The Ultimate Early Childhood Administrator's Conference

The 2017 Management Conference ~ August 18-19

24 POSSIBLE CLOCK HOURS (2.4 CEU'S)

11 Clock Hours for Attendance & **13 Clock Hours** for Self-Study

You do NOT have to choose. All of the following topics are included.

25 Sure-Fire Ways to MOTIVATE Staff & End Staff Turnover
Top-notch keys to success in motivating staff and building a powerful team ◆ Light a fire under staff members, so they want to come to work ◆ Receive strategies you can immediately implement to motivate your staff so they want to come to work and are motivated and energized

Top Strategies for Success for Early Childhood Managers
5 essential skills for success as a leader ◆ The #1 skill all great early childhood managers must have ◆ Tools for effective communication ◆ Words to gain cooperation ◆ Seven powerful strategies every early childhood manager needs to soar to the top as a powerful leader

Don't Go Home from Work Exhausted: Time Management Strategies
Do you ever feel that there are not enough hours in the day? Learn great strategies to give you a feeling of having plenty of time ◆ The "top 10 time-wasters" ◆ How to handle interruptions, phone calls, texts, and emails with ease ◆ Create time to laugh and add more joy and energy in your life

Great Inexpensive Ways to Add Pizazz and Zest to Your Classrooms
One of the biggest challenges is to give teachers great ways to spice up their classrooms inexpensively ◆ Receive great curriculum ideas to update and spice up the curriculum you have ◆ Add fun inexpensive teaching tools for your staff to use that children will love

Ways to Create a Fun Environment for Your Staff, Children, & Parents
A wealth of ideas to create fun, laughter, and staff appreciation for each other ◆ Easy ways to encourage and enhance staff appreciation to transform your early childhood environment into a place where people want to be ◆ Leave this session with a big supply of smiles, chuckles, and grins to take back to your team

End Parent Complaining – How to Turn Tough Parents into Partners
The number one thing that all parents want and how to give it to them ◆ The 7 step approach to handling complaining and upset parents ◆ Powerful tools to build a team with all parents ◆ Turn conflict into cooperation ◆ Top keys to transforming parents into teams working together

Must-Knows for Hiring, Training, and Retaining Staff
Hiring the wrong staff members can affect the morale of your entire staff ◆ The #1 mistake early childhood directors make when hiring ◆ How to avoid other mistakes when hiring ◆ Must-know questions to ask when interviewing

Halt "Whining, Complaining, & Troublemaking" by Staff & Parents
Seven ways to deal positively with difficult staff & parents ◆ Must-knows for staff that are aggressive and negative ◆ How to handle Whiners ◆ Gossips ◆ Backstabbers ◆ Know-it-alls ◆ Positive ways to turn complaints into solutions

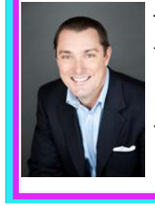
The Art of Delegating to Make Your Job Easier & Better
There is so much to do that it can be overwhelming ◆ Key management skills to successfully delegate ◆ How delegation can help staff develop, become more responsible and motivated

Spread the Word: Effective Marketing & Positive PR for Your Center
Spread the word to gain new families and keep the ones you already have ◆ Increase the positive image of your center ◆ How to use social media, youtube, viral marketing to spread positive messages about your program

Protect Your Center: Discipline and Terminate Staff the Right Way
Common discipline problems and how to handle them ◆ What you need to know about firing employees to protect yourself and your center ◆ How to terminate: what to say, where and when to do it ◆ How to handle the rest of the staff when you terminate an employee

Bonus: Laugh & Learn with DOUG MEDFORD

25 Terrific Tips for Tough Out-of-Control Kids!



Train your staff to manage children that are in constant trouble ◆ Handle anger and teach emotional regulation ◆ Lining up without chaos ◆ Circle time magic ◆ Get the help your teachers need for children who bite, hit, have tantrums, and are out-of control.

Bonus: Mandated Health & Safety Requirements

Info You Need to Meet the New Requirements

How to prepare for emergencies ◆ How to prevent & control infectious diseases ◆ Immunizations ◆ Administering medication ◆ Prevent and respond to emergencies from food and allergic reactions ◆ Building & physical premises safety ◆ Removal of hazards to bodily injury ◆ Handling and storage of hazardous material.

AMERICA'S LEADING EARLY CHILDHOOD MANAGEMENT EXPERTS

MARYLN APPELBAUM is well-known as a national and international outstanding authority on children, education, and families. Maryln has been owner and director of three child care centers and one private school for children. She has written more than 30 how-to best-selling books, has appeared on television and is a keynote speaker across the U.S. Maryln is fun, motivational, and caring, as she shares personal experiences and expert strategies.

MARTY APPELBAUM is known across the country as an authority on child care. He has been an administrator, director, and teacher in child care centers. He has appeared on television and radio talk shows sharing his expertise. Marty knows how to motivate and inspire staff and has led the Appelbaum team to win "*Best Place to Work*" in Houston 3-years in a row. He is a sought-after motivational expert on child care management.

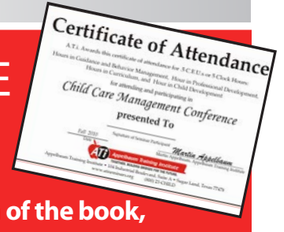
GUEST PRESENTER

DOUG MEDFORD is one of the nation's leading educational humorists. His talks are lively, informative, fast-paced, packed with humor, and filled with great strategies for success with behavior problems in children. Using humor that is intelligent and inventive. He will educate you, motivate you, and make you laugh while giving you valuable tools.

GREAT CONFERENCE

Great Speakers ◆ Great Location ◆ Great Networking ◆ Great Lunch & Snacks Friday ◆ Breakfast Saturday ◆ Great Fun Learning with the Appelbaums

CERTIFICATE OF ATTENDANCE



24 POSSIBLE CLOCK HOURS
11 Clock Hours, 1.1 CEU's for attendance
13 Clock Hours, 1.3 CEU's upon completion of the book,
How to Handle Hard-to-Handle Parents **(Included)**

While each participant will receive the book listed above, it is recognized for 13 Self-Study Hours in the following states:
AL, AR, CO, CT, FL, IN, KS, ME, MI, MN, MS, NE, NJ, OK, PA, OR, TN, TX, VA, WI

Registration Form for the *Ultimate Early Childhood* National 2-Day Administrator's Conference | Aug. 18-19, 2017

THREE EASY WAYS TO REGISTER !!!

ONLINE:
www.atiseminars.org

MAIL TO:
Appelbaum Training Institute
Registration Dept.
104 Industrial Blvd., Ste. A
Sugar Land, TX 77478

FAX TO:
1-281-494-4094
Copy to white paper, then fax the paper. After faxing, please call to verify receipt.

Please make a copy of this form for your records.

Center Name/ Home Provider_____

Telephone: (_____) _____

Secondary Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

PLEASE PRINT CLEARLY

Name _____ Name _____

Name _____ Name _____

Please list additional names on a separate sheet of paper.

_____

E-mail Address (Print Clearly)

Have you attended an *Appelbaum Training Institute* seminar before? ☐ Yes ☐ No

Confirmations are sent via Email only. Would you like confirmation? ☐ Yes ☐ No

Early Registration (NO LATER THAN JULY 31, 2017)		**Regular Registration** (AUG. 1 - AUG. 17, 2017)	
Group size 1-2 people	$219 per person	Group size 1-2 people	$239 per person
Group size 3 or More	$209 per person	Group size 3 or More	$229 per person

On-Site Door Registration $259.00 per person (if seats available)

Number Attending:_____

Pay by Check. Check #_____ Check Amount $_____

Pay by Credit Card: _____Master Card _____Visa _____Discover _____Am Express

Card No.:_____Expiration:_____ CC Billing Zip: _____

Name on Card:_____

You will receive a prestigious Certificate of Attendance, Seminar Handbooks, and register yourself for Door Prizes. Check-in begins at 9:00AM on August 18. A catered lunch will be provide Aug. 18 in addition to snacks in the afternoon. Continental breakfast items will be provided on Aug. 19. After registering, your name goes on a master list. No confirmation number is needed. **There are no refunds, however, substitutions are allowed.** If you are not able to attend after registering, you will be given a credit valid for 1-year. Speakers, content, and dates are subject to change without notice in the event of circumstances beyond our control.

ATI:
For questions call 800-232-4453
Register at www.atiseminars.org

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AN OUTSTANDING CONFERENCE FOR CHILD CARE DIRECTORS

Get up to 24 training hours (2.4 CEU's) while learning new and innovative strategies.

Appelbaum Training Institute

Trainers to Over a Million Child Care Professionals presents

- ♦ Receive Two Great Management Handbooks Packed with Strategies
- ♦ Enjoy Catered Lunch Friday & Continental Breakfast Saturday
- ♦ See Great Exhibit of Latest Early Education Books & Products
- ♦ Receive 11 Clock Hours (1.1 CEU's) for Conference Attendance
- ♦ Possible additional 13 Clock Hours (1.3 CEU's) for Completion of Bonus Self-Study Book, *How to Handle Hard-to-Handle Parents*
- ♦ Network with Early Childhood Managers from Across the USA
- ♦ Enjoy Great Location: Boston Copley Place & Prudential Center

DATE AND CONFERENCE LOCATION:

Friday, August 18, 2017: 10:00 am – 5:00 pm
Saturday, August 19, 2017: 8:00 am – 12:00Noon

Sheraton Boston Hotel
39 Dalton Street
Boston, MA 02199

Register at atiseminars.org

MEET THE CHILD CARE MANAGEMENT REGULATIONS
Get a possible total of 24 training hours (2.4 CEU's) while learning new and innovative strategies. Includes Lunch & Snacks Friday, Breakfast Saturday, Great Topics and Fantastic Presenters!