Locations:
WSU McKay Education Building is on Weber State's South Ogden Campus. To find us using GPS our address is 1351 Edvalson St, Ogden. A map of campus can be found online at [https://www.weber.edu/weberstatemap/](https://www.weber.edu/weberstatemap/).
WSU Farmington Station is located at 240 N East Promotory, Farmington. It is on the third floor above the Old Navy store. You can get directions online here [https://www.shopatstationpark.com(directions)](https://www.shopatstationpark.com/directions).

For information on obtaining CEU credit, visit the URPD website at [urpd.usu.edu](http://urpd.usu.edu)

### Family Engagement: Building a Family-Centered Early Childhood Program
- **Mondays:** March 11, 18, 25, & April 1
- **Time:** 6:30pm - 9pm
- **Location:** WSU Farmington Station, Room 322
- **Cost:** $16
- **Credit:** 10 Licensing hours, 10 CDA hours, 1 CEU
- **Instructor:** Janet Wahlquist

(10 hours) In this course participants will learn principles of family-centered care, and will explore ways to better involve families in their program, including looking at ways to increase communication, resolve conflict, and share decision-making.

### Learning to Get Along
- **Tuesdays & Thursdays:** April 2, 4, 9, & 11
- **Time:** 6:30pm - 9pm
- **Location:** WSU McKay Education Building Room 10
- **Cost:** $16
- **Credit:** 10 Licensing hours, 10 CDA hours
- **Career Ladder:** Level 2 - 3
- **Instructor:** Verlina Adame

(10 hours) In this course participants learn effective strategies for supporting young children's social and emotional development. Areas of focus include: fostering self-esteem and independence, learning to get along in a group, and behavior guidance.

### School Age, Course 3: Relationships and Management
- **Saturdays:** April 6 & 13
- **Time:** 9am - 2:30pm
- **Location:** WSU McKay Education Building Room 10
- **Cost:** $16
- **Credit:** 10 Licensing hours, 10 CDA hours, 1 CEU
- **Career Ladder:** Level 5 - 8, School Age Endorsement
- **Instructor:** Katie Askew

(10 hours) In this course participants will learn about communication and the role that it plays with children, families, school/program administration and the community at large. They will also learn about the administration of programs and professional development.
## Child Development: Learning in the Early Years

**Tuesday & Thursday April 23, 25: 6:30 - 9pm**  
AND **Saturday April 27: 9am - 2:30pm**  
**Location:** WSU McKay Education Building Room 10  
**Cost:** $16  
**Credit:** 10 Licensing hours, 10 CDA hours  
**Career Ladder:** Level 1  
**Instructor:** Tressie Kearl  

(10 hours) In this course participants explore how young children learn and develop. Areas of focus include: brain development, learning through play, supporting social and emotional development, and positive guidance.

## Infant & Toddler Care Course 1: Infants & Toddlers in Child Care Settings

**Mondays:** April 29, May 6, 13, & 20  
**Time:** 6:30pm - 9pm  
**Location:** WSU Farmington Station, Room 322  
**Cost:** $16  
**Credit:** 10 Licensing hours, 10 CDA hours, 1 CEU  
**Career Ladder:** Level 5 - 8, Infant Toddler Endorsement  
**Instructor:** Janet Wahlquist  

(10 hours) In this course participants explore issues to be considered when setting up for infant and toddler care. Areas of focus include: primary caregiving, group size, continuity of care, the physical environment, daily routines, and respectful caregiving.

## Healthy Care

**Mondays & Wednesdays:** May 6, 8, 13, & 15  
**Time:** 6:30 - 9pm  
**Location:** WSU McKay Education Building Room 10  
**Cost:** $16  
**Credit:** 10 Licensing hours, 10 CDA hours  
**Career Ladder:** Level 1  
**Instructor:** Verlina Adame  

(10 hours) In this course participants will learn about child care health and safety issues. Topics include: communicable diseases, SIDS, shaken baby syndrome, child abuse and neglect, injury prevention, emergency procedures, nutrition, sick children, and medication administration.

## Creating Good Child Care

**Tuesdays & Thursdays:** May 7, 9, 14, & 16  
**Time:** 6:30 - 9pm  
**Location:** WSU McKay Education Building Room 10  
**Cost:** $16  
**Credit:** 10 Licensing hours, 10 CDA hours  
**Career Ladder:** Level 2 - 3  
**Instructor:** Ty Singleton  

(10 hours) In this course participants learn strategies for ensuring effective program operation, including program planning, organization, record keeping, and legal issues such as licensing, liability and insurance, custody issues, the Americans with Disabilities Act, and dealing with suspected abuse and neglect.
School Readiness Standards Course 3: Social & Emotional

Saturdays: May 11 & 18
Time: 9am - 2:30pm
Location: WSU Farmington Station, Room 322
Cost: $16
Credit: 10 Licensing hours, 10 CDA hours, 1 CEU
Career Ladder: Level 5 - 8, School Readiness Endorsement
Instructor: Mary Ogan

(10 hours) In this course, based on Utah’s Early Childhood Core Standards, participants will learn how to effectively and appropriately foster preschooler’s social and emotional development for school readiness. Areas of focus include: self-esteem, temperament, self-regulation, emotions, guidance, problem-solving, and social studies.

Looking to Learn

Tuesdays & Thursdays: May 21, 23, 28 & 30
Time: 6:30 - 9pm
Location: WSU McKay Education Building Room 10
Cost: $16
Credit: 10 Licensing hours, 10 CDA hours
Career Ladder: Level 2 - 3
Instructor: Tressie Kearl

(10 hours) In this course participants learn effective tools and strategies for gathering and using observational information about children. Areas of focus include: learning to observe children accurately and objectively, observation tools and goals, overcoming obstacles to observation, and interpreting and using observation data.

Special Needs Course 3: Setting Up the Environment

Saturdays: June 1 & 8
Time: 9am - 2:30pm
Location: WSU Farmington Station, Room 322
Cost: $16
Credit: 10 Licensing hours, 10 CDA hours, 1 CEU
Career Ladder: Level 5 - 8, Special Needs Endorsement
Instructor: Mary Ogan

(10 hours) In this course participants will learn how to set up the environment to maximize success when working with children who have special needs. Topics include creating an accessible environment, arranging the environment for learning, increasing the playability of toys and materials, using routines to teach, and teachable moments.

Guidance & Emotional Wellness Course 3: Promoting Social Emotional Competence

Mondays & Wednesdays: June 3, 5, 10, & 12
Time: 6:30pm – 9pm
Location: WSU McKay Education Building Room 10
Cost: $16
Credit: 10 Licensing hours, 10 CDA hours, 1 CEU
Career Ladder: Level 5 - 8, Guidance & Emotional Wellness Endorsement
Instructor: Kim Barrett

(10 hours) In this course participants will continue to learn about concepts developed by CSEFEL (Center for Social Emotional Foundations of Early Learning). They will explore development of positive teaching strategies for working with infants, toddlers, preschool children, and school-age children. They will also learn how doing observation and documentation supports healthy social/emotional development.
Child Development: Ages & Stages
Saturdays: June 8 & 15
Time: 9am - 2:30pm
Location: WSU McKay Education Building Room 10
Cost: $16
Credit: 10 Licensing hours, 10 CDA hours
Career Ladder: Level 1
Instructor: Verlina Adame
(10 hours) In this course participants learn about typical developmental milestones for infants, toddlers, preschoolers, and school age children. Participants also learn basic strategies for working with each of these age groups of children.

Infant Toddler Care, Course 2: Social-Emotional Growth of Infants & Toddlers
Tuesdays & Thursdays: June 11, 13, 18, & 20
Time: 6:30pm – 9pm
Location: WSU McKay Education Building Room 10
Cost: $16
Credit: 10 Licensing hours, 10 CDA hours, 1 CEU
Career Ladder: Levels 5 – 8, Infant Toddler Endorsement
Instructor: Janet Wahlquist
(10 hours) In this course participants learn about the emotional and social development of infants and toddlers. Areas of focus include: temperaments, responsive caregiving, the caregiver's role in fostering emotional development, socialization, and guidance.

Theory and Best Practices, Course 3: Piaget and Brain Development
Monday & Wednesdays: June 17, 19, 24, & 26
Time: 6:30pm - 9pm
Location: WSU McKay Education Building Room 10
Cost: $16
Credit: 10 Licensing hours, 10 CDA hours, 1 CEU
Career Ladder: Level 5 - 8, Theory & Best Practices Endorsement
Instructor: Crystal Knippers
(10 hours) In this course participants will gain an understanding of Piaget’s stages of cognitive development and why his core focus was about how people acquire, process and store knowledge. Participants will also learn about how the brain develops and how they can support healthy brain development in everyday child care practices.

Director’s Toolbox, Course 3: A Great Place to Work & Inspiring Peak Performance
Saturdays: June 22 & 29
Time: 9am - 2:30pm
Location: WSU McKay Education Building Room 10
Cost: $16
Credit: 10 Licensing hours, 10 CDA hours, 1 CEU
Career Ladder: Levels 5 – 8, Center Director’s Endorsement
Instructor: Janet Wahlquist
(10 hours) In this course, participants will learn how to shape the quality of work life for staff and build teacher competence, strengthen staff commitment, and expand opportunities for collaboration.
Other Announcements

Child Care and Americans with Disabilities Act

The Americans with Disabilities Act (ADA) is a federal civil rights law that Congress passed in 1990. Among other things, the ADA prohibits discrimination by child care centers and family child care providers against individuals with disabilities.

The ADA requires that child care providers not discriminate against persons with disabilities on the basis that they provide children and parents with disabilities with an equal opportunity to participate in the child care programs and services.

The ADA requires that child care providers provide an equal opportunity for each child to participate in the child care program and services.

For further information and details visit ada.gov. On that website you can find a list of common questions regarding child care and ADA.

Top Star Provider Training

March 23 & April 13th
8:30am – 3pm
Weber-Morgan Health Department, 2nd Floor Auditorium
477 23rd St, Ogden UT 84401

Earn up to 10 Continuing Education Hours
Free two-part provider training about: Childhood Obesidy, Personal Health & Wellness, Child Nutrition, Working with Families, Physical Activity for Children, Supporting Breastfeeding Mothers.

To register online go to: https://topstarregistration.eventbrite.com

No children will be allowed in class. Registration is required and class size is limited.

For more information, contact your local TOP Star consultant.
Sunny Hayes: shayes@co.weber.ut.us  801-399-7188
To register by mail, fill out this form, include your payment (check or money order payable to Weber State), and send to:

CAC - Weber State
Training Registration
1351 Edvalson St, Dept 1309
Ogden, UT 84408-1309

Registration is done by pre-payment only. We must receive the registration form in our office 5 business days before the class begins. Please remember we only accept registration forms by mail or online.

Only one person per form. You may make as many copies of this form as you’d like, be sure to include both pages. We can not accept one-sided or one-page-only forms. The Participant Code of Conduct must be read signed and mailed in with each form.

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Funding comes from the Utah Office of Child Care, from Federal Block Grant monies, set aside for enhancing quality in child care. By following the training policies, you are helping us provide excellent training at a reduced cost to you.

No refunds are available, but you may receive a credit voucher if you cancel at least three business days before the class.
Professional Development System Participant Code of Conduct

1. Punctuality / Attendance: I understand that I must be in class at or before the time scheduled for class to begin in order to obtain credit for the class. If I arrive after the time that class is scheduled to begin, I may be able to use the time that I was actually in attendance for licensing credit, but I will have to repeat the full 2 1/2 hour session to get Career Ladder credit for the course. This includes returning on time from breaks and lunch. Class will begin when the instructor determines that it is time to start. I understand that if I am not present during the entire class period, I will not receive Career Ladder credit for the session, and will have to repeat the full 2 1/2 hour session in order to receive credit for the course.

2. Disruptive Behavior: I will be respectful to all personnel that support the Professional Development System (e.g.: Care About Childcare staff, URPD staff, OCC staff, etc.). I will not use obscene, profane, threatening, discriminatory, harassing or abusive language. During class, I will be respectful to the instructor and others in attendance during each class session. I will not engage in any conversation or behavior that is disruptive or disrespectful to the instructor or other participants in the class. I will attentively participate in class. I will not text message or make cell phone calls during class time. I understand that I am required to turn my cell phone and/or other electronic devices off or turn them to vibrate during class time. I will limit all cell phone calls to break time or after class time. I will not engage in disruptive private conversations during class time. If I must bring food or drink to class, I will eat quietly and will not allow food or drink to become disruptive or distracting to the instructor or other class participants.

3. Illegal Activity/Health & Safety: I understand that any illegal activity, including behavior that threatens the health or safety of the instructor or another class participant before, during or after class will cause for my immediate expulsion from class and permanent suspension from participation in the Career Ladder and the Professional Development Incentive, and that such behavior may be reported to law enforcement. I understand that I may be asked to leave a class if my condition prevents me from participating or is disruptive to the class environment.

4. Children: I understand that adult training classes are not a developmentally appropriate environment for children of any age. I will not bring children to class.

5. Class Roll: I understand that in order to receive credit for each class session, I must sign my full legal name on the roll before class begins. I understand that failure to do so will result in my not receiving credit for the class session. I understand that I may not sign the roll for someone else.

6. Confidentiality: I understand that confidentiality is extremely important. I understand that I must keep all names and other identifying information confidential when I am relating a story during class or asking for guidance regarding certain issues. I also understand that it is my responsibility to keep sensitive issues discussed during class in confidence, and not discuss it with family or friends outside of that classroom setting.

7. Refunds: I understand that class registration fees are non-refundable. I understand that if I notify the host training agency a minimum of three days in advance that I am unable to attend a course for which I am registered, that my registration fee may be able to be credited toward another class. I understand that it is my responsibility to contact the host training agency to make these arrangements.

8. Non-Compliance: I understand that, in cases of infractions of a minor severity (behavior that has been determined to be disruptive but not illegal), that I will be allowed one issued verbal warning upon the first violation of the above listed rules. I understand that upon the second such infraction, I will be suspended from participation in the Career Ladder and Training and Professional Development Incentive for one year from that infraction date. I understand that upon the third such infraction I will be permanently barred from participation in the Career Ladder and Professional Development Incentive System. I understand that upon the first incident of any violation in which I engage in illegal activity (including threatening or intimidating behavior), that I will be permanently banned from participation in the Career Ladder and Training and the Professional Development Incentive System, and that such action may be cause for intervention by law enforcement and/or other legal action.

Print Name ___________________________________________ Date __________________________

Last revised: 12/06/2019