

**The Training Institute
at the
Jacksonville Children's Commission**

1095 A. Philip Randolph Blvd.
Jacksonville, FL 32206
Telephone: (904) 630-7265
Fax: (904) 630-4994

Mission

To support families in their efforts to raise their children to be healthy, safe, educated and contributing members of the community.

Jacksonville Children's Commission Workforce Development/Training

Keri L. Corey
Director
630-6437
kcorey@coj.net

Lisette Maldonado
Trainer
630-7251
lissette@coj.net

Myesha Miller, M.B.A.
Trainer
630-6441
myesham@coj.net

Pat Miller, M.S. Ed.
Trainer
630-3551
millerp@coj.net

Wendy Vogel
Training Coordinator
630-7265
wvogel@coj.net

Electronic schedules and catalogs are available at www.jaxkids.net

October 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 There's a Mouse in the House, 6 PM – 8 PM	2	3 7 Habits, 8:30 AM – 1 PM 8 Habits of Successful Marriage, 8:30 AM - 4:30 PM Mentoring, 9 AM – 11 AM
4	5	6 AYD, 5:45 PM – 9 PM 40 Developmental Assets – Early Childhood, 6 PM– 8 PM	7 SAMIS, 10 AM – 12 PM Sensory in the Season, 6:30 PM -8:30 PM	8 Battle of the Sexes, 9AM-11AM MS (Spanish), 5 PM- 8 PM AYD – 5:45PM – 9PM Asthma – Managing the Symptoms, 6 PM– 8PM Simple Signs I – 6PM-8PM	9	10 7 Habits, 8:30 AM-1 PM Mentoring, 9 AM – 11AM
11	12 Partnering with Parents, 6:30PM-8:30PM	13 AYD – 5:45 PM – 9 PM	14 SAMIS, 10 AM – 12 PM Bully Beware! 6 PM – 8 PM	15 MS (Spanish), 5 PM – 8 PM Mentoring, 5:30 PM – 7:30 PM AYD, 5:45 PM-9 PM Interactive Read-Alouds, 6 PM – 8 PM	16	17 CPR/FA, 8 AM-4 PM Compassion Fatigue II, 9 AM- 12 PM Mentoring, 9 AM - 11AM
18	19	20 7 Habits, 8:30AM – 1 PM AYD, 5:45 PM-9 PM	21 SAMIS, 10 AM – 12 PM Professional Dev. - Early Childhood Ed., 6 PM – 8 PM	22 7 Habits, 8:30 AM – 1 PM Teambuilding, 9AM – 12 PM AYD, 5:45PM-9PM Adverse Learning Effects I, 6 PM – 8 PM	23	24 JAXKIDS DAY Hemming Plaza and Main Library 9 AM – 2 PM
25	26 DCPS Teacher Planning Day	27 AYD, 5:45 PM-9 PM	28 SAMIS, 10 AM – 12 PM	29 Mentoring, 5:30 PM-7:30 PM Good Touch/Bad Touch, 6 PM – 8 PM	30	31

November 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 AYD, 8:45 AM – 12 PM You're Hired! Interviewing Skills, 1 PM- 3 PM Mentoring, 5:30 PM-7:30 PM	4 SAMIS, 10AM – 12 PM Red, Blue, Yellow and You, 6:30 PM-8:30 PM	5 AYD, 8:45 AM -12 PM MS (Spanish), 5 PM – 8 PM Simple Signs for Infants & Tods II, 6 PM – 8 PM Greening Early Childhood Programs, 6:30 PM - 8:30 PM	6	7 7 Habits, 8:30 AM - 1:30 PM Mentoring, 9 AM – 11 AM The Creative Side of Art – Working with Young Artists 1 PM – 4 PM
8	9	10 AYD, 8:45 AM – 12 PM Grants and Scholarships, 6 PM – 8 PM 3 Steps of Thinking, 6:30 PM -8:30 PM	11 Veteran's Day - CLOSED	12 AYD, 8:45 AM – 12 PM POWERPOINT 03, 5 PM – 8 PM Mentoring, 5:30 PM -7:30 PM	13	14 7 Habits, 8:30 AM-1:30 PM CPR/First Aid, 8 AM – 4 PM
15	16 Time Management for Classroom Teachers, 6:30 PM - 8:30PM	17 AYD, 8:45 AM – 12 PM 7 Habits, 8:30 AM - 1:30 PM Mentoring, 5:30 PM-7:30 PM	18 SAMIS, 10 AM – 12 PM There's a Mouse in the House, 6 PM-8 PM	19 7 Habits, 8:30 AM - 1:30 PM AYD, 8:45 AM - 12 PM MS (Spanish), 5 PM – 8 PM	20	21 Mentoring, 9 AM – 11 AM
22	23	24 AYD, 8:45 AM – 12 PM	25	26 Thanksgiving	27 HOLIDAY	28
29	30					

December 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Negaholics: Everyone Has One in Their Lives, 9 AM – 11 AM Learn to Speak Assertively, 6 PM – 8 PM	2 SAMIS, 10 AM - 12 PM The More We Get Together, 6:30 PM - 8:30 PM	3 MS (Spanish), 5 PM – 8 PM Let's Get Physical, 6 PM – 8 PM	4	5 7 Habits, 8:30 AM - 1:30 PM Mentoring, 9 AM – 11 AM Compassion Fatigue I, 9 AM – 12 PM
6	7	8 Asthma – Managing the Symptoms, 6 PM – 8 PM	9 SAMIS, 10 AM – 12 PM 40 Dev. Assets – Early Childhood, 6 PM - 8 PM	10 Mentoring, 5:30 PM - 7:30 PM Hop, Skip & Jump into Transitions, 6 PM – 8 PM	11	12 CPR/First Aid, 8 AM – 4 PM 7 Habits, 8:30 AM - 1 PM Mentoring, 9 AM – 11 AM
13	14 Positive Guidance for the Preschool Classroom, 6:30 PM - 8:30 PM	15 7 Habits, 8:30 AM - 1:30 PM Mentoring, 5:30 PM - 7:30 PM	16 3E's: A Way of Learning, 9 AM – 11 AM SAMIS, 10AM – 12 PM Adverse Learning Effects II, 6 PM – 8 PM	17 7 Habits, 8:30 AM - 1:30 PM MS (Spanish), 5 PM - 8PM Managing Stress, 6 PM – 8 PM	18	19
20	21	22	23 DCPS Winter Break Begins	24	25	26
27	28	29	30	31		



Dear Colleagues:

Welcome to the Jacksonville Children's Commission's Fall Training Institute catalog!

We are pleased to present the latest edition of the Training Institute catalog which has been developed into research-based training tracks.

The course offerings in this catalog can support your development by providing tools that strengthen you in your current position and prepare you for the next position in your career path. Our goal remains one of continuing to bring the highest quality trainings at the most reasonable dates and times. As well, we hope you will find the trainings to compliment what you need to best provide services to children, youth and families in the community.

We continue to offer CEU's (Continuing Education Units) and CE's (Continuing Education credits.) We hope this will assist in meeting your credentialing requirements. To learn more about our CEU and CE process, take a look at page 4.

We look forward to your participation in our trainings. If courses of interest are not offered, please contact us at 630-7265 or wvogel@coj.net and we will attempt to meet your needs and the needs of your agency through individual trainings, consultation or other resources.

The Training Institute faculty looks forward to serving you.

Sincerely,

Keri L. Corey

Director, Workforce Development and Training

Jacksonville Children's Commission Training Model

Training Tracks

Parenting,
Family
Strengthening
& Engagement

Early Learning/
School
Readiness

Child
Development
Associate
(CDA)

Youth
Development

Summer
Programs

Behavioral
Health/
Special Needs

Task/
Technical
Skills

Fund/Resource
Development

Management/
Leadership



Continuing Education Credits

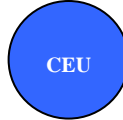
The Continuing Education (CE) emblem denotes courses that provide CEs to the following **State of Florida licensed professionals**:

- Clinical Social Workers
- Mental Health Counselors
- Marriage and Family Therapists
- Certified Addictions Professionals

In accordance with regulations of the Florida Certification Board and the Florida Department of Health, CE certificates are provided at the end of each course **only** to those who attend the entire training and complete the specified number of hours.

Please note: There will be no fee to participants electing to receive clinical CEs.

#BAP expires: 03/31/11



Continuing Education Units

CEUs will be offered for some classes as indicated in the course description of our trainings. In order to be eligible to receive continuing education units, participants must be on time, actively participate in the training, complete pre- and post-tests and a course evaluation.

Certificate of Attendance

At the conclusion of each course participants will receive a Jacksonville Children's Commission Certificate of Attendance.

Some courses offer early childhood in-service training hours reported on the certificate of attendance and may be used for the Child Development Associate (CDA) initial application.

The Certificate of Attendance serves as the only permanent record of your participation in a Jacksonville Children's Commission training. It is the responsibility of the participant to obtain and file the Certificate of Attendance with the applicable parties.

Please note: Courses will be rescheduled if enrollment does not meet the minimum requirements.

Registration Frequently Asked Questions (FAQs)

How do I register?

Fill out the registration form on the next page. Submission instructions appear on the registration form.

What if my plans change and I cannot make it to the class?

Cancel your registration by phone, e-mail or fax so another person can be registered in your place.

How long do I have to register for a course?

Registrations will be accepted for the upcoming month only! You may register for a class the last full week of the month prior to the month of the training. This will help insure fewer “no-shows” since someone forgot about the class they registered for so long before.

What happens when the course is filled?

A waiting list is created and calls are made to registrants in the order placed on the list if there is a cancellation. **You will not be admitted if you are not on the roll sheet.**

Can I register at the door the day of the training?

No. The Training Institute cannot properly prepare attendance forms, handouts or certificates if you have not pre-registered.

What happens if a course is cancelled?

If a course is cancelled, registered participants will be notified of the cancellation by phone or e-mail. A course may be postponed or cancelled for lack of registrations.

What if I arrive late?

Plan to arrive to your class site early. Security measures in our building and many off-site training locations require outside doors to be locked. **Security guards will not admit anyone to a class that has begun.**

Can I leave the class early or may I bring a guest or children to class?

No. Plan to stay for the entire training as classes will end at the scheduled time and certificates will be issued. In-service credit hours are given for the actual clock hours of class time. Only registered participants should attend training sessions. An interpreter or physical aide is always welcome, but let us know if someone else is attending when you register for consideration of room capacity.

Can you accommodate me if I have special needs?

Yes. Please let us know when you register if you require special accommodations.

What if it's inconvenient for my staff to attend a class off-site?

No problem! Children's Commission trainers are available to provide classes at your agency when their schedules permit. To check on scheduling a training session at your site, contact Keri Corey at 630-6437 or kcorey@coj.net.



Jacksonville Children's Commission TRAINING INSTITUTE REGISTRATION FORM

Please Print

Name

Mailing Address

City/ZIP

Daytime Contact Number

Fax Number

E-mail Address

Employer/Agency

Immediate Supervisor

TRAINING INFORMATION

Course	Date	CEU	CE
Course	Date	CEU	CE
Course	Date	CEU	CE
Course	Date	CEU	CE
Course	Date	CEU	CE

Mail registration form to:
Jacksonville Children's Commission
ATTN: Training Institute
1095 A. Philip Randolph Blvd.
Jacksonville, FL 32206

OR Fax registration form to:
Jacksonville Children's Commission
ATTN: Training Institute
(904) 630-4994

**Questions? Call our Training Coordinator at (904) 630-7265
or e-mail WVogel@coj.net**

NOTE: Registration must be completed two days prior to the workshop to determine if space is available. Registrations for the upcoming month will be accepted (via fax or e-mail) no earlier than the last week of the month prior to the month of class.

Cancellations must be phoned in or e-mailed to the training coordinator prior to the start of class.

IMPORTANT: All classes are conducted at the Jacksonville Children's Commission located at 1095 A. Philip Randolph Blvd., unless otherwise noted.

Directions to the Jacksonville Children's Commission



From I-95 South

From I-95 South, exit on Union Street. Turn LEFT on Market Street. Turn RIGHT on East 1st Street and travel to the corner of A. Philip Randolph Blvd. The Jacksonville Children's Commission is on the corner of A. Philip Randolph Blvd. and East 1st Street.

From I-95 North

Exit on Union Street. Turn LEFT on Market Street. Turn RIGHT on East 1st Street and travel a few blocks to the corner of A. Philip Randolph Blvd. The Jacksonville Children's Commission is on the corner of A. Philip Randolph Blvd. and East 1st Street.

Smoking Policy

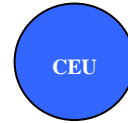
The Jacksonville Children's Commission is a smoke-free building (Public Law 103227, Part C Environmental Tobacco Smoke, also known as the Pro Children Act of 1994). As a result, smoking is not permitted in and/or in front of the buildings and the front doors. The designated smoking area is located on the east side of the parking lot.

Table of Contents	
Jacksonville Children’s Commission Training Model Training Tracks	7
Continuing Education Credits, Units and Certificate of Attendance	8
Registration FAQs (Frequently Asked Questions)	9
Registration Form	10
Driving Directions to the Jacksonville Children's Commission/ Smoking Policy	11
OCTOBER	
There’s a Mouse in the House	14
7 Habits of Successful Families in Jacksonville	15
8 Habits of Successful Marriage	16
Basic Mentoring	17
Advancing Youth Development (AYD)	18
40 Developmental Assets – Early Childhood	19
SAMIS	20
Sensory in the Season: Sand and Water Play – Foundations for Success®	21
Battle of the Sexes – Understanding the Differences Between Teaching Boys & Girls	22
Microsoft® for Spanish-Speaking People	23
Asthma – Managing the Symptoms	24
Simple Signs for Infants and Toddlers I	25
Partnering with Parents	26
Bully Beware!	27
Interactive Read-Alouds	28
Pediatric/Adult CPR and First Aid	29
Compassion Fatigue II	30
Professional Development for the Early Childhood Educator	31
Teambuilding	32
The Adverse Learning Effects of Television Viewing on Children I	33
Good Touch/Bad Touch®	34
NOVEMBER	
Advancing Youth Development (AYD)	18
You’re Hired! Interviewing Skills	35
SAMIS	20
Red, Blue, Yellow & You: Kiddie Literature – Foundations for Success®	36
Microsoft® for Spanish-Speaking People	23
Simple Signs for Infants & Toddlers II	37
Greening Early Childhood Programs	38
7 Habits of Successful Families in Jacksonville	15
Basic Mentoring	17
The Creative Side of Art – Working with Young Artists	39
Scholarships & Grants	40
3 Steps of Thinking	41
Pediatric/Adult CPR and First Aid	29
Time Management for Classroom Teachers	42
There’s a Mouse in the House	14
DECEMBER	
Negaholics: Everyone Has One in Their Lives	43
Learn to Speak Assertively	44
SAMIS	20
The More We Get Together: Relationships – Foundations for Success®	45

Microsoft® for Spanish-Speaking People	23
Let's Get Physical!	46
7 Habits of Successful Families in Jacksonville	15
Basic Mentoring	17
Compassion Fatigue I	47
Asthma – Managing the Symptoms	24
40 Developmental Assets – Early Childhood	19
Hop, Skip and Jump into Transitions	48
Pediatric/Adult CPR and First Aid	29
Positive Guidance for the Preschool Classroom	49
3E's (Exposure, Experience and Excitement): A Way of Learning	50
The Adverse Learning Effects of Television Viewing on Children II	51
Managing Stress	52

Course	There's a Mouse in the House
Facilitator	Lissette Maldonado, Workforce Development Trainer Jacksonville Children's Commission
# of Participants	2 – 10
Dates	October 1 November 18
Time	6:00 PM – 8:00 PM
Course Overview	This course is for participants with very little or no computer skills. Participants will learn how to access the Internet, send and receive e-mail, receive an introduction to Microsoft Word and create fliers and newsletters.
Training Tracks	<ul style="list-style-type: none"> ▪ Parenting, Family Strengthening and Engagement ▪ Early Learning/School Readiness ▪ CDA (Areas: 12 – Program Management or 13 – Professionalism) ▪ Youth Development ▪ Summer Programs ▪ Behavioral Health/Special Needs ▪ Task/Technical Skills ▪ Fund/Resource Development ▪ Management/Leadership

Course **7 Habits® of Successful Families in Jacksonville**



Facilitators Jacksonville Children’s Commission faculty trained by FranklinCovey® personnel

Special Notes Call Monique West at 630-7805 OR e-mail mwest@coj.net OR Strengthening Families Dept. at 630-6481 to register

.8 CEUs can be issued for successful completion of this training

CEs are available for Clinical Social Workers, Marriage and Family Therapy and Mental Health Counselors

Children's Program – (Saturday sessions only) While parents attend the training, children age 3 – 12 participate in our Character Building Youth® curriculum developed in partnership with Character Counts®.

of Participants 10 – 20

Dates and Times **8:30 AM – 1:00 PM**
(Saturdays)
October 3 and 10
November 7 and 14
December 5 and 12

8:30 AM – 1:00 PM
(Tuesdays/Thursdays)
October 20 and 22
November 17 and 19
December 15 and 17

Both sessions **MUST** be successfully completed in order to receive a Certification of Completion.

Dr. Stephen Covey's "7 Habits of Effective Families®" has been customized exclusively for Jacksonville. ***7 Habits of Successful Families in Jacksonville*** trainings provide an interactive learning experience that promotes introspection and personal empowerment. Use of the *7 Habits of Successful Families in Jacksonville* allows families to succeed by: learning positive habits, focusing on what you can control, setting goals that can be accomplished and deciding what's important/what's not.

Children's Program - While parents attend the training, children age 3-12 participate in our Character Building Youth program. Volunteer Character coaches are trained by Children’s Commission staff to use curriculum developed in partnership with Character Counts.

- Training Tracks**
- Parenting, Family Strengthening, & Engagement
 - Early Learning/School Readiness
 - CDA (Areas: 10 – Guidance; 11 – Families or 13 - Professionalism)
 - Youth Development
 - Summer Programs
 - Behavioral Health/Special Needs
 - Management/Leadership

Course	8 Habits of Successful Marriage
Facilitator(s)	Robyn Cenizal, CFLE, Executive Administrator Jacksonville Children’s Commission Beth Casey Hagood
# of Participants	2 – 12
Date	October 3
Time	8:30 AM – 4:30 PM
Course Overview	This training focuses specifically on the married couple’s relationship as the foundation of the family. Participants learn the <i>7 Habits</i> using an inside-out approach to create positive relationships. They progress to learning as a couple, changing from “me” to “we” thinking. The training is fun, interactive and full of practical tips and ideas designed to take your marriage from good to great! We welcome all married and engaged couples.
Special Notes	Lunch will be provided. Call Monique West at 630-7805 OR e-mail mwest@coj.net OR call the Strengthening Families Department. at 630-6481 to register
Training Track	<ul style="list-style-type: none"> • Parenting, Family Strengthening, & Engagement

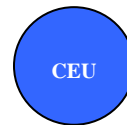
Course	Basic Mentoring		
Facilitator(s)	Workforce Development and Training Staff Jacksonville Children’s Commission		
# of Participants	10 – 25		
Dates and Times	<u>5:30 PM – 7:30 PM</u> <u>(Tuesdays)</u>	<u>5:30 PM – 7:30 PM</u> <u>(Thursdays)</u>	<u>9:00 AM – 11:00 AM</u> <u>(Saturdays)</u>
	Oct	15, 29	3, 10, 17
	Nov 3, 17	12	7, 21
	Dec 15	10	5, 12
Course Overview	This comprehensive and interactive two-hour training prepares the volunteer for the mentoring experience.		
	Topics covered in mentoring training include:		
	<ul style="list-style-type: none"> • Communication skills • Youth culture • Positive youth development • 40 Developmental Assets • Relationship building • Ideas for activities 		
Special Notes	Volunteers <u>must</u> undergo a Level II background screening with live-scan fingerprinting.		
	Please arrive 15-20 minutes prior to training start time to complete paperwork.		
Training Tracks	<ul style="list-style-type: none"> • Early Learning/School Readiness • Youth Development • Behavioral Health/Special Needs 		

Course	Advancing Youth Development (AYD)
Facilitator(s)	Workforce Development and Training Staff Jacksonville Children’s Commission
# of Participants	8 – 18
Dates	October 6, 8, 13, 15, 20, 22 and 27 at 5:45 PM – 9 PM OR November 3, 5, 10, 12, 17, 19 and 24 at 8:45 AM – 12 PM
Special Note	All sessions in the series must be attended before a Certificate of Completion will be awarded.
Time	October Classes – 5:45 PM – 9 PM – See above. November Classes - 8:45 AM – 12:00 PM – See above.
Course Overview	This 28-hour curriculum is based on the nationally recognized Advancing Youth Development curriculum and is being offered to professional youth workers in our community. Professional youth workers are role models, they must themselves embody the knowledge, values and competencies they strive to foster in young people. These trainings are experiential, interactive and fun. The training provides an in-depth look and review of critical areas for those working in the youth development field. NOTE: 7 hours of outside reading is required to complete the 28 hours.
Training Tracks	<ul style="list-style-type: none"> • Youth Development • Summer Programs • Behavioral Health/Special Needs • Management/Leadership

Course	40 Developmental Assets – Early Childhood
Facilitator	Pat Miller, Workforce Developmental Trainer Jacksonville Children’s Commission
# of Participants	8 – 15
Dates	October 6 December 9
Time	6:00 PM – 8:00 PM
Course Overview	We’ve heard about the 40 Developmental Assets for middle/high school age youth and the positive effects they’ve had on their lives. Now let’s explore the benefits of the assets on a much younger population – 3 to 5-year-olds. Come learn how to lay the foundation of success in the lives of our preschoolers, one asset at a time.
Training Tracks	<ul style="list-style-type: none"> • Parenting, Family Strengthening, & Engagement • Early Learning/School Readiness • CDA (Areas: 10 – Guidance; 11 – Families; 12 – Program Management or 13 - Professionalism) • Behavioral Health/Special Needs • Management/Leadership

Course	SAMIS
Facilitator	Juan Ruiz, SAMIS Director Jacksonville Children’s Commission
# of Participants	1 – 12
Dates	Each Wednesday beginning October 7 October 7, 14, 21, 28 November 4, 18, (NOTE: no class on 11/11 or 11/25) December 2, 9, 16 (NOTE: no class during Winter Break unless by special request)
Time	10:00 AM – 12:00 PM
Course Overview	Learn to navigate the SAMIS system for your youth program.
Special Note	Registrations taken by Julia Riggins at 630-6492 or jriggins@coj.net
Training Tracks	<ul style="list-style-type: none"> • Youth Development • Summer Programs • Management/Leadership • Task/Technical Skills

Course	Sensory in the Season: Sand and Water Play Foundations for Success Infant/Toddler Model (Senses & Perception Area)
Facilitators	Children’s Commission Infant/Toddler Coaches
	.2 CEUs can be issued for successful completion of this training
# of Participants	8 - 45
Date	October 7
Time	6:30 PM – 8:30 PM
Course Overview	Young children learn through their senses and play. Using the <i>Foundations for Success</i> ® model, this class will examine the research of senses and perception and look at practical and fun ways to provide children with enriching experiences using sand and water throughout each day in infants, one-year-old and two-year-old classrooms.
Training Tracks	<ul style="list-style-type: none"> • Early Learning/School Readiness • CDA (Areas: 3 – Learning Environment; 4 – Physical; 7 – Creative and 9 – Social) • Management/Leadership



Course	Battle of the Sexes – Understanding the Differences Between Teaching Boys and Girls and Why They Learn Differently
Facilitator	Myesha Miller, Workforce Development Trainer Jacksonville Children’s Commission
# of Participants	8 – 15
Date	October 8
Time	9:00 AM – 11:00 AM
Course Overview	Do girls mature faster than boys? Are boys smarter when it comes to math and science? Have you ever asked the question, “Why do they act that way?” If so, this training is for you! Learn how to meet the gender needs when working with young people.
Training Tracks	<ul style="list-style-type: none"> • Parenting, Family Strengthening, & Engagement • Early Learning/School Readiness • Youth Development • Summer Programs • Behavioral Health/Special Needs • Management/Leadership

Course	Microsoft® for Spanish-Speaking People
Facilitator	Juan Ruiz, SAMIS Director Jacksonville Children’s Commission
# of Participants	3 – 10
Dates	October 8 OR December 3 - Microsoft Word 2003 October 15 OR December 17 - Microsoft Excel 2003 November 5 - Microsoft Access 2003 November 19 - Microsoft PowerPoint 2003
Time	5:00 PM – 8:00 PM
Course Overview	This series of trainings for our Spanish-speaking participants will take you through the basics of each of the Microsoft® components version 2003.
Training Tracks	<ul style="list-style-type: none"> • Parenting, Family Strengthening, & Engagement • Early Learning/School Readiness • CDA (Areas: 12 – Program Management or 13 - Professionalism) • Youth Development • Summer Programs • Behavioral Health/Special Needs • Task/Technical Skills • Fund/Resource Management • Management/Leadership

Course	Asthma – Managing the Symptoms
Facilitator	Mariza James, Community Health Educator Baptist Medical Center
# of Participants	8 – 15
Date	October 8 December 8
Time	6:00 PM – 8:00 PM
Course Overview	This easy to understand interactive training will help you with working with your children and/or students. Find out what the symptoms are for and how attacks usually get started. Learn more about the controlling and management of asthma. Take-home information will be provided.
Training Tracks	<ul style="list-style-type: none"> • Parenting, Family Strengthening, & Engagement • Early Learning/School Readiness • CDA (Areas: 1 – Safe; 2 – Healthy; 12 – Program Management or 13 - Professionalism) • Youth Development • Summer Programs • Behavioral Health/Special Needs • Management/Leadership

Course	Simple Signs for Infants and Toddlers I
Facilitator	Mary Wallace, Inclusion Specialist Jacksonville Children’s Commission
# of Participants	8 – 15
Date	October 8
Time	6:00 PM – 8:00 PM
Course Overview	This training will teach basic signs in American Sign Language (ASL). It is a fun way to encourage early communications and lessen the frustrations with older infants and toddlers.
Training Tracks	<ul style="list-style-type: none"> • Parenting, Family Strengthening, & Engagement • Early Learning/School Readiness • CDA (Areas: 5 – Cognitive; 6 – Communication; 12 – Program Management or 13 - Professionalism) • Youth Development • Summer Programs • Behavioral Health/Special Needs • Management/Leadership

Course	Partnering with Parents
Facilitator	Bill Ganza, M.A., Director of Professional Development Florida State College of Jacksonville
# of Participants	8 – 15
Date	October 12
Time	6:30 PM – 8:30 PM
Course Overview	Learn how to motivate parents and get them more involved. Focus will be on improving communication with parents and discussing the barriers to parent involvement and the ways to overcome those barriers.
Training Tracks	<ul style="list-style-type: none"> • Parenting, Family Strengthening, & Engagement • Early Learning/School Readiness • CDA (Areas: 11 – Families; 12 – Program Management or 13 - Professionalism) • Youth Development • Summer Programs • Behavioral Health/Special Needs • Management/Leadership

Course	Bully Beware!
Facilitator	Martha Marin, Community Education Specialist Women’s Center of Jacksonville
# of Participants	8 – 18
Date	October 14
Time	6:00 PM – 8:00 PM
Course Overview	This training will give awareness of the roles we each play when faced by a bully. Learn about the victim and the bully and why bullying occurs.
Training Tracks	<ul style="list-style-type: none"> • Parenting, Family Strengthening, & Engagement • Early Learning/School Readiness • CDA (Areas: 11 – Families; 12 – Program Management or 13 - Professionalism) • Youth Development • Summer Programs • Behavioral Health/Special Needs • Management/Leadership

Course	Interactive Read-Alouds
Facilitator	Susan Mankowski, Early Childhood Specialist Jacksonville Public Library
# of Participants	8 – 15
Date	October 15
Time	6:00 PM – 8:00 PM
Course Overview	Using music, play and the concrete concepts we will discuss how to make read-alouds interactive and fun for everyone.
Training Tracks	<ul style="list-style-type: none"> • Parenting, Family Strengthening, & Engagement • Early Learning/School Readiness • CDA (Areas: 3 – Learning Environment; 5 – Cognitive; 11 – Families or 12 – Program Management) • Behavioral Health/Special Needs

Course	Pediatric/Adult CPR and First Aid
Facilitator(s)	Norma Dorsett, RN, BSN, Co-owner Ron Dorsett, Co-owner Emergency & Safety Educators Group
# of Participants	10 – 40
Dates	October 17 November 14 December 12
Time	8:00 AM – 4:00 PM
Special Notes	Please register and pay by calling Norma Dorsett at (904) 992-3734. Mailing address: 14286-19 Beach Blvd. #393, Jacksonville, FL 32250 Cost for a combined class of CPR/First Aid is \$40/person Cost for CPR ONLY (8 AM – 12 PM) is \$30/person Cost for First Aid ONLY (12 PM – 4 PM) is \$25/person Please bring a “brown bag” lunch if your class is all day.
Course Overview	This required course meets the state’s licensing mandates for child care facilities and family child care home providers. A 2-year CPR and a 3-year First Aid card will be issued at the end of class. This course is also for anyone interested in becoming certified in CPR and First Aid.
Training Tracks	<ul style="list-style-type: none"> • Parenting, Family Strengthening & Engagement • Early Learning/School Readiness • CDA (Areas: 1 – Safe or 2 – Healthy) • Youth Development • Summer Programs • Behavioral Health/Special Needs • Management/Leadership

Course **Compassion Fatigue II**



Facilitator Monique McCarthy, Developmental Screener
Jacksonville Children's Commission

of Participants 8 – 15

Date October 17

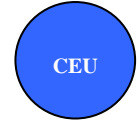
Time 9:00 AM – 12:00 PM

Course Overview The goal is to review how each participant applied the goals and objectives from Part I into their child care environments. Discuss methods to achieving positive outcomes.

Training Tracks

- Early Learning/School Readiness
- CDA (Areas: 11 – Families; 12 – Program Management or 13 - Professionalism)
- Youth Development
- Summer Programs
- Behavioral Health/Special Needs
- Management/Leadership

Course Professional Development for the Early Childhood Educator



Facilitator Pat Miller, Workforce Development Trainer
Jacksonville Children's Commission

of Participants 8 – 15

Date October 21

Time 6:00 PM – 8:00 PM

Course Overview You are told to get 40 hours of basic training in order to work in early childhood. What happens next? Let's look at what your options are for taking your job in early childhood to a career.

Training Tracks

- Early Learning/School Readiness
- CDA (Areas: 12 – Program Management or 13 - Professionalism)
- Behavioral Health/Special Needs
- Management/Leadership

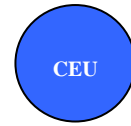
Course	Teambuilding
Facilitator	Myesha Miller, Workforce Development Trainer Jacksonville Children’s Commission
# of Participants	8 – 15
Date	October 22
Time	9:00 AM – 12:00 PM
Course Overview	This training will discuss the characteristics of how a team is developed and how to take your concepts, ideas and suggestions to make your team successful.
Training Tracks	<ul style="list-style-type: none"> • Parenting, Family Strengthening & Engagement • Early Learning/School Readiness • CDA (Areas: 12 – Program Management or 13 - Professionalism) • Youth Development • Summer Programs • Behavioral Health/Special Needs • Task/Technical Skills • Fund/Resource Development • Management/Leadership

Course	The Adverse Learning Effects of Television Viewing on Children I
Facilitator	Cutreater Drone, B.A., Developmental Screener Jacksonville Children’s Commission
# of Participants	8 – 20
Date	October 22
Time	6:00 PM – 8:00 PM
Course Overview	The goal is to examine relations among children’s early, concurrent and sustained television exposure, behavioral and social skills outcomes from birth to age five.
Training Tracks	<ul style="list-style-type: none"> • Parenting, Family Strengthening & Engagement • Early Learning/School Readiness • CDA (Areas: 3 – Learning environment; 5 – Cognitive; 10 – Guidance; 12 – Program Management or 13 – Professionalism) • Youth Development • Summer Programs • Behavioral Health/Special Needs • Management/Leadership

Course	Good Touch/Bad Touch®
Facilitator	Larri Jo Vretis, Program Coordinator Monique Burr Foundation
# of Participants	8 – 20
Date	October 29
Time	6:00 PM – 8:00 PM
Course Overview	This research-based prevention program includes the information your child/students learn when a Good Touch/Bad Touch® facilitator comes into their classroom. See how you can assist our young people with discussions about child abuse, sexual abuse, sexual harassment and Internet safety, stranger danger rules, by-stander responsibilities and answers to questions about substance abuse.
Training Tracks	<ul style="list-style-type: none"> • Parenting, Family Strengthening & Engagement • Early Learning/School Readiness • CDA (Areas: 6 – Communication; 8 – Self; 11 - Families; 12 – Program Management or 13 – Professionalism) • Youth Development • Summer Programs • Behavioral Health/Special Needs • Management/Leadership

Course	You're Hired! Interviewing Skills
Facilitator	Francine Marabell, RN, MSN, Sr. Manager, Developmental Health Jacksonville Children's Commission
# of Participants	8 – 20
Date	November 3
Time	1:00 PM – 3:00 PM
Course Overview	Looking for career advancement, making a lateral move or just interested in keeping your interview skills fresh and current? This training is for you. Learn the techniques of preparing for and executing an excellent interview.
Training Tracks	<ul style="list-style-type: none"> • Parenting, Family Strengthening & Engagement • Early Learning/School Readiness • CDA (Areas: 12 – Program Management or 13 – Professionalism) • Youth Development • Summer Programs • Behavioral Health/Special Needs • Task/Technical Skills • Fund/Resource Development • Management/Leadership

Course “Red, Blue, Yellow and You” Kiddie Literature – Foundations for Success®
Infant/Toddler Model (Language Area)



Facilitators Children’s Commission Infant/Toddler Coaches

of Participants 8 - 18

Date November 4

Time 6:30 PM – 8:30 PM

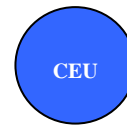
Course Overview Welcome to the creative world of kiddie literature! Some of the most famous artists are illustrators of children’s books. We will learn who they are, explore the books and how to read to our infants and toddlers. Be prepared to enter the world of a child’s imagination through beautiful current picture books.

Training Tracks

- Parenting, Family Strengthening, & Engagement
- Early Learning/School Readiness
- CDA (Areas: 5 – Cognitive; 6 – Communication and 7 – Creative)

Course	Simple Sign for Infants and Toddlers II
Facilitator	Mary Wallace, Inclusion Specialist Jacksonville Children’s Commission
# of Participants	8 – 15
Date	November 5
Time	6:00 PM – 8:00 PM
Special Note	Must have taken Simple Signs for Infants and Toddlers I prior to taking this course.
Course Overview	This training will teach basic signs in American Sign Language (ASL). It is a fun way to encourage early communications and lessen the frustrations with older infants and toddlers.
Training Tracks	<ul style="list-style-type: none">• Parenting, Family Strengthening, & Engagement• Early Learning/School Readiness• CDA (Areas: 5 – Cognitive; 6 – Communication; 12 – Program Management or 13 - Professionalism)

Course **Greening Early Childhood Programs**



Facilitator Brenda Miller, CFLE, Early Learning Coach
Sharon Carpenter, Pre-school Coach
Jacksonville Children’s Commission

of Participants 8 – 45

Date November 5

Time 6:30 PM – 8:30 PM

Special Note .2 CEUs will be issued for successful completion of this training.

Course Overview Find out how you can join other schools around the world in becoming more sustainable and eco-friendly. This training will focus on the three key goals of the Eco-Schools USA program; 1) green the buildings, 2) green the grounds and 3) green the curriculum and student experiences. Learn ways to incorporate green actions and ideas and reach your full eco-potential.

- Training Tracks**
- Early Learning/School Readiness
 - CDA (Areas: 12 – Program Management or 13 - Professionalism)
 - Summer Programs
 - Behavioral Health/Special Needs
 - Management/Leadership

Course **The Creative Side of Art – Working with Young Artists**

Facilitator Marie Myers, Art Director and Library Associate
Jacksonville Public Library

of Participants 8 – 15

Date November 7

Time 1:00 PM – 4:00 PM

Course Overview This training is for pre-school teachers and parent who work with toddlers, preschoolers and kindergartners. It will help you understand their abilities, their creative process and how to nurture their imagination. (Lesson plans and portfolio will be given to take home).

Special Note This class is “hands-on”. We will explore and experiment with different art techniques, so please dress accordingly.

Training Tracks • Parenting, Family Strengthening, & Engagement
 • Early Learning/School Readiness
 • CDA (Areas: 5 – Cognitive or 7 – Creative)

Course	Grants & Scholarships: Locating Funding for Post-secondary Education
Facilitator	Pat Miller, M.S. Ed., Workforce Development Trainer Jacksonville Children’s Commission
# of Participants	10 – 20
Date	November 10
Time	6:00 PM – 8:00 PM
Course Overview	Find out where to look for funds for education – yours or your child’s! Learn how to avoid scams, how to apply for a PEL Grant and how to put it all together.
Training Tracks	<ul style="list-style-type: none"> • Parenting, Family Strengthening & Engagement • CDA (Areas: 12 – Program Management or 13 – Professionalism) • Youth Development • Summer Programs • Task/Technical Skills • Fund/Resource Management • Management/Leadership

Course **3 Steps of Thinking**

Facilitator Mary Uhland, MAT, Director
Club Rec/Mary Lena Gibbs Community Center

of Participants 8 – 15

Date November 10

Time 6:30 PM – 8:30 PM

Course Overview This “thinking about thinking” strategy will assist you in giving children a tool for processing information and applying it to their school work. It will allow students to take command of their learning and ensure educators have structured lessons to provide for each step necessary for student success at all ages.

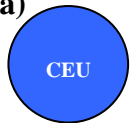
Training Tracks

- Parenting, Family Strengthening, & Engagement
- Early Learning/School Readiness
- CDA (Areas: 5 – Cognitive; 6 – Communication; 12 – Program Management or 13 - Professionalism)
- Youth Development
- Management/Leadership

Course	Time Management for Classroom Teachers
Facilitator	Bill Ganza, M.A., Director of Professional Development Florida State College at Jacksonville
# of Participants	7 – 15
Date	November 16
Time	6:30 PM – 8:30 PM
Course Overview	Whether you are a new or veteran teacher, there is a lot of work to get done every day. Organization and time management will enable you to get more done in a day, and help you do what your main goal is – spending time with the children.
Training Tracks	<ul style="list-style-type: none"> • Parenting, Family Strengthening & Engagement • Early Learning/School Readiness • CDA (Areas: 12 – Program Management or 13 – Professionalism) • Youth Development • Summer Programs • Behavioral Health/Special Needs • Management/Leadership

Course	Negaholics: Everyone Has One in Their Life
Facilitator	Myesha Miller, Workforce Development Trainer Jacksonville Children’s Commission
# of Participants	8 – 18
Date	December 1
Time	9:00 AM – 11:00 AM
Course Overview	If phrases like “That’ll never work”, “I just can’t do it”, and “Things are terrible around here” sound all too familiar, chances are you are dealing with Negaholics on a regular basis. People who are addicted to negative behavior and negative thinking can slow projects to a grinding halt, destroy their spirit and spread their poisonous attitudes throughout the workplace - or life in general. Come discover the tools and strategies to turn around Negaholism in others.
Training Tracks	<ul style="list-style-type: none"> • Parenting, Family Strengthening & Engagement • Early Learning/School Readiness • CDA (Areas: 12 – Program Management or 13 – Professionalism) • Youth Development • Summer Programs • Behavioral Health/Special Needs • Management/Leadership

Course	Learn to Speak Assertively
Facilitator	Martha Marin, Community Education Specialist Women’s Center of Jacksonville
# of Participants	8 – 18
Date	December 1
Time	6:00 PM – 8:00 PM
Course Overview	True assertiveness is expressing yourself honestly and directly. It is not aggression because assertiveness shows respect for others. Using assertiveness techniques will enable you to deal with others as equals and to look for win-win solutions.
Training Tracks	<ul style="list-style-type: none"> • Parenting, Family Strengthening & Engagement • CDA (Areas: 12 – Program Management or 13 – Professionalism) • Youth Development • Summer Programs • Behavioral Health/Special Needs • Task/Technical Skills • Fund/Resource Development • Management/Leadership



Course	“The More We Get Together” – Building Relationships Through Portfolios Foundations for Success® Infant/Toddler Model (Relationship Area)
Facilitators	Children’s Commission Infant/Toddler Coaches
# of Participants	8 – 18
Date	December 2
Time	6:30 PM – 8:30 PM
Course Overview	Research indicates that close observational skills can provide important information for teachers and families. By observance, creating and maintaining individual portfolios, a closer relationship develops between teachers and families. Learn how to use and maintain portfolios and enjoy seeing how much infants and toddlers progress while in your care.
Training Tracks	<ul style="list-style-type: none">• CDA (Areas: 12 – Program Management or 13 – Professionalism)

Course	Let's Get Physical!
Facilitator	Lisette Maldonado, Workforce Development Trainer Jacksonville Children's Commission
# of Participants	8 – 35
Date	December 3
Time	6:00 PM – 8:00 PM
Course Overview	The goal of this interactive training is to teach you simple, inexpensive activities that encourage children (age 5 – 13) to move and get involved in physical activities. You will learn fun ways to help children improve their fitness skills.
Special Note	Come dressed to play!
Training Tracks	<ul style="list-style-type: none"> • Parenting, Family Strengthening & Engagement • CDA (Areas: 2 – Healthy; 4 – Physical; 12 – Program Management or 13 – Professionalism)

Course **Compassion Fatigue I**



Facilitator Monique McCarthy, Developmental Health Screener
Jacksonville Children's Commission

of Participants 5 - 17

Date December 5

Time 9:00 AM – 12:00 PM

Course Overview Being compassionate toward others and helping them when in need is a great thing. Sometimes we help too much and it starts to get overwhelming for us causing us to get burned out and forget to take care of ourselves. You will learn how to overcome or prevent the symptoms of compassion fatigue.

Training Tracks

- Parenting, Family Strengthening & Engagement
- Early Learning/School Readiness
- CDA (Areas: 12 – Program Management or 13 – Professionalism)
- Youth Development
- Summer Programs
- Behavioral Health/Special Needs
- Management/Leadership

Course **Hop, Skip and Jump into Transitions**

Facilitator Mary Wallace, Inclusion Specialist
Jacksonville Children’s Commission

of Participants 5 - 14

Date December 10

Time 6:00 PM – 8:00 PM

Course Overview Learn to make transitions smooth, meaningful and fun for children to help guide them through the many changes in the day. Children will develop self-control as they learn to cooperate and make good choices.

Training Tracks

- Early Learning/School Readiness
- CDA (Areas: 5 – Cognitive or 10 – Guidance)
- Behavioral Health/Special Needs

Course	Positive Guidance in the Preschool Classroom
Facilitator	Bill Ganza, M.A., Director of Professional Development Florida State College at Jacksonville
# of Participants	7 – 20
Date	December 14
Time	6:30 PM – 8:30 PM
Course Overview	Positively guiding child behavior is critical for building and strengthening a child's self-esteem. A child-centered program enables children to be children, giving them all the experiences they need to become independent and happy individuals. Teachers are there to facilitate by helping and guiding children in a problem-solving environment. Learn more about making this an everyday occurrence in your classroom.
Training Tracks	<ul style="list-style-type: none">• Early Learning/School Readiness• CDA (Areas: 3 – Learning Environment; 6 – Communication ; 8 – Self; 10 – Guidance; 12 – Program Management or 13 – Professionalism)• Behavioral Health/Special Needs• Management/Leadership

Course	3 Es - Exposure, Experience and Excitement: A Way of Learning
Facilitator	Myesha Miller, Workforce Development Trainer Jacksonville Children’s Commission
# of Participants	7 – 20
Date	December 16
Time	9:00 AM – 11:00 AM
Course Overview	EXPOSURE, EXPERIENCE and EXCITEMENT: Three characteristics that describe the ways children should learn. Come and be exposed to activities that encompass components of literacy enrichment, math, science, cultural enrichment, workforce development and service leadership. These activities are adaptable to any age group and should elicit new experiences and excitements for children and adults alike.
Training Tracks	<ul style="list-style-type: none"> • Parenting, Family Strengthening & Engagement • Early Learning/School Readiness • CDA (Areas: 3 – Learning Environment; 6 – Communication ; 8 – Self; 10 – Guidance; 12 – Program Management or 13 – Professionalism) • Youth Development • Summer Programs • Behavioral Health/Special Needs • Management/Leadership

Course	The Adverse Learning Effects of Television Viewing on Children, Part II
Facilitator	Cutreater Drone, Developmental Screener Jacksonville Children’s Commission
# of Participants	5 – 17
Date	December 16
Time	6:00 PM – 8:00 PM
Course Overview	The goal is to review how each participant applied the goals and objectives from Part I into their child care environments. We will discuss methods to achieving positive outcomes.
Special Note	Pre-requisite – The Adverse Learning Effects of Television Viewing on Children, Part I
Training Tracks	<ul style="list-style-type: none"> • Parenting, Family Strengthening and Engagement • Early Learning/School Readiness • CDA (Areas: 3 – Learning Environment; 5 – Cognitive; 10 – Guidance; 12 – Program Management or 13 – Professionalism) • Youth Development • Summer Programs • Behavioral Health/Special Needs • Management/Leadership

Course	Managing Stress
Facilitator	Lissette Maldonado, Workforce Development Trainer Jacksonville Children’s Commission
# of Participants	5 – 17
Date	December 17
Time	6:00 PM – 8:00 PM
Course Overview	In this training, we will discuss the causes of stress and how stress affects your life. Learn ways to manage stress and the long-term benefits of healthy ways to calm down.
Training Tracks	<ul style="list-style-type: none">• Parenting, Family Strengthening and Engagement• Early Learning/School Readiness• CDA (Areas: 12 – Program Management or 13 – Professionalism)• Youth Development• Summer Programs• Behavioral Health/Special Needs• Task/Technical• Fund/Resource Development• Management/Leadership

Special Thanks to Our Faculty

Delphine Brock, CDA Trainer, Children's Commission
Sharon Carpenter, Pre-school Coach, Children's Commission
Lori Walter-Carro, M.A., Pre-school Coach, Children's Commission
Robyn Cenizal, CFLE, Executive Administrator, Children's Commission
Cutreater Drone, M.A., Developmental Screener, Children's Commission
Norma Dorsett, RN, BSN, Co-owner, Emergency & Safety Educators Group
Ron Dorsett, Co-owner, Emergency & Safety Educators Group
Bill Ganza, M.A., Director of Professional Development, Florida State College
Beth Casey Hagood, Retired
Maritza James, B.A., Community Health Educator, Baptist Medical Center
Walter Johnson, D.D. Social Service Coordinator
Monique McCarthy, Developmental Screener, Children's Commission
Lissette Maldonado, BAS, Workforce Development Trainer, Children's Commission
Susan Mankowski, MEd., Early Childhood Specialist, Public Library
Martha Marin, Community Education Specialist, Women's Center of Jacksonville
Brenda Miller, CFLE, Early Learning Coach, Children's Commission
Myesha Miller, M.B.A., Workforce Development Trainer, Children's Commission
Pat Miller, M.S. Ed., Workforce Development Trainer, Children's Commission
Marie-Andree Myers, B.A., Library Associate, Jacksonville Public Library
Juan Ruiz, SAMIS Director, Children's Commission
Terri Singletary, B.S., Infant/Toddler Development Coach, Children's Commission
Sherrill Smith, B.S., Infant/Toddler Development Coach, Children's Commission
Nicole Terry, B.A., Infant/Toddler Development Coach, Children's Commission
Mary Uhland, MAT, Director, Club Rec After-school Program
Larri Jo Vretis, BS, Program Coordinator, Monique Burr Foundation
Mary Wallace, B.A., Inclusion Specialist, Children's Commission
Prudence Williams, MSW, Program Director, Exchange Club Family Center
