We are pleased to announce our new Program Coach that will be working with family providers on their goals to improve quality in the family child care setting. Vivian Hardy has been hired to replace Rachel Whaley after Rachel moved to another position. Vivian comes to us with an extensive background in family child care. Vivian has 16 years’ experience as a family child care provider and a total of 25 years’ experience in the early childhood field. During her time as a family child care provider she achieved accreditation with the National Association of Family Child Care. From owning a family child care to helping providers in the accreditation process was her next professional move and she spent many years helping answer questions and helping providers understand the process for achieving accreditation in their own family child care programs. Vivian also has experience as an infant room teacher in center care and has extensive experience as a trainer/mentor. We are so happy to have Vivian on staff. If you are interested in the Family Child Care Coaching Program please feel free to give her a call at 801-626-7815. Vivian is happy to help family providers work on their Care About Childcare quality criteria as well as work on obtaining their Child Development Associate credential. Now is the time to start applying for those criteria so that parents are aware of the quality program you have to offer.

We would also like to remind Center Providers of the opportunity that is available to work with Megan Jolley, if you are interested in obtaining your Child Development Associate credential. She has helped a number of providers through the process and enjoys the journey her and the providers take together. She has also started working as a Program Coach for centers so if there is something you would like to work on to help the quality of your program please feel free to give her a call, 801-626-8047.

Look further into our newsletter to see the exciting news about the Care About Childcare grants as well as the Care About Childcare open house night.
Families who contacted our agency for referrals last quarter (7/1/2013 – 9/30/2013) were located in the following cities:

<table>
<thead>
<tr>
<th>City</th>
<th># of Families</th>
<th>City</th>
<th># of Families</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bountiful</td>
<td>4</td>
<td>Ogden</td>
<td>74</td>
</tr>
<tr>
<td>Centerville</td>
<td>2</td>
<td>Plain City</td>
<td>3</td>
</tr>
<tr>
<td>Clearfield</td>
<td>19</td>
<td>Pleasant View</td>
<td>1</td>
</tr>
<tr>
<td>Clinton</td>
<td>13</td>
<td>Riverdale</td>
<td>3</td>
</tr>
<tr>
<td>Farr West</td>
<td>2</td>
<td>Roy</td>
<td>21</td>
</tr>
<tr>
<td>Fruit Heights</td>
<td>1</td>
<td>South Ogden</td>
<td>5</td>
</tr>
<tr>
<td>Harrisville</td>
<td>2</td>
<td>Sunset</td>
<td>2</td>
</tr>
<tr>
<td>Kaysville</td>
<td>9</td>
<td>Syracuse</td>
<td>14</td>
</tr>
<tr>
<td>Layton</td>
<td>28</td>
<td>Taylor</td>
<td>1</td>
</tr>
<tr>
<td>Morgan</td>
<td>1</td>
<td>Washington Terrace</td>
<td>2</td>
</tr>
<tr>
<td>North Ogden</td>
<td>6</td>
<td>West Haven</td>
<td>5</td>
</tr>
<tr>
<td>North Salt Lake</td>
<td>1</td>
<td>West Point</td>
<td>4</td>
</tr>
</tbody>
</table>

*This statistic counts each family only once, each family could have multiple children or be looking for care outside of the city in which they live. These stats are only for families who call our office, it does not include direct online searches.*

Here are the slots and vacancies currently listed in our database:

<table>
<thead>
<tr>
<th>City</th>
<th>Slots</th>
<th>Vacancies</th>
<th>City</th>
<th>Slots</th>
<th>Vacancies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bountiful</td>
<td>762</td>
<td>211</td>
<td>Ogden</td>
<td>1565</td>
<td>314</td>
</tr>
<tr>
<td>Centerville</td>
<td>196</td>
<td>28</td>
<td>Plain City</td>
<td>24</td>
<td>0</td>
</tr>
<tr>
<td>Clearfield</td>
<td>915</td>
<td>30</td>
<td>Pleasant View</td>
<td>68</td>
<td>16</td>
</tr>
<tr>
<td>Clinton</td>
<td>192</td>
<td>33</td>
<td>Riverdale</td>
<td>174</td>
<td>27</td>
</tr>
<tr>
<td>Eden</td>
<td>50</td>
<td>9</td>
<td>Roy</td>
<td>797</td>
<td>101</td>
</tr>
<tr>
<td>Farmington</td>
<td>180</td>
<td>15</td>
<td>South Ogden</td>
<td>309</td>
<td>32</td>
</tr>
<tr>
<td>Farr West</td>
<td>93</td>
<td>25</td>
<td>South Weber</td>
<td>40</td>
<td>2</td>
</tr>
<tr>
<td>Fruit Heights</td>
<td>8</td>
<td>0</td>
<td>Sunset</td>
<td>32</td>
<td>4</td>
</tr>
<tr>
<td>Harrisville</td>
<td>24</td>
<td>2</td>
<td>Syracuse</td>
<td>223</td>
<td>42</td>
</tr>
<tr>
<td>Hooper</td>
<td>97</td>
<td>11</td>
<td>Taylor</td>
<td>8</td>
<td>3</td>
</tr>
<tr>
<td>Huntsville</td>
<td>20</td>
<td>0</td>
<td>Uintah</td>
<td>16</td>
<td>2</td>
</tr>
<tr>
<td>Kaysville</td>
<td>398</td>
<td>50</td>
<td>Washington Terrace</td>
<td>40</td>
<td>16</td>
</tr>
<tr>
<td>Layton</td>
<td>679</td>
<td>175</td>
<td>West Bountiful</td>
<td>175</td>
<td>33</td>
</tr>
<tr>
<td>Marriott-Slaterville</td>
<td>80</td>
<td>40</td>
<td>West Haven</td>
<td>56</td>
<td>5</td>
</tr>
<tr>
<td>Morgan</td>
<td>45</td>
<td>4</td>
<td>West Point</td>
<td>69</td>
<td>9</td>
</tr>
<tr>
<td>North Ogden</td>
<td>155</td>
<td>46</td>
<td>Woods Cross</td>
<td>22</td>
<td>0</td>
</tr>
<tr>
<td>North Salt Lake</td>
<td>240</td>
<td>51</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Thank you to all those who called, emailed or used our online web update form!

Here are the latest winners of our monthly update drawings

New Hope Children’s Center, Rocio German & Sonya Brown

Keeping your record up-to-date means parents will have the latest information about your care. It will also ensure that you will only be sent referrals to fill the needs you have. You can update by calling our office at 801-626-7837 or go to our website at http://programs.weber.edu/ccrr/provreferrals.htm

If you are familiar with the Care About Childcare website, you can update information while logged in to that website. Just be sure to update your vacancies in addition to whatever else you wish to change and your name will be entered into the monthly drawing.

http://weber.edu/ccrr

This website is specific to our agency. It is useful for parents and providers alike. This is where you would go to find information on all of our services. From the Provider Homepage you can view our current class schedule – including how many seats are left in each class, download the registration form for mail-in class registration, or download our latest newsletter. You will also find information on our mentoring and other programs.

http://careaboutchildcare.utah.gov

This website is statewide. It is useful for parents and providers alike. Once logged in you can; view your profile and request changes, view the training calendar and register for classes online, upload information to your marketing page, and apply for quality indicators.

A special congratulations to our Whole Record Update winner Lorie Horstman!

We are still working on getting all of our provider files up-to-date. If you have not yet completed an update this year, please visit our website weber.edu/ccrr and complete the full record update. You can also update over the phone. It only takes about 3-4 minutes.

If you go online or call, your name will be entered in the monthly prize drawing!
We’d like to congratulate the following providers on their accomplishments within the Professional Development Program:

**Career Ladder Recipients**

<table>
<thead>
<tr>
<th>Madison Campbell, Level 4</th>
<th>Sara Moss, Levels 1, 2 &amp; 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jessica Colwell, Level 1</td>
<td>Kylie Patton, Level 9</td>
</tr>
<tr>
<td>Jamie Dobson, Levels 4, 5, 6, 7 &amp; 8</td>
<td>Hilary Perez, Levels 5 &amp; 6</td>
</tr>
<tr>
<td>Heidi Hale, Levels 4 &amp; 5</td>
<td>Alejandra Ramirez, Level 2</td>
</tr>
<tr>
<td>Charmaine Hartley Level 8</td>
<td>Sheri Shaver, Level 1</td>
</tr>
<tr>
<td>Britney Lee, Level 4</td>
<td>Cassandra Stoddard, Level 8</td>
</tr>
<tr>
<td>Karissa Mecham, Level 1</td>
<td>Jessica Stuart, Level 10</td>
</tr>
<tr>
<td>Ashley Meza, Level 1</td>
<td>Emily Zito Levels 1 &amp; 2</td>
</tr>
</tbody>
</table>

**Career Ladder Endorsement Recipients**

- Stacy Howick, Infant Toddler

**Professional Development Award Recipients**

<table>
<thead>
<tr>
<th>Tanya Becraft</th>
<th>Marcia Hill</th>
<th>Aracely Possie</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kelley Beecher</td>
<td>Bryan Howick</td>
<td>Alejandra Ramirez</td>
</tr>
<tr>
<td>Judy Bergen</td>
<td>Stacy Howick</td>
<td>Judith Ramos</td>
</tr>
<tr>
<td>Cynthia Booth</td>
<td>Morgan Johnson</td>
<td>Candice Reyna</td>
</tr>
<tr>
<td>Lacey Brown</td>
<td>Angela Keen</td>
<td>Joan Schroeder</td>
</tr>
<tr>
<td>Madison Campbell</td>
<td>Britney Lee</td>
<td>Sheri Shaver</td>
</tr>
<tr>
<td>Jessica Colwell</td>
<td>Shauna McCurdy</td>
<td>Kristina Smith</td>
</tr>
<tr>
<td>Jamie Dobson</td>
<td>Karissa Mecham</td>
<td>Brenda Sonoda</td>
</tr>
<tr>
<td>Tayla Dobson</td>
<td>Karla Medrano</td>
<td>Carol Stoetzer</td>
</tr>
<tr>
<td>Valerie Ferguson</td>
<td>Ashley Meza</td>
<td>Trina VanDyke</td>
</tr>
<tr>
<td>Heidi Hale</td>
<td>Kylie Patton</td>
<td>Susannah Williams</td>
</tr>
<tr>
<td>Charmaine Hartley</td>
<td>Hilary Perez</td>
<td>Nicole Wood</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Emily Zito</td>
</tr>
</tbody>
</table>

If you have any questions about the Professional Development Award program, you can call our office and speak with Crystal at 801-626-8083.
Remember, you can sign up for our classes online!

To register for classes online you must first log in to the Care About Childcare website at careaboutchildcare.utah.gov.

Once you are logged in, choose the Training Calendar link from the menu on the left side of the screen. Each class you see with a shopping cart by it is available for online registration. Clicking on that cart adds that class to your list. When you are done adding the classes you wish to register for, you must click on the cart in the green box on the top right of the screen. Choose complete registration and follow the instructions to check out.

Online registration can only be completed for one person at a time.

Be sure to view and/or print your class schedule. Online registrations will not receive a confirmation in the mail. Class schedules can be viewed by clicking on My Class Registration in the menu to the left of the screen.

Once logged in you can also view other things such as your transcript of previous classes taken, your progress on the Career Ladder and your Annual Award eligibility date. This is also where family providers and center directors can view and update their marketing page and view and submit verification for quality criteria.

If you have any questions about the Care About Childcare website, call us at 801-626-7837.

Care About Childcare @ Weber State’s Class Cancellation Policy Due to Weather or Emergency/Disaster

CAC & Weber State’s classes may be cancelled due to weather.

We will follow Weber State University policies and will cancel classes if Weber State closes the campus. If you are wondering if campus is closed you can call 801-626-6000 to verify campus status. We will also leave a message on our main line 801-626-7837.

After the decision has been made to cancel the class, all class participants will be called and told of the cancellation.

The trainer and training coordinator will work together to reschedule the class.
<table>
<thead>
<tr>
<th>Class Title &amp; Description</th>
<th>Date, Time &amp; Place</th>
<th>Cost</th>
<th>Credit</th>
<th>Career Ladder</th>
</tr>
</thead>
</table>
| **Special Topic: Learning Discipline**  
Instructor: Crystal Knippers  
This workshop focuses on giving caregivers and teachers insight into how young children learn self-discipline in their journey through their early years. | Jan 2  
6:30 – 9pm  
WSU ED13 | none | 2.5 Lic | ------ |
| **Child Development: Healthy Care**  
Instructor: Shirley Morrison  
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. | Jan 6, 8, 13 & 15  
6:30 – 9pm  
WSU ED13 | $16 | 10 Lic  
10 CDA  
NAC | Level 1 |
| **Child Development: Ages & Stages**  
Instructor: Suzy Williams  
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. | Jan 7, 9, 14 & 16  
6:30 – 9pm  
WSU ED13 | $16 | 10 Lic  
10 CDA | Level 1 |
| **Strong & Smart**  
Instructor: Shirley Morrison  
In this course participants learn practical ways to promote young children's physical, cognitive, language, and creative development in age-appropriate play and learning activities. | Jan 11 & 18  
9am – 2:30pm  
WSU ED13 | $16 | 10 Lic  
10 CDA | Level 2 – 3 |
| **Working Together**  
Instructor: Shirley Morrison  
In this course participants learn effective strategies for establishing and maintaining open and positive relationships with each child's family, encouraging family involvement in the child care program, and supporting each child's relationship with his or her family. | Jan 21, 23, 28 & 30  
6:30 – 9pm  
WSU ED13 | $16 | 10 Lic  
10 CDA | Level 2 – 3 |
| **Care About Childcare Open House**  
Care About Child Care Staff  
There will be staff here to offer help on the marketing page as well as answer your questions about the quality indicators. Bring a flash drive with photos of your program environment and you can have the marketing page completed and online by the end of the evening. We will be happy to show you how to start applying for the quality indicators as well. | Jan 22  
6:30 – 8pm  
WSU ED13 | none | ------ | ------ |
<table>
<thead>
<tr>
<th>Class Title &amp; Description</th>
<th>Date, Time &amp; Place</th>
<th>Cost</th>
<th>Credit</th>
<th>Career Ladder</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Basics of Child Care</strong></td>
<td>Jan 25, 9am – 2:30pm WSU ED13</td>
<td>$10</td>
<td>5 Lic</td>
<td>none</td>
</tr>
<tr>
<td>Instructor: Shirley Morrison</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>This 5 hour class covers all of the topics required by licensing. It is recommended especially for those just entering the child care field.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Director’s Support Group</strong></td>
<td>Jan 27, 6:30 – 7:30pm WSU ED13</td>
<td>none</td>
<td>-------</td>
<td>-------</td>
</tr>
<tr>
<td>Instructor: Crystal Knippers</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>This is an evening for directors to talk about issues they would like help dealing with</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Child Development: Learning in the Early Years</strong></td>
<td>Feb 1 &amp; 8, 9am – 2:30pm WSU ED13</td>
<td>$16</td>
<td>10 Lic</td>
<td>Level 1</td>
</tr>
<tr>
<td>Instructor: Shirley Morrison</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>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.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>School Age, Course 3, Relationships &amp; Management</strong></td>
<td>Feb 3, 5, 10 &amp; 12, 6:30 – 9pm WSU ED13</td>
<td>$16</td>
<td>10 Lic</td>
<td>Level 5 – 8 School Age Endorsement</td>
</tr>
<tr>
<td>Instructor: Suzanne Turley</td>
<td></td>
<td></td>
<td>1 CEU</td>
<td></td>
</tr>
<tr>
<td>In this course participants will learn about communication and the role that it plays with school age children, families, school/program administration and the community at large. They will also learn about the administration of programs and professional development.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Infant &amp; Toddler, Course 3, Learning in Infancy &amp; Toddlerhood</strong></td>
<td>Feb 4, 6, 11 &amp; 13, 6:30 – 9pm WSU ED13</td>
<td>$16</td>
<td>10 Lic</td>
<td>Level 5 – 8 Infant &amp; Toddler Endorsement</td>
</tr>
<tr>
<td>Instructor: Gina O’Driscoll</td>
<td></td>
<td></td>
<td>1 CEU</td>
<td></td>
</tr>
<tr>
<td>In this course participants explore how infants and toddlers learn. Areas of focus include: cognitive discoveries of infancy, the role of the caregiver in supporting learning, stages of infancy, and language development.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Unlocking the Creative Mind</strong></td>
<td>Feb 15 &amp; 22, 9am – 2:30pm WSU ED13</td>
<td>$16</td>
<td>10 Lic</td>
<td>Level 5 - 8</td>
</tr>
<tr>
<td>Instructor: Shirley Morrison</td>
<td></td>
<td></td>
<td>10 CDA</td>
<td></td>
</tr>
<tr>
<td>In this course participants will learn the value of creative art, dramatic play, creative movement, music and dance, and the important roles they play in a young child’s life.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Professionalism in Child Care, More than Babysitting</strong></td>
<td>Feb 18, 20, 25 &amp; 27, 6:30 – 9pm WSU ED13</td>
<td>$16</td>
<td>10 Lic</td>
<td>Level 2 – 3</td>
</tr>
<tr>
<td>Instructor: Suzy Williams</td>
<td></td>
<td></td>
<td>10 CDA</td>
<td></td>
</tr>
<tr>
<td>In this course participants learn how to make informed decisions based on standards for best practices, take advantage of opportunities for individual professional growth, and contribute to the early childhood field.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>CDA Orientation</strong></td>
<td>Feb 24, 6:30 – 7:30pm WSU ED13</td>
<td>none</td>
<td>1 CDA</td>
<td>none</td>
</tr>
<tr>
<td>Instructor: Megan Jolley</td>
<td></td>
<td></td>
<td>1 Lic</td>
<td></td>
</tr>
<tr>
<td>This 1 hour workshop will cover the steps to getting a CDA.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Class Title &amp; Description</td>
<td>Date, Time &amp; Place</td>
<td>Cost</td>
<td>Credit</td>
<td>Career Ladder</td>
</tr>
<tr>
<td>------------------------------------------------------------------------------------------</td>
<td>--------------------------</td>
<td>------</td>
<td>--------</td>
<td>--------------------------------------</td>
</tr>
</tbody>
</table>
| **Basics of Child Care**  
Instructor: Shirley Morrison  
This 5 hour class covers all of the topics required by licensing. It is recommended especially for those just entering the child care field. | Mar 1  
9am – 2:30pm  
WSU ED13 | $10 | 5 Lic | none                                 |
| **Guidance & Emotional Wellness Course 3, Promoting Social Emotional Competence**  
Instructor: Megan Jolley  
In this course participants will continue to learn about concepts developed by CSEFEL (Center for Social Emotional Foundations for Early Learning). They will talk about developing positive teaching strategies for working with infants, toddlers, preschool children, and school-age children. They will also learn how doing | Mar 3, 5, 10 & 12  
6:30 – 9pm  
WSU ED13 | $16 | 10 Lic | Level 5 – 8  
Guidance & Emotional Wellness Endorsement |
| **Infant & Toddler Care Course 4, Working With Families of Infants & Toddlers**  
Instructor: Gina O'Driscoll  
In this course participants explore positive ways to work with the families of the children in their care. Areas of focus include: partnerships, sharing the care, and how to be aware of, and sensitive to, cultural differences. | Mar 4, 6, 11 & 13  
6:30 – 9pm  
WSU ED13 | $16 | 10 Lic | Level 5 – 8  
Infant & Toddler Endorsement |
| **Family Child Care Course 3, Developmental Learning Goals & Activities**  
Instructor: DeAnn Jones  
In this family child care course participants learn methods of supporting the developmental needs of children in the areas of: social and self awareness; physical, cognitive, and language development; and creativity. Emphasis will be placed on working with children in mixed-age groups. | Mar 8 & 15  
9am – 2:30pm  
WSU ED13 | $16 | 10 Lic | Level 5 – 8  
Family Child Care Endorsement |
| **Special Needs Course 3, Setting Up the Environment**  
Instructor: Suzanne Turley  
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. | Mar 17, 19, 24 & 26  
6:30 – 9pm  
WSU ED13 | $16 | 10 Lic | Level 5 – 8  
Special Needs Endorsement |
| **Theory & Best Practices Course 3, Piaget & Brain Development**  
Instructor: Crystal Knippers  
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. | Mar 18, 20, 25 & 27  
6:30 – 9pm  
WSU ED13 | $16 | 10 Lic | Level 5 – 8  
Theories & Best Practices Endorsement |
You must pre-register. You will not be considered registered in our classes until we receive the registration form and your payment. We require that you pre-register for our classes for a couple of reasons: 1- Due to the amount of materials we distribute in class, we need to have an accurate count of how many providers will be attending each one and enough time to prepare them. 2- Weber State University has set strict guidelines for us to follow when handling money. They will not allow any money to remain in the office unsecured, overnight. We also do not want to put your information at risk by having it sit on a desk overnight. It is for your privacy and safety that we request you send in your money. **Registration forms must be sent through the mail.**

**Money can not be accepted at the training.** Each registration form will let you know where to send it. Please check the training schedule page on our website ([weber.edu/ccrr](http://weber.edu/ccrr)) to see if a class is full or has been rescheduled or cancelled.

All training participants must review and sign the Statewide CCR&R Training Participant Code of Conduct each time you register. If there is no signature, your registration form will be sent back for you to sign. We will not be able to hold your spot in any class and you may miss out on the class that you want to register for. We are not able to register anyone for a class without the signed copy of the Code of Conduct.

The registration form has the information we need for the Utah State Training Registry and must be filled out in full. An incomplete registration form will delay your registration and you may miss the class you are trying to register if it fills before we can collect the information we need. If you have any questions about the information we collect, you can contact our office at 801-626-7784.

If you are sending registrations for more than one person, **you must include a registration form for each person and each person must sign the Training Participant Code of Conduct.** The form has the information we need for the Utah State Training Registry, without it we cannot register you for any of our classes. Also, each person must sign a copy of the Utah State CCR&R Training Participant Code of Conduct. Without that signature, no one will be able to attend classes.

**Registration for each class will close 7 days prior to the start of class.** No registrations will be accepted within a week of the class' start date. This will give us time to prepare the right amount of materials.

We register for classes one quarter at a time. You may register only for the classes listed in our current newsletter. Each quarter's class schedule and registration form can be found in our quarterly newsletter, the Child Care Connector. The newsletter is published every September, December, March and June. The schedule and registration form will also be posted on our website shortly after it has been sent in the mail.

**Sorry, we are not able to issue a refund.** If we receive money from you for a class that is already full, we can give you the option of sending the check back to you or sending you a credit voucher. When a class is full, it will be posted on the training schedule page on our website at [weber.edu/ccrr](http://weber.edu/ccrr). You can always call our office at 801-626-7837 to check if the class is full before sending in the registration form or check our online schedule.

If you are unable to attend a class and you call at least three days before the first session starts, we can send you a credit voucher. Sorry, we are not able to refund money. *Please be sure to call during office hours 8am-4:00pm.* You can reach us either at 801-626-7837, 801-626-7784, or toll free at 1-888-970-0101. **We cannot issue a credit voucher if you fail to notify us before the first session of a class.**

Each 10 hour class is broken down into four sessions. If you miss one or two session(s) in a class, no money can be refunded. However, you can make it up when that session is taught again, without repaying. You also have the option of making-up the session you missed with another CCR&R agency without having to pay again. We have an agreement with our sister agencies that allows you to make up one or two sessions with them. Just contact them for their times and registration policies.

**To register for a make-up session with us,** simply fill out the registration form and circle the dates you need to make up, write "make-up" in the amount enclosed section and send it in. Be sure to include the signed Code of Conduct with the form. We have a limited number of make-up slots available for each night so please let us know if you are registered for a make-up session and are unable to attend.

**We need to have a minimum number of providers enrolled to conduct the class.** Classes, which don't meet these minimum numbers five days before the class, will be either cancelled or rescheduled. We will notify you and send you a credit voucher for another class.

**Classes may be canceled due to weather.** We follow Weber State University's policies regarding this issue. If the campus is closed, our classes will be canceled. If not, classes will be held. You can call Weber State at 801-626-6000 to find out if the campus has been closed. We will also leave a message on our main phone line 801-626-7837. All classes canceled due to weather will be rescheduled.

Certificates are given to participants on the last day of class. If you are making up a session, let the trainer know, they can get the certificate to you sooner. If you do not receive a certificate within two weeks of the final session, contact our office at 801-626-7784. There will be a $5 charge for a replacement certificate.
The tuition we collect from participants is only a registration fee and does not offset the actual cost of the training. 
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 days before the class.
PARTICIPANT CODE OF CONDUCT – Care About Childcare (CAC)

- **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 can 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 trainer 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.

- **Disruptive Behavior:** I will be respectful to the CAC Employees, Trainers, and to all others in attendance during each class session. I will not use obscene, profane, threatening, discriminatory, harassing or abusive language. I will not engage in any conversation or behavior that is disruptive or disrespectful to the CAC employees, trainer, 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 trainer or other class participants.

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

- **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.

- **Class Roll:** I understand that in order to receive credit for each class session, I must sign 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.

- **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.

- **Refunds:** I understand that class registration fees are non-refundable. I understand that if I notify the CCR&R 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 CCR&R to make these arrangements.

- **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 Award for one year from that infraction date. I understand that upon the third such infraction I will be permanently banned from participation in the Career Ladder and Training and the Professional Development Award System, and that such action may be cause for intervention by law enforcement and/or other legal action.

Effective Date: July 1, 2007  
Amended Date: July 1, 2010, December 1, 2013

**Print Name:**

**Signature:** ___________________________ **Date:** ___________________________
Join Us

Dates: Every 3rd Thursday
January 16th,
February 13th
Time: 7:00 p.m.
Location: TBA—RSVP for details
To attend online: RSVP & we will email you online meeting directions

RSVP to Rhonda Dossett or Lynn Curtis at:
Rhonda@stpauls-slc.org
lynn.curtiss@mychildrensacademy.com

Early Childhood Program
Director/Owner Networking & Resource Group
Sponsored by

Come Join the FUN!
Bring your ideas and enthusiasm as we share experiences and plan ways to strengthen early childhood in Utah.

If you need to renew your CPR and/or First Aid certifications, here are a few numbers you can call:

Red Cross: (Weber/Morgan/N Davis) 801-627-0000
(S Davis) 801-323-7000
American Heart Association: 1-877-242-4277
US Training Council: 801-776-6431
Lakeview Hospital: 801-299-2246
McKay Dee Hospital: 801-387-7800
Bountiful City Fire Department: 801-298-6230
Kinder Academy: 801-458-4032
The Playroom: 801-774-0074
Davis Hospital (CPR only): 801-807-7023
Ogden Regional Hospital (CPR only): 801-479-2017
Save the Date!
The 39th Annual Utah Early Childhood Conference
Saturday March 22, 2014
Create, Imagine & Inspire

Keynote Speaker Dr. Jean Feldman
Weber State University, South Ogden
Registration is expected to open Feb 10th – March 7th
$40 early bird, $55 regular (includes lunch)

Early Childhood Workshop
for Teachers of Kindergarten – 2nd Grade

Environmental Experiences for Early Childhood and Growing Up WILD
These two guides integrate nature-based exploration, art, literature, math, music and movement and outdoor play to meet Utah Core Standards for Early Childhood Education programs.

When: 6:30 – 9pm, Feb 25 & 27 (Tue & Thur)
Where: Ogden Nature Center
Register: Contact Charice Bourdeaux, charice@usee.org or 801-328-1549
Cost: $40 (includes 2 comprehensive guides and one CD)
Credit: 0.5 CEU’s and Utah Career Ladder

Space is limited.
Register Deadline is 4pm Tuesday Feb 24
CAC Welcome Grant
This grant is for programs that have not received a CAC grant in the past. Programs can receive one CAC grant per fiscal year (Jul 1 – Jun 30).

Grant funds can be used to purchase safe, appropriate child care materials from any Early Care and Education supply company that has an online ordering system that accepts Visa.

Grant Amounts:
- $350 – Licensed Family Child Care and Center with a capacity of 16 or less
- $750 – Licensed Center with a capacity of 17 – 75
- $1000 – Licensed center with a capacity of 76 – 174
- $1250 – Licensed center with a capacity of 175 or more

You qualify for this grant if:
- You have not received a CAC grant in the past.
- You have completed the marketing page with a program statement and program pictures.
- You have updated your facility including a staff update within the previous 3 months.
- You have completed and turned in current equipment inventories for your program.
- You have achieved at least 10 quality criteria, with at least one criteria from each of the six quality indicators. All criteria achieved must have an active date between Apr 1, 2013 & Mar 31, 2014.

CAC Renewal Grant
This grant is for programs that have received a CAC grant in the past and have added or renewed their CAC criteria between Apr 1, 2013 and Mar 31, 2014. Programs can receive one CAC grant per fiscal year.

Grant funds can be used to purchase safe, appropriate child care materials from any Early Care and Education supply company that has an online ordering system that accepts Visa.

Grant Amounts vary according to the number of criteria verified. Licensed Family Child Care may qualify for amounts between $250 and $450. Licensed Centers may qualify for amounts between $400 and $2000.

You qualify for this grant if:
- You have completed the marketing page with a program statement and program pictures.
- You have updated your facility including a staff update within the previous 3 months.
- You have completed and turned in current equipment inventories for your program.
- You have added or renewed a minimum of 5 quality criteria, with at least one criteria from each of the six quality indicators. All criteria achieved must have an active date between Apr 1, 2013 & Mar 31, 2014.

To apply for either of these grants visit the Care About Childcare website at: careaboutchildcare.utah.gov/provider
It was just recently announced that there would be renewal grants and welcome grants for the Care About Childcare quality criteria. Some providers are still not taking the opportunity to capture those quality things they are doing and applying for the criteria. For some it is lack of time, for others it is being uncomfortable with the computer, and for some it is lack of knowledge about the program. Whatever your barrier is, now is the time to start participating and we are here to help! If you ever need any help with the Care About Childcare quality criteria, please feel free to call me. I am willing to help you in whatever fashion I can. (Crystal @ 801-626-8083) For those of you that want to take on the task yourself, here are a few pointers that can really come in handy.

1. First, remember that the criteria are above licensing requirements. Read all the requirements before clicking the box.

2. Read what information is going to need to be submitted. Always try to provide as much information as you can, this makes it easier for the items to be approved.

3. Make sure you are applying for things you consistently do, not those that you would like to do. The goal should always be that you are working on increasing the quality that you provide, so if there are things you would like to work on that is great, we love to hear it. Just wait a few months until the practice is a part of what you currently do and then apply. This can be a continuous process.

4. Remember, the things that you apply for and the information that you provide are always only for the view of the Care About Childcare staff and no one else. The parents are not going to see the pictures or policies that you upload.

I think it is important for providers to know that parents are looking for providers who are demonstrating quality. Recently I had a discussion with a parent who was looking for a new provider and one of the things that she was requesting was a provider who was participating in the quality criteria. This was something that she knew would help her to make a more informed decision.

Take the time now to start applying for quality criteria and if you have already applied for a few then look at others that you can apply for or work towards achieving. This will not only help parents to make a more informed decision but also allow providers to work towards and stay committed to quality.
Music Themed Activities

Each newsletter we will be posting activity ideas centered on a theme. Use what’s printed here or be inspired to add your own activities. This newsletter we will bring you ideas on Music.

*Activities were taken from Creative Resources for the Early Childhood Classroom*

## Arts and Crafts

### Drums
Create drums out of empty coffee cans with plastic list, plastic ice cream pails, or oatmeal boxes. The children can decorate as desired with paper, paint, felt-tip markers or crayons.

### Cymbals
Make cymbals out of old tinfoil pans. Attach a string for the handles.

### Tambourines
Two paper plates can be made into a tambourine. Begin by placing pop bottle caps or small stones between the plates. Staple the paper plates together. Shake to produce sound.

### Kazoos
Kazoos can be made with empty paper towel rolls and waxed paper. The children can decorate the outside of the kazoos with colored felt-tip markers. After this, place a piece of waxed paper over one end of the roll and secure it with a rubber band. Poke two or three small holes into the waxed paper, allowing sound to be produced.

### Rhythm Sticks
Two wooden dowels should be given to each interested child. The sticks can be decorated with paint or colored felt-tip markers.

### Musical Painting
On a table in the art area, place a tape recorder with headphones. The children can listen to music as they paint.

## Dramatic Play

### Band
Collect materials for a band prop box, which may include band uniforms, a baton, music stand, cassette or CD player, and CDs or tapes with marching music. The children can experiment with instruments.

### Dramatizing
Add a cassette recorder a small microphone to the dramatic play area. The children may enjoy using it for singing and recording their voices.

### Disc Jockey
In the music area, provide a tape recorder and cassettes or a CD player and CDs for the children.

## Field Trips/Resource People

### Band Director
Visit a school band director. Observe the different instruments available to students. Listen to their sounds.

### Who Can Play
Invite parents, grandparents, brothers, sisters, relatives, friends, and so on to visit the classroom and demonstrate their talent.

### Radio Station
Visit a local radio station

### Taping
Use a video camera to record the children singing and using the instruments. Replay the video for the children. Save this for a future open house, parent meeting or holiday celebration.
Fingerplays
I Want to Lead a Band
I want to lead a band
With a baton in my hand
(wave baton in air)
I want to make sweet music high and low
Now first I’ll beat the drum
(drum-beating motion)
With a rhythmic tum-tum-tum,
And then I’ll play the bells
A-ting-a-ling-a-ling,
(bell playing motion)
And next I’ll play the flute
With a cheery toot-a-toot
(flute playing motion)
Then I’ll make the violin sweetly sing,
(violin playing motion)
Now I’m leading a band
With a baton in my hand
(wave baton in air again).

If I Could Play
If I could play the piano
This is the way I would play.
(move fingers like playing a piano)
If I had a guitar
I would strum the strings this way
(hold guitar and strum)
If I had a trumpet
I’d toot to make a tune
(play trumpet)
But if I had a drum
I’d go boom, boom, boom.
(pretend to play drum)

March
Play different rhythm beats on a piano or another instrument. Examples include hopping, skipping, gliding, walking, running, tiptoeing, galloping, etc. The children can move to the rhythm.

Musical Freeze
Arrange the children in a circle. Pass around a beanbag as you play music. When the music stops, whoever is holding the beanbag “freezes” with it. When the music restarts the child begins passing it again.

Math
Number Rhyme
Say the following song to reinforce numbers:
One, two, three, four
Come right in and shut the door.
Five, six, seven, eight
Come right in. It’s getting late.
Nine, ten, eleven, twelve
Put your books upon the shelves.
Will you count with me?
It’s as easy as can be.

Ten in the Bed
Chant the following words to reinforce numbers:
There were 10 in the bed and the little one said, “Roll over, roll over.”
So they all rolled over and one fell out.
There were nine in the bed and the little one said, “Roll over, roll over.”
So they all rolled over and one fell out
Continue until there is only one left. The last line will be “…and the little one said, good night!”

Drum Beats
Arrange children in a circle and ask them to close their eyes. Have them listen for the number of times you beat the drum. (If it is too difficult for them to count in their heads, count out loud as you beat the drum.) Whoever names the correct number gets to beat the drum next.

Large Muscle
Body Movement Rhythms
Introduce a simple body movement. Then have the children repeat it until they develop a rhythm.
Examples include:
- stamp foot, clap hands, stamp foot, clap hands
- clap, clap, stamp, stamp
- clap, stamp, clap, stamp
- clap, clap, snap fingers
- clap, snap, stamp, clap snap, stamp
- clap, clap, stamp, clap, stamp
Miscellaneous
Instrument of the Day
Focus on a different instrument each day. Talk about its construction and demonstrate the instrument’s sound.

Music
Music for this unit should consist of the children’s favorite and well-known songs. The children will enjoy singing these songs, and you will be able to focus on the sound of the music. Here are some suggestions of traditional songs that most children enjoy:

“Old MacDonald Had a Farm”
“Five Green Speckled Frogs”
“The Farmer in the Dell”
“Row, Row, Row Your Boat”
“Mary Had a Little Lamb”
“Hickory Dickory Dock”
“If You’re happy and You Know It”
“ABC Song”
“The Little White Duck”
“Six Little Ducks”
“Do Your Ears Hang Low?”
“Old King Cole”
“Head, Shoulders, Knees and Toes”

Science
Pop Bottle Music
Fill six 12-ounce pop bottles, each with a different amount of water. For effects, in each bottle place a drop of food coloring, providing six different colors. Younger children can tap the bottles with a spoon as they listen for the sound. Older children may try blowing directly into the opening for sound production.

Throats
Show the children how to place their hands across their throat. Then have them whisper, talk, shout, and sing while feeling the differences in vibration.

Jumping Seeds
Set seeds or other small objects on top of a drum. Then beat the drum. What happens? Why? This activity can be extended by having the children jump to the drum beat.

Sensory
Bubble Wrap
Give each child a piece of bubble wrap. Let them experiment with making it pop. Sing “Pop Goes the Weasel” and ask the children to try to keep a beat or pop a bubble when the word “pop” is sung in the song.

Social Studies
Pictures
Put up pictures of instruments and band players in the room to add interest and stimulate discussion.

Sound Tapes
Make a special tape or CD of sounds heard in a home. Homes are full of different sounds. The following may be included:
- people knocking on doors
- wind chimes
- telephone ringing
- teakettle whistling
- clock ticking
- toilet flushing
- popcorn popping
- vacuum cleaner
- doorbell
- running water
- car horn

Play the tape or CD and have the children listen carefully to identify the sounds.
We are here to help YOU!

**Care About Child Care Assistance**
We are ready to help you earn CAC quality criteria and give you input on your marketing page.
Give Crystal a call at 801-626-8083 or make an appointment for one-on-one help with Care About Childcare.

**Technical Assistance**
Call our office at 801-626-7837 to receive help with an issue you are having whether it is a business, parent or child issue, we can provide you with the resources you need to solve it.

**Program Coaching**
The Family Consultation Program is designed for family providers. It is free, one-on-one assistance done in your home. Weekly visits where the consultant brings new ideas, activities and thoughts on ways to use things you already have to provide learning opportunities.
Give Vivian a call at 801-626-7815.

**Team Grants**
Grants are available to licensed Family Child Care providers when they complete the Family Consultation Program.
Call Vivian at 801-626-7815.

**Training**
Earn hours for licensing, CDA & the Career Ladder. Training is a great way to increase your knowledge and network with other providers. Call 801-626-7837 with your questions about training.

**CDA Consultant**
Interested in obtaining your Child Development Association Credential? Our CDA Consultant, Megan is available to answer all your questions and be your partner through the process.
Call 801-626-8047 to get started!

**Referrals**
Everyday parents searching for child care contact our agency either online or by phone. Update your information with us and we can add your business to our referral list.
It's the easiest way to advertise!
Call us at 801-626-7837 or toll free at 1-888-970-0101 to make sure your name is on the list.

**Professional Development Award**
Everyone can receive awards for your level on the Career Ladder and years of service. Grants are also available to licensed Family Child Care providers when they complete an endorsement on the Career Ladder.
Call 801-626-7837 for more information.