Course Title: Professional Development for Child Care Directors

Instructor: Deborah Herrington

Course web page: http://www.collin.edu/ce/certificates/childcare.html

Syllabus web page: http://iws.collin.edu/cesyllabus/cesyl_wd/WorkforceDevelopment-96b.htm

Course Description:
Professional Development is an 8-hour course towards satisfying the CEUs needed for Child Care Directors as required by the State. Identify the requirements for a safe and healthy program for infants and toddlers. Learn positive guidance techniques for staff and classroom management skills. Create a school community, discuss "special" programs such as computer, art, music, foreign language, etc.

Suggested Course Prerequisite: Child Care Director

Course Objectives:
1. Identify infant and toddler programs.
2. Learn positive guidance techniques.
3. Discover management skills for staff.
4. Discuss minimum standards news and review.
5. Create a school community.

Course Sessions: Sessions listed are a guideline to indicate all topics that will be covered during your course. Do not plan your personal calendar based on these sessions. Your instructor will give you a calendar for your class that will indicate specific topics, assignments, and days.

Method of Evaluation: Unless otherwise stated, course completion is evaluated on the basis of attendance. Students must be in attendance 90% of the class time in order to be considered a successful completer of the course.

Students must be in attendance 90% of each course in a certificate series for successful completion and to earn a certificate as specified.

Students must complete all courses (core and no. of elective courses needed) to complete a certificate series within two years from start date of the first course taken.

Americans with Disabilities Act: Collin College will adhere to all applicable federal, state and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal opportunity. It is the student's responsibility to contact the ACCESS office, SCC-G200 or 972.881.5898 (V/TTD: 972.881.5950) to arrange for appropriate accommodations. See the current Collin Student Handbook for additional information.
http://www.collin.edu/studentresources/personal/studenthandbook.aspx