location contact Tina D.
(301)290-0040 or
register@thepromisecenter.org

Introducing: A Director's Guide to Maryland EXCELS

This class will help *anyone* who is in charge of a program. It is designed as a follow up to the first EXCELS overview training. Participants will assess where their program is within the standards as well as work on a plan to publish at the next check level or first check level. It will assist them in how to achieve these standards as well as provide them with information about what documentation is needed to show they have met the standards.

Thursday, January 22nd
6:30pm—9:30pm

Become a Member!

PRC has supported local child care providers, caregivers and families for over 30 years, and now we're even more of a resource! We've partnered with several local businesses, such as BookNuts Bookstore, Jump Yard, Lord Calvert Bowling Center, My Gym, and Just Between Kids to bring special discounts to our members! Members also receive special pricing on most of our trainings, as well as coupons and discounts to our Resource Store!

Money raised through membership to our agency goes to support our Informal Caregivers and Grandparents as Caregivers programs, the goals of which are to improve children's school readiness skills, so they are better prepared for success. Through these programs, caregivers receive a free packet of learning games and activity materials for children ages birth-6yrs that focus on building early math, science, social emotional, and literacy skills!

Membership Application

Please send application form with check or money order to:

The Promise Resource Center
29958 Killpeck Creek Court
Charlotte Hall, MD 20622

Name _____

Address _____

City _____ State _____ Zip _____

Home Phone _____

Email address _____

Membership: _____ Renewal _____ New

_____ \$10 Licensed Provider/Potential Provider/Other

_____ \$25 Group/Center/Director

Extended Hours

We will be open for extended hours by appointment only and with advanced notice.
Call 301-290-0040 to schedule.

*Our regular business hours are
Monday-Thursday from 8:30am-5:00pm
Friday by Appointment Only*

Complaint Policy Pertaining to CCRR Service

All of the resource centers of the Maryland Child Care Resource Network strive to provide high-quality service to their constituencies. However, in the event that someone has concerns about an incident regarding some aspect of service at a regional child care resource center or feels that he or she was mistreated by a staff member of a resource center, the caller can contact the resource center involved. If the person is not satisfied with the way the concern or complaint was handled by the regional resource center, he or she can contact the network manager at the Maryland Family Network at 410-752-7588.

The Promise Resource Center 2015 Winter Training Calendar January 2015



Be sure to look for the New Trainings being offered this quarter!

Registration Policy

- **Payment and registration form must be received at the time of registration.** To register for a class: mail check or money order to the Resource Center, drop off payment or call our office to pay by credit card by phone during our regular business hours, Monday-Thursday, 8:30am-5:00pm or Friday by appointment.
- Online registration at our website: www.thepromisecenter.org
- No Walk-ins permitted. No money will be accepted at the door.
- Due to space limitations, liability issues and the need for a learning environment, **children are not allowed** to attend any workshops. Please make child care arrangements in advance.
- Confirmations will not be mailed. You may call 301-290-0040 to verify your enrollment in the class.
- There is a \$40 service charge for returned checks.
- You must be present and participate in the entire class to receive a certificate for the clock hours listed. **Classes begin at the stated time and no admittance is permitted 15 minutes after the class has started. Late arrivals will not receive certificates, refunds, or transfers for the class.**
- If you have lost or misplaced a certificate, there is a \$5.00 charge to replace it.
- Please call 301-290-0040 in advance of class if you need assistance or require special accommodations.
- All classes are open to the public.

Cancellation Policy

- We do not issue refunds if a student cancels their enrollment in a class. If you need to cancel, you must call the Promise Resource Center 24-hours in advance and we will gladly give you a credit for another class. **Credit for cancelled classes must be used to attend another class within 60 days of the cancellation or it is forfeited.**
- Promise Resource Center reserves the right to cancel a class if, the day prior to the class, we don't have the necessary number of paid participants. You will receive a call notifying you of the cancellation and your money will be refunded or a credit will be issued. Credit must be used to attend another class within 60 days of the cancellation or it is forfeited.
- **Promise Resource Center follows St. Mary's County Public School's inclement weather cancellation schedule. If schools are closed or after-school activities are cancelled due to inclement weather, our office will be closed and the class for that day will be cancelled. If at anytime you feel uncomfortable traveling due to inclement weather, please call prior to the class and we will be happy to transfer you to another class.**
- For current cancellations, please call 301-290-0040.

The Promise Resource
Center
29958 Killpeck Creek Ct.
Charlotte Hall, MD 20622

(301) 290-0040 or
(866) 290-0040

Visit us on the web at
www.thepromisecenter.org

To register for a class:

- ◆ Mail registration form, check, money order, or credit card information to the Promise Center
- ◆ Drop off payment during our regular business hours, Monday-Thursday, 8:30 am-5:00 pm
- ◆ Call our office to pay with a credit card by phone
- ◆ Visit our website and register online with a credit card

The Promise Resource Center provides low-cost workshops for child care providers, parents and the community. Our evening and Saturday workshops meet MSDE/Office of Child Care requirements for Core of Knowledge training.

January 2015

1/21 — Tax Tips for Your Personal Business (2P)

This workshop will provide an understanding of taxes and how it relates to a child care business. The understanding of the types of deductible child care expenses and the needed documentation to support them will be discussed as well as what IRS forms to use to file Federal Business Income Taxes.

Time: 6:30pm-8:30pm, Instructor: Gene Townsend
 Fee: \$25 Member/\$30 Non-Member



1/22 — A Director's Guide to Maryland EXCELS (3P)

This workshop is geared for anyone in charge of a program. It is designed as a follow up to the first EXCELS overview training. Participants will assess where their program is within the standards and work on a plan to publish at the next check level or first check level.

Time: 6:30pm-9:30pm, Instructor: Sara Martin
 Fee: Free

1/24 — CPR & First Aid

Participants will be trained in CPR for infant, child, and adult. This class meets the Maryland Child Care Administration's CPR & First Aid training requirements for child care facilities.

Time: 9:00am-1:00pm, Instructor: Jay Hyde & Adam Corkran
 Fee: \$65 Member/Non-Member

1/26 — Bully Free Zone (2CD)

Have you ever wondered why children tease and taunt other children? Or why some children are the frequent targets of the torment rendered by bullies? Now you can learn more about the reality of bullying and the impact it can have on the victim. You can make a stand against bullying by creating a safe and nurturing environment for the children in your child care facility.

Time: 6:30pm-8:30pm, Instructor: Donna Bennett
 Fee: \$25 Member/\$30 Non-Member

1/7 — Basic Signs: Nature and Weather (2CO)

Participants will learn and practice signs related to things we experience in nature as well as different types of weather related terms. There will be engagement in activities to practice and teach vocabulary concepts for these topics.

Time: 6:30pm-8:30pm
 Instructor: Jody Cacko, Fee: \$25 Member/\$30 Non-Member

1/8 — Making the Connection: Early Literacy and Mathematics (2CU)

Learn how story time and math go hand-in-hand. Participants will explore ways to incorporate literacy skills along with math skills in fun activities for children.

Time: 6:30pm-8:30pm, Instructor: Emily Tex
 Fee: \$25 Member/\$30 Non-Member

1/10 — Medication Administration (6HSN) This training course is a 6-hour competency-based program approved by MSDE/OCC to train child care providers to safely administer oral, topical and emergency medication to children in a child care setting. Upon successful completion of this course, each participant will receive a Certificate of Completion which will allow the participant to administer MSDE/OCC approved medications to infants, toddlers, preschool and school age children in child care centers and homes.

Time: 9:00am-4:00pm, Instructor: Pat Jennings
 Fee: \$60 Member/Non-Member

1/13 — Sudden Infant Death Syndrome (SIDS)

This one-hour workshop will discuss how to reduce the risk of SIDS in the home and child care setting. Any provider who plans to become licensed to care for infants (any child under the age of 24 months) is required to complete this workshop.

Time: 6:00pm-7:00pm, Instructor: Lois Beverage
 Fee: \$15 Member/Non-Member

1/15 — What's On Your Plate? (2 HSN)

Out with the food pyramid and in with the plate! What does a new USDA My Plate mean for you and your child care? In this training, learn how to choose your plate to optimize your meals. Ways to build and customize children's plates will be explored.

Time: 6:30pm-8:30pm, Instructor: Liat Mackey
 Fee: \$25 Member/\$30 Non-Member

1/20 — Parents and Providers As Partners (2P)

This class will look at how providers see families and how that effects how they work with the family. There will be discussion on how to develop a good relationship with families as well as how to effectively communicate with them.

Time: 6:30pm-8:30pm, Instructor: Emily Tex
 Fee: \$25 Member/\$30 Non-Member

1/27 — Infant/Toddler Module 8: Special Needs (2SN, 1CD)

This class will help you identify infant and toddler special needs and give you information on how to best care for your infants and toddlers. Participants will gain knowledge in areas of special needs, such as food and environmental allergies, diagnosed disabilities, and resources to assist providers in caring for these children.

Time: 6:30pm-9:30pm Instructor: Anne Kirchner
 Fee: \$35 Member/\$40 Non-Member

1/28 — What You Need To Know About The Food Program (2HSN)

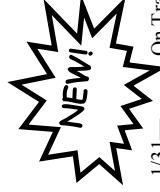
This is an introductory workshop to learn how you can get reimbursed for healthy meals and snacks you serve to childcare children. You will receive an overview of how the program works and learn the USDA requirements for serving sizes and what a healthy meal and snack consists of.

Time: 6:30pm-8:30pm, Instructor: DeAnna Charron
 Fee: \$25 Member/\$30 Non-Member

1/31 & 2/7 — Healthy Beginnings Part 1 (3CO, 4.5CU, 2CD, 1.5P, 1SN)

Healthy Beginnings is a resource to help you nurture the tremendous potential for learning growth that every child is born with. Specifically designed for caregivers of infants and toddlers from birth to age three. Healthy Beginnings gives support in the areas of child care and child development.

Time 9:00am—3:30pm, Instructor: Anne Kirchner
 Fee: \$120 Member/ Non-Member



1/31 — On Track: All Aboard for Developmental Progress Overview (4 CD)

Participants will learn about the importance of developmental screeners and how they can be a useful tool to child care programs.

Time: 8:00am—12:00pm, Instructor: Kelly Hutter
 Fee: \$35 Member/ \$40 Non-member

1/31 — Communicating With Parents (2P)

This Workshop will explore the nuts and bolts of communicating with parents. Discussion will include effective communication strategies and building positive relationships

Time: 1:00pm—3:00pm, Instructor: Sarah Sutherland
 Fee: \$25 Member/\$30 Non-member

Core Of Knowledge Areas:
(HSN) Health, Safety and Nutrition, (CD) Child Development,
(CU) Curriculum, (P) Professionalism,
(CO) Community, (SN) Special Needs

January 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 New Years Day	2	3
4	5	6	7 Basic Signs: Nature and Weather 6:30pm-8:30pm	8 Making the Connection: Early Literacy and Mathematics	9	10 Medication Administration 9:00am-4:00pm (6HSN)
11	12	13 SIDS (Sudden Infant Death Syndrome) 6:00pm-7:00pm	14	15 What's On Your Plate? 6:30pm-8:30pm (2HSN)	16	17
18	19 Martin Luther King Day	20 Parents and Providers As Partners 6:30pm-8:30pm	21 Tax Tips for Your Personal Business 6:30pm-8:30pm (2P)	22 A Director's Guide to Maryland EXCELS 6:30pm-9:30pm	23	24 CPR & First Aid 9:00am-1:00pm
25	26 Bully Free Zone 6:30pm-8:30pm (2CD)	27 Infant/Toddler Module 8: Special Needs 6:30pm-9:30pm (2SN, 1CD)	28 What You Need to Know About the Food Program 6:30pm-8:30pm	29	30	31 Healthy Beginning-Part 1 9:00am-3:30pm On Track: All Aboard for Developmental Progress 8:00am-12:00pm(4CD) Communicating with Parents: 1:00pm-3:00pm (2P)

LOCATE: Child Care

If you are a licensed child care program or family child care provider, you can take advantage of this free method of advertising by keeping your LOCATE database record current.

- ◆ Report changes to your fees, email, hours, and etc.;
- ◆ Report vacancies.
- ◆ Request a database questionnaire;
- ◆ Leave a question and someone will call you back.

Call toll free **1-866-752-1614**, provider message service.

LOCATE Complaint Policy

Through the LOCATE service, parents share feedback with the LOCATE staff on the programs in the files: licensed child care centers, registered family child care providers and accredited preschools and camps. While this feedback is at times positive, it sometimes concerns complaints parents have about child caregivers. Of course, LOCATE and the Maryland Child Care Resource Network want to use this information in a way that is fair to providers and parents, while protecting children, as well.

Therefore, the LOCATE Complaint Policy was developed and has been in effect since its approval by the Maryland Committee for Children Board in November, 1983. According to this policy, all complaints made to LOCATE about child care providers/facilities are recorded. The type of complaint is then determined:

Less Serious Complaint - No Violation: complaints which do not involve violations of child care regulations; complaints about situations which do not pose a threat to the safety, health or welfare of a child.

Less Serious Complaint Involving Violation: complaints of any violation of Office of Child Care (OCC), Maryland State Department of Education (MSDE) regulations, and/or the Health Department which do not pose a threat to the health, safety or welfare of a child.

Serious Complaint: any threat to the immediate health, safety, or welfare of a child.

When a parent calls LOCATE with a complaint, the referral specialist advises him/her to register the complaint directly with the appropriate regulatory agency and/or Protective Services. Names and telephone numbers of the person with whom the parent should speak are provided.

When a Serious Complaint is received concerning one of the providers of facilities in the LOCATE system, no referrals are made by the referral specialists to that provider/facility. The LOCATE Director also communicates with the appropriate regulatory agency personnel about the complaint, and maintains the "hold" on the provider/facility until the agency's disposition of the complaint is known. Should the investigation result in no action, the "hold" status is removed from that provider's/facility's records. Should the license or registration be revoked, the record is removed from the LOCATE files. Providers are advised of LOCATE's actions in writing.

A provider may appeal the LOCATE Director's decision to cease referrals. Appeals are first addressed to the LOCATE Advisory Committee. Final appeals may be made to the board of the Maryland Family Network.

It is the position of LOCATE and MFN that the Complaint Policy is both fair and workable. Safeguards and due process are afforded to the care givers in the files, and parents' and children's rights to safety are addressed, as well. Any questions on this policy should be addressed to Arna Griffith, Director, LOCATE: Child Care.



This publication was produced as a work for hire for the benefit of, and with funds from, the Maryland State Department of Education

WORKSHOP PAYMENT FORM

Please mail registration form with check or money order to:



SIGN UP EARLY!

***the Promise Resource Center
29958 Killpeck Creek Court
Charlotte Hall, MD 20622***

Name _____

Address _____

Telephone _____

Email Address _____

<u>Workshop Title:</u>	<u>Date:</u>	<u>Cost:</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Total \$ _____

Credit Card Payments: Please note as of 10/13/2010 we will no longer accept American Express.

____ Visa ____ Master Card ____ Discover

Card Number: _____

Expiration Date: _____

Signature: _____

Total to charge: \$ _____

Phone Number: _____

***If additional space is needed, you may use the back of this form or a separate piece of paper.**



MARYLAND
FAMILY
NETWORK



the
PROMISE
—RESOURCE CENTER—



January 2015 Newsletter and Training Calendar

help a child tomorrow with what you learn today

Open Immediately!
Training Calendar
Enclosed!

Non-Profit Org.
U.S. Postage
PAID
Permit No. 149
Leonardtown, MD
20650

The Promise Resource Center
29958 Killipeck Creek Court
Charlotte Hall, MD 20622