

# Schedule At a Glance

DATE	TIME	WORKSHOP TITLE	PAGE	Appropriate for:					TRAINING LEVEL	LOCATION
				New Staff	Ages 0-2 yr	Ages 3-5 yr	Ages 6-11 yr	Directors/AD		
Nov 5	9—3:30	Orientation	2	X					1	C
Dec 3	9—3:30	Orientation	3	X					1	A
Jan 7	9—3:30	Orientation	4	X					1	A
Feb 4	9—3:30	Orientation	7	X					1	B
Nov 8	6—9 pm	Creating a Positive Work Environment	2		X	X	X	X	2	A
Nov 12	9—Noon	Growing Little Scientists in your Classroom	2			X			2	E
Nov 12	1—4 pm	Stress Less and Get Organized	2		X	X	X	X	2	E
Nov 19	9 am—1 pm	Laws and Regulations	2					X	3	A
Dec 2	2—4 pm	Managing Personnel Transactions	3					X	4	C
Dec 3	9—Noon	Working with Children with Learning and Behavioral Needs	3			X			3	E
Dec 3	1—4 pm	Getting Children Ready for School	3			X			2	E
Dec 6	6—9 pm	Building Strong Relationships at Work and Home	3		X	X	X	X	3	A
Dec 10	9—Noon	Move to talk, Move to Learn	4		X	X	X	X	4	B
Dec 10	1—4 pm	COOL and QUIET Fish, That's ME!	4		X	X	X	X	3	B
Dec 15	6—9 pm	Leadership and Teambuilding	4		X	X	X	X	3	A
Jan 7	9—Noon	Let's Get Physical	4			X			2	C
Jan 7	1—4 pm	What Do You Value?	4			X	X		2	C

**LOCATION CODES:**

**A = Country Inn & Suites**  
**B = Fairfield Inn**  
**C = Strathmoor PC**

**D = Oldham Co. Library**  
**E = Yum Childrens Center**

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					Ages 0-2 yr	Ages 3-5 yr	Ages 6-11 yr	Directors/AD		
Jan 13	2—4 pm	<i>Generations at Work...Understanding my Co-workers</i>	5		X	X	X	X	3	A
Jan 14	9 am—4 pm	<i>When Teachers Meet Challenges of SPD</i>	5			X	X	X	3	A
Jan 17	6—9 PM	<i>Multiple Intelligences &amp; Teamwork</i>	5		X	X	X	X	3	A
Jan 21	9 am—1 pm	<i>How to Manage Your Workforce so They Don't Manage You</i>	6					X	3	C
Jan 28	9:30—12:30	<i>Leadership Basics: Reduce Stress and Get Organized</i>	6		X	X	X	X	2	D
Jan 28	1—4 pm	<i>Ten Ways to Destroy Your Workplace</i>	6		X	X	X	X	2	D
Jan 28	9—Noon	<i>Did You Hear Me? How to talk &amp; listen to kids</i>	6			X			3	A
Jan 28	1—4 pm	<i>You're so Funny—Use of Humor in EC Classroom</i>	6			X			3	A
Feb 2	6—9 pm	<b>H.R. Planning &amp; Recruitment: Workshop #1 Recruitment &amp; Staffing</b>	6					X	4	B
Feb 4	9—Noon	<i>Sensational Learning Centers</i>	7			X			2	C
Feb 4	1—4 pm	<i>Moving Beyond Rewards and Punishments</i>	7		X	X	X		2	C
Feb 11	9 am—4 pm	<i>Using Teacher Talk, Materials, &amp; Activities.....</i>	7			X			3	B
Feb 16	6—9 pm	<b>H.R. Planning &amp; Recruitment: Workshop #2 Organization Planning and Employee Development</b>	7					X	4	B
Feb 18	9—Noon	<i>Language &amp; Literacy Development in Your Classroom</i>	7			X			3	E
Feb 18	1—4 pm	<i>Enriching Experiences in Early Mathematics</i>	8			X			3	E
Feb 25	9 am—4 pm	<i>Behavior: Identifying and Overcoming Challenging Behaviors</i>	8		X	X	X	X	4	B

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