

# Approved Tier II Training

Tier II Training is in-depth training that is a minimum of four hours and can be counted toward the training requirements for the CDA/CCP credential (training must also fit into competency or ability area) or the Director Core Knowledge Areas. Examples of this would include the [Training for Child Care Careers courses](#), [Entry Level Child Care Training](#), Dollars and Sense, seminars and institutes. Other training meeting this criteria can be submitted to the CECPD on the [Learning Goals and Objectives Application \(pdf\)](#) for review and approval to be recognized as Tier II Training. Additional opportunities for Tier II Training can be found by contacting the early care and education departments at the Career and Technology Centers, the two year colleges, and the four year universities in Oklahoma. **This training *must be* approved by CECPD.**

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## CORRESPONDENCE Courses:

- [CARE Courses](#)
- [Director Correspondence Training](#)

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## ONLINE Courses:

- [Approved Online Courses \(available in Spanish\)](#)
- [CARE Courses](#)
- [Pathways](#)

### TIC TOC Workshops

***Including Children with Disabilities in Child Care Setting*** - This workshop focuses on basic information for directors and child care staff about how to work with children with disabilities and their families, including understanding common disabilities, how to plan for a child with a disability, and statewide and community resources.

***Working with Children with Disabilities who have Challenging Behaviors I*** - This workshop focuses on working with children who have challenging behaviors. Areas to be discussed include: assessment of the environment, determining key issues which influence the child's behavior and intervention strategies.

***Individuals with Disabilities Education Act (IDEA) Where Childcare Providers Fit*** - This workshop will focus on how the Individuals with Disabilities Education Act (IDEA) impacts early childhood programs in a variety of community settings. Childcare providers will understand their roll in the referral, evaluation, and eligibility process, as well as the Individualized Education Program (IEP) development and implementation.

***A Review of Common Diagnoses and Syndromes*** - This workshop will provide an in-depth review of several diagnoses and syndromes including Down Syndrome, Autism, and Cerebral Palsy. The workshop will focus on information pertinent to childcare providers.

***Working with Children with Disabilities who have Challenging Behaviors II*** - This workshop focuses on working with children who have challenging behaviors. Areas to be discussed include: parent involvement, assessment of the environment, and intervention strategies. (Prerequisite: TICTOC Challenging Behaviors I)

***Curriculum Development for Inclusive Child Care Settings*** - This workshop focuses on planning an effective program for success-oriented learning experiences for all preschool children. New ideas, activities, and examples of monthly units will be presented.

## Specialized Training List

### Child Growth and Development

#### **Activity Planning for Infants and Toddlers**

This hands-on infant /toddler workshop will include lecture regarding development and activities to aid in the development of this age of child. Participants will also make samples of materials they can use while caring for infants and toddlers. 2 hours, also 2 hours in Child Growth and Development, total of 4 hours. Kathie Bergmann, 918-786-8585.

#### **Building Healthy Brains**

Childcare professionals support and promote healthy brain development when they use relationships, respect, repetition, routines, and responsive interactions. In this session the participants identify ways to purposefully use these five strategies in their work with young children and their families. 6 hours , Susan Carrigan 580-559-5670.

#### **The Developing Child**

In this workshop participants will gain knowledge of the stages of child development. How they are interrelated with the domains or areas of development and the teacher's role in promoting children's development. 5 hours , Sharon Bacon 918-331-6455, Heather Haynes 918-273-2049.

#### **High Reach Curriculum Training 101**

This intensive , hands on training is designed to introduce first time High Reach Learning users to all the elements of their curriculum, and teach them how to use the philosophies and materials to best meet the needs of their students. Emphasis is placed on process oriented activities, lesson planning, observation and developmentally appropriate practices. 3 hours ,1 hour in Child Observation and Assessment, and 2 hours under Curriculum and Instructional Methods, total of 6 hours . Joan Bell ,High Reach Learning, 407-928-9358, [jwb364@aol.com](mailto:jwb364@aol.com).

#### **Social Emotional Development of Infants and Toddlers**

Social emotional development begins at birth and continues throughout life. The foundation of healthy social-emotional development laid in the first 3 years helps a child establish meaningful relationships with parents, caregivers, and peers and supports his or her learning. When children emotionally, and academically. 6 hours Susan Carrigan, 580-559-5670.

# **Child Guidance and Management**

## **Child Growth and Management Training**

This training is offered to assist child care professionals to offer effective suggestions to parents and caregivers regarding child guidance. Suggestions will be offered for child care professionals in the areas such as concept development and social play. We will have group discussions regarding class room problems. 4 hours, LaVonna Rose -Oklahoma Families First, 580-924-9441 x23.

## **Conscious Discipline**

Program is from the DVD training series Conscious Discipline live by Dr. Becky Bailey. The DVD will be used along with other facilitation, discussion and Activities. 8 hours. Sonya Rickman- McDaniel 405-273-7683.

## **Infant and Toddler Temperament**

A child's temperament influences not only his or her style of interaction but the very way in which he or she understands and experiences the world and the people in it. This workshop provides child care professionals with an introduction to the concept of temperament and to the five key temperament traits. It also examines the interaction between a child's and a care giver's temperament (goodness of fit) Temperament characteristics may either increase or decrease a child's risk of having a poor fit with his or her caregivers and environment. Participants will become aware of how their environment can support a child's health development. 6 hours, Susan Carrigan 580-310-5670.

## **Infant Toddler Temperament**

A child's temperament influences not only his or her style of interaction but the very way in which he or she understands and experiences the world and the people in it. This workshop provides childcare professionals with an introduction to the concept of temperament and to the five key temperament traits. It also examines the interaction between a child's and a caregiver's temperament ("goodness of fit"). Temperament characteristics may either increase or decrease a child's risk of having a poor fit with his or her caregivers and environment. Participants will become aware of how their own temperaments, their reactions to others' temperaments, and the child's environment can support a child's healthy development. 6 hours, Susan Carrigan, 580-559-5670.

## **Nurturing Guidance**

Nurturing Guidance will present a researched based framework for understanding and guiding children who demonstrate challenging behaviors. Participants will learn the characteristics of environments that foster positive, pro-social behavior, risk factors that undermine children's emotional health and strategies for health growth and development. The workshop will help parents and caregivers understand why children engage in challenging behaviors and how to empower, connect and correct in ways that bring healing and behavioral change. The information presented is based on the work of Dr. Karen Purvis and Dr. David Cross. 5 hours, Barbara Sorrels [bas7637@cox.net](mailto:bas7637@cox.net).

### **Reframing Discipline**

This interactive workshop series will help participants explore their attitudes and beliefs about discipline that may become barriers to implementing positive, proactive discipline approaches; learn to analyze skills children might be lacking that can lead to difficult behavior and develop successful guidance techniques that will build teacher- child bonds. 6 hours , M'Liss Jenkins ,918-335-1183.

### **Sanity Saver**

Little problems tend to become big ones in a hurry, so fixing them quickly, in a fun way, is essential. If we can have fun changing behaviors, we can increase the quality time we spend with the children we teach. The list of Sanity Saver quick fixes includes: getting our children to help with clean-up; helping them focus on solutions using “focus Goggles”; helping them wait their turn; undoing knots; using words , pictures, songs, and hand signals to redirect behavior; and how to use sanity-saver bottle to take time outs. Come join other educators as we sing and discover how to keep our sanity in the classroom. 6 hours, Sharon MacDonald, 210-490-4066.

### **Transition and Magician**

Participants will develop creative strategies to transition with preschool children. The goals are to provide participants with techniques on how to motivate children from one area to the next, how to plan for transitions within the daily lesson plan, to learn how transitions relate to brain development, and to identify resources. 4 hours , Susan Carrigan 580-310-5670.

### **Turning your Words From Garbage to Gold: Guidance using Love and Logic**

Based on Love and Logic Techniques, participants will learn creative methods to effectively and lovingly guide young children. These are simple and practical techniques that will help caregivers and parents have less stress and more fun while raising responsible kids. 4 hours, Kathie Bergmann, 918-801-3538.

## **Child Observations and Assessment**

### **ABC's of Childcare**

During this workshop, participants will be engaged in activities that promote developmentally appropriate practices. Workshop content will focus on activities environment and guidance strategies that are recommended by NAEYC . 3 hours, also 3 hours in Curriculum and Instructional Methods, 6hours total, Laura Garner-405-579-8552.

### **Improving and Using Your Observation Skills**

In this workshop, Participants will gain information on improving and using their observation skills to understanding children's abilities, behaviors, and needs. Various observation tools and methods will be shared.

4 hours, Amanda Stubbs, 405-376-0090.

### **The Power of Observation**

This class will follow the format presented in the book, “The Power of Observation”, exploring the connection between observation and effective teaching. 5 hours , Heather Haynes 918-273-2049.

### **Developmental Screening in Early Childhood**

This workshop will focus on how to collect information about children's development and how to utilize this information to help children succeed in the early childhood setting. 4 hours, M'Liss Jenkins 918-335-1183.

## **Curriculum and Instructional Methods**

### **Adventures in Peacemaking**

A training event in which individuals are invited to actively participate in games that are useful in team building and communication. This training is recommended for staff and for school-age children who are at least 5 years of age. 4 hours, Martha McCartney 580-355-0814.

### **Art for Young Children**

This is a methods class on how to provide art in the daily program for young children. This class will provide hands on experiences for the participants. 4 hours, Sharon Bacon 918-331-6455, Heather Haynes 918-273-2049.

### **The Art of Creative Expression in Young Children**

Participants will explore ways to promote creativity in children. This interactive workshop will inspire caregivers to include art, music, and writing activities in their daily schedules. This workshop will help teachers design learning activity areas as well as give them fun project ideas to do with children. 6 hours, Laura Garner 405-579-8552.

### **Baby Read aloud Basics**

Baby read aloud basics- Fun and interactive ways to help you little ones discover the world of words. 4 hours, Rhonda Lee Muskogee public Library 918-682-6657 ex. 250.

### **Children's Literature**

Children's literature, introduce a child to reading. The importance of choosing appropriate books for your young learner and reader. 10 hours, Roberta Adu, 405-248-0527.

### **Cooking with children in the Classroom**

Spice up your cooking experiences in the classroom. Come and learn what makes a successful cooking project and get some hands on experiences. Handouts will be provided. 4 hours, Sybille Mc Kay, 580-357-9366.

### **Cooking and Nutrition in the Classroom**

This workshop participants will be engaged in hands on cooking experiences that can be used with the children in their care. Participants will also review basic nutrition and facts about living and promoting healthy lifestyles. 4 hours, Health and Safety of Young Children 2 hours, 6 total hours. Laura Garner- 405-579-8552.

### **Curriculum, Behavior and Guidance: Putting it all together**

This workshop will discuss and explain the many ways a child learns and how class management and curriculum will fit the child best for a successful experience for children and teachers.

Specific “how to’s”, learning centers, songs, and discussion will be included. 5 hours, Amy Freedman, 405-341-2817.

### **Curriculum Connections to Multiple Intelligences**

In this workshop participants will learn about the different areas of intelligence and how to map out curriculum to match each area. Participants will discover how your children’s brain develops as well as ways to enhance their development. 3 hours, also Child Growth and Development 3 hours, 6 hours total Laura Garner 405-579-8552.

### **Developing Classroom Plans**

Participants will have the opportunity to enhance their skills on the topics of: creating an effective daily schedule and lesson planning. 6 hours, Heather Haynes 918-273-2049, Sharon Bacon 918-331-6455.

### **Early Learning Environments**

Make learning Centers fun for your children. Learn how to set up centers, what goes in each of them to promote developmentally appropriate practices. 4 hours. Debbie Smith , Cherokee Nation 918-453-5053.

### **Early Learning Literacy through Puppets and Music**

Learning fun with Stories, puppets, music and rhythm instruments. 4 hours, Rhonda Lee [leer@eok.lib.ok.us](mailto:leer@eok.lib.ok.us).

### **Environment Learning I**

Participants will learn the importance of providing a quality learning environment. This class will focus on the five required interest centers and will provide ideas for enhancing the classroom environment. 5 hours , Heather Haynes 918-273-2049, Sharon Bacon 918-331-6455.

### **Infants and Toddlers: More than Dirty Diapers**

Caught up in the daily routines with infants and toddlers? Come and learn about some easy activities to do with infants and toddlers. After all – infants and toddlers are more than dirty diapers. Hand- outs provides. 4 hours, Sybille McKay, 580-357-9366.

### **Integration of Early Literacy in a Head Start Classroom**

The four components of early literacy-oral languages, vocabulary building, alphabetic knowledge and concepts of print, writing and phonological awareness and there integration in an early child classroom. 11 hours, Ruth Ann Ball, [raball@ou.edu](mailto:raball@ou.edu).

### **Language and Literacy for Young Children**

The language and literacy activities and information presented in this workshop will help participants understand how young children learn language and provide literacy activities and ideas that are developmentally and age appropriate for children ages birth through 5. 5 hours, Sharon Bacon 918-331-6455.

### **Learning Environment II**

Participants will build upon the information learned in Learning Environments I. Emphasis will

be on enhancing the environment with additional interest areas, use of lighting, room arrangement and more. 5 hours, Heather Haynes 918-273-2049, Sharon Bacon 918-331-6455.[t](#)

### **Learning through Play**

This fun , interactive workshop will help participants become familiar with maturational, learning and constructive plus theory and how it relates to play; will help participants learn the value of play in teaching basic foundations and provide information on how to select appropriate toys and set up environments that promote learning through play. 4 hours , M'liss Jenkins 918-335-1183.

### **Lesson Planning**

Learn how to do an infant and toddler and a preschool lesson plans. We will tie the lesson plans to developmentally appropriate practices. 4 hours. Debbie Smith, Cherokee Nation CCRC 918-453-5053.

### **Let's Leap into Literacy and Make Language Learning Fun**

A multiple intelligences approach to learning will be demonstrated to enable participants to reach out to children who learn through visual , auditory and kinesthetic modalities. Loads of new activities that appeal to young children. Emphasis will be placed on the importance that rhythm, rhyme, and repetition have on enhancing language skills in young children. 6 hours, Jane Kitson Pocket Productions 678-428-4745.

### **Making Math and Science Fun**

Participants will learn developmentally appropriate ways and activities to teach math and science for young children and school-age children. 4 hours, Sybille McKay 580-280-0582.

### **Making Room for Block and Construction Play**

Workshop participants will learn about the development stages of construction play and how to facilitate each stage for children in their care. Information regarding developmentally appropriate materials and guidelines for set-up will be discussed. 4 hours, Amanda Stubbs, 405-376-0090.

### **Making Sense of Sensory for the Child Care Setting**

Ideas and Suggestions for creating a sensory rich environment in the child care setting. 4 hours, Karla Rowley, [chalicepsalm@juno.com](mailto:chalicepsalm@juno.com).

### **Music and Drama**

Music and drama are already such an important part of your day. Learn to control the “ drama kings and King” with stimulating hands on lesson plans and easily made accessories. Learn to use music for all parts of your day from meals to exercise to curriculum. 4 hours , Martha McCartney 580-357-8271.

### **Promoting Physical Development through Music and Movement**

Participants will gain information on the importance of music and movement experiences for young children. 5 hours, Heather Haynes 918-273-2049, Sharon Bacon 918-331-6455.

### **Prop Box Fun: Incorporating Themes into the Classroom Environment**

Workshop Participants will learn how to create prop boxes to match their classroom themes. Participants will work together on projects and make a collaborative list of fun and engaging ideas to take back to their own learning environments. 6 hours , Laura Garner 405-579-8552.

### **The Purpose of Play**

Participants in this workshop will learn that play has a purpose in the lives of young children. This workshop will help teachers learn how they can support children's growth by providing appropriate and fun play experiences in their classrooms. 6 hours, Laura Garner 405-479-8552.

### **Reaching a Community of Diverse Learners**

This workshop will help participants discover how to promote cooperation and tolerance among children. Caregivers will be introduced to strategies that build trust, respect, and a sense of community in children. Participants in this workshop will learn how to communicate with children who speak a different language and learn about making adaptations for special needs children, and enjoy learning about the characteristics that define other cultures. 6 hours Laura Garner 405-579-8552.

### **Sensory integration in the Classroom**

We will discuss what sensory integration is and develop ways to target children that may have sensory integration problems in the classroom setting. 6 hours .Reagan Rives, Speech- Language Pathologist 918-747-6727.

### **The Science of Sensory Play**

Participants will learn the importance of science discovery activities in the classroom. They will have a chance to try sensory activities and learn how to implement them in the classroom. 4 hours Amy Stubbs, 405-376-0090.

### **Science for Young Children**

This is a methods class on how to provide science experience in the daily program for young children. This class will provide hands on experience for the participants. 4 hours , Sharon Bacon 918-331-6455, Heather Haynes 918-273-2049.

### **Supporting Language in our Youngest Children I**

Learn to identify stages of language learning and strategies to enhance development. 4 hours, and Child Growth and Development 1 hour, 5 hours total. Sybille McKay 918-677-8258.

### **Supporting Language in youngest Children II**

Participant will gain understanding of phonological and phonemic awareness and appreciate the role of music I every classroom. 4 hours, and Child Guidance and Management 1 hour, 5 total hours. Sybille McKay 918-677-8258.

### **Talking with Children and talking with Parents**

We spend a lot of our day talking to children , talking at children and talking about children. This workshop focuses on engaging children in meaningful conversation. Having open communications with your parents is advantageous for the teachers, child and the parents. This

workshop focuses on tips for communicating with parents. 2 hours, plus 2 hours, in Family and Community relations, total of 4 hours. Linda Whaley OCCR, 405-942-5001.

### **There's only one Mona Lisa: Enhancing Creativity in Arts and Crafts**

Participants will learn the importance of encouraging creativity in children's work and how to recognize developmentally appropriate art activities. 4 hours, Amy Stubbs 405-376-0090.

### **Transitions- Trying Times or Fun?**

Transitions are usually the hardest times of the day for teachers and children. This workshop will look at reasons for transitions and will look at ways to ease these transitions and make them fun. 3 hours, and Child Guidance and Management 1 hour, Sybille McKay, 580-280-0582.

### **Working with 5-12 Year olds**

This is a basic course that covers the basic competencies needed to work with children 5-12 and reviews characteristics and development of child, and youth, emphasizing age appropriate programming. Competencies developed in this course include basic youth development principals, developing positive relationships with youth, planning , respecting and honoring cultural and human diversity, the ability to adapt, facilitate and evaluate age appropriate activities, involving and empowering youth, interacting and relating to you in ways that support asset building, keeping kids safe. Supporting and working with families, working as a part of a team, and being a positive role model. 4 hours – Stephanie Williams 580-765-5417.

## **Family and Community Relations**

### **Building a Bridge: Parent /Provider Relations I**

Participants will receive tools for effective communication with parents. 5 hours, Heather Haynes 918-2049.

### **Building a Bridge :Parent /Provider Relations II**

Participants will see Childcare from a parent's perspective and discover ways to build a bridge between ,parents and themselves. 5 hours , Heather Haynes 918-273-2049.

### **Building Collaborative relationships with Families**

Participants will be exposed to ideas that promote individual learning and appropriate early childhood practice. This workshop is developed to meet the needs of providers and teachers working in early childhood programs. 6 hours, Susan Carrigan 580-559-5670.

### **How to Get Parents Involved**

This workshop will give participants tools and techniques to encourage parent involvement. Information regarding good ethics and communication related to prevent caregiver relationships will be shared. 4 hours, Amanda Stubbs, 405-376-0090.

### **Intervention in Child Development**

The information in this workshop will cover common "red flags" that can indicate a possible problem in a child development or ability to learn. Also covered will be the steps to intervention and how to access the community resources available in the area. 2 hours, Curriculum and

instructional methods 1 hour, Child observations and assessment 1 hour, Child growth and development 1 hour, total of 5 hours. Sharon Bacon 918-331-6455, Heather Haynes 918-273-2049.

### **T.E.A.M.- Making Connections with Families**

This workshop will explore ways to develop a good rapport with parents and teach caregivers how to create a partnership with them. Participants will also learn ideas about how to promote family involvement, as well as take a look at community resources that are available. 6 hours  
Laura Garner 405-579-8552.

## **Health and Safety of Young Children**

### **The 4 R's of Child Abuse**

Participants will view the unfortunate subject of Child Abuse, Recognition, Recording, Reporting, and Resolution, from a new and exciting standpoint. 4 hours, Mary Solomon 405-422-2989.

### **It's All About Safety**

This workshop will cover child safety concerns for ages birth to 12 years. Participants will learn how to properly install car seats and implement other safety must do's in their childcare environment. 6 hours , Laura Garner 405-479-8552.

## **Professionalism**

### **Developing the Plan-Family Child Care Home**

This workshop will take a step by step approach to writing an emergency plan specifically for Child Care homes, including what is required to be in the plan and other factors to consider. 4 hours, Amanda Stubbs, 405-376-0090.

### **Effective Portfolio Building**

This session will provide essential methods in creating a professional portfolio filled with clear content/ standard –related evidence artifacts. The primary focus concentrates on personal, program, and classroom portfolios. Examples will include supportive references to the child Development Associate Credential (CDA) content areas and NAEYC Early Childhood Program Accreditation Standards. This training will provide the necessary tools to develop an effective portfolio. Participants will explore various ways to gather and display documentation for any setting. 4 hours , Dr. Mary McCoy OCCC Child Development Centre and Lab school-405-682-1611-x.7612.

### **Motivation & Professionalism - Better care for Children**

Participants will discuss the importance of professionalism, motivation, and integrity in the child care field in order to reduce stress and conflict. Let's make a better environment for children in our care. Total of 4 training hours, Kathie Bergmann 918-801-3538.

### **The Preschool Teacher's Top Ten List of Survival Skills**

Being a preschool teacher has many sources of satisfactions and frustrations! This workshop will look at some of these sources and find out how to survive. Survival skills include: knowing what young children can and cannot do, being aware of stress and how to deal with it, finding out how important play is for young children, and above all, how to develop certain inner qualities to help you survive. 4 hours, Carolene Jackson 580-302-1622.

### **Professionalism, Ethics, and the Early Childhood Professional**

This workshop will focus on how to exhibit professional and ethical attitudes and behaviors. Participants will discuss professionalism in the early childhood setting, deal with ethical dilemmas and review the NAEYC Code of Ethics. 4 hours, M'liss Jenkins 918-335-1183.

### **The Time is Now**

The time is now to think about the children of our future. Wouldn't you like to know more about them? How to better communicate with them and what environments and activities they need. The time is now to consider these things. 3 hours, also Curriculum and Instructional Methods 3 hours, 6 hours total,, Kathy Lee- 770-205-0127.

## **Personnel and Professional Self –Awareness**

### **The Art of Meaningful Mentoring**

This training supports the NAEYC Standards for Early Childhood Program Accreditation, which states that all supervisory and mentoring staff must receive professional development in mentoring (6.A.09). This applies to teachers who lead a teaching team, as well as directors. Principals of a quality mentoring program are reviewed. The strategies of planning and evaluating a mentoring program are examined. 4 hours, Dr. Mary McCoy OCCC Child Development Centre and Lab school-405-682-1611-x.7612.

### **Effective Communication**

Participants will uncover barriers to communication. Participant will also be able to identify personal style as well as significant other's communication styles. Participants will attain methods to effectively communicate in all situations. 4 hours Mary Solomon 405-422-2979.

### **How Effective Directors Get Things Done**

Leaders come in all shapes and sizes. This workshop will take a look at the role of the director, the skills, and competencies needed to nurture leadership at all levels of an organization. 4 hours, Sybille McKay 580-280-0582.

### **Mentoring Beginners I**

Being mentor has many responsibilities and requirements. This course guides child care providers into the role of being a mentor to new employees and students working on a credential or a degree. 4 hours, Belinda McGee -Tulsa Community College 918-227-9976.

### **Mentoring Beginners II**

Mentors build relationships with the people they are responsible for working with. Those relationships are the foundation for beginners to connect and learn about caring for children as

they are working in at that time of their development. 4 hours , Belinda McGee- Tulsa Community College- 918-227-9976.

### **Stress Management**

Participants will be able to identify personal stressors; take a stress checkup and gain skills to manage stress in a relaxed stress free environment. 4 hours Mary Solomon 405-422-2989.

## **Program Operations and Facilities Management**

### **Developing the Plan-Child Care Centers**

This workshop will take a step by step approach to writing an emergency plan for Child Care Center, including what is required to be included in the plan and other factors to consider. 4 hours, Amanda Stubbs, 405-376-0090.

## **Staff Management and Human Relations**

### **Reaching Out: Inclusion of the GLBT Community**

This interactive workshop will help agencies and participants increase their knowledge about diversity and sexual orientation. Participants will gain an understanding of the issues and stigma faced by GLBT parents and families; learn how to become more comfortable serving GLBT parents who are raising children; or young children or teens who may be gender different. 7 hours, Dr. Danette McIntosh ,Planned Parenthood of Arkansas and Eastern Oklahoma, 918-693-5041.

### **Reflective Practice and Supervision**

tors will develop understanding of reflective practice and supervision, along with practical skills for implementing these tools in their programs. Topics include principals and assumptions of reflective practice, environments, barriers, and beginning steps towards change. Participation should result in stronger, more supportive relationships with and among individual staff members. 6 hours , Holly Hartman-405-377-3773.

### **Where to Find the Right Person for the Job**

Finding the right person for the job isn't easy. This workshop will explore effective recruitment , screening, selection and orientation strategies. 4 hours, Sybille McKay 580-280-0582.