



PROFESSIONAL DEVELOPMENT TRAINING CALENDAR

October - December 2025

**YOUR ONE-STOP-SHOP FOR 2025 TRAINING
OPPORTUNITIES IN BROOME, CHENANGO,
AND TIOGA COUNTIES**

SIGN UP HERE!



Click here to sign up!

FOR MORE INFORMATION CALL:

(607) 723-8313 ext. 829 or 1-800-281-8741

MEET OUR STAFF!

We are ready to meet your training needs with our knowledgeable and highly experienced trainers



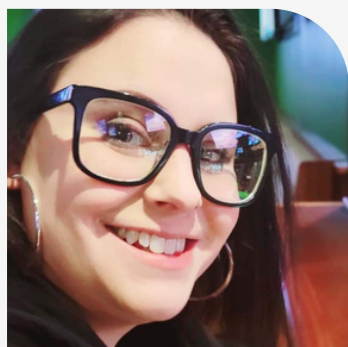
CATHY LEE

Cathy has been providing adult professional development training, wellness classes and CPR for most of her career. She has also had the opportunity to teach children in Head Start classes at Family Enrichment Network. Health and Wellness is her area of expertise and is a personal passion. Her background includes a Master's Degree in Public Administration from Penn State and certifications in Personal Training, Pilates and Group Exercise. She is certified through NYAEYC and ASPIRE as Content Specialist and through National CACFP as a CACFP Child Nutrition Professional. She also holds a certification in Early Childhood Outdoor Learning Environments from North Carolina State University. It is important to keep up with new developments in the field, so she is always increasing her knowledge by attending training programs sponsored by various organizations. It is her goal to continuously offer new, updated and enjoyable classes that will enhance and strengthen early childhood education.



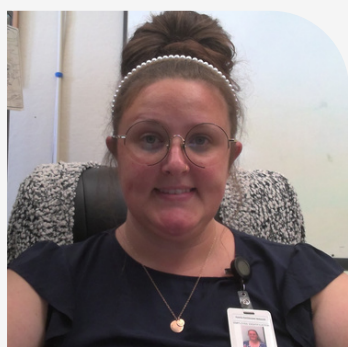
RACHEL DOWD

Rachel graduated from Ithaca College in 2017 with a degree in psychology where she found a love for and interest in child development. She spent the first few years after college working at Racker Centers in Ithaca, honing her skills and developing a passion for special education and childcare, while also working as a coach for the Ithaca College women's crew team. Since then she has been working in special education programs and preschool programs while spending her free time coaching college and youth rowing. She is now a T-TAP credentialed trainer for FEN. When she's not at work Rachel enjoys hiking, rock climbing and reading books. She also loves spending time with her wonderful fiancé, Emily, and their three cats!



ALLIE DRAKE

Allie started at FEN October 2023. She has been in childcare for the last six years mainly working in UPK through both Vestal and Binghamton School district, but she also has experience with all ages. She found she had a passion working with children and decided to pursue her masters in developmental psychology with an ultimate goal in helping children. Allie loves learning new things as well as educating others. In her free time she loves spending time with her friends, board games are her go-to activity. She also loves spending time with her family, including their two-year-old Labrador retriever!

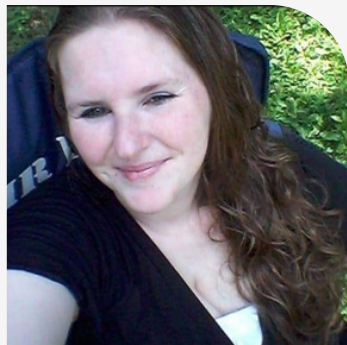


ISABELLE GORHAM

Isabelle graduated from the University at Albany in 2017 with a degree in psychology and criminal justice. With a passion for people, she has spent many years working with the public in various settings and for various reasons. While she may be new to the Family Enrichment Network family, Isabelle is not new to working with kids, or to the child care or education systems. Since graduating, she has spent her time working in a variety of roles in child care and retail settings that have allowed her to master the skills required for her job in the CCRC (including child care best practices, social skills, business operations, marketing, branding, and much more)! Over the last few years Isabelle realized that helping others was her true calling in life, and now at FEN, she loves that her main focus is on helping child care providers create safe spaces for children to grow and learn. Outside of work, she likes to be home with her two year-old son, playing games, and stopping to smell the roses.

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LORI GRAHAM

Lori is a native of Chenango County. Born and raised in Norwich, she graduated Morrisville State College in 2010 with a degree in Early Childhood Education. Lori has worked off and on in school aged childcare for the last 14 years. She enjoys gardening, camping, and spending time with her two daughters and 2 cats.



VICTORIA ALLEN

Victoria graduated from SUNY Cortland in 2013 with a degree in Psychology and minor in Children with Exceptionalities. During college she worked as a 1:1 aide as well as before-school and per diem care. After graduation she worked at the Cornell Child Care Center, Early Head Start with Tompkins Community Action, and at the Lourde's Child Care Center. She recently closed her home day care to start working with FEN. When not at work, Victoria loves to spend time with her 2 young daughters, read and attend concerts.



MARY FOX

Mary graduated from Broome Community College in 2003 with an associate's in early childhood education. She has twenty plus years of experience working in the early childhood education field. As a toddler teacher & preschool teacher. She enjoys spending time with her family and friends. Especially her two grandchildren.



ABBIE BENNETT

Abbie has worked for FEN for 15 years as an early head start teacher before taking over the training and coaching specialist position in September of this year. She is excited to try something new and help other daycares out with whatever they need. She has a Bachelor's Degree in Psychology, taking many early education classes. Prior to starting at FEN, she worked with children in some way, either as a nanny, family owned daycare or a childcare setting. When she is not at work she and her fiancé enjoy spending as much time on the golf course as they can. She also has a 10 year old step daughter and a 10 year old chocolate lab.

OCTOBER TRAININGS

Training Title	Date	Location	OCFS Training Categories									
			1	2	3	4	5	6	7	8	9	10
Core Business Series: Marketing	10/16	JC			X		X					
CACFP Y25	10/21	Bing		X			X					
CPR/First Aid	10/22	Bing				X						
Process Art vs. Product Art	10/21	Norwich	X		X		X					
Infant and Toddler Development and Safety	10/28	Bing	X								X	
Business Basics: Difficult Conversations	10/30	JC				X						

Office of Children and Family Services (OCFS) Categories:

- | | |
|--|--|
| 1 - Principles of Childhood Development | 6 - Child Abuse & Maltreatment Identification/Prevention |
| 2 - Nutrition & Health Needs of Children | 7 - Statutes & Regulations Pertaining to Child Day Care |
| 3 - Child Day Care Program Development | 8 - Statutes & Regulations Pertaining to Child Abuse |
| 4 - Safety & Security Procedures | 9 - Education & Prevention of Shaken Baby Syndrome |
| 5 - Business Record Maintenance & Mgmt. | 10 - Adverse childhood experiences, trauma & resiliency |

QUALITYstarsNY Categories:

Child Observation and Assessment (COA 6 / COA8)
 Curriculum Planning & Implementation (CPI 6)
 Environmental Rating Scales (ERS) Training (HE 1 / CE1)
 Obesity Prevention Training (PH 6)
 Supporting English Language Learners (FIS 9 / FIS 10)

OCTOBER TRAININGS

BROOME

Directors Health and Safety Allie Drake

September 29, 30, October 1, 2 from 8:30 AM to 12:30 PM

Cherry St, Johnson City

Directors are responsible for hiring, training, and maintaining staff who provide a healthy and safe environment for children. This 15-hour course will help CCC/SACC directors look at policies and procedures that reinforce high-quality health and safety practices. Directors will receive in-depth information from Caring for Our Children, the national standard of Best Practice, and will be encouraged to examine their policies in order to make positive changes that promote best practice care.

Cost: \$250 or EIP/Voice
Scholarships

OCFS Category: 5, 7, 8

***Registration: MUST call
to register

Core Business Series: Marketing: Session 4 Isabelle Gorham

October 16 from 5:30 PM to 8:30 PM

Cherry St, Johnson City

In this course, participants will learn about the major elements needed in order to have a comprehensive child care marketing plan. The major elements of successful marketing are strong product, right price, right place, and strong promotion. Participants in this training will learn about these elements of marketing and develop their own marketing plan.

Cost: Free

OCFS Category: 3, 5

CACFP Y25 Cathy Lee

October 21 from 6:00 PM to 7:30 PM

Fayette St, Binghamton

This training session will review annual requirements for participating in the CACFP (Child and Adult Care Food Program) for those who already have basic knowledge of the program. Participants will become familiar with all procedures needed to successfully manage their food program in order to obtain the highest possible reimbursement for healthy meals served to children in their care. This program includes updates for the year 2025 and encourages participant interaction.

Cost: Free

OCFS Category: 2, 5

CPR/First Aid/ AED Cathy Lee

October 22 from 5:30 PM until complete

Fayette St, Binghamton

This is an instructor-led, in-person, classroom-based approach to training where the core knowledge content is provided by using scenario-based video segments or slide presentation, followed by demonstration of skills and the opportunity for instructor-facilitated student practice. CPR/AED and First Aid skills will be taught and practiced as they relate to adults, children and infants. Participants will be able to perform effective CPR, use an AED and be trained in basic first aid techniques. Space is limited.

Cost: \$80 per person or
EIP/Voice Scholarships

Group discounts are
available

OCFS Category: 4

***Registration: MUST call
to register

OCTOBER TRAININGS

Infant and Toddler Development and Safety Allie Drake

October 28 from 6:00 PM to 8:00 PM

Fayette St, Binghamton

This training will discuss the developmental milestones for infants and toddlers, as well as ways to best support their development. We will also review safety, including regulations regarding infants, and will discuss shaken baby syndrome as well.

Cost: Free

OCFS Category: 1, 9

Business Basics: Difficult Conversations Isabelle Gorham

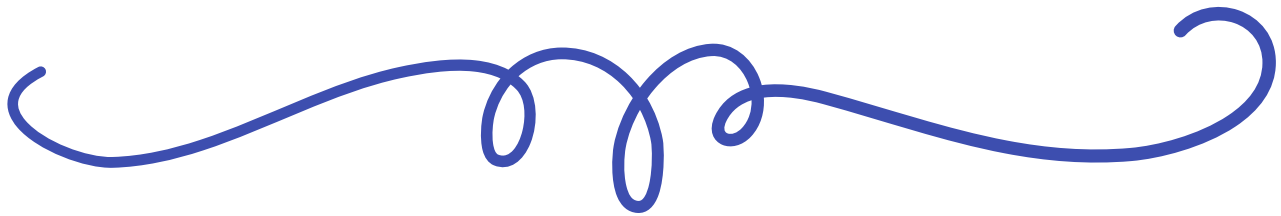
October 30 from 6:00 PM to 7:00 PM

Cherry St, Johnson City

This training is for providers who want to learn communication techniques that can be used to help ease difficult conversations. These techniques can help in a multitude of situations such as: collecting late tuition or fees, discussing disciplinary actions with families, or solving a conflict between coworkers. By the end of this training, participants will have the tools to navigate difficult conversations like a pro!

Cost: Free

OCFS Category: 4



CHENANGO

Process Art vs. Product Art Lori Graham

October 21 from 6:00 PM to 9:00 PM

S Broad St, Norwich

This training explores the importance of process art in supporting toddlers' creativity, self-expression, and development. Unlike product-focused art, process art emphasizes the experience of creating rather than the outcome. Participants will learn how process art fosters toddlers' fine motor skills, sensory exploration, problem-solving, language development, and confidence. Through discussion and hands-on examples, providers will gain practical strategies for setting up process art experiences, choosing open-ended materials, and supporting children's exploration in a safe and developmentally appropriate way.

Cost: Free

OCFS Category: 1, 3, 5

NOVEMBER TRAININGS

Training Title	Date	Location	OCFS Training Categories									
			1	2	3	4	5	6	7	8	9	10
Early Intervention: Supporting Young Children and Families	11/10	Oxford	X									
Better Techniques = Better Behaviors	11/12	Owego	X									
Addressing Mental Health in Adults	11/13	Virtual			X							
CACFP Y25	11/18	Bing		X			X					
CPR/First Aid	11/19	Bing				X						
Fostering Resiliency	11/19	JC										X
Record Keeping With Google Workspace	11/24	JC					X					

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- | | |
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 Obesity Prevention Training (PH 6)
 Supporting English Language Learners (FIS 9 / FIS 10)

NOVEMBER TRAININGS

BROOME

CACFP Y25 Cathy Lee

November 18 from 6:00 PM to 7:30 PM

Fayette St, Binghamton

This training session will review annual requirements for participating in the CACFP (Child and Adult Care Food Program) for those who already have basic knowledge of the program. Participants will become familiar with all procedures needed to successfully manage their food program in order to obtain the highest possible reimbursement for healthy meals served to children in their care. This program includes updates for the year 2025 and encourages participant interaction.

Cost: Free

OCFS Category: 2, 5

CPR/First Aid/ AED Cathy Lee

November 19 from 5:30 PM until complete

Fayette St, Binghamton

This is an instructor-led, in-person, classroom-based approach to training where the core knowledge content is provided by using scenario-based video segments or slide presentation, followed by demonstration of skills and the opportunity for instructor-facilitated student practice. CPR/AED and First Aid skills will be taught and practiced as they relate to adults, children and infants. Participants will be able to perform effective CPR, use an AED and be trained in basic first aid techniques. Space is limited.

Cost: \$80 per person or

EIP/Voice Scholarships

Group discounts are
available

OCFS Category: 4

***Registration: MUST call
to register

Fostering Resiliency Isabelle Gorham

November 19 from 6:00 PM to 7:00 PM

Cherry St, Johnson City

This training is for providers who are looking to support children that may experience or have already experienced an adverse childhood event, also known as an ACE. It is recommended that providers take an ACES training prior to attending this training to ensure the proper background knowledge. This training will focus on resiliency: how to build it, maintain it, and why it is so important in childrens' lives. Resiliency is a skill and we, as early childhood caregivers, have the ability to teach kids about this amazing tool that will be useful for the rest of their lives.

Cost: Free

OCFS Category: 10

Record Keeping With Google Workspace Isabelle Gorham

November 24 from 6:00 PM to 7:00 PM

Cherry St, Johnson City

This training is for providers who are looking to improve their record keeping skills and practices. In this training participants will learn tips on how to use GoogleSheets and GoogleDocs to easily record important, often required, information and/or documents pertaining to your child care business. The training will also discuss key points of consideration in regards to maintaining those records overtime in an organized, online space.

Cost: Free

OCFS Category: 5

NOVEMBER TRAININGS

CHENANGO

Early Intervention: Supporting Young Children and Families Lori Graham

November 10 from 6:00 PM to 7:30 PM

Oxford Library

This training is designed to support family and group family childcare providers in recognizing and responding to children's developmental needs. Participants will explore the importance of understanding developmental milestones and identifying red flags that may indicate a potential developmental delay. The session will provide practical strategies for communicating concerns with families in a respectful and supportive manner and will outline the early intervention referral process to ensure children receive timely support. Participants will learn about community resources available to assist families, with a focus on local support within Chenango County and surrounding areas. Additionally, a special guest speaker from the Chenango County Department of Public Health, Special Needs Division, will be in attendance to share valuable insights, guidance, and resources to help providers connect families with the services they need.

Cost: Free

OCFS Category: 1

TIOGA

Better Techniques = Better Behaviors Mary Fox

November 12 from 6:00 PM to 7:30 PM

Taylor Rd, Owego

In this training we will talk about the behaviors we see that the children are struggling with and about how our behavior has an effect on the class. We will discuss some techniques and activities we can do to help with the behaviors.

Cost: Free

OCFS Category: 1

VIRTUAL

Addressing Mental Health in Adults Allie Drake

November 13 from 6:00 PM to 7:30 PM

Virtual

This training will discuss the mental health challenges adults face while working with children. Including second-hand trauma. We will discuss coping and self-help skills that can help teachers become more successful.

Cost: Free

OCFS Category: 3

DECEMBER TRAININGS

Training Title	Date	Location	OCFS Training Categories									
			1	2	3	4	5	6	7	8	9	10
(G)FDC Regulations Refresher	12/2	JC							X			
Watch Me! Celebrating Milestones and Sharing Concerns	12/4	Bing	X									
Managing Challenging Behaviors	12/16	Norwich	X		X							
Web Development and Design	12/17	JC					X					
The Importance of Play	12/9	Virtual	X		X							
Active Supervision	12/18	JC	X									

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DECEMBER TRAININGS

BROOME

(G)FDC Regulations Refresher Isabelle Gorham

December 2 from 6:00 PM to 7:00 PM

Cherry St, Johnson City

This training is for any provider/ece professional who wants to review the New York State regulations. We will go over the regulations for FDC and GFDC. We will go over the basics of the regulations that have not changed, and then cover any new regulations- with a focus on anaphylaxis as this policy has been updated Nov.1, 2024.

Cost: Free
OCFS Category: 7

Watch Me! Celebrating Milestones and Sharing Concerns Victoria Allen

December 4 from 6:00 PM to 7:00 PM

Fayette St, Binghamton

As an early care and education provider, you play a critical role in the health and well-being of children. You are also very well-positioned to help identify children who might need extra help in their development. This training will help you fulfill this role by providing tools and best practices for monitoring the development of children in your care and talking about it with their parents.

Cost: Free
OCFS Category: 1
QSNY Standard: COA

Web Development and Design Isabelle Gorham

December 17 from 6:00 PM to 7:00 PM

Cherry St, Johnson City

This training is for providers who want to create a new website or update an existing website with GoogleSites. If you are looking to grow your child care business, or for a new way to reach the community and prospective families, having a dedicated business website is a great place to start! Participants will leave with the resources to create and manage their own website. At the end of the training, there will be an option to sign up for 1-on-1 website builder coaching sessions.

Cost: Free
OCFS Category: 5

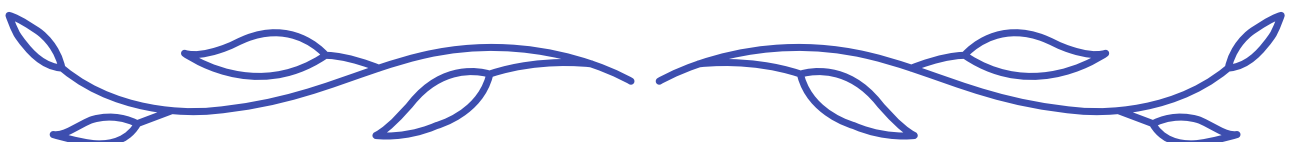
Active Supervision Abbie Bennett

December 18 from 6:00 PM to 7:30 PM

Cherry St, Johnson City

During this training we will be going over the importance of active supervision. We will go over the 6 strategies of active supervision. I will go over tips for teachers during classroom transitions. During the training I will go over the benefits and importance of zoning.

Cost: Free
OCFS Category: 3



DECEMBER TRAININGS

Virtual

The Importance of Play Allie Drake

December 9 from 6:00 PM to 7:30 PM

Virtual

This training will discuss the importance of play in the learning environment. We will talk about how children benefit from play in the environment. We will also discuss methods to incorporate more learning into play and come up with ideas that participants can use in their own classrooms.

Cost: Free

OCFS Category: 1, 3

Chenango

Managing Challenging Behaviors Lori Graham

December 16 from 6:00 PM to 8:00 PM

S Broad St, Norwich

This training is designed for childcare providers to understand, prevent, and respond to challenging behaviors in young children. Participants will explore the underlying sources of challenging behaviors and learn practical, research-based strategies to support positive social-emotional development and promote a safe, nurturing classroom environment. This training also provides an overview of various behavior management strategies of Conscious Discipline, 2nd Step, and FLIP IT.

Cost: Free

OCFS Category: 1, 3



**DON'T SEE WHAT YOU
NEED?**

**CLICK HERE OR SCAN
TO LET US KNOW!**



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Child Care Resource Center Contact Information

607-723-8313

Cathy Lee: Health and Wellness Supervisor cjlee@familyenrichment.org x824

Rachel Dowd: Provider Services Coordinator rdowd@familyenrichment.org x894

Allie Drake: Training and Coaching Specialist adrake@familyenrichment.org x1620

Isabelle Gorham: CCRC Business Specialist igorham@familyenrichment.org x1616

Lori Graham: Chenango CCRC Specialist lgraham@familyenrichment.org x1522

Victoria Allen: Infant Toddler Specialist vallen@familyenrichment.org x1678

Mary Fox: Tioga CCRC Specialist mfox@familyenrichment.org x.1187

Abbie Bennet: Training and Coaching Specialist abennett@familyenrichment.org x.1642

Crystal Rozelle: Child Care Specialist crozelle@familyenrichment.org x829

Jennifer Perney: Family and Community Services Director jperney@familyenrichment.org x872

ADDITIONAL INFORMATION

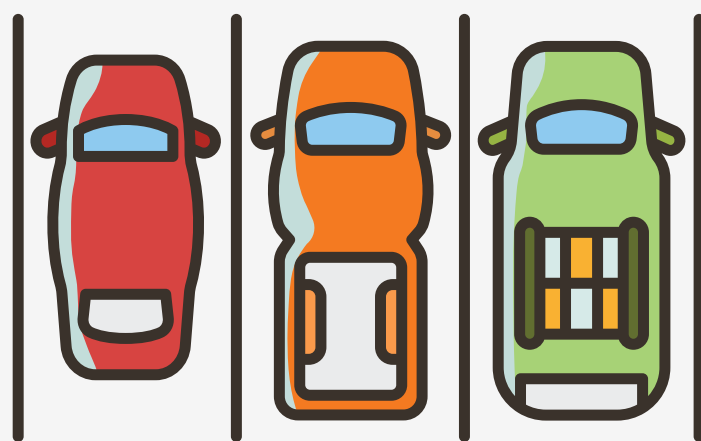
FAMILY ENRICHMENT NETWORK OFFICE LOCATIONS

Binghamton
29 Fayette St

Johnson City
24 Cherry St

Norwich
21 S Broad St

Owego
1277 Taylor Rd
(in the Abide in
the Vine building)



Parking Information

Johnson City: If you are coming to a training in the evening or the weekend, please use the visitor parking lot on the right side of the building in Johnson City, or park on the street. Please do not park in the fenced-in bus and employee parking lot.

Binghamton: You can park on the same side of the street as our building. (We no longer rent parking in the lot across the street, so parking there is at your own risk.)

Owego: The entrance to the building is on the left side and parking is available in that area.

Norwich: You can park in the public parking lot (off Main St, turn into Theatre Lane to parking lot, or off Broad Street turn into the ally way next to the movie theater to access the parking lot) or utilize street parking.

TRAINING POLICIES AND INFORMATION

**** Registration Information ****

You must register for trainings two weeks prior to the date. All EIP paperwork, FEN scholarship paperwork, VOICE/CSEA number, and/or payments must be received to be considered registered. You must notify us of any scholarship submission. Your training enrollment is pending until we receive any scholarship award notification, so you need to apply early! You are not registered for a training at FEN unless you contact us! Please make all checks payable to Family Enrichment Network, Inc.

**** EIP Information ****

Scholarship funding to participate in training may be available through the Educational Incentive Program (EIP). EIP is a voluntary scholarship program and may be available to help cover the costs of trainings. Please apply for EIP at www.ecetp.pdp.albany.edu. We do not want EIP applications or a copy of your income taxes. We only need proof of EIP eligibility (for example, approval letter, denial letter). If you are 100% eligible for EIP funding, you do not have to pay a co-pay. If you are 75% eligible for EIP, you will need to pay the remaining balance due. For more information or to apply for a scholarship, please visit www.ecetp.pdp.albany.edu. You may also contact EIP at eip@albany.edu or 800-295-9616 or 518-442-6575.

*Apply early, as funding is limited and could run out.

**** CSEA VOICE Information ****

Family Enrichment Network is an approved training organization with CSEA/VOICE. Scholarship funding may be available for family, group family, and legally exempt providers. Visit voiccecsea.org to obtain a CSEA ID and for more information.

**** FEN Scholarship ****

A FEN Scholarship may be available to help you cover the training cost. Proof of income will be reviewed, as well as program financial information. Economic hardships will be evaluated on an individual basis. MAT, Fall Conference, CPR/First Aid, and CDA. The FEN Scholarship is designed for single, evening classes. Call Crystal for more information.

**** Refund Policy ****

All trainings, conferences and/or workshops are NON-Refundable, unless cancelled by us.

**** Late Policy ****

Participants who arrive 15 minutes or more after the start of the training will not be admitted to the training unless previously discussed with the trainer. Please get in contact with the trainer if you will be late.

**** Cancellations ****

We reserve the right to cancel trainings if fewer than 3 people are registered, or in case of inclement weather. If you are registered, you will be contacted in the case of a cancellation. If you are unable to attend a training you are registered for, please cancel your registration by calling 723-8313 ext. 829.

**** Inclement Weather ****

If Family Enrichment Network closes the agency for all programs because of inclement weather, all trainings are also cancelled. To find out if the agency has closed, call the main number and listen to the message at (607) 723-8313.

**** Accessibility ****

In Johnson City, the front doors do lock after the trainings begin. Please arrive on time. The Fayette St. door is locked at all times. Please ring the bell for access. Be patient as staff need to come down stairs to open the door.

**** Accommodations ****

If you require special accommodations please reach out to our staff to discuss how we can best meet your needs.

**** Training Certificates ****

Training certificates will be distributed at the training if you registered and paid in advance. If you are not registered for a training, but walk in, a training certificate will be provided upon completion of class AND after payment is received. There will be a \$5.00 charge for duplicate training certificates requested. You must complete the entire training in order to receive training credit. There is no option to take a partial training.

**** Children ****

To respect the professional training of others, please do not bring children to the trainings. There is no child care available and you will be asked to leave.

**** Training Etiquette ****

Please be respectful of others by turning your cell phone to vibrate and limiting talking to that which is appropriate to the training.