For more information about the professional development opportunities offered by the Department of Training and Development, please visit us at www.palmbeachstate.edu/IEECE.
Overview of the Institute of Excellence in Early Care and Education

Quality education and training are the foundation upon which best practices in early childhood education are built. Research shows that the years between birth and age five are a critical learning period for children, and the quality of an early childhood program depends in large part on the education and training of its teachers.

The Institute of Excellence in Early Care and Education (IEECE) operates to create a qualified, well-trained child care workforce in Palm Beach County, through an effective, comprehensive professional development system that makes education and training opportunities available to all home, center and school-based school-readiness providers, in order that they are able to positively impact children and families through quality learning environments.

The Institute works closely with many agencies and organizations in order to promote education and training opportunities for teachers of young children that will advance high quality early education programs.

To meet the growing and diverse needs of Palm Beach County’s child care workforce, the Institute oversees:

- Career Advising
- Tutoring
- SEEK Scholarship and ACHIEVE Salary Supplements
- Training and Development

For more information about the Institute, visit www.palmbeachstate.edu/IEECE.
The Institute’s Career Advisors assist child care teachers in setting and attaining professional goals. Career Advisors provide credit and non-credit course information. They also help child care teachers identify and access financial resources, and assist them with their career planning.

Advisors can help child care teachers:
- Obtain a GED
- Register for entry-level and Staff Credential training
- Select and register for college credit coursework
- Select and register for training
- Apply for scholarships and financial incentives

Group or individual advising sessions can be scheduled at the Institute, on any Palm Beach State College campus, or at other agreed upon locations, including child care program sites. Group advising and extended hours are available by appointment.

For more information about the services offered by the Department of Career Advising, visit www.palmbeachstate.edu/IEECE.
The Education Success Center at the Institute provides tutoring and supplemental instruction to Palm Beach County’s child care workforce in the following areas:

- Early childhood education
- English
- Reading and writing
- Math
- ESOL
- Test-taking skills
- Computer skills

Tutoring or supplemental instruction is provided face-to-face and online, individually or through group tutoring.

For more information about the services offered by the Education Success Center, visit www.palmbeachstate.edu/IEECE.
Department of Financial Support

The Institute provides financial assistance for Palm Beach County’s child care workforce.

Seeking Excellence and Education through Knowledge, commonly referred to as SEEK, is a scholarship program dedicated to improving the quality of Palm Beach County early childhood education environments through staff development. SEEK Scholarship is funded by the Children’s Services Council (CSC) and administered by Palm Beach State College (PBSC) through the Institute of Excellence in Early Care and Education.

For those who qualify, SEEK Scholarships can be awarded to support:
- The GED® test
- Early childhood professional certificates
- Director credential coursework
- College credit and non-credit courses
- Training
- Translation/evaluation of foreign degrees

Additionally, ACHIEVE, a salary supplement program, is available to those who qualify. It provides monetary awards for completion of specific college credit coursework and trainings.

For more information about the financial assistance offered by the Department of Financial Support, visit www.palmbeachstate.edu/IEECE.
Department of Training and Development

The Institute provides professional development opportunities that meet the diverse needs and wants of early childhood educators serving young children throughout Palm Beach County. Whether you are an entry-level child care teacher or an advanced professional, the Institute’s community-based approach to training offers alternative pathways in your personal career development. All trainings are outcomes driven, focusing on the knowledge and skills needed to make a difference in the workplace.

The trainings support the Florida Core Competencies for Early Care and Education Practitioners. Core competencies are the knowledge and skills needed by the workforce to provide high-quality programs and services to children and their families. The core competencies include the following knowledge areas:

- Health, Safety and Nutrition
- Child Development and Learning
- Building Family and Community Relationships
- Teaching and Learning Environments and Interactions
- Curriculum
- Observing, Documenting, Screening and Assessing to Support Young Children and their Families
- Professionalism

The Florida Core Competencies for Early Care and Education Practitioners provide the outcomes for the non-credit and the college credit coursework, thus providing a link between the two pathways creating a coordinated and cohesive professional development system. Child care teachers who enroll in the Corporate and Continuing Education courses can enhance their knowledge and skills in early childhood education as well as transition to college credit coursework. The Institute’s Instructional Designers design and teach outcomes-driven trainings that focus on the knowledge and skill development needed to nurture young children’s intellectual, social and behavioral growth.

Trainings:

- Prepare child care teachers and child care center leaders to implement county initiatives, including CLASS, Teaching Strategies GOLD, Behavior Management, and Conscious Discipline®
- Provide Continuing Education Units (CEUs)
- Support the organization of Communities of Practice
- Meet certificate renewal requirements
Trainings are designed for:

- Child care teachers
- Early childhood center leaders
- Family child care home providers
- Technical assistance specialists
- Curriculum specialists
- Trainers

Trainings are offered at convenient times and locations through in-person classroom learning, online learning or a hybrid of these options.

Additionally, the Department of Training and Development has created Center Trainer Modules, which are two-hour multi-media training kits that can be checked out and delivered by a Palm Beach County Early Childhood Registry-approved trainer at a child care center.

Aside from designing, developing and delivering trainings, the Department of Training and Development has established social media platforms available to Palm Beach County’s child care workforce:

- Our Facebook page provides up-to-date information about available courses, information sessions, SEEK Scholarship deadlines and IEECE updates, as well as local, regional and national news relevant to the early childhood field. Please “Like” our Facebook page at www.facebook.com/PBSCIEECE.

- Our Twitter page provides editorial articles and up-to-date information from local, regional and national news outlets related to the early childhood education field. Follow us on Twitter at @PBSCEarlyCare or https://twitter.com/PBSCEarlyCare.

- Our Pinterest page provides child care teachers with course previews and refreshers on concepts, as well as ideas for teaching strategies, lessons, activities, décor, and management to implement into early childhood classrooms. Please “Follow” our Pinterest page at www.pinterest.com/IEECE.

- Our YouTube channel hosts our learning objects and tutorials that can be used to preview our courses, review concepts and improve teaching practices. Please “Subscribe” to our YouTube channel at www.youtube.com/user/PBSCIEECE.

- Our Instagram page provides general information and updates on programs, services and scholarship deadlines. We also highlight local early childhood education programs and educators in partnership with the IEECE. Follow us on Instagram at @PBSCIEECE or www.instagram.com/PBSCIEECE.
The following are the descriptions of the trainings offered by the Institute. For the trainings that have Center Trainer Modules and/or learning objects available, they are listed underneath the training’s description. The learning objects can be viewed on our YouTube channel. Training manuals can be checked through the Institute. Also, where appropriate, related credit courses have been listed underneath the training. These courses come from the required credit courses necessary to obtain an associate’s degree in Early Childhood Education from Palm Beach State College. For more information on those credit courses, please refer to Palm Beach State College’s Course Catalog.

Core Knowledge Areas

- **Health, Safety and Nutrition**
  - **HEO0143: A Healthy Food and Fitness Program for Preschool**
    (10 hrs. / 1 CEU / In-person)

    Preventing childhood obesity can start with you. Get ready to change lives and move your body with this training, which will provide you with activities you can use in the classroom to promote an active lifestyle and healthy food choices.

  - **HEO0230: Healthy Children**
    (12 hrs. / 1.2 CEUs / Online)

    A healthy child is a happy child. This training, which will help you turn your classroom into a healthy environment that supports nutritious eating habits and daily exercise. The Florida Birth to Four Standards will be used to align information gained through this training.
Child Development and Learning

- **HEO0113: Learning in Everyday Moments: Infant / Toddler Development**
  (16 hrs. / 1.6 CEUs / In-person)
  The tiny things infants and toddlers do can mean big changes in developmental growth. Familiarize yourself with strategies to support these changes, which reviews the social, emotional, cognitive, and physical development of young ones. The information you learn here can be used to encourage healthy development throughout the daily routine.

- **HEO0114: Preschool Child Development - Learning in Everyday Moments**
  (16 hrs. / 1.6 CEUs / In-person)
  Learning opportunities are constant in the preschool classroom. Refresh yourself on the approaches from well-known theorists on the cognitive, physical, and social/emotional growth and development of children ages 3-5. This training is aligned with the Florida Early Learning and Developmental Standards.

- **HEO0221: Meeting Children’s Needs**
  (16 hrs. / 1.6 CEUs / In-person)
  No two children are the same. Age, culture/ethnicity, learning style, and much more needs to be considered in order to make sure every child learns as much as they can. This training prepares you for a modern outlook on developmental milestones, which will help you meet the needs of every child in your classroom.
Teaching and Learning Environments and Interactions

- **HEO0111: Infant and Toddler Caregiving I**  
  (16 hrs. / 1.6 CEUs / In-person)  
  A high-quality learning environment starts with you. Learn to become a responsive caregiver for infants and toddlers by discovering ways to set up the learning environment and discussing how to work effectively with each child.

- **HEO0112: Infant and Toddler Caregiving II**  
  (16 hrs. / 1.6 CEUs / In-person)  
  This is part two of the Infant and Toddler Caregiving series. Take your understanding of being an accommodating teacher to the next level by taking this training, where you will learn about developmental milestones, language development, and relationship-building between child, parent, and center.

- **HEO0132: Adult/Child Interaction - Through the Eyes of the Preschool Child**  
  (16 hrs. / 1.6 CEUs / In-person)  
  As an adult, it’s difficult to put yourself in the shoes of a preschool child. Learn how to use your interactions with children to create a supportive learning environment, scaffold children’s play and learning, and use encouragement to support children’s efforts.
Interactions are at the very heart of early learning and development. When you learn to observe, identify, and understand effective interactions through this course, you will maximize your interactions with children that will support successful child outcomes. This training aligns with the CLASS tool Domains Emotional Support, Classroom Organization, and Instructional Support. This course is available in Spanish.

Are you interested in improving the interactions between teachers and children at your school? The CLASS Observation Tool can help. If you’re curious about the CLASS Observational Tool and you’re interested in learning more about it, this overview might be just what you’re looking for. The training briefly discusses the three domains of Emotional Support, Class Organization, and Instructional Support.

Center Trainer Manual (Basic):
- Introduction to CLASS I and II

Classroom organization can affect your students’ behavior, productivity, and learning. Want to find out how you can manage your students’ attention, time, and behavior in the classroom? Check out this training for early childhood teachers, which aligns with the trusted CLASS Domain Classroom Organization.

Center Training Manual (Basic):
- Introduction to Classroom Organization
o **HEO0238: CLASS 2 - Instructional Support for Pre-K**
(18 hrs. / 1.8 CEUs / In-person)

Step up your students’ thinking abilities with this training. Get support from the CLASS Observation Tool to promote problem solving, provide feedback to students to deepen their understanding and help children develop complex language skills. This training aligns with CLASS Domain Instructional Support.

o **HEO0242: Overview of Toddler CLASS**
(6 hrs. / 0.6 CEU / In-person)

Before any learning happens in the classroom, children must feel safe and emotionally secure. This training is an overview of how teachers help children develop positive relationships, enjoyment in learning, comfort in the classroom, and appropriate levels of independence through the CLASS Observation Tool. This training aligns with CLASS Domains Emotional & Behavioral Support and Engaged Support for Learning.

**Center Training Manual (Basic):**
- Introduction to Toddler CLASS I and II

o **HEO0257: Behavior Management I: Building Relationships & Creating Supportive Environments**
(10 hrs. / 1.0 CEU / In-person and Online)

Proper classroom behavior management looks a lot different today than it did when you were a kid. Learn how love leads to learning with this training, which will teach you how to prevent challenging behavior in the classroom. This course supports Level 1 Florida ECE Core Competencies in the following Core Knowledge Areas: 4. Teaching & Learning Environments & Interactions, 5. Curriculum. This training is available in Spanish.

**Learning Objects:**
1) Creating Positive Relationships
2) Creating Supportive Environments
3) Foundation of Effective Strategies for Challenging Behaviors
4) Relaciones Positivas
5) Ambiente de Apoyo
○ **HEO0258: Behavior Management II: Social-Emotional Teaching Strategies**  
(10 hrs. / 1.0 CEU / In-person and Online)

This training is the second training in the Behavior Management series. You will learn strategies on how to teach social-emotional skills to young children based on Conscious Discipline®. This course supports Level 2 Florida ECE Core Competencies in the following Core Knowledge Areas: 4. Teaching & Learning Environments & Interactions, 5. Curriculum. This class is available in Spanish.

**Learning Objects:**  
1) Social-Emotional Literacy  
2) Individualized Supports  
3) Foundation of Effective Strategies for Challenging Behaviors  
4) Individualized Behavior Supports  
5) Apoyos Individualizados de Comportamiento  
6) Habilidades Socio Emocionales

○ **HEO0266: Behavior Management III: Strategies for Challenging Behaviors**  
(12 hrs. / 1.2 CEUs / In-person and Hybrid)

This training is the third training in the Behavior Management series. You will look deeper into why misbehavior occurs and apply helpful strategies for challenging behaviors. This course supports Level 2 Florida ECE Core Competencies in the following Core Knowledge Area: 6. Observing, Documenting, Screening and Assessing Young Children and Their Families.

**Learning Objects:**  
1) Labeling Children vs Labeling their Behavior  
2) Foundation of Effective Strategies for Challenging Behaviors

○ **HEO0267: Behavioral Supports for Leaders**  
(10 hrs. / 1.0 CEU / Hybrid)

This hybrid training supports the Behavior Management series. This training is designed for center leaders to support teachers going through the Behavior Management series. Teachers are welcome to come, too! Topics will include effective parent communication, creating a supportive classroom environment, and selecting appropriate strategies for behavior management.
HEO0259: Overview of Infant CLASS  
(10 hrs. / 1.0 CEU / In-person)

In order for infants to learn, they need to feel safe, be provided guided exploration time, and bond with those around them. This training will teach you how to use the CLASS Observation Tool to reflect and improve upon the interactions you have with infants. This training also provides opportunities to practice effective interactions using Conscious Discipline® Baby Doll Circle Time. This training is aligned with the CLASS Observation Tool, Florida Early Learning Standards for Birth - 3, Conscious Discipline®, and the GOLD Objectives.

HEO0263: Conscious Discipline® “Becoming Brain Smart®”  
(12.5 hrs. /1.25 CEUs / In-person)

If you’re currently struggling with behavior management in your classroom, it’s time for you to become Brain Smart®. Take this training to learn about the Conscious Discipline® Brain State model, and how it can help you and your students increase academic achievement, decrease behavior problems, and improve the quality of relationships in the classroom. This class is available in Spanish.

HEO0269: Creating a Peaceful Classroom Through Connections  
(10 hrs. / 1.0 CEU / In-person)

You might think that the idea of teaching in a peaceful classroom is a fairy tale. Turn that fantasy into reality by taking this training! We’ll provide you with Conscious Discipline® connection rituals that you can use in the classroom to strengthen relationships that can create a peaceful and loving classroom. This class is available in Spanish.

HEO0270: Connected Moments with Infants and Toddlers (Birth to Three)  
(15 hrs. / 1.5 CEUs / In-person)

How do we make the greatest impact on our youngest citizens? We connect with them! Take this course to learn how to maximize your one-on-one time with each child in your care. Learn the importance of attachment, attunement, social play, and visual routines, while also getting hands-on practice with peek-a-boo social games and dolls. This class is available in Spanish.
**HEO0271: Preschool: Active Learning Environments**
(10 hrs. / 1.0 CEU / In-person)

Are you new to the preschool classroom? If so, this is the course for you! Take this course to learn the basics of the importance of play, hands-on learning, classroom environment, daily routines, and how to interact with young children.

**HEO0283: Navigating Emotional Chaos Using Self-Regulation Skills**
(15 hrs. / 1.5 CEUs / In-person)

Do you want to see changes in behavior for the children in your care? If so, the change starts with you! Learn how to calm your internal chaos first so you can then pass on those self-regulation skills to children. This course is a prerequisite to HEO0275.

**HEO0275: Handling Big Emotions: Coaching Children to Self-Regulate**
(15 hrs. / 1.5 CEUs / In-person)

During times of chaos in the classroom, are you equipped to help children reach a state of calmness? This training will teach you how to model healthy self-regulation for children. By the end of the training, you’ll have the tools to create a self-regulation center in your classroom and techniques to coach children through their big emotions.
Curriculum

- **HEO0110: Language and Literacy for Preschools**  
  (16 hrs. / 1.6 CEUs / In-person)

  Want to support pre-reading skills in young children? Learn what motivates preschool children to make meaning with symbols and words, play with and connect sounds and letters, and interact with stories to build comprehension and vocabulary. The activities are correlated with VPK Standards.

  **Related Credit Course:**
  - EEC1300 – Early Childhood Language Arts

- **HEO0128: Creative Curriculum® – Preschool**  
  (12 hrs. / 1.2 CEUs / In-person)

  The Creative Curriculum® helps early childhood teachers create a high-quality hands-on learning environment that enables every child to become creative, confident thinkers. This training includes the Creative Curriculum® goals and objectives, active learning, daily structure, lesson planning, and assessment.
HEO0131: Preschool Math and Science
(16 hrs. / 1.6 CEUs / In-person)

Math and science can be fun, interesting, and incorporated throughout the daily routine. Take this training if you’re interested in providing active real-world math and science experiences in your classroom. This training aligns with the Florida Early Learning and Developmental Standards (FELDS).

HEO0136: The Arts: Expression and Representation through Visual Arts Movement
(10 hrs. / 1 CEU / In-person)

The right hemisphere of the brain needs to be trained just as much as the left. Foster right-brain development with art in the early childhood classroom to enhance learning. This training aligns with CLASS Domains Emotional Support, Classroom Organization, and the GOLD Assessment.

Learning Objects:
1) Expression and Representation through Visual Arts
2) Teacher-Child Interactions in Art
3) Art Materials to Add to Classroom
4) Displaying Art Materials through Classroom
5) Integrating Art into all Areas of Classroom

Related Credit Courses:
- ARH1000 – Art Appreciation
- EEC1312 – Early Childhood Fine Arts and Movement
- **HEO0137: The Arts - Expression and Representation through Music and Creative Movement**  
  (10 hrs. / 1 CEU / In-person)

  What do you get when you combine exercise and art? Creative movement! Get ready to sing and dance your way to fun and learning with this training. See how creative movement benefits child development and learning. All activities align with the Florida Early Learning and Developmental Standards (FELDS) and provide exploration experiences for preschool children. This training aligns with CLASS Domains Emotional Support, Classroom Organization, and the GOLD Assessment.

  **Learning Objects:**
  1) Influences of Music and Movement
  2) Music and Movement in the Classroom Environment
  3) Supporting Children’s Music and Movement
  4) Assessing Children through Music and Movement

  **Related Credit Courses:**
  - MUL1010 – Music Appreciation
  - EEC1312 – Early Childhood Fine Arts and Movement
  - THE1000 – Theater Appreciation

- **HEO0161: Creative Curriculum® - Infant/Toddler**  
  (12 hrs. / 1.2 CEUs / In-person)

  Creative Curriculum® helps teachers and caregivers implement developmentally-appropriate practices, offers responsive daily routines, and provides meaningful experiences that nurture learning and development through exploration and discovery. This training includes the Creative Curriculum® goals and objectives, active learning, daily structure, lesson planning, and assessment. This course is also available in Spanish.
○ HEO0184: VPK Language and Literacy: Phonological Awareness – Rhyme, Alliteration and Segmentation  
(10 hrs. / 1 CEU / In-person and Hybrid)

Have your pre-reading lessons gone stale? Spice up your lessons on phonological awareness with this training, which will provide you with information, activities, and strategies on spontaneous word play, rhyme, alliteration, syllables, compound words, and segmentation. This training aligns with the Florida VPK assessment tool and Florida Early Learning and Developmental Standards (FELDS) with CLASS and the GOLD Assessment.

Learning Objects:
1) Spontaneous Word Play
2) Rhyme and Alliteration
3) Syllables, Compound Words, Segmentation

Related Credit Course:
• EEC1300 – Early Childhood Language Arts

○ HEO0186: VPK Language and Literacy II - Oral Language and Vocabulary
(10 hrs. / 1 CEU / In-person)

If you need new activities to boost your students’ verbal skills, this training is for you. Take your students’ oral language and vocabulary to the next level with this training. You will be provided with information, activities, and strategies to support preschoolers’ developing language and literacy skills. This training aligns with the Florida VPK assessment tool and Florida Early Learning and Developmental Standards (FELDS) with CLASS and GOLD Assessment

Related Credit Course:
• EEC1300 – Early Childhood Language Arts
HEO0228: Learning About the Social World  
(12 hrs. / 1.2 CEUs / In-person)

The best way for children to learn how to socialize is through guided play. Through this training, you will learn how to support socially-accepted behaviors in the classroom by learning the importance of play and what a play environment looks like for children from birth to four years old. This training aligns with CLASS Domain Emotional Support and GOLD Assessment.

Center Trainer Manuals (Basic):
- The Importance of Play
- Play Environments

Related Credit Courses:
- EDP2002 – Introduction to Educational Psychology
- PSY2012 – General Psychology

HEO0235: Integrating Investigation - STEAM and the Scientific Method in the Preschool Curriculum  
(10 hrs. / 1 CEU / In-person)

Success in learning requires children to be at the center of the experience. Children engaging in experimentation through the Scientific Method is beneficial in learning about the world around them. Take this training if you’re interested in incorporating activities that support STEAM and the Scientific Method in your classroom. This training aligns with CLASS Domain Instructional Support and GOLD Assessment.

Related Credit Courses:
- BSC1005 – Concepts of Biology
- EEC1311 – Early Childhood Science, Social Studies and Mathematics
o **HEO0239: Science by Design**  
(12 hrs. / 1.2 CEUs / In-person)

If you want to deepen your knowledge of what you learned in *Integrating Investigation - STEAM and the Scientific Method*, consider taking this training. You will learn many hands-on activities that will encourage children to think like scientists and create like artists. This training aligns with CLASS Domain Instructional Support and GOLD Assessment.

**Related Credit Courses:**  
• BSC1005 – Concepts of Biology  
• EEC1311 – Early Childhood Science, Social Studies and Mathematics  
• ESC1000 – Earth Science

o **HEO0245: Creative Scientists - Creativity and Problem Solving**  
(12 hrs. / 1.2 CEUs / In-person)

Do you need to refresh yourself on foundational STEAM concepts? Familiarize (or refamiliarize) yourself with STEAM to feel more confident when you support your little scientists in the classroom. You will walk away from this training with STEAM resources and activities.

**Related Credit Course:**  
• EEC1311 – Early Childhood Science, Social Studies and Mathematics

o **HEO0246: Our Artful Earth**  
(12 hrs. / 1.2 CEUs / In-person)

Nature provides the perfect opportunity to mix both art and science together to teach about the beauty and exploration of our planet. Take this course if you’re interested in incorporating STEAM activities related to the environment into your classroom.

**Related Credit Courses:**  
• BSC1005 – Concepts of Biology  
• EEC1311 – Early Childhood Science, Social Studies and Mathematics  
• ESC1000 – Earth Science
HEO0265: Interactive Read Aloud for Preschool
(5 hrs. / 0.5 CEU / In-person)

By reading aloud to children, you help children gain a number of extraordinary benefits, ranging from increased vocabulary to enhanced knowledge in many different areas. Did you know there’s a way to make read alouds even more exciting for children? Learn how to make read alouds interactive by taking this training, which aligns with CLASS Domain Instructional Support and the GOLD Assessment. This course is available in Spanish.

Learning Objects:
1) Read Aloud Book Selection
Observing, Documenting, Screening and Assessing to Support Young Children and their Families

- **HEO0163: Connecting with Children through Observation**
  (10 hrs. / 1 CEU / In-person and Online)

  By observing children, we can discover so much about their interests, personalities, developmental levels, and skill sets. With so many observation assessment tools out there, you may not know where to start. Thankfully, this training teaches practitioners how to observe children using different assessment tools, including the GOLD Assessment. This training aligns with the GOLD Assessment and The Florida Birth to Five Standards.

  **Learning Objects:**
  1) Cycle of Observation
  2) Guidelines for Observing Children
  3) Being an Objective Observer
  4) Anecdotal Notes
  5) Responding to Individual Needs
  6) Documentation
  7) Observations
  8) Relationships

  **Related Credit Course:**
  - EEC1601 – Observation and Assessment in Early Childhood
HEO0185: Teaching Strategies GOLD Assessment - Birth through Kindergarten  
(12 hrs. / 1.2 CEUs / In-person)

If you’re looking for a reliable, ongoing assessment tool that can be used with any curriculum from birth to five years, Teaching Strategies GOLD Assessment is perfect for your classroom or learning facility. Assess your children on the following skills: social-emotional, physical, language, cognitive, literacy, mathematics, science and technology, social studies, the arts, and English language acquisition. Take this training if you’re interested in learning more about Teaching Strategies GOLD. This training aligns with the GOLD Assessment.

HEO0208: From Assessing to Planning in the Classroom  
(10 hrs. / 1 CEU / In-person and Hybrid)

Are you going through the motions with your assessments, lesson planning, and other documentation? Let this training remind you of ways to use your documentation effectively and to get reacquainted with their benefits. This training aligns with the GOLD assessment.

Learning Objects:
1) Assessing to Planning Cycle
2) Basic Guidelines for Lesson Planning
3) Effective Lesson Plans

Related Credit Course:
• EEC1601 – Observation and Assessment in Early Childhood
HEO0240: Understanding Math through GOLD  
(15 hrs. / 1.5 CEUs / In-person)

Young children should experience mathematics through effective, research-based teaching practices. This training will show you ways to implement research-based, valid, and reliable ways to teach early math skills through Teaching Strategies GOLD Assessment. Learn about teaching number concepts, spatial relationships and shapes, comparing and measuring, classification, and patterns. This training aligns with the GOLD Assessment. This training is available in Spanish.

**Center Trainer Manuals (Basic):**
- Rote Counting and One-to-One Correspondence
- Raising Dough
- Pennies, and Nickels, and Dimes...Oh My!
- Making “Cents” about Spending
- Saving for a Rainy Day

**Learning Objects:**
1) Using Number Concepts and Operations  
2) Exploring and Describing Spatial Relationships and Shapes  
3) Comparing and Measuring  
4) Using Classification Skills  
5) Knowledge of Patterns  
6) Conceptos y Operaciones Numericas  
7) Relaciones Espaciales y Figuras Geometricas  
8) Clasificacion  
9) Comparar y Medir  
10) Conocimiento de Patrones

**Related Credit Courses:**
- MAT1033 – Intermediate Algebra  
- EEC1311 – Early Childhood Science, Social Studies and Mathematics  
- MTB1103 – Business Mathematics
○ **HEO0250: Understanding Literacy through GOLD**  
(12 hrs. / 1.2 CEUs / In-person)

Strong reading skills form the basis for learning in all subjects. Support early literacy by taking this training, where you will gain practical knowledge of how to increase children’s early literacy skills. Learn about implementing emergent storybook reading, read alouds, turn and talk, and shared reading. This training is aligned with Teaching Strategies GOLD Assessment. This training is available in Spanish.

**Learning Objects:**
1) Emergent Storybook Reading  
2) Read Aloud  
3) Turn and Talk  
4) Shared Reading  
5) Lectura Emergente de Libros de Cuentos  
6) Lectura Oral  
7) Conversacion en Parejas  
8) Lectura Compartida

**Related Credit Course:**  
• EEC1330 – Early Childhood Language Arts

○ **HEO0251: Understanding Writing through GOLD**  
(12 hrs. / 1.2 CEUs / In-person)

Learning to write requires more than just holding a pencil; it also involves having ideas to write. Take this training to start your preschool children on the right path to writing by learning the benefits of teaching letter knowledge, shared writing, and interactive writing. This training aligns with the GOLD Assessment. This training is available in Spanish.

**Learning Objects:**
1) Letter Knowledge  
2) Shared Writing  
3) Conocimiento del Alfabeto

**Related Credit Course:**  
• EEC1330 – Early Childhood Language Arts
HEO0260: Understanding Infant/Toddler Language Development through GOLD  
(10 hrs. / 1.0 CEU / In-person)

Language development happens more rapidly from infancy to age three than any other time of life. Use the GOLD Assessment to help you understand and assess these speedy changes. This training will provide you with the strategies you need to support infants and toddlers during this important stage in language development. This training aligns with Teaching Strategies GOLD Objectives.

Learning Objects:
1) Increasingly Complex Language
2) Speak Directly to & in Complete Sentences
3) Conventional Grammar & Tells of Another Time/Place
4) Conversations & Social Rules

Related Credit Course:
• EEC1330 – Early Childhood Language Arts

HEO0261: Understanding Infant/Toddler Social and Emotional Development through GOLD  
(10 hrs. / 1.0 CEU / In-person)

Making friends. Showing anger in a healthy way. Figuring out conflicts peacefully. Taking care of someone who has been hurt. Waiting patiently. Following rules. Enjoying the company of others. All of these qualities, and more, describe healthy social-emotional development. Learn more about infant and toddler social and emotional development by taking this training, which aligns with Teaching Strategies GOLD Objectives. This class is available in Spanish.

Learning Objects:
1) Regulates Emotions and Behaviors
2) Establishes and Sustains Positive Relationships
3) Participates in Group Situations

Related Credit Courses:
• EDP2002 – Introduction to Educational Psychology
• PSY2012 – General Psychology
HEO0264: Phonological Awareness for Pre-Kindergarten
(5 hrs. / 0.5 CEU / In-person)

Do you need ideas on ways to teach phonological awareness to your Pre-K students? Look no further! This training will give you activity ideas on listening, segmenting sentences, rhyming, compound words, compound word deletion, syllables, syllable deletion, and onset & rime. This training aligns with Teaching Strategies GOLD Objectives.

Learning Objects:
1) Elements of Phonological Awareness
2) Phonological Awareness, Phonemic Awareness & Phonics
3) Turn and Talk
Professionalism

- **HEO0115: Personal and Professional Development**
  (16 hrs. / 1.6 CEUs / In-person and Online)

  Take charge of your personal and professional development. Take this empowering training to gain awareness of personality styles, strengths, and goal setting. This training aligns with Florida’s Core Competencies for Early Care and Education Professionals.

- **HEO0233: Growing Your Staff While Growing Yourself**
  (16 hrs. / 1.6 CEUs / In-person)

  Reflective practice is the key to great teaching. If you’re a center director and would like to improve the reflective practice of your teachers, this training is for you. This training is aligned with the Practitioner and Director Florida Core Competencies for Early Child Care.
**HEO0236: Introduction to Community of Practice (COP) for Center Leaders**
(10 hrs. / 1 CEU / In-person)

Faculty/team meetings can easily get off task. When this happens, meetings can end up being an unproductive waste of time. A Community of Practice (COP) can help. This training introduces child care center directors, assistant directors and curriculum specialists to the concept, benefits and processes of communities of practice/critical friends groups to support reflective practice, collaboration and improved learning outcomes for children.

**Center Trainer Manual (Basic):**
• Creating COP in the Workplace I and II

**Learning Objects:**
1) What is a Community of Practice?
2) Ready for a Community of Practice?

**HEO0243: Improved Teaching Practices through Reflection**
(20 hrs. / 2 CEUs / In-person and Hybrid)

Reflective practice has been shown to foster continuous professional development for teachers and result in positive benefits for children. Take this training if you are ready to use reflection in order to make positive changes in your classroom.

**Center Trainer Manuals (Basic):**
• Introduction to Reflective Practice

**Learning Objects:**
1) Reflection and The Thinking Lens
2) Negotiating the Use of Power with Children

**Related Credit Courses:**
• CHD1220 – Child Development Infancy/Preschool
• DEP2101 – Child Growth & Development
• EDF1030 – Behavior Management in the Classroom
• EEC2271 – Teaching Children with Special Needs
• EEC2710 – Conflict Resolution in Early Childhood
• EEC2734 – Health, Safety and Nutrition for the Young Child
o **HEO0247: Observation and Feedback**  
(12 hrs. / 1.2 CEUs / In-person)

As a Center Director, you want to create a community of teachers that is devoted to the knowledge and skills they need to improve their craft. This can be done through effective observation and feedback. Take this training if you’d like to learn how to establish routine staff observation and feedback.

**Learning Objects:**
1) Observation and Feedback  
2) Best Practices of Observation  
3) Best Practices of Feedback  
4) Post Feedback Support Strategies

**Related Credit Course:**
- EEC2002 – Child Care and Education Organization

o **HEO0254: Developmental Supervision for ECE Center Leaders**  
(10 hrs. / 1 CEU / In-person and Online)

Teachers develop similarly to children; they learn from their mistakes, gain more knowledge as they grow, and are eager to learn how to be the best. As a center leader, it is your job to guide your teachers through this frustrating, yet rewarding process. This course supports concepts covered in HEO0247.

**Learning Objects:**
1) Developmental Supervision  
2) Formative vs. Summative Evaluation  
3) Supervisory / Leadership Styles

o **HEO0255: Time Management Essentials for Center Leaders**  
(12 hrs. / 1.2 CEUs / Hybrid)

As a center leader, it can be difficult to allocate your time to efficiently make the best decisions for you, your teachers, and the children. Take this course to learn what is essential for managing multiple responsibilities, making effective decisions, and achieving professional success.
In order for us to be the best directors, teachers, and childcare providers, we must be able to reflect on our teaching practices. Did you know that creating a reflective coaching team at your facility could improve practices and increase job satisfaction? Take this course to learn how to form a coaching team that will facilitate reflection and self-directed improvement.

If your site has started to make social-emotional learning a priority, this training will guide you on how to transition with success in the early childhood classroom. In addition to making changes for your own classroom, this training also gives you the tools to pass your skills on to practitioners and parents with children in your center.

If you're ready to delve deeper into the world of coaching, this is the training for you. You'll learn how to gain trust, inspire growth and provide feedback in a constructive way. You will also learn to create an environment where coaching connects to curriculum, assessment and teaching. This course supports concepts covered in HEO0273.

Your center has it all: a great facility, hard-working teachers, and a supportive staff. However, you might be lacking the know-how to get new students to come through your doors. This course is an introduction to the Marketing series for Early Childhood Education, which will teach you the basics of marketing concepts for successful business practices.
○ **HEO0262: Marketing for Early Childhood Education II**  
(6 hrs. / 0.6 CEU / Hybrid)

This training is a continuation of Marketing for Early Childhood Education I and is designed for early childhood education program owners, directors, and leaders. In this training, you will develop and implement an integrated marketing communication plan for your early childhood education program.

**Learning Objects:**  
1) Introduction to Marketing

○ **HEO0231: Computer Basics for Early Childhood Educators**  
(16 hrs. / 1.6 CEUs / In-person)

Technology is constantly changing. It can be hard to keep up! If using a computer frustrates you, this training will help you develop basic personal computer skills, including how to use a computer keyboard, mouse, and Microsoft Word to write, save and print documents.

**Related Credit Courses:**
- EME2040 – Introduction to Technology for Educators
- CGS1100 – Microcomputer Applications
o **HEO0241: Integrating Internet Resources into Early Childhood Education**  
(12 hrs. / 1.2 CEUs / In-person)

The internet is filled with useful early childhood resources just waiting to be discovered. Learn how to tap into this limitless resource, as well as use social media to connect with other early childhood professionals, by taking this hands-on training.

**Learning Objects:**
1) Facebook in Early Childhood  
2) Connecting with Professionals on Facebook  
3) Connecting with Organizations on Facebook  
4) Sharing your Knowledge on Facebook  
5) Pinterest in Early Childhood  
6) Creating a Board on Pinterest  
7) Pinning to a Board on Pinterest  
8) Following Others on Pinterest

**Related Credit Courses:**
- EME2040 – Introduction to Technology for Educators  
- CGS1100 – Microcomputer Applications

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o **HEO0244: eLearning Tools for Early Childhood Practitioners**  
(12 hrs. / 1.2 CEUs / In-person)

It’s now common for colleges to offer online and hybrid courses. For some people who have never done this before, the thought of taking a course online is intimidating. If you would like to learn how to navigate Blackboard’s online and hybrid courses, this hands-on training will teach you basic online course navigation skills.

**Learning Object:**
1) How to Use Blackboard for Online Learning

**Related Credit Courses:**
- EME2040 – Introduction to Technology for Educators  
- CGS1100 – Microcomputer Applications
HEO0272: Basics for ECE ESOL
(16 hrs. / 1.6 CEUs / In-person)

Are you interested in taking a course in English for Academic Purposes, but you need a little more practice in basic English? This course is the perfect introduction to academic language for beginner-level ESOL students. Improve your listening, speaking, reading, and writing abilities in English by reading beginner-level news articles, playing games, and practicing the language in both whole-group and small-group settings.

Related Credit Courses:
- ENC1101 – College Composition I
- ENC1102 – College Composition II
- SPC1017 – Fundamentals of Speech Communication

HEO0282: ESOL Basics 2 for ECE
(10 hrs. / 1.0 CEU / In-person)

This is the second ESOL training in preparation for taking a course in English for Academic Purposes, geared toward beginner-level ESOL students. This course focuses on reading, writing, listening, speaking, and grammar lessons based on early childhood education content. This course supports concepts covered in HEO0272.

Related Credit Courses:
- ENC1101 – College Composition I
- ENC1102 – College Composition II
- SPC1017 – Fundamentals of Speech Communication

HEO0256: Intermediate ESOL for Early Educators
(35 hrs. / 3.5 CEUs / In-person)

This is the third ESOL training in preparation for taking a course in English for Academic Purposes. This training provides practice with fundamental verb tenses, sentence structure, listening and reading comprehension, and college level vocabulary. This course supports concepts covered in HEO0272 and HEO0282.

Related Credit Courses:
- ENC1101 – College Composition I
- ENC1102 – College Composition II
- SPC1017 – Fundamentals of Speech Communication
o **HEO0159: Successful Communication for ESOL I**
(16 hrs. / 1.6 CEUs / In-person)

This is the fourth ESOL training in preparation for taking a course in English for Academic Purposes. This course will support ESOL practitioners in the workplace by using English to communicate with children, parents, and staff. You’ll learn about punctuation, create anchor charts, design newsletters, write lesson plans, and compose reflections in English. This course supports concepts covered in HEO0272, HEO0282, and HEO0256.

**Related Credit Courses:**
- ENC1101 – College Composition I
- ENC1102 – College Composition II
- SPC1017 – Fundamentals of Speech Communication

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o **HEO0268: Successful Communication for ESOL II**
(5 hrs. / 0.5 CEU / In-person and Hybrid)

This hybrid course is the fifth ESOL training in preparation for taking a course in English for Academic Purposes. This course focuses on reviewing grammar concepts taught in previous courses. Students will attend live 30-minute interactive lessons using Adobe Connect, which can be accessed anywhere with Wi-Fi. This course supports concepts covered in HEO0272, HEO0282, HEO0256, and HEO0159.

**Related Credit Courses:**
- ENC1101 – College Composition I
- ENC1102 – College Composition II
- SPC1017 – Fundamentals of Speech Communication
**HEO0202: Foundations of Outcomes Driven Training**  
(12 hrs. / 1.2 CEUs / Online)

If you are a center director who is interested in becoming a quality-approved center trainer, then this course is for you. You will acquire adult learning principles to address different learning styles. You will also learn how to use active training techniques and effective training aids to create and maintain productive and engaging learning environments.

**HEO0203 – Outcomes Driven Training**  
(18 hrs. / 1.8 CEUs / In-person and Online)

This course provides the knowledge and skills needed to become a Palm Beach County Registry-Approved Trainer. Learn how to create trainings using the backward design training technique, a research-based technique that supports the transfer of learning to the workplace. This course will also address professional training skills based on principles of adult learning and activities that engage and respect the adult learner.
For more information about the professional development opportunities offered by the Department of Training and Development, please visit us at www.palmbeachstate.edu/IEECE.