

# Network News

[Abilities Network®]

Child Resource Center  
Harford and Cecil  
Counties  
at  
Abilities Network  
Project ACT

3103 Emmorton Road  
Abingdon, MD 21009  
(443) 761 - 0206

Monday - Thursday  
9:00 am - 4:00 pm  
Call for additional  
hours

Fax  
(410) 828-1631

8/15/17

## New Year New Faces!

As new school year begins and we greet new friends, the Classroom Support Specialists are gearing up for a new year as well. You will be seeing new faces on our team but getting the same great service and support! We will be offering new trainings and new options for taking our trainings, including training bundles and makes and takes connected to training topics. Everyone at the Child Resource Center is excited to be working with all of you. Don't forget becoming our new membership option includes discounts on all trainings and Resource Room purchases.

## New EXCELS Toolkit

The Maryland EXCELS Toolkit provides interactive information and resources in an online format to support goals of making quality improvements in child care and early education programs. The toolkit was developed with its users in mind and through an evaluation and analysis of the specific and individualized needs of programs and providers throughout the state. Resources are designed to guide programs along the path toward becoming a quality rated Maryland EXCELS program through an experience that is logical, practical, and flexible. You can access it here.

<http://pd.improvingquality.org/marylandexcels>



## LOCATE: Child Care Complaint Policy

Through MFN's LOCATE: Child Care service, parents share feedback with the LOCATE: Child Care 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, MFN 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: Child Care 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: Child Care 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: Child Care 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: Child Care system, no referrals are made by the referral specialists to that provider/facility. The LOCATE: Child Care 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: Child Care files. Providers are advised of LOCATE: Child Care's actions in writing.

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

It is the position of LOCATE: Child Care 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 FloJean Speck, Director, LOCATE: Child Care.

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/she was mistreated by a staff member of a resource center, the caller should 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/she can contact the Network Manager at the Maryland Family Network (MFN) at 410.659.7701. As the Statewide Coordinating Entity, MFN will investigate the complaint and act on it appropriately.

### **Help for Any Program**

We can help in all areas including: licensing and compliance, children with special needs, behavioral worries and classroom practices or concerns. Assistance with accreditation, EXCELS and credentialing is also available. Best of all, it is **FREE** to child care programs in Baltimore, Harford and Cecil Counties.

Things we have helped other providers with include:

- \* Obtaining a new EXCELS check
- \* Room arrangements, daily scheduling and routines
- \* Identifying needs of children

- \* Increasing relationship based care with infants and toddlers



# Clatter in the Classroom

Early childhood classrooms are busy, active, and energetic places filled with a cacophony of sounds including children's laughter, conversations, and an occasional loud skirmish over a favorite toy. There are the sounds of blocks tumbling, music playing, cars and trucks racing up ramps, and dishes, pots, and pans rattling and clattering in the dramatic play corner. While this type of auditory clatter positively impacts children's engagement with the environment and interactions with others, some classrooms are also filled with negative classroom clatter—especially in the physical arrangement of the space.

Unlike the pleasant, clattery noise of children's laughter and play, a clattered physical environment is disruptive to children. Clattered environments are mentally noisy causing children's thought patterns to be interrupted, and resulting in children being unable to optimally function in the classroom. Examples of environmental clatter (or negative noise to children's brains) include over or underutilized spaces, poor traffic patterns, excessive furniture, and ineffective placement and positioning of equipment.

Clattered classrooms have a negative impact on children's growth and development—and especially their behaviors. A classroom is clattered when children are unable to easily navigate around and within the space. High-density situations (i.e., too many children or too little space), for example, can result in aggressive and possibly destructive behaviors in young children. Many early childhood classrooms, however, are space-challenged rooms. While it may be impossible to increase the square footage of a classroom or decrease the number of children, it is possible to create an open or un-clattered space where children can move unencumbered.

To get started, employ the following tips—and let the de-clattering begin!

## Use Space Wisely Maintain Space Equilibrium Create Invitational Spaces Keep Spaces Transparent

### Extra Tips for De-Clattering Your Environment

Create more than one pathway to and from learning centers.

Select versatile furniture capable of double duty (i.e., ottoman with storage area) and are easily adaptable to children's projects and play.

Keep the floor as clear as possible so as to make spaces easily accessible.

Use every square inch of the classroom space. Find small places of unused space and create soft havens for children to be. A soft pillow, beanbag, or small comfortable chair tucked in a corner can create a private space for someone needing to be alone. Purchase a padded chair at a consignment shop, cut off the legs, and it becomes a perfect snuggle up place.

Add casters to pieces of equipment that you need to keep mobile so spaces are easily changed to meet the needs of children's play.

Rather than bulletin boards, build shelving all the way up to the ceiling or above doors or windows and use for displaying children's work.



# Project ACT Child Resource Centers



## Become a Member!

**Purchase a membership and  
receive a Professional  
Activity Unit, discounts on  
training, exclusive deals in  
the resource room and more!**



[www.anprojectact.com](http://www.anprojectact.com)



# Training Policies & Procedures



## Training Sessions

- ◇ Registration is not considered complete until payment is received.
- ◇ Training sessions begin promptly; plan to arrive at least 15 minutes EARLY for the training. Sign-in will be allowed until 15 minutes after the start of the training; after 15 minutes you will not be permitted to join the training and this will be considered a “missed class”. Refunds or credits are not issued for a missed class.
- ◇ A certificate will only be given for attending the entire training session/series (ex: if you leave early you will not receive a certificate). If you miss any part of a multi-part course, you will not receive certificate. All training sessions end on time. Participants must ensure modes of transportation are secured for prompt pick-up. Abilities Network is not responsible for participants who remain outside the building.
- ◇ **Due to our building's security, if you exit the building during a training, you will be unable to return. This includes leaving the floor the training takes place on.**



- ◇ Registration for trainings must be done 48 hours prior to the training date. Please note, some events reach max enrollment and providers will be unable to register for training after full capacity is reached.

## Training Format

- ◇ Training sessions are recognized and approved by the Maryland State Department of Education – Office of Child Care (OCC). In accordance with COMAR, an assessment is given at all training sessions.
- ◇ Successful completion of course materials includes a passing score on the assessment and will earn a Core of Knowledge certificate. Certificates take 4 to 6 weeks to process and will be mailed to the address provided at registration.
- ◇ If a participant does not receive a passing score, the participant will be contacted by email to set up a time to review the training and earn a passing score. If within two weeks of contact, the participant still does not receive a passing score, no training certificate will be issued.
- ◇ The duplicate certificate fee is \$10.00 which must be paid in full before certificate request is processed.



## Refund/Credits

- ◇ **Registration is non-refundable.**
- ◇ In the event a student wishes to cancel registration, a credit for future training may be issued.
- ◇ Cancellations must be received 48 hours prior the scheduled start time.
- ◇ Credits for future training must be used within 6 months of canceled training date.



- ◇ **Missed training sessions will not be credited.**

Did you know you can register for training and pay online?

## Class Cancellations

Visit our website [www.anprojectact.org](http://www.anprojectact.org)

Training Date	Participant Name (s)	Training Title	Cost
Method of Payment		Total Amount	\$

- Check (Made payable to Abilities Network)
- Child Resource Center at Abilities Network Project ACT Voucher \_\_\_\_\_
- Visa             MasterCard

Credit Card # \_\_\_\_\_

Exp. date \_\_\_\_\_

CVV Code \_\_\_\_\_

# Training Calendar

Date	Training Name	COK Hours	Description	Location & Time	Cost
9/6/17	Developmentally Appropriate Art	CUR-2 CM-1	This training teaches participants how to implement a developmentally appropriate art curriculum and how to create an environment where art is an integral part of the day. It explores visual arts, how to implement a variety of art experiences for children of all ages, and the educator's role in facilitating creative art activities and engaging children in conversations. It also provides strategies for involving parents in art activities at school and in the community.	Emmorton Road Office 6:30 pm- 9:30 pm	\$25.00 nonmember \$20.00 member
9/14/17	Basic Health & Safety	HSN-3	This workshop provides basic information about critical health and safety topics for all child care providers to meet the requirement of the proposed licensing regulation regarding training in basic health and safety areas. Key topics include: establishing and maintaining safe and healthy environments; safe practices to prevent and reduce injuries, identification and reporting of abuse or neglect and proper sanitation practices and procedures. Completion of this training does not meet regulatory requirements for specified training in Medication Administration, CPR / First Aid, or Emergency and Disaster Preparedness.	Emmorton Road Office 6:30 pm- 9:30 pm	\$25.00 nonmember \$20.00 member
9/26/17	Including All Children and the American's With Disabilities Act	SN- 3	This workshop will provide participants with an understanding of the requirements for ADA and inclusionary practices. Participants will leave with a better understanding of best practices and available resources. This training will meet the 3 hour training requirement for MSDE	Emmorton Road Office 6:30 pm- 9:30 pm	\$25.00 nonmember \$20.00 member
9/26/17	Supporting Breast Feeding in Child Care	No COK .5 hours CTE	Participants will understand regulations that support breastfeeding and best practices for programs to support families in regards to breastfeeding. This class meets the Maryland Child Care Administration training requirements for child care facilities and family child care providers who care for infants and toddlers	Emmorton Road Office 6:00 pm- 6:30 pm	\$5.00 nonmembers FREE members
10/3/17	Understanding Temperament: Implications for Working with Young Children	CD-2 SN-1	In this training, participants will learn the definition of temperament and its nine traits, the three main types of temperament and the term, 'goodness of fit.' Through partner discussions, chart activities and case scenarios, participants will actively investigate the best ways to create an environment that will allow for differences in temperament. Temperament as it relates to children with special needs will be explored along with strategies to encourage peer-modeling and the building of social skills.	Emmorton Road Office 6:30 pm- 9:30 pm	\$25.00 nonmember \$20.00 member
10/12/17	SIDS: Sudden Infant Death Syndrome	HSN-3	SIDS is the sudden, unexplained death of a healthy infant under 12 months. The cause of SIDS is unknown, but there are ways to make babies in your care safer. A SIDS class is required for family child care applicants and for any family provider seeking to become licensed for infant care.	Emmorton Road Office 6:30 pm- 9:30 pm	\$25.00 nonmember \$20.00 member
10/23/17	On Track: All Aboard for Developmental Progress	CD-2 PRO 2	Join us for an overview of the developmental screening tools and the benefits of using one. A review of the MSDE/OCC regulation, effective communication with families, and the referral process will be addressed. Discuss how to choose a developmental screening tool, appropriate collection of information regarding children, and the ongoing process of screening children.	Harford Co Office 5:00 pm- 9:00 pm	\$30.00 nonmembers \$25.00 member
10/26/17	Basic Health & Safety	HSN-3	This workshop provides basic information about critical health and safety topics for all child care providers to meet the requirement of the proposed licensing regulation regarding training in basic health and safety areas. Key topics include: establishing and maintaining safe and healthy environments; safe practices to prevent and reduce injuries, identification and reporting of abuse or neglect and proper sanitation practices and procedures. Completion of this training does not meet regulatory requirements for specified training in Medication Administration, CPR / First Aid, or Emergency and Disaster Preparedness.	Emmorton Road Office 6:30 pm- 9:30 pm	\$25.00 nonmember \$20.00 member

To register visit, [www.anprojectact.org](http://www.anprojectact.org)

# Training Calendar

11/1/17	Including All Children and the American's With Disabilities Act	SN- 3	This workshop will provide participants with an understanding of the requirements for ADA and inclusionary practices. Participants will leave with a better understanding of best practices and available resources. This training will meet the 3 hour training requirement for MSDE	Emmorton Road Office 6:30 pm- 9:30 pm	\$25.00 nonmember \$20.00 member
11/1/17	Supporting Breast Feeding in Child Care	No COK .5 hours CTE	Participants will understand regulations that support breastfeeding and best practices for programs to support families in regards to breastfeeding. This class meets the Maryland Child Care Administration training requirements for child care facilities and family child care providers who care for infants and toddlers	Emmorton Road Office 6:00 pm- 6:30 pm	\$5.00 nonmembers FREE members
11/14/17	Basic Health & Safety	HSN-3	This workshop provides basic information about critical health and safety topics for all child care providers to meet the requirement of the proposed licensing regulation regarding training in basic health and safety areas. Key topics include: establishing and maintaining safe and healthy environments; safe practices to prevent and reduce injuries, identification and reporting of abuse or neglect and proper sanitation practices and procedures. Completion of this training does not meet regulatory requirements for specified training in Medication Administration, CPR / First Aid, or Emergency and Disaster Preparedness.	Emmorton Road Office 6:30 pm- 9:30 pm	\$25.00 nonmember \$20.00 member
11/20/17	Helping Children Cope: Recognizing and Responding to Childhood Trauma	CD-3	When a disaster or traumatic event occurs, such as a natural disaster or violent act, whether accidental or intentional, it can be stressful for people of all ages. Children tend to react to disaster and traumatic events based on their past experiences and what they know of the current situation. Participants will learn how to help children cope with trauma and how to respond to children who have experienced trauma.	Emmorton Road Office 6:30 pm- 9:30 pm	\$25.00 nonmember \$20.00 member
11/28/17	Sense of Place: Human Geography in the Early Childhood Classroom	CUR-2	Developing a sense of place through geographic experiences helps build the social and emotional foundation children need and will one day use as adults.	Emmorton Road Office 6:30 pm- 9:30 pm	\$25.00 nonmember \$20.00 member
12/14/17	Express Yourself! Discovering How to Extend Children's Natural Forms of Self Expression to Promote Early Literacy Skills	C-2	In this highly interactive training, participants will learn more about extending children's natural forms of self expression in three main areas; music and movement, artwork and storytelling. In each of these three areas, the literacy skills that children are acquiring or practicing will be discussed and by participating in a few activities, the audience will have an opportunity to see first-hand how these three areas naturally develop in children and how they also greatly enhance reading readiness.	Emmorton Road Office 6:30 pm- 8:30 pm	\$20.00 nonmember \$15.00 member
12/18/17	Understanding Learning Disabilities	SN-3	During this training, participants will gain knowledge of different types of learning disabilities. Through simulations and video clips, participants will explore the challenges of having a learning disability and how frustrating it can be for a child. This presentation will highlight some of the red flags in young children that might lead to a later diagnosis of a learning disability; and highlight teaching strategies and specific accommodations that meet the needs of all children, especially those children with learning disabilities.	Emmorton Road Office 6:30 pm- 9:30 pm	\$25.00 nonmember \$20.00 member

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**Child Resource  
Center**

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