Northeast District
Child Care Resource & Referral
Education/Training Catalog
Serving the Counties of: Aitkin, Carlton, Cass, Chisago, Cook,
Crow Wing, Isanti, Itasca, Kanabec, Koochiching, Lake, Mille Lacs, Morrison, Pine, St. Louis, Todd & Wadena

January - June, 2011

In This Issue:

- Professional Development Information
- Classes By City
- Classes By Subject
- Child Growth and Development
- Learning Environment and Curriculum
- Assessment and Planning for Individual Needs
- Interactions With Children
- Families and Communities
- Health, Safety, and Nutrition
- Program Planning and Evaluation
- Professional Development and Leadership
- Together We Grow Conference
- Online classes—Eager to Learn

Class Locations

REGISTRATION FORM
Quality Care and Education for Every Child!

Northeast CCR&R

Child Care Resource & Referral: Your Partners in Professional Development

Welcome!

The Northeast District Child Care Resource and Referral training catalog offers the latest in continuing education and professional development opportunities in Aitkin, Carlton, Cass, Chisago, Cook, Crow Wing, Isanti, Itasca, Kanabec, Koochiching, Lake, Mille Lacs, Morrison, Pine, St. Louis, Todd and Wadena counties.

To help you plan for your ongoing professional development, CCR&R trainings are listed by “Minnesota Core Competency” content areas and CDA content areas (see next page for more information). Each content area describes a set of skills child care providers need in order to work with children from birth through school-age. All training descriptions include clear learning objectives so that you know what you can expect to learn in each training.

CCR&R Progressive Learning

CCR&R Progressive Learning classes offer a complete, interactive learning experience with in-depth information on the same topic presented over time. In this flexible and supportive format participants are given more time to learn, have a chance to try new ideas in their child care settings and then come back to class and share experiences and ideas with other participants. Progressive Learning classes can increase your REETAIN grant application score and help fulfill your child care service development grant requirements.

Look for the Progressive Learning icon to find Progressive Learning options in this training catalog.

R.E.E.T.A.I.N. Bonuses Reward Excellence in Child Care

R.E.E.T.A.I.N. rewards child care professionals who have:
- Earned a degree or National Child Development Associate Credential.
- Demonstrated a commitment to continuing education and professional development.
- Worked in the same program for a year or more.

R.E.E.T.A.I.N. bonuses are awarded twice yearly:
- Center-based child care professionals may apply between December 1 and January 31.
- Family child care professionals may apply between June 1 and July 31.

For more information
www.mnstream.org • (866) 807-6021, ext. 108

Rewarding and Sustaining Minnesota’s Child Care Professionals
Child Care Resource & Referral: Your Partners in Professional Development

Minnesota Core Competency Content Areas

The classes in our catalog are categorized by the Minnesota Core Competencies, our state's standard areas for child care providers' professional growth. To learn more about the "Minnesota Core Competencies" call the Minnesota Center for Professional Development at (651) 999-5835 or visit their website, www.mncpdp.org.

I. Child Growth and Development
II. Learning Environment and Curriculum
III. Assessment and Planning for Individual Needs
IV. Interactions with Children
V. Families and Communities
VI. Health, Safety, and Nutrition
VII. Program Planning and Evaluation
VIII. Professional Development and Leadership

CDA Content Areas

The classes in our catalog are also listed by CDA credential content areas. A CDA Child Development Associate is a national credential issued by the Council for Professional Recognition. To find out more about the National Child Development Associate Credential, and related CCR&R services, please visit www.mnchildcare.org.

1. Safe, healthy learning environment
2. Physical and intellectual development
3. Social and emotional development
4. Productive family relationships
5. Effective program operation
6. Maintaining professionalism
7. Observing and recording behavior
8. Principles of child growth and development

GROW your quality, SHOW your quality!

Introducing the Minnesota Child Care Credential. Coming January 2011.

Minnesota child care providers, launch your careers into the new year. Join a community of caregivers learning the latest, striving for more and graduating to the next level of the profession.

Participants receive:
- A complete foundation in caring for children.
- Ideal for new caregivers.
- Pride, mentoring and leadership opportunities.
- Two years of the latest training, packaged and planned
  - Planning for a Successful Business
  - Building Strong Relationships
  - Encouraging Literacy
- A strong beginning in the latest tools: The Minnesota Core Competencies, Building Quality and more
- CDA Training meets the training requirements for the National Child Development Associate Credential.

Training opportunities will be available in person in some Minnesota communities and everywhere online!

Join early for discounted training options!

For more information:
www.mnchildcare.org/credential
(888) 291-9811

Your Partners in Professional Development
**How to Register**

1. **To register online**, visit www.mnstreams.org (credit card payment only).
2. **To register by mail**, complete the registration form and mail it to:
   - Child Care Resource & Referral
   - Pine Technical College
   - 900 4th St. SE.
   - Pine City, MN 55063
   *Registration forms may be reproduced.*
3. **To register by phone**, contact the CCR&R NE District Office, (800) 890-5399. Registrations by phone require payment by credit card.

Pre-registration and pre-payment are required for all classes. Registration will not be accepted without payment. **Make checks payable to Northeast District CCR&R.** A $20 fee will be charged for all NSF and/or returned checks.

No walk-ins are allowed. Only pre-registered and pre-paid students will have space reserved for them or receive training certificates. Payments will not be taken at class.

**Early Bird Registration!!!**

Registration deadline is one week prior to the class. **AN ADDITIONAL $5.00 FEE will be collected for registrations after the deadline.** Classes with low registration one week prior to the class date will be cancelled.

Assume your registration is confirmed unless otherwise notified.

No partial certificates will be given. You must attend the full class to receive a certificate.

All classes offered in this catalog fulfill the grant training requirement.

**Cancellation and Refund Policy**

When training is cancelled due to low registration, CCR&R will issue credit vouchers to people who registered and prepaid for the cancelled training. If you cancel your registration in a training prior to the early bird registration deadline, you will be issued either a credit voucher or a credit card refund minus a $5.00 processing fee. If you cancel your registration after the early bird registration deadline, no credit will be issued.

**Weather Related Policies**

CCR&R NE District office may cancel a class when the weather is threatening. If you are questioning the status of a class due to inclement weather, call the referral line—(800) 890-5399 for the latest updates and cancellations.

*Please save this catalog for future reference.*
<table>
<thead>
<tr>
<th>Classes by City</th>
<th>Page #</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Aitkin</strong></td>
<td></td>
</tr>
<tr>
<td>Jan. 27th - What Do You Do with the Mad that You Feel?</td>
<td>11</td>
</tr>
<tr>
<td>Mar. 22nd - SIDS and Shaken Baby Syndrome</td>
<td>20</td>
</tr>
<tr>
<td><strong>Barnum</strong></td>
<td></td>
</tr>
<tr>
<td>Apr. 28th - Autism: Including Children with Social, Communication, and Behavioral Needs</td>
<td>16</td>
</tr>
<tr>
<td><strong>Brainerd</strong></td>
<td></td>
</tr>
<tr>
<td>Feb. 1st - SIDS and Shaken Baby Syndrome</td>
<td>20</td>
</tr>
<tr>
<td>Feb. 22nd - What Do You Do with the Mad that You Feel?</td>
<td>11</td>
</tr>
<tr>
<td>Mar. 14th - Child Passenger Safety</td>
<td>19</td>
</tr>
<tr>
<td>Mar. 16 - Tools for the Toolbox</td>
<td>17</td>
</tr>
<tr>
<td>Mar. 30 - Early Childhood Mental Health</td>
<td>16</td>
</tr>
<tr>
<td>Apr. 20th - Why Do Children Act the Way They Do?</td>
<td>17</td>
</tr>
<tr>
<td><strong>Cambridge</strong></td>
<td></td>
</tr>
<tr>
<td>Feb. 8th - Boys and Girls Learn Differently</td>
<td>6</td>
</tr>
<tr>
<td>Mar. 10th - Child Passenger Safety</td>
<td>19</td>
</tr>
<tr>
<td>Apr. 5th - SIDS and Shaken Baby Syndrome</td>
<td>20</td>
</tr>
<tr>
<td>Apr. 7th - Developmental Milestones</td>
<td>10</td>
</tr>
<tr>
<td><strong>Cass Lake</strong></td>
<td></td>
</tr>
<tr>
<td>Feb. 16th - What Do You Do with the Mad that You Feel?</td>
<td>11</td>
</tr>
<tr>
<td><strong>Cloquet</strong></td>
<td></td>
</tr>
<tr>
<td>Feb. 3rd - What Do You Do with the Mad that You Feel?</td>
<td>11</td>
</tr>
<tr>
<td>Apr. 5th - Exploring Family Caregiver Partnership</td>
<td>18</td>
</tr>
<tr>
<td><strong>Duluth</strong></td>
<td></td>
</tr>
<tr>
<td>Jan. 24th - Child Passenger Safety</td>
<td>19</td>
</tr>
<tr>
<td>Jan. 31st - SIDS and Shaken Baby Syndrome</td>
<td>20</td>
</tr>
<tr>
<td>Feb. 8th - Super Groups</td>
<td>12</td>
</tr>
<tr>
<td>Feb. 28th - Child Passenger Safety</td>
<td>19</td>
</tr>
<tr>
<td>Mar. 1st - What Do You Do with the Mad that You Feel?</td>
<td>11</td>
</tr>
<tr>
<td>*Mar. 3rd - Ten Steps to Positive Discipline</td>
<td>17</td>
</tr>
<tr>
<td>Mar. 7th - Bigger than Books</td>
<td>9</td>
</tr>
<tr>
<td>Mar. 28th - Child Passenger Safety</td>
<td>19</td>
</tr>
<tr>
<td>Apr. 4th &amp; 11th - Play Power</td>
<td>7</td>
</tr>
<tr>
<td>Apr. 9th &amp; 30th - Introduction to Creative Curriculum for Infants and Toddlers</td>
<td>9</td>
</tr>
<tr>
<td>Apr. 18th - SIDS and Shaken Baby Syndrome</td>
<td>20</td>
</tr>
<tr>
<td>Apr. 25th - Child Passenger Safety</td>
<td>19</td>
</tr>
<tr>
<td>May 16th - Child Passenger Safety</td>
<td>20</td>
</tr>
<tr>
<td><strong>Grand Marais</strong></td>
<td></td>
</tr>
<tr>
<td>Mar. 24th - Inside the Child: Social and Emotional Development</td>
<td>9</td>
</tr>
<tr>
<td><strong>Grand Rapids</strong></td>
<td></td>
</tr>
<tr>
<td>Jan. 20th &amp; 27th - Play Power</td>
<td>7</td>
</tr>
<tr>
<td>Mar. 15th - Super Groups</td>
<td>12</td>
</tr>
<tr>
<td>May 9th - Child Passenger Safety</td>
<td>20</td>
</tr>
<tr>
<td><strong>Hibbing</strong></td>
<td></td>
</tr>
<tr>
<td>Feb. 17th - What Do You Do with the Mad that You Feel?</td>
<td>11</td>
</tr>
<tr>
<td>Apr. 7th &amp; 14th - Play Power</td>
<td>7</td>
</tr>
<tr>
<td><strong>Hinckley</strong></td>
<td></td>
</tr>
<tr>
<td>Mar. 8th - Floortime: Tuning into Each Child</td>
<td>16</td>
</tr>
<tr>
<td><strong>International Falls</strong></td>
<td></td>
</tr>
<tr>
<td>Apr. 11th - Child Passenger Safety</td>
<td>19</td>
</tr>
<tr>
<td><strong>Little Falls</strong></td>
<td></td>
</tr>
<tr>
<td>Jan. 24th - Child Passenger Safety</td>
<td>19</td>
</tr>
<tr>
<td>Feb. 2nd - Living with Disability: The Family Perspective</td>
<td>18</td>
</tr>
<tr>
<td>Feb. 22nd - SIDS and Shaken Baby Syndrome</td>
<td>20</td>
</tr>
<tr>
<td>Mar. 22nd - Tools for the Toolbox</td>
<td>17</td>
</tr>
<tr>
<td><strong>Milaca</strong></td>
<td></td>
</tr>
<tr>
<td>*Mar. 1st - Say Yes to No</td>
<td>12</td>
</tr>
<tr>
<td>Feb. 10th - Connect: Supporting Children Exposed to Domestic Violence</td>
<td>12</td>
</tr>
<tr>
<td>Feb. 15th - SIDS and Shaken Baby Syndrome</td>
<td>20</td>
</tr>
<tr>
<td>Apr. 4th - Child Passenger Safety</td>
<td>19</td>
</tr>
<tr>
<td><strong>Mora</strong></td>
<td></td>
</tr>
<tr>
<td>Mar. 28th - Music With Children</td>
<td>9</td>
</tr>
<tr>
<td>Apr. 19th - What Do You Do with the Mad that You Feel?</td>
<td>11</td>
</tr>
<tr>
<td><strong>North Branch</strong></td>
<td></td>
</tr>
<tr>
<td>Jan 12th - Autism: Including Children with Social, Communication, and Behavioral Needs</td>
<td>16</td>
</tr>
<tr>
<td>Feb. 28th - Hand in Hand: The Child Who Wanders</td>
<td>13</td>
</tr>
<tr>
<td><strong>Pierz</strong></td>
<td></td>
</tr>
<tr>
<td>Feb. 7th - Hand in Hand: The Child Who Appears Anxious</td>
<td>13</td>
</tr>
<tr>
<td><strong>Pine City</strong></td>
<td></td>
</tr>
<tr>
<td>Mar. 22nd - Developmental Milestones</td>
<td>10</td>
</tr>
<tr>
<td><strong>Pine River</strong></td>
<td></td>
</tr>
<tr>
<td>Jan. 13th - Creative Lesson Planning</td>
<td>7</td>
</tr>
<tr>
<td>Jan. 31st - Child Passenger Safety</td>
<td>19</td>
</tr>
<tr>
<td>Mar. 29th - SIDS and Shaken Baby Syndrome</td>
<td>20</td>
</tr>
<tr>
<td><strong>Staples</strong></td>
<td></td>
</tr>
<tr>
<td>May 23rd - Child Passenger Safety</td>
<td>20</td>
</tr>
<tr>
<td><strong>Two Harbors</strong></td>
<td></td>
</tr>
<tr>
<td>Feb. 17th - Child Passenger Safety</td>
<td>19</td>
</tr>
<tr>
<td><strong>Virginia</strong></td>
<td></td>
</tr>
<tr>
<td>Feb. 10th - Child Passenger Safety</td>
<td>19</td>
</tr>
<tr>
<td>Feb. 15th &amp; 22nd - Play Power</td>
<td>7</td>
</tr>
<tr>
<td>Mar. 10th - Bigger than Books</td>
<td>9</td>
</tr>
<tr>
<td><strong>Wadena</strong></td>
<td></td>
</tr>
<tr>
<td>Jan. 26th - Quirky Kids: Sensory Strategies in Child Care Programs</td>
<td>6</td>
</tr>
<tr>
<td>Feb. 7th - Child Passenger Safety</td>
<td>19</td>
</tr>
</tbody>
</table>

*Denotes that the training is a series of classes*
**I: Child Growth and Development**

**Quirky Kids: Sensory Strategies in Child Care Programs**

This interactive session will examine some of the sensory issues that might be present in behavioral disabilities and present some practical tools for meeting sensory needs in child care programs.

*Wednesday, January 26th*
Time: 6:30 - 8:30 PM
Instructor: Sue Heisler
Location: Wadena-Deer Creek Elementary School ISD 2155, Wadena
Cost: $18.00
Early Bird Registration: January 18th

**Boys and Girls Learn Differently**

In Alabama they want to separate girls and boys from one another in classrooms. Studies show that from preschool to high school boys and girls have differences in the way they learn and process information. Join us as we discuss and learn suggestions with real-life examples for teachers and providers to nurture a child’s intellectual, emotional and creative development, customized for gender differences. Discussion based on book "Boys and Girls Learn Differently!: A Guide for Teachers and Parents" by Michael Gurian and Patricia Henley with Terry Trueman.

*Tuesday, February 8th*
Time: 6:30 - 8:30 PM
Instructor: Becky Thelen
Location: Armed Forces Reserve Center, Cambridge
Cost: $18.00
Early Bird Registration: January 31st

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**What can your CCR&R Referral Department do for you?**

Child Care Resource & Referral is committed to connecting you with families looking for child care. We believe in the importance of these relationships, and we are proud to introduce parents to high-quality child care providers like you.

**How we create connections and why we need your help:**
- Customized referrals are one of the critical services we provide to parents and child care providers. Through referrals we help families find child care and help them understand the importance of high quality care.

- To provide accurate and current information to the families who turn to us, we contact you every 6 to 8 weeks by phone or email to update your vacancy information. We also contact you annually to keep your business and rate information up-to-date.

Feel free to contact us anytime with updated information or questions.

Call Northeast CCR&R at 1-800-890-5399 or email us at ccr&r@pinetech.edu
II: Learning Environment and Curriculum

Spanish Language Learning for Young Children

Chat Sessions: Tuesdays from 8:00-8:45 PM February 1, 8, 15, 22 and March 1, 2011
This course introduces participants to simple Spanish language learning activities that can be incorporated into the daily curriculum for young children. Learn how to pronounce beginning Spanish words and how to create fun Spanish language learning with songs, activities, games, cooking, and more. No Spanish background is required to use this easy curriculum!
Instructor: Amy Timm

Choices: The Key to Quality

Chat Sessions: Tuesdays from 8:15-9:00 PM CST January 11, 18, 25, February 1 and 8, 2011
In this course you will learn how to structure your environment, not the children in your care. You will learn why we should give school-age children choices and what we can do about setting limits and consequences. Participants will enjoy learning how to define, establish, and implement choices in their child care setting.
Instructor: Joshua Koepp

Creative Lesson Planning

Develop lesson plans that fit your children's needs and meet the Early Childhood Indicators for Progress: Minnesota's Early Learning Standard.
Thursday, January 13th
Time: 6:30 - 8:30 PM
Instructor: Kathy Stevens
Location: The Warehouse, Pine River
Cost: $18.00
Early Bird Registration: January 5th

For Information On How To Register for Eager to Learn Classes see page 30

Play Power

In this workshop we will look at the value of play and how it supports the development of physical, thinking, language, and social-emotional skills. We will see that everyday play activities - at home and at school - help children gain skills and build their understanding of the world around them.
*You Must Attend Both Sessions to Receive Certificate
Thursday, January 20th & 27th
Time: 6:30 - 8:30 PM
Instructor: Jennifer McKee
Location: Itasca Community College, Grand Rapids
Cost: $36.00
Early Bird Registration: January 12th

Tuesday, February 15th & 22nd
Time: 6:30 - 8:30 PM
Instructor: Jennifer McKee
Location: Mesabi Range Community and Technical College, Virginia
Cost: $36.00
Early Bird Registration: February 7th

Monday, April 4th & 11th
Time: 6:30 - 8:30 PM
Instructor: Donna Kuhlmey
Location: Lake Superior College, Duluth
Cost: $36.00
Early Bird Registration: March 25th

Thursday, April 7th & 14th
Time: 6:30 - 8:30 PM
Instructor: Jennifer McKee
Location: Open Arms of Grace, Hibbing
Cost: $36.00
Early Bird Registration: March 30th

Quality Care and Education for Every Child!
Northeast CCR&R
II: Learning Environment and Curriculum

SEEDS of Early Literacy Session 1: Creating a Literacy Rich Environment

Chat Sessions: Mondays from 8:00-8:45 PM CST January 10, 17, 24 and 31, 2011
What do children need to know to be successful learners in kindergarten? Important literacy skills do not develop spontaneously in children. This session will focus on creating a literacy rich physical and social environment in your program through fun and meaningful activities and explicit instruction. At the end of this course, participants will be able to describe ten or more ways to make their home/classroom literacy rich, identify ten or more literacy skills that children are expected to be able to do before kindergarten, describe what literacy and early literacy are, and demonstrate how to provide explicit learning opportunities in daily routines with children.
Instructor: Carrie Johnson
Subcompetency: Promoting Language and Literacy Development

SEEDS of Early Literacy: Session 2: A SEEDS Quality Teacher

Chat Sessions: Mondays from 8:00-8:45 PM CST February 7, 14, 21 and 28, 2011
In this course learners will describe what a SEEDS Quality Teacher does and says in their daily interactions with children; demonstrate how to ask questions to promote language development; describe how to encourage a child using the teaching tool of affirmation, and demonstrate how to create a literacy rich schedule and lesson plan.
Instructor: Nancy Kaczrowski
Subcompetency: Promoting Language and Literacy Development

SEEDS of Early Literacy: Session 3: Developing Thinkers and Talkers

Chat Sessions: Mondays from 8:00-8:45 PM CST March 7, 14, 21 and 28, 2011
In this course learners will evaluate language development. They will examine language as it relates to reading and develop strategies to increase language development in all children.
Instructor: Colleen Pachel
Subcompetency: Promoting Language and Literacy Development

SEEDS of Early Literacy: Session 4: Language to Literacy; The “Big 5” Literacy Skills

Chat Sessions: Mondays from 8:00-8:45 PM CST April 11, 18, 25 and May 2, 2011
In this course students will recognize five specific emergent literacy skills that are important for preschool children to develop in order to be ready by kindergarten.
Instructor: Carrie Johnson
Subcompetency: Promoting Language and Literacy Development

SEEDS of Early Literacy: Session 5: Book and Print Awareness

Chat Sessions: Mondays from 8:00-8:45 PM CST May 9, 16, 23 and 30, 2011
In this course students will discuss the importance of daily reading and look at ways to incorporate reading into their routines. They will also look at ideas for supporting second language readers.
Instructor: Nancy Kaczrowski
Subcompetency: Promoting Language and Literacy Development

SEEDS of Emerging Literacy Session 6: Letter Knowledge and Written Expression

Chat Sessions: Mondays from 8:00-8:45 PM CST June 6, 13, 20, 27, 2011
In this course students will come to understand that the writing process begins at birth. Learners will develop strategies for teaching reading, writing and the alphabet in daily routines.
Instructor: Colleen Pachel
Subcompetency: Promoting Language and Literacy Development
Introduction to the Creative Curriculum for Infants and Toddlers  

The Creative Curriculum for infants and toddlers is your blueprint for planning and implementing a developmentally appropriate program for children age 0-3. Implementing any curriculum requires a commitment to learn it and use it to guide the decisions you make each day when planning for the children in your care. Creative Curriculum provides you with a philosophy and framework that focuses on interest areas to create a classroom where you can teach effectively and where children can thrive. 

*Must Attend Both Sessions to Receive Certificate

**Saturday, April 9th & 30th**
- **Time:** 8:00 AM - 4:30 PM
- **Instructor:** Kristen Wheeler-Highland
- **Location:** Bubbling Brook Child Care Center, Duluth
- **Cost:** $100.00
- **Early Bird Registration:** April 1st

Music with Children

Do your kids like to jump around like bunnies, glide like butterflies, play fun musical instruments? Can you imagine how proud your parents will be when they hear their children play a familiar tune like "Twinkle Twinkle Little Star." With this easy to understand system I will show you how to teach note recognition and play simple songs even if you have never taken a single lesson. What child doesn't like marching and playing games? You will be given a set of music symbols flashcards, songs to play and game ideas. All have been kid tested and provider approved! I have seen the success of this program with my own students. Open the door of Musical Fun to yours.

**Monday, March 28th**
- **Time:** 6:30 - 8:30 PM
- **Instructor:** Toni Csargo
- **Location:** Kanabec County Courthouse, Mora
- **Cost:** $18.00
- **Early Bird Registration:** March 18th

Bigger Than Books

Reading aloud to children, beginning at birth, nurtures a love of books. Research shows that children who have been read to from an early age are most likely to become successful readers. This class includes two parts that model how adult-child read-aloud times deepen bonds and help children gain early literacy skills. This class teaches ways to make stories come alive in the classroom and encourage children's active participation in reading stories at group time. This class also offers guidelines to help parents with reading aloud at home, including selecting books children will enjoy and exploring stories together.

**Monday, March 7th**
- **Time:** 6:30 - 8:30 PM
- **Instructor:** Jane Benesch
- **Location:** Lake Superior College, Duluth
- **Cost:** $18.00
- **Early Bird Registration:** February 25th

**Thursday, March 10th**
- **Time:** 6:30 - 8:30 PM
- **Instructor:** Jennifer McKee
- **Location:** Mesabi Range Community and Technical College, Virginia
- **Cost:** $18.00
- **Early Bird Registration:** March 2nd
Developing Successful Transitions During a Child’s Busy Day

Chat Sessions: Thursdays from 8:00-8:45 PM CST April 7, 14 and 21, 2011
This course will focus on the many transitions that children face in a typical day. We will learn to recognize ways we can reduce the amount of transitions so that a child can have more successes within their child care environment. Many tools will be shared that you can use to develop more stress free transitions in your environment.
Instructor: Kim Woehl

Observing and Assessing Developmental Milestones

All the time you spend with children gives you the best opportunity to observe and document all you see. Although it is not your job to diagnose a child, this class will help you learn how to observe, document and communicate with parents about their children’s development. Come celebrate children's achievements with us as we examine age and developmental milestones. Walk away with the tools you need to do this well.

Tuesday, March 22nd
Time: 6:30 - 8:30 PM
Instructor: Becky Thelen
Location: Pine Technical College, Pine City
Cost: $18.00
Early Bird Registration: March 14th

Thursday, April 7th
Time: 6:30 - 8:30 PM
Instructor: Becky Thelen
Location: Armed Forces Reserve Center, Cambridge
Cost: $18.00
Early Bird Registration: March 30th

Three Ways to Register!

1. To Register Online, Visit www.mnstreams.org (credit card payment only)
2. To Register By Mail, Complete the registration form and mail it to:
   CCR&R
   Pine Technical College
   900 4th St. SE.
   Pine City, MN 55063
3. To Register By Phone, Call 1-800-890-5399. Registrations by phone require Payment by credit card.

Download Training Catalog at www.ccrpintechn.edu

Quality Care and Education for Every Child! Northeast CCR&R
IV: Interactions With Children

What Do You Do With The Mad That You Feel?

Over the years Family Communications has paid special attention to helping children find healthy ways to manage their feelings, including their anger. When children are angry, that can be an especially difficult time for them - and for their child care providers. But helping children with angry feelings is not only a concern for their early childhood years. To succeed in school (and in the future), children need to be able to deal with their anger constructively. The most important message of this workshop is realizing that self-control is not a "moral" issue; it's a "developmental" one. Children who hit or bite when they're angry aren't 'bad.' Self-control grows in stages as the child develops, and there are important things child care providers can do along the way to support that process. That kind of learning may be more challenging than simple strategies, but the rewards are richer, and they can last a lifetime.

Thursday, January 27th
Time: 6:30 - 9:00 PM
Instructor: Donna Kuhlmey
Location: Aitkin County Human Services, Aitkin
Cost: $22.50
Early Bird Registration: January 19th

Thursday, February 3rd
Time: 6:30 - 9:00 PM
Instructor: Donna Kuhlmey
Location: Fond du Lac Tribal and Community College, Cloquet
Cost: $22.50
Early Bird Registration: January 26th

Wednesday, February 16th
Time: 6:30 - 9:00 PM
Instructor: Sue Heisler
Location: Leech Lake Early Childhood, Head Start Building, Cass Lake
Cost: $22.50
Early Bird Registration: February 8th

Thursday, February 17th
Time: 6:30 - 9:00 PM
Instructor: Jennifer McKee
Location: Open Arms of Grace, Hibbing
Cost: $22.50
Early Bird Registration: February 9th

Learning to Listen, Listening to Learn

Chat Sessions: Wednesdays from 7:00 – 7:45 PM CST
February 16, 23 and March 2, 9, 2011
Children's listening habits/skills are good predictors of oral language proficiency, reading and writing skills and later school success, but good listening skills do not come naturally - they must be taught and practiced. This course will help providers improve their own listening skills and those of children by understanding the components of listening and applying strategies. Children are ready to learn to become good listeners!
Instructor Cindy Croft

(Canadian Association for Early Learning and Care (CAELC) 2011-2012
Compass to Quality Framework
Guiding Creative Collaboration)
**IV: Interactions With Children**

### Weaving Community

**CDA 3**

- **Chat Sessions:** Thursdays from 8:15-9:00 PM CST
- **February 3, 10, 17, 24, March 3, 2011**

In this course we will recognize the value of healthy adult/child interactions and experiences while learning the value of children belonging. Participants will learn how healthy attitudes affect cooperation and strengthen your setting. In addition you will identify ways that your setting can help develop positive attitudes.

Instructor: Nancy Dougherty

### CONNECT: Supporting Children Exposed to Domestic Violence

**CDA 3**

A basic training session on the dynamics of domestic violence, the impact of exposure to domestic violence on children, and strategies for supporting children who have been exposed to domestic violence.

**Thursday, February 10th**

- **Time:** 6:30 - 8:30 PM
- **Instructor:** Julie Kettner
- **Location:** Employment and Training Center, Milaca
- **Cost:** $18.00
- **Early Bird Registration:** February 2nd

### Say Yes to No

**CDA 3**

Say Yes To No is an activity and discussion oriented class. There are 3 class sessions. Each session presents two or three Big Ideas with supporting actions - ways you can learn to say no and help our children develop the character traits and skills they will need to be successful in school and life. Remember the goal is not to say no. The goal is to teach the child to say no to him or herself.

*Must Attend All Sessions to Receive Certificate*

**Tuesday, March 1st, 8th & 15th**

- **Time:** 6:30 - 9:30 PM
- **Instructor:** Julie Kettner
- **Location:** Employment and Training Center, Milaca
- **Cost:** $56.25
- **Early Bird Registration:** Feb 21st

### Super Groups: Creating Engaging Group Times

**CDA 3**

Group time is part of any early childhood program, but it can be one of the most challenging times of the day. Teachers gather children in groups for a variety of reasons: to let them share experiences, to build a sense of community, to give information or instructions, and to help children transition to activities such as lunch or outside play. For children, group time is an opportunity to learn how to enjoy social experiences, learn how to work with others, and gain a sense of community. When group time goes well, children are involved and learning, and teachers feel successful. Super Groups offers key teaching strategies to make group times more enjoyable for both children and teachers.

**Tuesday, February 8th**

- **Time:** 6:30 - 9:30 PM
- **Instructor:** Donna Kuhlmey
- **Location:** Lake Superior College, Duluth
- **Cost:** $27.00
- **Early Bird Registration:** January 31st

**Tuesday, March 15th**

- **Time:** 6:30 - 9:30 PM
- **Instructor:** Jennifer McKee
- **Location:** Itasca Community College, Grand Rapids
- **Cost:** $27.00
- **Early Bird Registration:** March 7th
IV: Interactions With Children

Hand in Hand: The Child Who Doesn’t Play

When a child doesn’t play, the foundation for the Hand in Hand series, presents information on the value of play and how play problems put children at risk for delayed learning and development. This module shows the six play problem behaviors that are discussed in detail in subsequent modules. It also demonstrates a flexible, responsive process of intervention that can be adapted to each child’s needs.

Monday, January 24th
Time: 6:30 - 8:30 PM
Instructor: Janice Hofschulte
Location: Room for Growing, North Branch
Cost: $18.00
Early Bird Registration: January 14th

Hand in Hand: The Child Who Wanders

The Child Who Wanders provides opportunities to observe children who wander, to learn some of the reasons for the behavior, and to watch various ways teachers intervene to enable children with different needs to settle into play.

Monday, February 28th
Time: 6:30 - 8:30 PM
Instructor: Janice Hofschulte
Location: Room for Growing, North Branch
Cost: $18.00
Early Bird Registration: February 18th

Hand in Hand: The Child Who Dabbles

The Child Who Dabbles provides opportunities to observe children who do not fully engage in their play, presents possible reasons for such behavior, and explains strategies to encourage them to play with greater depth and focus.

Monday, January 31st
Time: 6:30 - 8:30 PM
Instructor: Janice Hofschulte
Location: The Old Bank Restaurant, Pierz
Cost: $18.00
Early Bird Registration: January 21st

Monday, March 14th
Time: 6:30 - 8:30 PM
Instructor: Janice Hofschulte
Location: Room for Growing, North Branch
Cost: $18.00
Early Bird Registration: March 4th

Hand in Hand: The Child Who Appears Anxious

This module shows how children who appear anxious are often reluctant to join in play. It also discusses possible reasons for the behavior and shows teachers using peer, curriculum, and direct interventions to support children in becoming more trusting, relaxed and playful.

Monday, February 7th
Time: 6:30 - 8:30 PM
Instructor: Janice Hofschulte
Location: The Old Bank Restaurant, Pierz
Cost: $18.00
Early Bird Registration: January 28th

Hand in Hand: The Child Who Appears Aloof

This session shows children who avoid others and appear un-willing to make social contact. Viewers see how teachers identify these children and draw them into activities that make it easier for them to connect with other children.

Monday, March 7th
Time: 6:30 - 8:30 PM
Instructor: Janice Hofschulte
Location: The Old Bank Restaurant, Pierz
Cost: $18.00
Early Bird Registration: February 25th
# CCR&R Class Registration Form

*(must be accompanied with payment)*

Note: Registration fees are not refundable. Please see our registration policies on page 2

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<th>Name:</th>
<th>Day Phone:</th>
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<th>Professional Affiliation: (check one)</th>
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<td>□ Center or PreSchool Staff (specify center name)</td>
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<td>□ School Age Care Staff (specify center name)</td>
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<td>□ Family, Friend, or Neighbor</td>
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**Personal Information:** All information you provide is public. You are not required to provide any information. We do ask that you voluntarily provide information on race/ethnicity and languages spoken to help us track class participation and determine if we are meeting the professional development needs of all individuals. We are committed to ensuring that there is equal access to all opportunities offered through the CCR&R system. Any information you provide will not be shared except in response to a specific data request for this information or in summary form.

**Gender (check one):** □ Female □ Male

**Race/Ethnicity (check one):**

- □ White/European American
- □ African-American
- □ African-Somali
- □ Other African
- □ African-Sudanese
- □ African-Eritrean
- □ Cambodian
- □ Central or S. American
- □ Other Asian
- □ American Indian
- □ Chicano
- □ Other
- □ Hmong
- □ Lao
- □ Vietnamese
- □ Other
- □ Other Latino
- □ European Immigrant
- □ Multi-Racial
- □ Other

**Languages Spoken (check all that apply):**

- □ English
- □ Spanish
- □ Somali
- □ Russian
- □ Ojibwe
- □ Dakota
- □ Other African
- □ Other American
- □ Arabic
- □ Hmong
- □ Other
- □ Other European
- □ Vietnamese
- □ Cambodian
- □ Serbo/Croatian
- □ Other Asian
- □ Other
- □ Native American
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**Method of payment:** (circle one) □ cash □ check □ credit card

Make Checks Payable to: CCR&R—Northeast District

Card Number: ____________________________ (VISA or Mastercard only)

Exp Date: ___________ (month/year)

Security Code: ________________________

Signature: _____________________________

Quality Care and Education for Every Child! Northeast CCR&R

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| Mail to: CCR&R—NE District Pine Technical College 900 4th St. SE Pine City, MN 55063 |
# Planning for Professional Development

Use this sheet to create a training plan specifically for you! Keep this chart handy so you can be reminded of your interest areas throughout the next six months.

I would like to enhance my skills in these core areas:

## I. Child Growth and Development

<table>
<thead>
<tr>
<th>Name of Training:</th>
<th>Date</th>
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## II. Learning Environment and Curriculum

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## III. Assessment and Planning

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## IV. Interactions with Children

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## V. Families and Communities

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## VI. Health, Safety and Nutrition

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## VII. Program Planning and Evaluation

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## VIII. Professional Development and Leadership

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### IV: Interactions With Children

<table>
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<tr>
<th>Event Title</th>
<th>CDA Level(s)</th>
<th>Description</th>
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<tr>
<td><strong>Autism: Including Children with Social, Communication, and Behavioral Needs</strong></td>
<td>CDA 3 or 8</td>
<td>This workshop will explore the key characteristics of Autism Spectrum Disorder and give early childhood practitioners tools to more effectively include a child with Autism in their child care setting. Included in this interactive workshop are myths and facts about Autism as well as practical strategies and tips for inclusion.</td>
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</tbody>
</table>
| **Wednesday, January 12th** | | Time: 6:30 - 8:30 PM  
Instructor: Joan Mick  
Location: Room for Growing, North Branch  
Cost: $18.00  
Early Bird Registration: January 4th |
| **Thursday, April 28th** | | Time: 6:30 - 8:30 PM  
Instructor: Joan Mick  
Location: Little B’s Child Care Center, Barnum  
Cost: $18.00  
Early Bird Registration: April 20th |
| **Floor Time: Tuning In To Each Child** | CDA 3 | This workshop will help participants examine the Floor Time model developed by Dr. Stanley Greenspan to ‘tune in to’ all children in their programs. The workshop will explore the 5-step process that supports the emotional and social development of a child by helping adults be aware of and to build on their intuitive understanding of children’s emotional growth while building self-esteem at the same time. |
| **Tuesday, March 8th** | | Time: 6:30 - 8:30 PM  
Instructor: Joan Mick  
Location: Hinckley High School, Hinckley  
Cost: $18.00  
Early Bird Registration: February 28th |
| **Early Childhood Mental Health: Why Your Role Matters (Key #1)** | CDA 3 or 8 | This workshop helps participants discover ways in which their early childhood role can nurture the emotional development of young children through interactions, practices, and modeling in order to build secure attachment relationships. Participants will examine what mental health means in young children and discuss specific strategies for providing consistency, responsiveness, and security in an emotionally healthy environment. |
| **Wednesday, March 30th** | | Time: 6:30 - 8:30 PM  
Instructor: Ellie Smith  
Location: Central Lakes College, Brainerd  
Cost: $18.00  
Early Bird Registration: March 22nd |
| **Understanding Temperament** | CDA 3 | Chat Sessions: Tuesdays from 8:30-8:45 PM CST January 18, 25 and February 1, 8, 15 2011  
This course will cover PITC Lessons 1-4, which identifies temperament traits found in children (and adults) and explore strategies to work with these differences and how to create nurturing relationships with infants and toddlers. Caregivers will become aware of their feelings, expectations, and attitudes they bring with them from their own past experiences, particularly in childhood.  
Instructor: Dawn Van Hees |
**IV: Interactions With Children**

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**Ten Steps to Positive Discipline**

In this series, you will learn ten principles of positive discipline. You will explore the difference between disrespectful and typical childhood behaviors, how to communicate with children so they listen and respond, and how to reduce power struggles.

*Must Attend All Sessions to Receive Certificate*

**Thursday, March 3rd, 10th, 17th, 24th & 31st**

Time: 6:30 - 8:30 PM

Instructor: Donna Kuhlmey

Location: Lake Superior College, Duluth

Cost: $62.50

Early Bird Registration: Feb 23rd

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**Tools for the Toolbox: Strategies to Meet Challenging Behavior**

This session will offer ‘tools’ for early childhood educators and caregivers to promote the positive emotional health of young children in their programs. Participants will look at the practical applications of these necessary skills, including building community within child care, tuning in to each child and helping children understand their own feelings, as well as other key strategies within the early childhood environment.

**Wednesday, March 16th**

Time: 6:30 - 8:30 PM

Instructor: Ellie Smith

Location: Central Lakes College, Brainerd

Cost: $18.00

Early Bird Registration: March 8th

**Tuesday, March 22nd**

Time: 6:30 - 8:30 PM

Instructor: Sue Heisler

Location: Morrison Co. Government Center, Little Falls

Cost: $18.00

Early Bird Registration: March 14th

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**Why Do Children Act the Way They Do? Understanding How a Child is “Wired”**

This workshop will examine how children are genetically ‘wired’ with temperament traits that make each child’s reactions to the world unique and how these reactions impact their emotional development. Participants will also discuss their own temperaments and examine strategies for applying a ‘goodness of fit’ model that fosters positive mental health for all children.

**Wednesday, April 20th**

Time: 6:30 - 8:30 PM

Instructor: Ellie Smith

Location: Central Lakes College, Brainerd

Cost: $18.00

Early Bird Registration: April 12th

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**Children with Sensory Processing Disorder: Challenges and Strategies**

This course will examine Sensory Integration Dysfunction as it impacts young children. SID often results in challenges both for children and for their child care providers. We will examine strategies for successful inclusion and resources for parents and educators. This course includes tools and tips for helping you meet the needs of a child with SID. A Project EXCEPTIONAL Course

Instructor: Chris Bentley

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**Northeast CCR&R**

1-800-890-5399

Update your openings and refer families that are searching for childcare
Parents as Partners CDA 4

Chat Sessions: Tuesdays from 8:15-9:00 PM CST February 15, 22, March 1, 8 and March 15, 2011
In this course you will recognize the importance of relationships with parents and families. You will also develop strategies for orienting families to your setting.
Instructor: Joshua Koepp

Exploring the Invisible Disability of FASD (Fetal Alcohol Spectrum Disorders) CDA 4

Chat Sessions Thursdays from 8:00-8:45 PM CST February 10, 17, 24 and March 3, 10 2011
In this course you will examine Fetal Alcohol Spectrum Disorders; a set of physical, behavioral and cognitive disorders seen in people who were exposed to alcohol in the womb. These disorders, including Alcohol Related Neurodevelopmental Disorder, partial Fetal Alcohol Syndrome and Fetal Alcohol Syndrome, affect 1 in 100 children born in our country but are often undiagnosed or misdiagnosed. This course will explore these sometimes invisible but often devastating set of disorders and will provide strategies to increase success in the home, classroom and community!
Instructor: Sierra Asamoa Tutu

Living with Disability: The Family Perspective CDA 4

This training highlights the unique issues that families of young children with special needs face when looking for child care. Participants will explore the family perspective and discuss the topics of grief and ‘loss of dreams.’ The session will explain similarities between all families including those with children with special needs and those without and emphasize the need for acceptance and respect of diversity for family structures, values, and members.

Wednesday, February 2nd
Time: 6:30 - 8:30 PM
Instructor: Sue Heisler
Location: Morrison Co. Government Center, Little Falls
Cost: $18.00
Early Bird Registration: January 25th

Exploring the Family Caregiver Partnership CDA 4

In this interactive training, participants will examine the importance of building quality relationships with families of children with special needs as an essential element in successful child care placements. Specific strategies will be developed for building parent-provider partnerships including open communication, trust, respect, and other key components necessary for achieving the goal of successful inclusion and retention of all children.

Tuesday, April 5th
Time: 6:30 - 8:30 PM
Instructor: Joan Mick
Location: Fond du Lac Tribal and Community College, Cloquet
Cost: $18.00
Early Bird Registration: March 28th

Children and Families in Today’s Society CDA 4

Wednesdays from 7:00-7:45 PM CST April 27, May 4, 11, 18 and 25 2011
We will examine the socializing agents in our ever-changing world that impact young children and families. We will study the forces that bring changes to our society, such as economics, politics, demographics, and technology. You will discover ways that you, as a teacher of young children, can help support their development into successful, resilient, and productive participants in our society.
Instructor Debra Pierce

Northeast CCR&R
Child Passenger Safety for Child Care and Foster Care Providers

Prior to transporting children under the age nine (9), you must satisfactorily complete a 3-hour training on the proper use and installation of child restraint systems. This training must be provided by instructors certified and approved by the Department of Public Safety – Office of Traffic Safety and be repeated every five (5) years. Maximum class size is 15.

Monday, January 24th
Time: 6:30 - 9:30 PM
Instructor: Laura Owen
Location: Lake Superior College, Duluth
Cost: $27.00
Early Bird Registration: January 14th

Monday, January 24th
Time: 6:30 - 9:30 PM
Instructor: Jessica Baker
Location: Morrison Co. Government Center, Little Falls
Cost: $27.00
Early Bird Registration: January 14th

Monday, January 31st
Time: 6:00 - 9:00 PM
Instructor: Jennifer Booge
Location: The Warehouse, Pine River
Cost: $27.00
Early Bird Registration: January 21st

Monday, February 7th
Time: 6:00 - 9:00 PM
Instructor: Jennifer Booge
Location: Wadena-Deer Creek Elementary School ISD 2155, Wadena
Cost: $27.00
Early Bird Registration: January 28th

Thursday, February 10th
Time: 6:30 - 9:30 PM
Instructor: Laura Owen
Location: Mesabi Range Community and Technical College, Virginia
Cost: $27.00
Early Bird Registration: February 2nd

Thursday, February 17th
Time: 6:00 - 9:00 PM
Instructor: Laura Owen
Location: Lake County Human Services Building, Two Harbors
Cost: $27.00
Early Bird Registration: February 9th

Monday, February 28th
Time: 6:30 - 9:30 PM
Instructor: Todd Zinmer
Location: Lake Superior College, Duluth
Cost: $27.00
Early Bird Registration: February 18th

Thursday, March 10th
Time: 6:30 - 9:30 PM
Instructor: Jessica Baker
Location: Armed Forces Reserve Center, Cambridge
Cost: $27.00
Early Bird Registration: March 2nd

Monday, March 14th
Time: 6:00 - 9:00 PM
Instructor: Jennifer Booge
Location: Central Lakes College, Brainerd
Cost: $27.00
Early Bird Registration: March 4th

Monday, March 28th
Time: 6:30 - 9:30 PM
Instructor: Todd Zinmer
Location: Lake Superior College, Duluth
Cost: $27.00
Early Bird Registration: March 18th

Monday, April 4th
Time: 6:00 - 9:00 PM
Instructor: Jennifer Booge
Location: Employment and Training Center, Milaca
Cost: $27.00
Early Bird Registration: March 25th

Monday, April 11th
Time: 6:00 - 9:00 PM
Instructor: Jennifer Booge
Location: Koochiching County Community Services, Forestland Building, International Falls
Cost: $27.00
Early Bird Registration: April 1st

Monday, April 25th
Time: 6:30 - 9:30 PM
Instructor: Todd Zinmer
Location: Lake Superior College, Duluth
Cost: $27.00
Early Bird Registration: April 15th

(Continued on the next page)
VI: Health, Safety, and Nutrition

<table>
<thead>
<tr>
<th>Date</th>
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<tbody>
<tr>
<td><strong>Monday, May 9th</strong></td>
<td>6:00 - 9:00 PM</td>
<td>Jennifer Booge</td>
<td>Itasca Community College, Grand Rapids</td>
<td>$27.00</td>
<td>April 29th</td>
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<tr>
<td><strong>Monday, May 16th</strong></td>
<td>6:30 - 9:30 PM</td>
<td>Laura Owen</td>
<td>Lake Superior College, Duluth</td>
<td>$27.00</td>
<td>May 6th</td>
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<tr>
<td><strong>Monday, May 23rd</strong></td>
<td>6:00 - 9:00 PM</td>
<td>Jennifer Booge</td>
<td>Central Lakes College - Staples, Staples</td>
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**SIDS and Shaken Baby Syndrome**

SIDS is the leading cause of death in infants. Join us as we look at the role we as early childhood professionals have in reducing the risk of SIDS with the infants in our care. Shaken Baby Syndrome is a form of child abuse and describes the serious injuries that can occur when a young child is severely or violently shaken. You are required to receive these training before caring for infants. Training does not need to be taken in the county in which you are licensed.

**Monday, January 31st**
Time: 6:30 - 8:30 PM  
Instructor: Kathi Hedberg  
Location: Lake Superior College Duluth  
Cost: $18.00  
Early Bird Registration: January 21st

**Tuesday, February 1st**
Time: 6:30 - 8:30 PM  
Instructor: Erin Melz  
Location: Central Lakes College, Brainerd  
Cost: $18.00  
Early Bird Registration: January 24th

**Tuesday, February 15th**
Time: 6:30 - 8:30 PM  
Instructor: Marcia Schlattman  
Location: Employment and Training Center, Milaca  
Cost: $18.00  
Early Bird Registration: February 7th

**Tuesday, February 22nd**
Time: 6:30 - 8:30 PM  
Instructor: Marcia Schlattman  
Location: Morrison Co. Government Center, Little Falls  
Cost: $18.00  
Early Bird Registration: February 14th

**Tuesday, March 22nd**
Time: 6:30 - 8:30 PM  
Instructor: Erin Melz  
Location: Aitkin County Human Services, Aitkin  
Cost: $18.00  
Early Bird Registration: March 14th

**Tuesday, March 29th**
Time: 6:30 - 8:30 PM  
Instructor: Erin Melz  
Location: The Warehouse, Pine River  
Cost: $18.00  
Early Bird Registration: March 21st

**Tuesday, April 5th**
Time: 6:30 - 8:30 PM  
Instructor: Marcia Schlattman  
Location: Armed Forces Reserve Center, Cambridge  
Cost: $18.00  
Early Bird Registration: March 28th

**Monday, April 18th**
Time: 6:30 - 8:30 PM  
Instructor: Kathi Hedberg  
Location: Lake Superior College, Duluth  
Cost: $18.00  
Early Bird Registration: April 8th

**Tuesday, May 9th**
Time: 6:00 - 9:00 PM  
Instructor: Jennifer Booge  
Location: Itasca Community College, Grand Rapids  
Cost: $27.00  
Early Bird Registration: April 29th

**Tuesday, May 16th**
Time: 6:30 - 9:30 PM  
Instructor: Laura Owen  
Location: Lake Superior College, Duluth  
Cost: $27.00  
Early Bird Registration: May 6th

**Monday, May 23rd**
Time: 6:00 - 9:00 PM  
Instructor: Jennifer Booge  
Location: Central Lakes College - Staples, Staples  
Cost: $27.00  
Early Bird Registration: May 13th

**Tuesday, May 29th**
Time: 6:30 - 9:30 PM  
Instructor: Laura Owen  
Location: Lake Superior College, Duluth  
Cost: $27.00  
Early Bird Registration: May 21st

**Tuesday, May 16th**
Time: 6:00 - 9:00 PM  
Instructor: Jennifer Booge  
Location: Central Lakes College - Staples, Staples  
Cost: $27.00  
Early Bird Registration: May 13th

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Instructor: Jennifer Booge  
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Cost: $27.00  
Early Bird Registration: May 13th

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**Monday, April 18th**
Time: 6:30 - 8:30 PM  
Instructor: Kathi Hedberg  
Location: Lake Superior College, Duluth  
Cost: $27.00  
Early Bird Registration: April 8th

**SIDS and Shaken Baby Syndrome**

Chat Sessions: Wednesdays from 8:00-8:45 PM CST 
February 2, 9, 16, 2011

This course will cover the definitions as well as prevention strategies for Sudden Infant Death Syndrome and Shaken Baby Syndrome. It will also address the risk factors related to Shaken Baby Syndrome and Sudden Infant Death Syndrome, the means of reducing the risk factors and communication with parents about reducing the risk factors." This course meets the licensing requirements for SIDS and Shaken Baby training. 
Instructor: Hope Doerner
VIII: Professional Development and Leadership

Ethics for the Early Childhood Professional  

Chat Sessions: Thursdays from 8:00-8:45 PM CST February 17, 24 and March 3, 10, 17, 2011  
You make hundreds of decisions every day; some are easy, but some can seem overwhelming. The NAEYC Code of Ethics offers us core values, ideals and principles to help guide our decision-making process. Join us as we explore what it truly means to be an Early Childhood Professional and how the Code of Ethics can help make the tough decisions easier!  
Instructor: Rozalyn Zuest

Developing a Professional Portfolio  

Chat Sessions: Wednesdays 8:00-8:45 PM CST January 5, 12, 19 and 26, 2011  
Learn to create a professional portfolio that showcases your skills and abilities! This class will teach participants on the importance of professional portfolios and discuss the reasons all providers should have one. The class will also walk participants through the how-to’s of developing both hardcover portfolios and electronic portfolios (efolios). Participants will have the ability to create either hardcover portfolios, efolios or both.  
Instructor: Alicia Mulholland

TRIBAL CHILD CARE TRAINING FOR THE NORTHEAST DISTRICT

Tribal Child Care Programs, throughout the state of Minnesota, coordinate and offer early childhood training opportunities. These training opportunities are in addition to the training coordinated throughout the CCR&R system. For specific details about training offered through the Tribal Child Care programs, please click on the Minnesota Tribal Resources for Early Childhood Care (MnTRECC) website at www.mntrecc.net or contact the local Tribal Child Care Professional Development Coordinator listed below.

LEECH LAKE EARLY CHILDHOOD DEVELOPMENT  
Diane Smith, PD Coordinator  
115 Sixth Street NW – Suite E  
Cass Lake, MN 56633  
Phone: 218-335-8345  
Toll Free: 1-800-551-0969  
Fax: 218-335-8344  
Email: diane.smith@llojibwe.com

Download Training Catalog at:  
www.ccrr.pinetech.edu
Additional Training Opportunities

Together We GROW!
21st Annual Conference
Saturday, January 29, 2010
Central Lakes College
501 W College Dr.
Brainerd
*Watch for registration materials coming soon

Heartsaver Pediatric First Aid & CPR

This course is designed for use by lay responders who must have a credential (card) documenting successful completion of a Heartsaver First Aid course that includes child CPR or AED and infant CPR. Also for use by members of the general public who wish to take a Heartsaver First Aid course that includes child CPR and AED and infant CPR. Choose one session only.

For More Information Contact Kathy Anderson:
Stop In: 900 Fourth Street SE, Pine City MN 55063
E-mail: andersonk@pinetech.com
Call: 1-800-521-7463 ext. 176 or 1-320-629-5176
Fax #: 1-320-629-4529

The Center is designed for everyone who has a stake in the future of Minnesota's children. If you are working in a child care center, a Head Start program or are a family provider, this Center is for you. If you are a trainer, a member of the Early Childhood Family Education (ECFE) staff, or work in an after-school program, this Center is for you. If you are a neighbor or family member caring for someone else's child or a college instructor teaching early childhood courses, this Center is for you!

For more information visit www.mncpd.org
or call 651-999-5836
Eager-to-Learn: Online Classes from Child Care Resource & Referral!

How Do Online Courses Work?
Eager-to-Learn classes are multi-week, in-depth, learning experiences during which students participate in weekly live chat sessions, respond to engaging message board questions and write a weekly email reflection. Instructors provide ongoing feedback to the students on the message board while students communicate with each other in an ongoing dialog. As with any training, licensed family child care providers should check with county licensors regarding the acceptance of training hours.

Eager-to-Learn Course Fees: Course costs reflect a 15.00 Technology fee
8 hours/3 Weeks=$45.00
12 hours/4 weeks=$60.00
16 hours/5 weeks=$60.00
Developing Skills: 32 hours/6 weeks= $100.00
CEU option available for all courses

Registration:
Register Early!
Registration and payment must be completed online through Eager-to-Learn’s secure Web site using a Visa, MasterCard or Discover credit or debit card. Registration and payment cannot be completed through MnStreams.org. Checks are not accepted.
Eager-to-Learn will close enrollment seven days prior to the start of the course. The Eager-to-Learn course roster is updated and added to regularly. For the most current course listings visit: www.eagertolearn.org or call 651-746-4025, email johns@mnchildcare.org

CDA Learning Community
January – November 2011

CDA: The Basics of the Direct Assessment Process
Chat Sessions: Tuesdays from 8:00 -845 PM CST, January 11, 18, 25 and February 1, 8 , 2011
In this course students will learn about the National Child Development Associate (CDA) credential. You will discuss how to obtain the credential, the National CDA content areas and the classes required. This course has been developed using materials from the Council for Professional Recognition in Washington DC.
Instructor: Claudia Freund
CDA Content Area 6: Maintaining Professionalism  Core Competency Area VIII: Professional Development and Leadership
CDA Assessment Packet: Available At http://www.cdacouncil.org/shop/index.html Approximate Cost 20.00

Learning About Nutrition through Activities
Chat Sessions: Wednesdays from 8:15-9:00 PM CST, February 9, 16, 23 and March 2, 2011
This course will introduce ways to help children learn to eat more fruits and vegetables. Topics will include increasing opportunities for children to taste and eat fruits and vegetables, providing hands-on experiences with fruits and vegetables, creating supportive environments for healthy eating, positive role modeling, and connecting child care or classroom activities with home environment. Instructor: Holly Beckius
CDA Content Area 1  Core Competency Area: I

Observation is the Key to the Door
Chat Sessions: Wednesdays from 8:00-8:45 PM CST, March 16, 23, 30 and April 6 and 13, 2010
In this course we will examine temperament and development in relation to children’s behavior. Join us to discover how, through observation, we can see the clues children give us to the purpose behind their behavior.
Instructor: Kim Woehl
CDA Content Area 7  Core Competency Area: III

(Continued on the Next Page)
(CDA Learning Community Continued)

**Children’s Development: What to Expect and When to Be Concerned**
Chat Sessions: Wednesdays from 8:00-8:45 PM CST April 20, 27 and May 4, 11 and 18, 2010
This course will provide an overview of the red flags for developmental delays in young children, strategies for sharing your developmental concerns with families, and local referral resources. Students will receive useful brochures describing typical child development and red flags for atypical development and other resource information.
Instructor: Dianne Small
CDA Content Area 2  Core Competency Area I

**What Does Early Childhood Curriculum Look Like?**
Chat sessions: Wednesdays from 8:00-8:45 PM CST May 25 and June 1, 8, 15 and 22, 2011
This course will focus on identifying what a curriculum is and how it fits into your daily schedule. Opportunities to compare types of curricula will be available. Participants will begin creating their own curriculum plans based on the *Minnesota Early Childhood Indicators of Progress: Birth to 3 and 3-5 Years*. We will end by discussing the role observation plays in promoting child development.
Instructor Judy Bissen
CDA Content Area 5  Core Competency Area II: Learning Environment and Curriculum

**Bridging Cultures in Early Care and Education**
Chat Sessions from Wednesdays from 7:00-7:45 PM CST June 29 and July 6(skip), 13, 20 and 27, 2010
In this course students will learn to recognize contrasting cultural patterns in the care and education of young children. They will reflect on personal values alongside those implicit in program practices.
Instructor: Ann Dillard, ECSATA Credentialed
CDA Content Area 4: Productive Family Relationships  Core Competency Area V: Families and Community

**Exploring Social and Emotional Development**
Chat sessions: Tuesdays from 8:00-8:45 PM CST August 17, 24, 31 and Sept 7 and 14, 2011
In this course students will gain an understanding of healthy social and emotional development. In addition they will examine strategies for supporting children’s emotional development and become familiar with the nine temperament traits.
Instructor Hope Doerner
CDA Content Area 3  Core Competency Area II

**Encouraging Parental Involvement in Child Care**
Chat Sessions Tuesdays from 8:00-8:45 PM CST September 21, 28 and October 3, 10, and 17, 2011
Children’s care brings great benefits to children, parents, and child care providers. This course will focus on methods for involving parents in their children’s child care program while helping to remove the fear and uncertainty for providers. A variety of ideas will be shared for involving every parent.
Instructor: Tammy Oveson
CDA Content Area 4  Core Competency Area V

**National Child Development Associate Credential (CDA) Process: The Final Steps**
Chat Sessions: Tuesdays from 7:00-7:45 PM CST, November 1, 8, 15, 22 and 29, 2011
This course is geared toward participants who have fulfilled their National CDA training requirements and are interested in receiving in-depth learning on the steps remaining in the credentialing process. Participants will draft and receive feedback on (is this right?) several key pieces of documentation required in the CDA process—including the professional resource file and the six competency goal statements—as well as prepare for the final observation, verification visit and final exams.
Instructor: Debra Pierce
CDA Content: 6
CDA Assessment Packet: Available At http://www.cdacouncil.org/shop/index.html Approximate Cost 20.00
## Developing Your Leadership and Staffing Strength

### Essential Management Skills for Child Care
January 18-February 8, 2011
Explore nine important management competencies to strive for in your skill development and director training. Each student will develop an individualized management-training plan based on her/his own needs assessment and interests.

### Practicum Project Introduction and Topic Research
February 15-22, 2011
Each director will research and select a management related project that offers personal skill development and business quality enhancement. The project and timeline will be individualized with completion by November 15. Each director will have a project adviser for communication and coaching during the project development.

### Time is of the Essence
March 1-15, 2011
Finding time to meet all the needs in a child care business is truly a challenge! Explore ways to organize and prioritize your time, tasks and information for maximum work effectiveness - and still make time for a life of your own! (Time Management and Organizational Skills)

### Leadership and Supervisory Skills
March 22-April 12, 2011
Explore techniques for developing the skills you will need to be successful a successful leader and supervisor of your child care team. Examine interpersonal communication, group dynamics, group decision-making, conflict resolution, job stress, workplace diversity, as well as developing essential leadership skills.

## Developing Your Financial Strength

### Business Plan Introduction and Foundation
April 26-May 3, 2011
Road Map to Success: Creating a Business Plan
The business plan is the document that most clearly defines the way your organization does business. A professional plan instills confidence in your business, whether it is designed for lenders, funders or community stakeholders. Your business plan will help you to study your business objectively, plan and achieve goals and effectively interpret your child care organization to customers and supporters. This session also includes a Practicum Project Check-in

### Financial Forecasting: Taming the Crystal Ball
May 10-31, 2011
Gain control over your child care center’s financial future. Study includes developing departmentalized line item budgets and managing income and expense with a practical cash flow tool.

### Personnel Budgeting: Mastering the Juggling Act
June 7-21, 2011
Study and create personnel procedures and staffing patterns to assure quality child care while controlling personnel expenses.

### Financial Reporting: Numbers Tell the Story
June 28-July 12, 2011
Gain a clear understanding of your child care center business’ financial status through income and expense statements, year-to-date budget comparisons and balance sheets.

### Practicum Project and Business Plan Check-in Chat
July 19, 2011

### Course Break and Individual Work on Business Plan & Practicum Project
July 26-Sept. 12, 2011

## Developing Your Business Strength

### Marketing and Customer Care
September 13-Oct. 4, 2011
Beyond the Yellow Pages & Classifieds: Marketing Child Care
Learn the importance and usefulness of a marketing plan in reaching and maintaining your enrollment goals. The course provides a thorough overview of basic marketing principles and concepts, and practical application of these concepts to the child care field.

### Grant Writing and Fund Development
October 11-Nov. 1, 2011
New Dollars for Your Child Care Business:
Study grants and funding resources while learning the elements of a solid grant proposal for your early childhood business.

### Practicum Project and Business Plan Completion
November 8-15, 2011

### Project Presentations, Cohort Wrap-Up/ Success Review
November 22-29, 2011

### Success Virtual Celebration
December 6, 2011

All class online chats are on Tuesdays at 10:30 AM CST/CDT

Quality Care and Education for Every Child! Northeast CCR&R
Creative Curriculum Family Child Care
Chat Sessions: Wednesdays from 7:00-7:45 PM CST January 19, 26, February 2, 9 and 16, 2011
Family child care providers face a big challenge: they must meet the needs of infants, toddlers, preschoolers, and school-age children in the same facility, their home. The Creative Curriculum for Family Child Care helps you design a developmentally appropriate, quality program in a home environment for each age group.

This course requires additional materials. Please allow 2-4 weeks for delivery.
Description: The Creative Curriculum® for Family Child Care. Trister-Dodge, Rudick, Berke. 2006. $99.95
Instructor: Katy Chase
CDA Content Area 2  Core Competency Area II  Subcompetency  Creating the Learning Environment

Creative Curriculum Preschool
Chat Sessions: Mondays from 7:00-7:45 PM CST February 28, March 7, 14, 21 and 28, 2011
The Creative Curriculum for Preschool is your blueprint for planning and implementing a developmentally appropriate program for children age 3-5. Implementing any curriculum requires a commitment to learn it and use it to guide the decisions you make each day when planning for the children in your care. Creative Curriculum provides you with a philosophy and framework that focuses on interest areas to create a classroom where you can teach effectively and where children can thrive. This course requires additional materials.
Description: The Creative Curriculum® for Preschool. Trister-Dodge, Colker, Heroman. 2002. $49.95
Instructor: Maggie Olson
CDA Content Area 2  Core Competency Area II

Creative Curriculum Family Child Care
Chat Sessions: Mondays from 8:00-8:45 PM CST April 24, May 2, 9, 16 and 23, 2011
Family child care providers face a big challenge: they must meet the needs of infants, toddlers, preschoolers, and school-age children in the same facility, their home. The Creative Curriculum for Family Child Care helps you design a developmentally appropriate, quality program in a home environment for each age group.

This course requires additional materials. Please allow 2-4 weeks for delivery.
Description: The Creative Curriculum® for Family Child Care Trister-Dodge, Rudick, Berke 2006. $99.95
Instructor: Maggie Olson
CDA Content Area 2  Core Competency Area II  Subcompetency  Creating the Learning Environment

Creative Curriculum ASSESSMENT
Chat Sessions: Mondays from 8:00-8:45 PM CST January 10, 17, 24, 31 and February 7, 2011
The Creative Curriculum for Infants, Toddlers & Twos, includes goals and objectives for children’s learning in all areas of development: social/emotional, physical, cognitive, and language. The Creative Curriculum provides you the roadmap on knowing where to go and strategies on how to get there. This curriculum leads you through the process of planning and implementing every aspect of caring for and teaching infants, toddlers, and twos.
Instructor Judy Bissen
CDA Content Area 2  Core Competency Area II

Creative Curriculum ASSESSMENT
Chat Sessions: Mondays from 8:00-8:45 PM CST March 14, 21, 28 and April 4 and 11, 2011
The Creative Curriculum for Infants, Toddlers & Twos, includes goals and objectives for children’s learning in all areas of development: social/emotional, physical, cognitive, and language. The Creative Curriculum provides you the roadmap on knowing where to go and strategies on how to get there. This curriculum leads you through the process of planning and implementing every aspect of caring for and teaching infants, toddlers, and twos.
Instructor Judy Bissen
CDA Content Area 2  Core Competency Area II

Director Classes
To learn more about options for directors
Visit http://eagertolearn.org/directors.html
## Training Location Addresses

<table>
<thead>
<tr>
<th>Community</th>
<th>Address Details</th>
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<tbody>
<tr>
<td>Aitkin</td>
<td>Aitkin Co. Human Services Building 204 1st St NW Conference Room</td>
</tr>
<tr>
<td>Barnum</td>
<td>Little B’s Child Care Center 3690 Co Rd 140</td>
</tr>
<tr>
<td>Brainerd</td>
<td>Central Lakes College 501 W College Dr Room W221</td>
</tr>
<tr>
<td>Cambridge</td>
<td>Armed Forces Reserve Center (Armory) 505 Spirit River Dr S Classroom 1</td>
</tr>
<tr>
<td>Cass Lake</td>
<td>Leech Lake Early Childhood, Head Start Building 16120 60th Ave NW</td>
</tr>
<tr>
<td>Cloquet</td>
<td>Fond du Lac Tribal &amp; Community College 2101 14th St</td>
</tr>
<tr>
<td>Duluth</td>
<td>Lake Superior College 2101 Trinity Rd Bubbling Brook Child Care Center 6221 Rice Lake Rd</td>
</tr>
<tr>
<td>Grand Marais</td>
<td>Cook County Courthouse 411 W 2nd St Commissioner’s Conference Room</td>
</tr>
<tr>
<td>Grand Rapids</td>
<td>Itasca Community College 1851 E Hwy 169</td>
</tr>
<tr>
<td>Hibbing</td>
<td>Open Arms of Grace 4010 9th Ave W Meeting Room</td>
</tr>
<tr>
<td>Hinckley</td>
<td>Hinckley High School 201 Main St Boardroom</td>
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<tr>
<td>International Falls</td>
<td>Koochiching County Community Services Forestland Building 1000 5th St Basement Conference Room</td>
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<tr>
<td>Little Falls</td>
<td>Morrison Co. Government Center 213 SE 1st Ave. Meeting Room 2</td>
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<tr>
<td>Milaca</td>
<td>Employment &amp; Training Center 155 2nd Ave SW</td>
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<tr>
<td>Mora</td>
<td>Kanabec County Courthouse 18 N Vine St Lower Level Rooms 3 &amp; 4</td>
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<tr>
<td>North Branch</td>
<td>Room for Growing 38862 14th Ave</td>
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<tr>
<td>Pierz</td>
<td>The Old Bank Restaurant 138 Main St S Meeting Room</td>
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<tr>
<td>Pine City</td>
<td>Pine Technical College 900 4th St SE</td>
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<tr>
<td>Pine River</td>
<td>The Warehouse 307 Norway Ave</td>
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<tr>
<td>Staples</td>
<td>CLC Staples Campus 1830 Airport Rd Room B205</td>
</tr>
<tr>
<td>Two Harbors</td>
<td>Lake County Human Service Building 616 3rd Ave</td>
</tr>
<tr>
<td>Virginia</td>
<td>Mesabi Range Community and Technical College 1001 Chesnut St W Room C171</td>
</tr>
<tr>
<td>Wadena</td>
<td>Wadena-Deer Creek Elementary School ISD #2155 215 Colfax Ave SW Classroom 54</td>
</tr>
</tbody>
</table>

Please check [www.mnstreams.org](http://www.mnstreams.org) or [www.crr.pinetech.edu](http://www.crr.pinetech.edu) for updated class room numbers/addresses or call 1-800-890-5399.

**MnSCU Nondiscrimination - Equal Opportunity Statement**

Minnesota State Colleges and Universities is committed to a policy of nondiscrimination in employment and education opportunity. No person shall be discriminated against in the terms and conditions of employment, personnel practices, or access to and participation in, programs, services, and activities with regard to race, sex, color, creed, religion, age, national origin, disability, marital status, status with regard to public assistance, or sexual orientation. In addition, discrimination in employment based on membership or activity in local commission as defined by law is prohibited.

This policy is directed at verbal or physical conduct that constitutes discrimination/harassment under state and federal law and is not directed at the content of speech. In cases in which verbal statements and other forms of expression are involved, Minnesota State Colleges and Universities will give due consideration to an individual’s constitutionally protected right to free speech and academic freedom. However, discrimination and harassment are not within the protection of academic freedom or free speech.

This document is available in alternative formats to individuals with disabilities by calling 800-521-7463 or 320-629-5100.
## Northeast District Staff

**Website:** [www.ccrr.pinetech.edu](http://www.ccrr.pinetech.edu)  **Phone:** 1-800-890-5399

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Phone</th>
<th>Email</th>
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<tbody>
<tr>
<td><strong>Program Director</strong></td>
<td>Wendy Walburg</td>
<td>320-629-5146</td>
<td><a href="mailto:walburgw@pinetech.edu">walburgw@pinetech.edu</a></td>
</tr>
<tr>
<td><strong>Referral Specialist</strong></td>
<td>Sam Sterling</td>
<td>320-629-5142</td>
<td><a href="mailto:sterlings@pinetech.edu">sterlings@pinetech.edu</a></td>
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<tr>
<td><strong>Grants Administrator</strong></td>
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<td>320-629-5183</td>
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<td><strong>Professional Development</strong></td>
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<tr>
<td><strong>Coordinator</strong></td>
<td>Linda Bergstrand</td>
<td>218-721-4144</td>
<td><a href="mailto:bergstrandl@pinetech.edu">bergstrandl@pinetech.edu</a></td>
</tr>
<tr>
<td><strong>Assistant</strong></td>
<td>Kelly Darwin</td>
<td>320-629-5153</td>
<td><a href="mailto:darwink@pinetech.edu">darwink@pinetech.edu</a></td>
</tr>
<tr>
<td><strong>Office &amp; Administrative Support</strong></td>
<td>Melissa Bruce</td>
<td>320-629-5164 or 1-800-890-5399</td>
<td><a href="mailto:brucem@pinetech.edu">brucem@pinetech.edu</a></td>
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<tr>
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**Leech Lake**
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  - 800-551-0969
  - Dawn.Thiele@llojibwe.com

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**NE District Child Care Resource & Referral**
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900 Fourth St. SE
Pine City, MN 55063-2198