Training Sessions/Sesiones de Entrenamiento: 1:15 pm - 2:45 pm	Trainer	Classroom
Program Evaluation for Purposeful Planning This session focuses on examining how program evaluation leads to purposeful planning and improvement. Participants will examine why it's important to evaluate their programs, what to include in a comprehensive annual program evaluation, how to access/examine/apply effective program evaluation practices, and develop program evaluation strategies when planning program improvements. **Set Two in Program Management (PM, 3 hours**).	**Candice Scott**	**1.351**
Rates, Fees & Payments: Strategies for Developing Your Financial Structure Part of being a successful business person is setting appropriate rates; not too high and scare away clients and not too low where you can't afford to stay in business. Explore some tools you can use when setting rates. Analyze what kinds of fees can be charged. Examine strategies to assure that you get paid in full and on time. **Set Two in Program Management (PM, 3 hours).**	**Sonia Thomas**	**1.334**
O is for Organization: Developing Forms, Checklists and Systems to Manage Your Program Not sure what information OCC requires for licensing? Confused about what forms you need to keep, display or post? We will examine additional best practice needs for managing the business end of child care and explore organizational systems. Sample forms and checklists will be provided to help with requirements and day-to-day operation of your childcare business. **Set Two in Program Management (PM, 3 hours).**	**Carol McMurdie**	**1.354**
It Will Never Happen To Me We know you don't believe you will have an allegation made against you. Do you know what to do if you do? Participants will examine rules and laws that apply to them and their child care business. We will discuss how to be prepared for that knock on the door and how to protect yourself by examining the assessment process and next steps. Strategize about what to do after the visit and how to change the regulations and laws that are not fair or clear. **Set Two in Program Management (PM, 3 hours).**	**Faye Zepeda**	**1.333**
Using the Business Administration Scale for Family Child Care (BAS) to Promote Quality in your Family Child Care Program Come explore how the BAS is used as a self-evaluation tool for measuring and improving the quality of your business and professional practices. Explore how the BAS's many uses including program self-improvement, program evaluation, and training needs. **Set One in Program Management (PM, 3 hours).**	**Deborah Buta**	**1.063**
Escribiendo Pólizas que llenan los Requisitos de los Estándares de QRIS En este entrenamiento los participantes exploraran diferentes maneras de escribir pólizas usando directrices sugeridas por Tom Copeland. Usted practicara la escritura de pólizas que encajan bien con su programa. Estaremos conversando sobre como las pólizas nos ayudan a evitar problemas que podrán surgir. Proveedoras analizaran pólizas escritas para sumisión de su evidencia para su portafolio de QRIS. **Nivel Dos en Administración de Programa (PM, 3 horas).** **Sesión en Español**	**Esther Horta**	**1.454**
Evaluación del Programa para una Planificación Especifica Vamos a examinar por qué es importante evaluar sus programas, explorar y examinar las evaluaciones del programa. Vamos a examinar y aplicar las practicas de evaluación del programa. Al mismo tiempo vamos a desarrollar estrategias para usar las fuentes de evaluación del programa para planificar mejoras en el programa. **Nivel Dos en Administración de Programa (PM, 3 horas).** **Sesión en Español**	**Alba Sullivan**	**1.266**
Where is My Program Data? How to Manage your Online Presence to Support Your Business As a small business owner, it is important to know and understand when, where, how, and why information about your program is being stored and accessed. This workshop will provide an overview of the partners and databases in Oregon, how to update your data, and how data can be used to improve child care availability in Oregon. **Set One in Program Management (PM, 1.5 hours).**	**Cheri Freedman & Hannah Anonson**	**10.105**

Training Sessions/Sesiones de Entrenamiento: 1:15 pm - 2:45 pm		
Child Care Business	**Heidi Hagel Braid**	**10.201**
The ADA & You Do you think the Americans with Disabilities Act seems overwhelming? Scary even? It can be if you look at the legislation from a "have to" point of view. Come learn and discuss how we can move from the "have to's" to the "get to's" of inclusive policies and practices. This course is not presented by legal counsel. **Set One in Special Needs (SN, 1.5 hours).** Interpretación en Español Disponible	**Melinda Benson**	**10.107**
Training Sessions/ Sesiones de Entrenamiento: 3:00 pm - 4:30 pm	**Trainer**	**Classroom**
Program Evaluation for Purposeful Planning Continuation…	**Candice Scott**	**1.351**
Rates, Fees & Payments: Strategies for Developing Your Financial Structure Continuation…	**Sonia Thomas**	**1.334**
O is for Organization: Developing Forms, Checklists and Systems to Manage Your Program Continuation…	**Carol McMurdie**	**1.354**
It Will Never Happen To Me Continuation…	**Faye Zepeda**	**1.333**
Using the Business Administration Scale for Family Child Care (BAS) to Promote Quality in Your Family Child Care Program Continuation…	**Deborah Buta**	**1.063**
Escribiendo Pólizas Que Llenan Los Requisitos de Los Estándares de QRIS Continuación…	**Esther Horta**	**1.454**
Evaluación del Programa Para Una Planificación Especifica Continuación…	**Alba Sullivan**	**1.266**
Examining the Need for Liability Insurance Child care businesses are high risk by nature and yet many choose to forgo liability insurance. Join us to examine what protections liability insurance can offer your small business and explore policy options from various companies offering coverage to Oregon providers. Select which company and coverage may be right for you. Those with policies in place encouraged to attend also. **Set Two in Program Management (PM, 1.5 hours).** Interpretación en Español Disponible	**Danielle Stamm Thomas**	**10.105**
The ADA & You Do you think the Americans with Disabilities Act seems overwhelming? Scary even? It can be if you look at the legislation from a "have to" point of view. Come learn and discuss how we can move from the "have to's" to the "get to's" of inclusive policies and practices. This course is not presented by legal counsel. **Set One in Special Needs (SN, 1.5 hours).**	**Melinda Benson**	**10.107**

Afternoon Sessions #1/ Sesiones de la Tarde #1

| 1:15 pm to 2:45 pm | Program Evaluation for Purposeful Planning
Candice Scott
Classroom: 1.351 | **Rates, Fees, and Payments: Strategies for Developing Your Financial Structure**
Sonia Thomas
Classroom: 1.334 | **O is for Organization: Developing Forms, Checklists and Systems to Manage Your Program**
Carol McMurdie
Classroom: 1.354 | **It Will Never Happen To Me**
Faye Zepeda
Classroom: 1.333 | **Using The Business Admin. Scale for FCC to Promote Quality in your FCC Program**
Debbie Buta
Classroom: 1.063 | **Sesión en Español**
Escribiendo Pólizas que Llenan los Requisitos de los Estándares de QRIS
Esther Horta
Salón de Clase: 1.454 | **Sesión en Español**
Evaluación del Programa para Planificación Intencional
Alba Sullivan
Salón de Clase: 1.266 | **Where is My Program Data? How to Manage Your Online Presence to Support Your Business**
Cheri Freedman, Hannah Anonson
Classroom: 10.105 | **Child Care Business**
Heidi Hagel Braid
Classroom: 10.201 | **The ADA & You**
Melinda Benson
Classroom: 10.107
El ADA y Tu
Melinda Benson
Salón de Clase: 10.107
Interpretación en Español Disponible |

Networking Break / Descanso de Socialización 2:45 pm - 3:00 pm

Afternoon Sessions #2/ Sesiones de la Tarde #2

| 3:00 pm to 4:30 pm | Continuation | Continuation | Continuation | Continuation | Continuation | Continuación | Continuación | **Examining the Need for Liability Insurance**
Danielle Stamm Thomas
Classroom: 10.105
Examinando la Necesidad del Seguro de Responsabilidad
Danielle Stamm Thomas
Salón de Clase: 10.105
Interpretación en Español Disponible | | **The ADA & You**
Melinda Benson
Classroom: 10.107
REPEAT |