

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE	SERVICES
Naval Training Center Orlando United States Navy	1657 John Paul Jones Avenue Bldg 2034, Suite 0738, NTC Orlando, FL 32813-8323	Daisy Studley Child Development Program Administrator 407-646-5131/4694	CEN ☒ SAC ☒ FCC ☒ R/R ☒
NTTC Corry Station United States Navy	Code 9980 Naval Technical Training Center Pensacola, FL 32511	Linda Delaney Child Development Program Administrator 904-452-6138	CEN ☒ SAC ☐ FCC ☐ R/R ☐
Tyndall Air Force Base United States Air Force	SVS/SVYC 113 Suwannee Road Tyndall AFB, FL 32403	Saundra K. Lockwood Family Member Support Flight Chief 904-283-4859	CEN ☒ SAC ☒ FCC ☒ R/R ☒
GEORGIA			
Albany United States Marine Corps	Marine Corps Logistics Base 814 Radford Boulevard Albany, GA 31704-1128	Lynn Willis Child Development Program Administrator 912-439-5199	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Fort Benning United States Army	ATTN: ATZB-PAF-C Fort Benning, GA 31905	Jennifer Williams Child Development Services Coordinator 706-545-3065	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Fort Gordon United States Army	ATTN: ATZH-CAF-D Fort Gordon, GA 30905-5020	Mary Negron Chief, Children and Youth Branch 706-791-6494	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Fort McPherson United States Army	1608 Maney Lane SW Atlanta, GA 30330-1008	Jacqueline L. Williams Acting Child and Youth Services Coordinator 404-464-3192	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Fort Stewart/Hunter United States Army	P.O. Box 3600 Fort Stewart, GA 31314	James F. Neal Family Child Care Director 912-767-2311	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Hunter Army Airfield United States Army	P.O. Box 3600 Fort Stewart, GA 31314-5000	Linda A. Heifferon Assistant Director of Human Resources 912-767-3098	CEN ☒ SAC ☒ FCC ☒ R/R ☒

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE	SERVICES
Moody Air Force Base United States Air Force	347 SVS/SVYC 5251 Berger Street, STE 1 Moody AFB, GA 31699-1796	Wendy L. Ozment Family Member Support Flight Chief 912-257-3182	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Naval Air Station Atlanta United States Navy	1000 Halsey Avenue Building 64, NAS Atlanta Marietta, GA 30060-5099	Josephine Allen Child Development Program Administrator 770-919-6222	CEN ☒ SAC ☒ FCC ☐ R/R ☒
Naval Submarine Base Kings Bay United States Navy	Code QL2241 NSB Kings Bay, GA 31547-0000	Lisa Wolfe Child Development Program Administrator 912-673-2001 Ext 9653	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Naval Supply Corps School Athens United States Navy	1425 Prince Avenue MWR Code 076, NSCS Athens, GA 30606-2205	Pat Deaton Child Development Program Administrator 706-548-4832	CEN ☒ SAC ☐ FCC ☐ R/R ☐
Robins Air Force Base United States Air Force	76 SPTG/SVYC 755 Warner Robins Street Robins AFB, GA 31098	Carolyn Stevens Family Member Support Flight Chief 912-926-3193	CEN ☒ SAC ☒ FCC ☒ R/R ☒
HAWAII			
Fort Shafter United States Army	ATTN: APVG-GAF-FC Wisser Street, Bldg 525 Fort Shafter, HI 96858-5000	Kathy Price Child Development Services Coordinator 808-438-7501	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Hickam Air Force Base United States Air Force	15 SVS/SVY 900 Hanger Avenue Hickam AFB, HI 96853-5246	Ardyn Craig Family Member Support Flight Chief 808-448-2042	CEN ☒ SAC ☒ FCC ☐ R/R ☒
Kaneohe United States Marine Corps	Marine Corps Bases Hawaii Box 63002 Kaneohe, HI 96863-3002	Susan Cleveland Child Development Program Administrator 808-257-7430	CEN ☒ SAC ☐ FCC ☒ R/R ☐
Naval Air Station Barbers Point United States Navy	Building 929 NAS Barbers Point, HI 96862	Vickie Walton Child Development Program Administrator 808-682-0013	CEN ☒ SAC ☒ FCC ☐ R/R ☒

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE	SERVICES
Naval Station Pearl Harbor United States Navy	MWR Dept., Box 20 NAVSTA Pearl Harbor Honolulu, HI 96860-6000	Bobbie Asato Child Development Program Administrator 808-471-2431	CEN ☒ SAC ☒ FCC ☒ R/R ☒
NCTAMS EASTPAC United States Navy	Code 10160, Building 416 NCTAMS EASTPAC Wahiawa, HI 96786-3050	A. Harlan-Fortucci Child Development Program Administrator 808-653-9010/5305	CEN ☒ SAC ☒ FCC ☐ R/R ☒
PMRF Barking Sands United States Navy	P.O. Box 128 PMRF Barking Sands Kekaha, HI 96752-0128	Bette Turlington Child Development Program Administrator 808-335-4453	CEN ☒ SAC ☒ FCC ☐ R/R ☒
Schofield Barracks United States Army	ATTN: APVG-GAF-FC Wisser Street, Bldg 525 Fort Shafter, HI 96858-5000	Kathy Price Child Development Services Coordinator 808-438-7501	CEN ☒ SAC ☒ FCC ☒ R/R ☒
IDAHO			
Mountain Home Air Force Base United States Air Force	366 SVS/SVYD 755 Pine Street Mountain Home AFB, ID 83648-5160	Lewis A. Clagg Family Member Support Flight Chief 208-828-2461	CEN ☒ SAC ☒ FCC ☒ R/R ☒
ILLINOIS			
Charles Melvin Price Support Center United States Army	ATTN: SATAS-CC Granite City, IL 62040-1801	Myra Garriott Child and Youth Development Coordinator 618-452-4521	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Naval Training Center Great Lakes United States Navy	MWR Building 160 Great Lakes, IL 60088-0000	Nina Hepburn Child Development Program Administrator 847-688-2110 Ext 129	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Rock Island Arsenal United States Army	ATTN: SIORI-CFF-C Rock Island, IL 61299-5000	Nancy J. Reeves Child Development Services Coordinator 309-782-2828	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Scott Air Force Base United States Air Force	375th SVS/SVYC 505 J Street, Building 1805, Room 203 Scott AFB, IL 62225-5305	Shannon Dauber Family Member Support Flight Chief 618-256-2505	CEN ☒ SAC ☒ FCC ☒ R/R ☒

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE	SERVICES
KANSAS			
Fort Leavenworth United States Army	120 Dickman Avenue Fort Leavenworth, KS 66027	Christy Allie Supplemental Programs & Services Director 913-684-9394	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Fort Riley United States Army	AFZN-CA 211 Custer Avenue, Building 6620 Fort Riley, KS 66442-6400	Mary L. Nunley Acting Director, Child & Youth Services 913-239-9220	CEN ☒ SAC ☒ FCC ☒ R/R ☒
McConnell Air Force Base United States Air Force	22 SVS/SVYC 53427 Lincoln Street McConnell AFB, KS 67221-5000	Nanci Wildman Family Member Support Flight Chief 316-652-4305	CEN ☒ SAC ☒ FCC ☒ R/R ☒
KENTUCKY			
Fort Campbell United States Army	Building 2188 Fort Campbell, KY 42223-5407	Katy Eccles Director, Youth Development Division 502-798-2164	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Fort Knox United States Army	ATTN: ATZK-HRS-D 1384 Vine Grove Road Fort Knox, KY 40121-5000	Carole Holt Child Development Services Coordinator 502-624-8391	CEN ☒ SAC ☒ FCC ☒ R/R ☒
LOUISIANA			
Barksdale Air Force Base United States Air Force	2 SVS/SVYC 424 Kenney Avenue Barksdale AFB, LA 71110-2242	Wayne Williamson Family Member Support Flight Chief 318-456-2634	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Fort Polk United States Army	AFZX-PA-FSC P.O. Box 3670 Fort Polk, LA 71459	Delores A. Hunder Child Development Services Coordinator 318-531-1989	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Naval Air Station New Orleans United States Navy	Code 100 MWR Building 57 New Orleans, LA 70143-5000	Sharon Brewer Child Development Program Administrator 504-678-3654	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Naval Station New Orleans United States Navy	Building 724 Code N3 New Orleans, LA 70142-5000	Clarito Bernas Child Development Program Administrator 504-678-2450	CEN ☒ SAC ☒ FCC ☒ R/R ☒

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE	SERVICES
MAINE			
Naval Air Station Brunswick United States Navy	Box 34, Building 21 NAS Brunswick, ME 04011-5000	Joyce Droney Child Development Program Administrator 207-921-2615	CEN ☒ SAC ☐ FCC ☒ R/R ☐
NAVCOMTELSTA Cutler United States Navy	FCC Director MWR BLDG 500, NCTS Cutler East Machias, ME 04630	Carol Rudelitch Family Child Care Director 207-259-8258	CEN ☐ SAC ☒ FCC ☒ R/R ☒
NSGA Winter Harbor United States Navy	MWR Department 208/265 NSGA Winter Harbor, ME 04693	Roxane Dietrich Child Development Program Administrator 207-963-5534 Ext 265	CEN ☒ SAC ☒ FCC ☒ R/R ☒
MARYLAND			
Andrews Air Force Base United States Air Force	Child Development Center - 1 Building 4575 Andrews AFB, MD 20762	Sara Hearn Family Member Support Flight Chief 301-981-9719	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Fort Detrick United States Army	ATTN: MCHD-PCS 810 Schreider Street, Suite 200 Frederick, MD 21702-5016	Linda Vollentine Child and Youth Services Coordinator 301-619-3405	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Fort Meade United States Army	ATTN: ANME-PEC Building 3176, Ernie Pyle Street Fort George C. Meade, MD 20755	Martha M. McClary Child Development Services Coordinator 301-677-5757	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Fort Ritchie United States Army	ATTN: ANRT-CAF-C Building 506 Fort Ritchie, MD 21719	Lorenza Stinnent Acting Child Development Services Coordinator 301-878-5380	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Naval Air Station Patuxent River United States Navy	Building 2030 NAS Patuxent River, MD 20670	Phyllis Leighton Child Development Program Administrator 301-342-7637	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Naval Medical Command Bethesda United States Navy	8901 Wisconsin Avenue NMC Bethesda, MD 20814-0000	E. Houston Child Development Program Administrator 301-295-5475	CEN ☒ SAC ☐ FCC ☐ R/R ☐

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE	SERVICES
Naval Station Annapolis United States Navy	MWR Building 298 Annapolis Area Complex, Naval Station Annapolis, MD 21402-0000	June Wooten Child Development Program Administrator 410-293-9391	CEN ☒ SAC ☒ FCC ☒ R/R ☒
NSWC Indian Head United States Navy	NSWC Indian Head Division Code 014, Building ROB 14 Indian Head, MD 20640-5035	Margo Turner Child Development Program Administrator 301-743-4458	CEN ☒ SAC ☒ FCC ☒ R/R ☒
U.S. Army Garrison - APG United States Army	ATTN: STEAP-CF-FC, Bldg. 2485 Aberdeen Proving Ground, MD 21005-5001	Regina Danenfelzer Child and Youth Coordinator 410-278-2223	CEN ☒ SAC ☒ FCC ☒ R/R ☒
U.S. Army Garrison - Edgewood United States Army	ATTN: STEAP-CF-FC Building 2485 Aberdeen Proving Ground, MD 21005-5001	Regina Danenfelzer Child and Youth Coordinator 410-278-2223	CEN ☒ SAC ☒ FCC ☒ R/R ☒

MASSACHUSETTS

Hanscom Air Force Base United States Air Force	66 SVS/SVYC 98 Barksdale Street, Building 1994 Hanscom AFB, MA 01731	Linda Janulis Family Member Support Flight Chief 617-377-1282	CEN ☒ SAC ☒ FCC ☒ R/R ☒
U.S. Army Soldier Systems Command United States Army	Kansas Street Natick, MA 01760	Michelle Poirier Child Development Services Coordinator 508-233-5593	CEN ☒ SAC ☒ FCC ☒ R/R ☒

MICHIGAN

U.S. Army Garrison - Selfridge United States Army	ATTN: AMSTA-CY-AFC Building 971 Selfridge ANG Base, MI 48045	Dennise Ellis-Goyke Child Development Services Coordinator 810-307-5903	CEN ☒ SAC ☒ FCC ☒ R/R ☒
--	--	---	--

MISSISSIPPI

Columbus Air Force Base United States Air Force	14 SPTG/SVYC 555 Simler Boulevard Columbus AFB, MS 39710-5100	Cherrie E. Castell Family Member Support Flight Chief 601-434-2405	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Keesler Air Force Base United States Air Force	81 SVS/SVY 604 J. Street Keesler AFB, MS 39534	VACANT Family Member Support Flight Chief 601-377-3077	CEN ☒ SAC ☒ FCC ☒ R/R ☒

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE	SERVICES
Naval Air Station Meridian United States Navy	2395 Brown Drive NAS Meridian, MS 39309-5611	Patricia Evans Child Development Program Administrator 601-679-2652	CEN ☒ SAC ☒ FCC ☒ R/R ☒
NCBC Gulfport United States Navy	5200 CBC 2nd Street MWR DEPT Code 300 Gulfport, MS 39501-5001	Jill Paradise Child Development Program Administrator 601-871-2323	CEN ☒ SAC ☒ FCC ☐ R/R ☒
MISSOURI			
Fort Leonard Wood United States Army	Building 470 Fort Leonard Wood, MO 65473	Shirley A. Sterbenk Chief, Child & Youth Services Division 573-596-0200	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Kansas City United States Marine Corps	Marine Corps Support Activity 15424 Andrews Road Kansas City, MO 64147-1219	Cheryl Erickson Family Child Care Director 816-843-3151	CEN ☐ SAC ☐ FCC ☒ R/R ☐
Whiteman Air Force Base United States Air Force	SVS/SVYC 660 10th Street, Suite 222 Whiteman AFB, MO 65305	Meladee Bay Family Member Support Flight Chief 816-687-6533	CEN ☒ SAC ☒ FCC ☒ R/R ☒
NEBRASKA			
Offutt Air Force Base United States Air Force	55 SVS/SVY 109 Grant Circle, STE 101 Offutt AFB, NE 68113-2084	Rosalyn Johnson Family Member Support Flight Chief 402-294-8103	CEN ☒ SAC ☒ FCC ☒ R/R ☒
NEVADA			
Naval Air Station Fallon United States Navy	4755 Pasture Road BLDG 350, NAS Fallon, NV 89596-5000	Earl Nissen Child Development Program Administrator 702-423-5808	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Nellis Air Force Base United States Air Force	99 SVS/SVYC 5690 Rickenbacker Road Nellis AFB, NV 89191-7063	Barbara Bettens Family Member Support Flight Chief 702-652-4417	CEN ☒ SAC ☒ FCC ☒ R/R ☒

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE	SERVICES
NEW HAMPSHIRE			
Cold Region Research Engineering Ct United States Army	72 Lyme Road Hanover, NH 03755	Denise Andrews Child Development Services Coordinator 603-646-4137	CEN ☒ SAC ☐ FCC ☐ R/R ☐
Portsmouth NSYD United States Navy	Code 820 10 Portsmouth Naval Shipyard Portsmouth, NH 03804-5000	Kathy Haley Child Development Program Administrator 207-438-2083	CEN ☒ SAC ☒ FCC ☒ R/R ☒
NEW JERSEY			
Fort Dix United States Army	AFTZ-CFA-CDS Fort Dix, NJ 08640-5130	Linda Severs Child Development Services Coordinator 609-562-6296	CEN ☒ SAC ☒ FCC ☒ R/R ☒
McGuire Air Force Base United States Air Force	305 SVS/SVYC 2905 Tuskegee Airman Avenue McGuire AFB, NJ 08641	Patricia Payne Family Member Support Flight Chief 609-724-2840	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Military Ocean Terminal - Bayonne United States Army	CF Activity Division USA GBY Bayonne, NJ 07002	Terry Stone Child Development Services Coordinator 201-823-5980	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Naval Air Engineering Station Lakehurst United States Navy	MWR Building 123-1 Code 8463, NAES Lakehurst, NJ 08733-5040	Barbara Lane Child Development Program Administrator 732-323-1363	CEN ☒ SAC ☐ FCC ☐ R/R ☐
Naval Weapons Station Earle United States Navy	201 Highway 34 South NWS, Building C29 Colts Neck, NJ 07722	Tricia Ingleston Child Development Program Administrator 732-866-2530	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Picatinny Arsenal United States Army	ATTN: AMSTA-AR-PAQ-F, Bldg. 34N Building 34N Picatinny Arsenal, NJ 07806-5000	Patricia McKenna Child and Youth Services Coordinator 973-724-4994	CEN ☒ SAC ☒ FCC ☒ R/R ☒
U.S. Army Garrison- Fort Monmouth United States Army	ATTN: SELFM-MWR-FA-CY Fort Monmouth, NJ 07703-5000	Janey K. Baca Child and Youth Coordinator 908-532-9697 Ext 4160	CEN ☒ SAC ☒ FCC ☒ R/R ☒

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE	SERVICES
NEW MEXICO			
Cannon Air Force Base	27 SV/SVYC	Jim Hernandez	CEN ☒ SAC ☒
United States Air Force	110 E. Sextant, Suite 1058 Cannon AFB, NM 88103-5322	Family Member Support Flight Chief 505-784-7728	FCC ☒ R/R ☒
Holloman Air Force Base	49 SVS/SVYC	James Laquerre	CEN ☒ SAC ☒
United States Air Force	541 New Mexico Avenue, Building 790 Holloman AFB, NM 88330	Family Member Support Flight Chief 505-475-3418	FCC ☒ R/R ☒
Kirtland Air Force Base	377 SVS/SVYC	Judith Nicholas	CEN ☒ SAC ☒
United States Air Force	2000 Wyoming Boulevard SE Kirtland AFB, NM 87117-5661	Family Member Support Flight Chief 505-846-4123	FCC ☒ R/R ☒
White Sands Missile Range	ATTN: STEWS-CA-FC	Denise Rodriguez	CEN ☒ SAC ☒
United States Army	White Sands Missile Range, NM 88002-5040	Child Development Services Coordinator 505-678-7882	FCC ☒ R/R ☒
NEW YORK			
Fort Drum	Dir Com Act	Karen B. Wood	CEN ☒ SAC ☒
United States Army	7 Lewis Avenue Fort Drum, NY 13602-5018	Child Development Services Coordinator 315-772-6715	FCC ☒ R/R ☒
Fort Hamilton	ATTN: AFZT-FHA	Margaret Forsyth	CEN ☒ SAC ☒
United States Army	302 General Lee Avenue Brooklyn, NY 11252-5100	Child & Youth Services Coordinator 718-630-4475	FCC ☒ R/R ☒
Mitchel Field	82B Mitchel Avenue	Sandy Canupp	CEN ☐ SAC ☐
United States Navy	Navy Housing Mitchel Field East Meadow, NY 11554	Family Child Care Director 516-483-3106	FCC ☒ R/R ☐
NAVADMINU Scotia	26 Quiet Harbor Drive	Betsy D. Coffey	CEN ☐ SAC ☐
United States Navy	Navy Housing Management Office, NAU Saratoga Spring, NY 12866	Family Child Care Director 518-584-3579	FCC ☒ R/R ☐
U.S. Military Academy	CDS Building 644	Barbara Denerstein	CEN ☐ SAC ☐
United States Army	West Point, NY 10996	Child Development Services Program Specialist 914-938-2092	FCC ☐ R/R ☐

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE	SERVICES
USMA - Stewart Army Sub-Post United States Army	CDS Building 2104 New Windsor, NY 10996	Barbara Denerstein Child Development Services Program Specialist 914-563-3522	CEN ☒ SAC ☒ FCC ☒ R/R ☒
NORTH CAROLINA			
Camp Lejeune United States Marine Corps	Marine Corps Base Camp Lejeune PSC Box 20004 Camp Lejeune, NC 28542-0004	Judith Korol Child Development Program Administrator 910-451-9587	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Cherry Point United States Marine Corps	Marine Corps Air Station Cherry Point PSC Box 8003 Cherry Point, NC 28533-0003	Vera Campbell Child Development Program Administrator 919-466-5856	CEN ☒ SAC ☐ FCC ☒ R/R ☐
Fort Bragg United States Army	ATTN: AFZA-DCA, 4-1469 Reilly Road P.O. Box 70122 Fort Bragg, NC 28307-5000	Sondra McMillan Child Development Services Coordinator 910-396-4313	CEN ☒ SAC ☒ FCC ☒ R/R ☒
New River United States Marine Corps	Marine Corps Air Station New River PSC Box 21001 Jacksonville, NC 28545-1001	Kelly Faircloth Child Development Program Administrator 910-451-6110	CEN ☒ SAC ☐ FCC ☒ R/R ☐
Pope Air Force Base United States Air Force	23 SVS/SVYC 374 Maynard Street, STE 1 Pope AFB, NC 28308-2369	Joye Tolley Family Member Support Flight Chief 910-394-2145	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Seymour Johnson Air Force Base United States Air Force	SVS/SVYC 1030 Langley Avenue Seymour Johnson AFB, NC 27531-2544	Beth Hodge Family Member Support Flight Chief 919-736-6678	CEN ☒ SAC ☒ FCC ☒ R/R ☒
NORTH DAKOTA			
Grand Forks Air Force Base United States Air Force	319 SVS/SVYC Grand Forks AFB, ND 58205-5085	Linda K. Depaola Family Member Support Flight Chief 701-747-6483	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Minot Air Force Base United States Air Force	5 SVS/SVYC 201 Summit Drive, Suite 203 Minot AFB, ND 58705-5037	Lori Kickery Family Member Support Flight Chief 701-723-4673	CEN ☒ SAC ☒ FCC ☒ R/R ☒

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE	SERVICES
OHIO			
Defense Supply Center Columbus		Penny Schneider	CEN ☒ SAC ☒
Defense Logistics Agency	P.O. Box 3990 Columbus, OH 43216-5000	Education Program Specialist 614-692-6651	FCC ☒ R/R ☒
Wright Patterson Air Force Base	88 SPTG/SVYC	Kim Jackson	CEN ☒ SAC ☒
United States Air Force	5215 Thurlow Street, STE 2 Wright Patterson AFB, OH 45433-5542	Family Member Support Flight Chief 937-257-2915	FCC ☒ R/R ☒
OKLAHOMA			
Altus Air Force Base	97 SVS/SVYC	Constance Hill	CEN ☒ SAC ☒
United States Air Force	308 N. 1st Street, Suite 2325 Altus AFB, OK 73523-5003	Family Member Support Flight Chief 405-481-7742	FCC ☒ R/R ☒
Fort Sill	ATTN: ATZR-PNC-C	Robin Wyrick	CEN ☒ SAC ☒
United States Army	P.O. Box 33313 Fort Sill, OK 73503	Child Development Services Coordinator 405-442-2130	FCC ☒ R/R ☒
McAlester Army Ammunition Plant	ATTN: SIOMC-CAS	Betty E. Compton	CEN ☒ SAC ☒
United States Army	McAlester, OK 74501-9002	Child Development Services Director 918-421-2440	FCC ☒ R/R ☒
Tinker Air Force Base	72 SPTG/SVYC	Vicki Trahan	CEN ☒ SAC ☒
United States Air Force	6120 Arnold Street Tinker AFB, OK 73145-8101	Family Member Support Flight Chief 405-734-3566	FCC ☒ R/R ☒
Vance Air Force Base	71 LS/SVY	Marilyn Stewart	CEN ☒ SAC ☒
United States Air Force	308 Sawyer Street, Suite 112 Vance AFB, OK 73705-5115	Family Member Support Flight Chief 405-213-7139	FCC ☒ R/R ☒
PENNSYLVANIA			
Carlisle Barracks	CDS	Susan Ziegler	CEN ☒ SAC ☒
United States Army	632 Wright Avenue Carlisle Barracks, PA 17013	Child Development Services Coordinator 717-245-3788	FCC ☒ R/R ☒
DLA - Administrative Spt Ctr East	ASCE-WNSC	Marith A. Willis	CEN ☒ SAC ☒
Defense Logistics Agency	#14 Dedication Drive (Suite 3) New Cumberland, PA 17070-5011	Coordinator, Child & Youth Development Services 717-770-7669	FCC ☒ R/R ☒

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE	SERVICES
Letterkenny Army Depot United States Army	ATTN: SIOLE-RMC Building 645 Chambersburg, PA 17201	Lois Trueman Chief, Child and Youth Services 717-267-8846	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Naval Air Station JRB Willow Grove United States Navy	MWR Department, BLDG 2, Box 06 Naval Air Station, Joint Reserve Base Willow Grove, PA 19090	Jan Cook Child Development Program Administrator 215-443-6020	CEN ☒ SAC ☒ FCC ☒ R/R ☒
NAVICP Mechanicsburg United States Navy	Naval Inventory Control Point, P.O. Box 2020 Code 01132, 5450 Carlisle Pike Mechanicsburg, PA 17055	Mike Lukehart Contracting Officer's Representative 717-790-1611/4333	CEN ☒ SAC ☐ FCC ☐ R/R ☐
NAVICP Philadelphia United States Navy	Naval Inventory Control Point, Bldg 1, Room 1205 Code 8088, 700 Robbins Avenue Philadelphia, PA 19111	Filomena Ward Contracting Officer's Representative 215-697-5566	CEN ☒ SAC ☒ FCC ☐ R/R ☒
Tobyhanna Army Depot United States Army	ATTN: SIOTY-CS-F Tobyhanna, PA 18466-5044	Anne Wombacker Child and Youth Services Coordinator 717-895-6148	CEN ☒ SAC ☒ FCC ☒ R/R ☒

PUERTO RICO

Fort Buchanan, Puerto Rico United States Army	ATTN: AFZK-B-PA Chrisman Road Fort Buchanan, PR 00934-5000	Irma Julia Child & Youth Services Coordinator 787-273-3399	CEN ☒ SAC ☒ FCC ☒ R/R ☒
--	--	--	--

RHODE ISLAND

NETC Newport United States Navy	1121 Meyerkord Avenue Naval Education and Training Center Newport, RI 02841-1620	Joann Brake Child Development Program Administrator 401-841-2141	CEN ☒ SAC ☒ FCC ☒ R/R ☒
------------------------------------	--	--	--

SOUTH CAROLINA

Beaufort United States Marine Corps	Marine Corps Air Station Beaufort, SC 29904-5023	Cassie McIntyre Child Development Program Administrator 803-522-7114	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Charleston Air Force Base United States Air Force	437 SVS/SVYC 2953 N. O'Neil Avenue Charleston AFB, SC 29404	Timothy P. Garrahan Family Member Support Flight Chief 803-566-3811	CEN ☒ SAC ☒ FCC ☒ R/R ☒

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE	SERVICES
Fort Jackson United States Army	ATTN: ATZJ-DCA-CC Fort Jackson, SC 29207-5140	Rose Edmond Child & Youth Coordinator 803-751-5256	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Parris Island United States Marine Corps	Marine Corps Recruit Depot P.O. Box 19001 Parris Island, SC 29905-9001	Amy Banks Child Development Program Administrator 803-525-2215	CEN ☒ SAC ☐ FCC ☒ R/R ☐
Shaw Air Force Base United States Air Force	SVS/SVYC 320 Laurel Street Shaw AFB, SC 29152	Pamela Kelly Family Member Support Flight Chief 803-668-2822	CEN ☒ SAC ☒ FCC ☒ R/R ☒
WPNSTA Charleston United States Navy	Code 15, Building 788 2316 Red Bank Road, STE 100 Goose Creek, SC 29445-8601	Laura Ruth Child Development Program Administrator 803-764-7408	CEN ☒ SAC ☒ FCC ☒ R/R ☒
TENNESSEE			
NSA Memphis United States Navy	MWR Fund 10146, P.O. Box 54278 Building S780, NSA Memphis Millington, TN 38054-0278	Carolyn Walker Child Development Program Administrator 901-874-5745	CEN ☒ SAC ☒ FCC ☒ R/R ☒
TEXAS			
Brooks Air Force Base United States Air Force	SVS/SVYC 3203 North Road, BLDG 502 Brooks AFB, TX 78235-5219	Michele McKenna Family Member Support Flight Chief 210-536-8060	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Dyess Air Force Base United States Air Force	7 SVS/SVYC 566 Avenue D Dyess AFB, TX 79607	Dianna G. Doggette Family Member Support Flight Chief 915-696-5530	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Fort Bliss United States Army	Building 1730 Fort Bliss, TX 79916-0058	Elvia Walker Supplemental Programs & Services Director 915-568-5709	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Fort Hood United States Army	AFZF-CA-HSD-CYS Building 1802 Fort Hood, TX 76544	Maureen Rigs Coordinator, Child & Youth Services 254-288-3865	CEN ☒ SAC ☒ FCC ☒ R/R ☒

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE	SERVICES
Fort Sam Houston United States Army	ATTN: MCHG-CA-CD 2729 Stanley Road Fort Sam Houston, TX 78234	Elaine Parvin Coordinator, Child Development Services 210-916-9516	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Goodfellow Air Force Base United States Air Force	17 SPTG/SVYC 310 E. Kearny Boulevard Goodfellow AFB, TX 76908-3102	Ginger Moore Family Member Support Flight Chief 915-654-3211	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Kelly Air Force Base United States Air Force	76 SPTG/SVYC 102 Duncan Drive Kelly AFB, TX 78241-6002	Lee Tomlinson Family Member Support Flight Chief 210-925-7221	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Lackland Air Force Base United States Air Force	37 SVS/SVYC Lackland AFB, TX 78236-5602	Marge Green Family Member Support Flight Chief 210-671-4268	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Laughlin Air Force Base United States Air Force	47th SPTG/SVYC 416 Liberty Drive Laughlin AFB, TX 78843-5134	Sam Kyle Family Member Support Flight Chief 210-298-4337	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Naval Air Station Corpus Christi United States Navy	Building 39 Code 22 NAS Corpus Christi, TX 78419	Sallie Bullard Child Development Program Administrator 512-939-7843	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Naval Air Station JRB Fort Worth United States Navy	Naval Air Station Joint Reserve Base, P.O. Box 27118 Fort Worth, TX 76127-0000	Judy Kersbergen Child Development Program Administrator 817-782-7445	CEN ☒ SAC ☐ FCC ☒ R/R ☐
Naval Air Station Kingsville United States Navy	MWR Department Building 1771, NAS Kingsville, TX 78363	Carmen Baldwin Child Development Program Administrator 512-516-6176/6569	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Randolph Air Force Base United States Air Force	12 SPTG/SVYC 415 B. Street East Randolph AFB, TX 78150	Gloria McCullough Family Member Support Flight Chief 210-652-5941	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Sheppard Air Force Base United States Air Force	82 SVS/SVYC 108 I Avenue Sheppard AFB, TX 76311-2736	Terry Baggott Family Member Support Flight Chief 817-676-5107	CEN ☒ SAC ☒ FCC ☒ R/R ☒

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE	SERVICES
UTAH			
Dugway Proving Ground United States Army	ATTN: STEDP-DBO-PCA-CDS Dugway, UT 84022	Nancy Carter Child Development Services Coordinator/Director 801-831-3345	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Hill Air Force Base United States Air Force	75 SPTG/SVYC 7285 4th Street Hill AFB, UT 84056-5206	James Dicus Family Member Support Flight Chief 801-777-3599	CEN ☒ SAC ☒ FCC ☒ R/R ☒
VIRGINIA			
AFSC Norfolk United States Navy	7800 Hampton Boulevard Armed Forces Staff College Norfolk, VA 23511-1702	Linda Dyer Child Development Program Administrator 757-445-2751	CEN ☒ SAC ☐ FCC ☐ R/R ☐
Defense Supply Center Richmond Defense Logistics Agency	DSCR-DF 8000 Jefferson Davis Highway Richmond, VA 23297-5415	Sandra DeSelms Coordinator, Children and Youth Development Svcs 804-279-6694	CEN ☒ SAC ☒ FCC ☒ R/R ☒
FCTC Dam Neck United States Navy	1912 Regulus Avenue Code N5, FCTC Dam Neck Virginia Beach, VA 23461	Judy Luckey Child Development Program Administrator 757-433-8683	CEN ☒ SAC ☐ FCC ☐ R/R ☐
Fort Belvoir United States Army	ATTN: ANFB-PEC-S 9725 Harris Road, Suite 101 Fort Belvoir, VA 22060	Jan Smith Acting Child Development Services Coordinator 703-805-3339	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Fort Eustis/Fort Story United States Army	Building 1522 11th Street Fort Eustis, VA 23604	Catherine Meadows Child Development Services Coordinator 757-878-3794	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Fort Lee United States Army	2011 Mahone Avenue Fort Lee, VA 23801	Josephine Brady Child Development Services Coordinator 804-734-6461	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Fort Monroe United States Army	Building T-183 Pratt Street Fort Monroe, VA 23651	Susan Searles Child & Youth Services Coordinator 757-727-2698/2855	CEN ☒ SAC ☒ FCC ☒ R/R ☒

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE	SERVICES
Fort Myer United States Army	ATTN: ANMY-PEF-S 201 McNair Road Fort Myer, VA 22211-1199	Consolacion M. Trance Child and Youth Services Coordinator 703-696-6862	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Headquarters Complex, Fort Belvoir Defense Logistics Agency	8725 John J. Kingman Road STE 1739 Fort Belvoir, VA 22060-6221	Linda M. Scales Child Development Services Coordinator 703-767-7103	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Henderson Hall United States Marine Corps	Headquarters Battalion Family Service Center, Henderson Hall Arlington, VA 22214	Muriel Ferguson Supplemental Programs & Services Director 703-607-8459	CEN ☐ SAC ☐ FCC ☒ R/R ☐
Langley Air Force Base United States Air Force	1 SVS/SVYC 68 Walnut Avenue Langley AFB, VA 23665	Cinda Sherrill Family Member Support Flight Chief 757-764-4343	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Naval Air Station Oceana United States Navy	MWR Department Building 331, NAS Oceana Virginia Beach, VA 23460	Millie Bowers Child Development Program Administrator 757-433-3164	CEN ☒ SAC ☒ FCC ☐ R/R ☒
Naval Amphibious Base Little Creek United States Navy	1423 Hewitt Drive NAB Little Creek Norfolk, VA 23521-2522	Sharron Porter Child Development Program Administrator 757-464-7951	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Naval Station Norfolk United States Navy	9475 Bacon Avenue Recreation Department, Naval Station Norfolk, VA 23511-0000	Kristen Carter Child Development Program Administrator 757-444-3239	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Norfolk NSY United States Navy	Code C 836 Building 1510 Portsmouth, VA 23709	Delayne Harlowe Child Development Program Administrator (Acting) 757-396-5863	CEN ☒ SAC ☒ FCC ☐ R/R ☒
NSGA Northwest United States Navy	MWR Department MOU I Box 697, NSGA Northwest Chesapeake, VA 23322	Mary E. Maxwell Child Development Program Administrator 757-421-8740	CEN ☒ SAC ☒ FCC ☒ R/R ☒
NSWC Dahlgren United States Navy	MWR Code CD25E NSWC, 17320 Dahlgren Road Dahlgren, VA 22448-5000	Patricia Wright Child Development Program Administrator 540-653-4342	CEN ☒ SAC ☒ FCC ☒ R/R ☒

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE	SERVICES
Quantico United States Marine Corps	Marine Corps Base Quantico 3250 Catlin Avenue, Suite 233 Quantico, VA 22134-5001	Sandi Gojekian Child Development Program Administrator 703-784-2165	CEN ☒ SAC ☒ FCC ☒ R/R ☒
WPNSTA Yorktown United States Navy	P.O. Box 32 Building 2033, Naval Weapons Station Lackey, VA 23693-0003	Polly Coulter Child Development Program Administrator 757-887-4734	CEN ☒ SAC ☒ FCC ☒ R/R ☒
WASHINGTON			
Fairchild Air Force Base United States Air Force	92 SVS/SVYC 201 E. Fairchild Highway Fairchild AFB, WA 99011	John Patten Family Member Support Flight Chief 509-247-2333	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Fort Lewis United States Army	AFZH-PAW-K MS 20R Fort Lewis, WA 98433-9500	Marlene J. Scavo Child Development Services Coordinator 253-967-3056	CEN ☒ SAC ☒ FCC ☒ R/R ☒
McChord Air Force Base United States Air Force	62 SVS/SVYC 100 Main Street, Suite 1003 McChord AFB, WA 98438-1109	Joseph L. Jones Family Member Support Flight Chief 206-984-3281	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Naval Air Station Whidbey Island United States Navy	MWR Building 2679 NAS Whidbey Island Oak Harbor, WA 98278-2100	Linda Jury Child Development Program Administrator 360-257-6423	CEN ☒ SAC ☐ FCC ☒ R/R ☐
Naval Station Everett United States Navy	2000 West Marine View Drive BLDG 2000, Room 207, Naval Station Everett, WA 98207-1700	Laura Knutson Child Development Program Administrator 206-304-3782	CEN ☒ SAC ☐ FCC ☒ R/R ☐
Naval Submarine Base Bangor United States Navy	Building 2902 Code N72, Naval Submarine Base Silverdale, WA 98315-5000	Wendy Hickman Child Development Program Administrator 360-779-4066	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Puget Sound NSY United States Navy	Code 820.4, BLDG 434 PSNS 1400 Farragut Ave Bremerton, WA 98314-5001	Camie Carlson Child Development Program Administrator 360-476-1132	CEN ☒ SAC ☒ FCC ☒ R/R ☒

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE	SERVICES
WEST VIRGINIA			
NSGA Sugar Grove	MWR	Ann Leonard	CEN ☐ SAC ☒
United States Navy	Naval Security Group Activity Sugar Grove, WV 26815-5000	Family Child Care Director 304-249-6385	FCC ☒ R/R ☒
WISCONSIN			
Fort McCoy	DPCA, ATTN: AFRC-FM-PAF-C	Kathleen Brennan	CEN ☒ SAC ☒
United States Army	1439 S. M Street Fort McCoy, WI 54656	Child Development Services Coordinator 608-388-4124	FCC ☒ R/R ☒

Directory of Department of Defense Child Development Programs

Section 3 -- Overseas Installations Listed by Geographical Area

16-Sep-97

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE	
EUROPE			
221st BSB Wiesbaden United States Army	Unit 29623 APO, AE 09096	Barbara Mouton Child Development Services Coordinator 0611-705-5383	CEN ☒ SAC ☒ FCC ☒ R/R ☒
222nd BSB Baumholder United States Army	Unit 23746 APO, AE 09034	Sandy Hill Child Development Services Coordinator 06783-6-7003	CEN ☒ SAC ☒ FCC ☒ R/R ☒
233rd BSB Darmstadt United States Army	CDS CMR 431 APO, AE 09175	Sarah Howell Child Development Services Coordinator 06151-69-6383	CEN ☒ SAC ☒ FCC ☒ R/R ☒
235th BSB Ansbach United States Army	ATTN: AETV-WG-AJ-C, CDS APO, AE 09177	Kathleen Faicon Children and Youth Services Coordinator 0931-283-7716	CEN ☒ SAC ☒ FCC ☒ R/R ☒
236th BSB Augsburg United States Army	Building 134 Sheridan Kaserne APO, AE 09178	Lora Mehrer Child Development Services Coordinator 011-49-821-540-642	CEN ☒ SAC ☒ FCC ☒ R/R ☒
254th BSB AFCENT United States Army	235 Prinshapdriklaan, Brussum AESE-VPF-C APO, AE 09221	Robert E. Davis Child Development Center Director 045-526-2575	CEN ☒ SAC ☒ FCC ☒ R/R ☒
279th BSB Bamberg United States Army	Unit 27535 APO, AE 09139	Alma Rice Child Development Services Coordinator 0951-300-1770	CEN ☒ SAC ☒ FCC ☒ R/R ☒
280th BSB Schweinfurt United States Army	DCA, FSD, CDS, CMR 457 APO, AE 09033	Mary E. Himic Chief, Family Support Division 09721-96-6279	CEN ☒ SAC ☒ FCC ☒ R/R ☒

INSTALLATION SERVICES: CEN = Center; FCC = Family Child Care; SAC = School Age Care; R/R = Resource and Referral

PAGE 3-1

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE			
282nd BSB Hohenfels United States Army	Unit 28216 APO, AE 09173	Bonnie P. Cornelison Child Development Services Coordinator 09472-832080	CEN	☒	SAC ☒
			FCC	☒	R/R ☒
293rd BSB Mannheim United States Army	Unit 29901 Box 25 APO, AE 09086	Linda Redwine-Bell Chief, Children and Youth Services 0621-730-3550/2849	CEN	☒	SAC ☒
			FCC	☒	R/R ☒
409th BSB Vilseck/Grafenwoehr United States Army	DCA, CDS APO, AE 09112	Cindy Nail Child & Youth ServicesD Director 09641-83-6232	CEN	☒	SAC ☒
			FCC	☒	R/R ☒
410th BSB Bad Kreuznach United States Army	Unit 24308 CDS APO, AE 09110	Tracy Charles Child Development Services Coordinator 0671-609-7920	CEN	☒	SAC ☒
			FCC	☒	R/R ☒
411 BSB Heidelberg United States Army	CYS Unit 29245 APO, AE 09102	Russell Smith Chief, Children & Youth Services 06221-57-8895	CEN	☒	SAC ☒
			FCC	☒	R/R ☒
414th BSB Hanau United States Army	CDS Unit 2019 Box 0006 APO, AE 09165-0006	Mary Ann Phillips-Butzkies Child Development Services Coordinator 06181-88-8023/8202	CEN	☒	SAC ☒
			FCC	☒	R/R ☒
415th BSB Kaiserslautern United States Army	CYSD Unit 23152 APO, AE 09227	Christine Welde Chief, Child/Youth Services 0631-536-7209	CEN	☒	SAC ☒
			FCC	☒	R/R ☒
417th BSB Wuerzburg United States Army	Unit 26137 APO, AE 09031	Cherri Kimerer Child Development Services Coordinator 09321-305363	CEN	☒	SAC ☒
			FCC	☒	R/R ☒
80th ASG SHAPE United States Army	CMR 450 Box 4500 APO, AE 09708	Ken O'Meara Chief, Human Resource Division 0032-06544486/06827-5686	CEN	☒	SAC ☒
			FCC	☒	R/R ☒

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE			
AST Garmisch United States Army	Unit 24515 APO, AE 09053	Eric Wissel Child Development Services Coordinator 011-49-8821-750-684	CEN ☒	SAC ☒	
AST Stuttgart United States Army	CMR 423 Kelley Barracks APO, AE 09107	Barbara Sporcic Child Development Services Coordinator 011-49-711-680-7458	CEN ☒	SAC ☒	
ASU/SWA Bahrain United States Navy	Admin Support Unit, PSC 451 Box MWR DEPT Southwest Asia Bahrain FPO, AE 09834-2800	Maureen Wilson Child Development Program Administrator 011-973-724-422	CEN ☒	SAC ☒	
Aviano Air Base Italy United States Air Force	31 SVS/SVYC, Unit 6122 Box 45 APO, AE 09601	Barbara Fraticelli Family Member Support Flight Chief 001-39-434-668811	CEN ☒	SAC ☒	
Bad Aibling Station National Security Agency	CMR 407 Box 331 APO, AE 09098	Robert Manaugh Chief of Morale, Welfare and Recreation 011498061385733	CEN ☐	SAC ☐	
Bad Aibling Station, Germany United States Army	718th MI Group CMR 407, Building 358 APO, AE 09098	Matthew Lutes Child and Youth Coordinator 011-49-8061-38-5722	CEN ☒	SAC ☒	
BSB Giessen Provisional United States Army	CDS Unit 20911 APO, AE 09169	Anita Armstrong Child Development Services Coordinator 06181-88-8298	CEN ☒	SAC ☒	
Geilenkirchen United States Air Force	470 ABF/MWRC Unit 3485 APO, AE 09104	Deloris Kenerson Child Development Center Director 49-02451-632216	CEN ☒	SAC ☒	
Izmir, Turkey United States Air Force	425 ABS/SVYC APO, AE 09821	Michelle Stewart Child Development Center Director 90-232-489-5329 EXT 3269	CEN ☒	SAC ☒	

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE			
JFM ST Mawgan United States Navy	PSC 804 Box 31 FPO, AE 09409-1031	Linday Lamberson Child Development Program Administrator 011-44-1841-54-1093	CEN ☒	SAC ☒	FCC ☒
Kadena Air Base Okinawa United States Air Force	18 SVS/SVYC Unit 5135 Box 10 APO, AE 96368-5135	Ann Smith Family Member Support Flight Chief 011-81-6117-34-2775	CEN ☒	SAC ☒	FCC ☒
La Maddalena United States Navy	PSC 816 MWR Box 1795 FPO, AE 09612-0051	Carol Kitchens Child Development Program Administrator 011-39-789-623-8393	CEN ☒	SAC ☒	FCC ☒
Lajes Field, Azores United States Air Force	65 SVS/SVYC Unit 8010 APO, AE 09720	Louise Denham Family Member Support Flight Chief 535-1333	CEN ☒	SAC ☒	FCC ☒
Livorno AST United States Army	Unit 31314 Box 20 APO, AE 09613	John Orme Child Development Services Coordinator 39-050-547642	CEN ☒	SAC ☒	FCC ☒
Menwith Hill Station National Security Agency	PSC 45 APO, AE 09468	Charles Gulden Chief of Morale, Welfare and Recreation 011-44-14237-7899	CEN ☐	SAC ☐	FCC ☐
Naval Activity United Kingdom United States Navy	PSC 821 Box 120 FPO, AE 09421-0120	Cindy Chandler Child Development Program Administrator 011-44-189-561-6520	CEN ☒	SAC ☒	FCC ☒
Naval Air Station Keflavik United States Navy	PSC 1003 Box 43 NAS Keflavik FPO, AE 09728-0343	Mary Jo Lohrenz Child Development Program Administrator 011-354-425-2791	CEN ☒	SAC ☒	FCC ☒
Naval Air Station Signoella United States Navy	PSC 812 MWR Department FPO, AE 09627-0812	Patricia Turner Child Development Program Administrator 011-39-95-90-3709	CEN ☒	SAC ☒	FCC ☒

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE			
Naval Station Guantanamo Bay United States Navy	MWR PSC 1005 Box 19, Naval Station FPO, AE 09593-0119	Susan Barkley Child Development Program Administrator 011-53-99-4491	CEN ☒	SAC ☒	FCC ☒ R/R ☒
Naval Station Rota United States Navy	PSC 819 Box 14 FPO, AE 09645-2000	William Bray Child Development Program Administrator 011-341-56-82-1105	CEN ☒	SAC ☒	FCC ☒ R/R ☒
Naval Support Activity Gaeta United States Navy	PSC 811 Box MWR FPO, AE 09609-1001	Julieane Schmidt Child Development Program Administrator 011-39-77-171-2272	CEN ☒	SAC ☒	FCC ☐ R/R ☒
Naval Support Activity Naples United States Navy	PSC 817 Box 9 FPO, AE 09622-0009	Cassandra Martin Child Development Program Administrator 011-39-81-568-5119	CEN ☒	SAC ☒	FCC ☒ R/R ☒
RAF Croughton UK United States Air Force	SVS/SVYC Unit 5855 APO, AE 09494	Dana Delinger-Mailes Family Member Support Flight Chief 01280-708222	CEN ☒	SAC ☒	FCC ☒ R/R ☒
RAF Lakenheath UK United States Air Force	48 SVS/SVYC Unit 5185, Box 70 APO, AE 09464-8570	Heidi Welch Family Member Support Flight Chief 44-1638-52-2410	CEN ☒	SAC ☒	FCC ☒ R/R ☒
RAF Menwith Hill Station, UK United States Army	PSC 45 Building 12 APO, AE 09468	Cecilia Kandler Child Development Services Coordinator 0144-1423-7890	CEN ☒	SAC ☒	FCC ☒ R/R ☒
RAF Mildenhall United States Air Force	100 SVS/SVYC Unit 4905 Box 400 APO, AE 09459	Larry Hileman Family Member Support Flight Chief 1-638-54-22525	CEN ☒	SAC ☒	FCC ☒ R/R ☒
RAF Molesworth United States Air Force	SVS/SVYC Unit 5570, Box 75, BLDG 700 APO, AE 09470	Richard Ravenell Family Member Support Flight Chief 1-480823079	CEN ☒	SAC ☒	FCC ☒ R/R ☒

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE			
Ramstein Air Force Base Germany United States Air Force	86 SVC/SVYC Unit 3240 APO, AE 09094-0536	Eliza Nesmith Family Member Support Flight Chief 49-6371-47-6007	CEN ☒	SAC ☒	
			FCC ☒	R/R ☒	
Rhein Main Air Base Germany United States Air Force	469 ABG/SVYC APO, AE 09050	Karlene Kaufman-Williams Family Member Support Flight Chief 011-49-69-699-6667	CEN ☒	SAC ☒	
			FCC ☒	R/R ☒	
Spangdahlem Air Force Base Germany United States Air Force	52 SVS/SVYC-B Unit 3670, Box 170 APO, AE 09126-0170	VACANT Family Member Support Flight Chief 011-49-6565-61-6721	CEN ☒	SAC ☒	
			FCC ☒	R/R ☒	
Vicenza ASG (22nd) United States Army	HQ 22nd ASG Unit 31401 Box 80 APO, AE 09630	Linda Bailey Child Development Services Coordinator 39-444-517262	CEN ☒	SAC ☒	
			FCC ☒	R/R ☒	
PACIFIC					
20th Support Group - Camp George United States Army	EANC-TD-CDS Unit 15494 APO, AP 96218-0562	Judy Batson Child Development Center Director 470-7707 (in country)	CEN ☒	SAC ☒	
			FCC ☒	R/R ☒	
34th Support Group United States Army	Unit 15333 APO, AP 96205-0177	Darryl Rice Child Development Services Coordinator 7918-3528 (in country)	CEN ☒	SAC ☒	
			FCC ☒	R/R ☒	
Andersen Air Force Base - Guam United States Air Force	36 SVS/SVY Unit 14004 APO, AP 96543-4004	Carolyn G. McCafferty Family Member Support Flight Chief 671-362-1040 OR 366/4911	CEN ☒	SAC ☒	
			FCC ☒	R/R ☒	
Butler United States Marine Corps	Marine Corps Base Camp Smedley D. Butler, Unit #35001 FPO, AP 96373-5001	Marla Rankin Child Development Program Administrator 94-315-645-2174	CEN ☒	SAC ☒	
			FCC ☒	R/R ☒	
Camp Zama Japan United States Army	17th ASG, DCA, FSD, CDS Unit 45006 APO, AP 96343-5006	Joanna L. Pike Child Development Services Coordinator 0181311763-3397	CEN ☒	SAC ☒	
			FCC ☒	R/R ☒	

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE			
COMFLEACT Sasebo United States Navy	PSC 476 Box 5 FPO, AP 96322-0008	Amy Davis Child Development Program Administrator 011-81-956-24-6111 X 3472	CEN ☒	SAC ☒	
			FCC ☒	R/R ☒	
COMNAVFOR Marianas United States Navy	MWR Department PSC 455 Box 169 FPO, AP 96540-1099	Louise Lippert Child Development Program Administrator 011-671-564-1844/45	CEN ☒	SAC ☒	
			FCC ☒	R/R ☒	
FLEACT Yokosuka United States Navy	PSC 473 Box 60 FPO, AP 96349-1105	Carolyn Jensen Child Development Program Administrator 011-81-311-743-9188	CEN ☒	SAC ☒	
			FCC ☒	R/R ☒	
Iwakuni United States Marine Corps	Marine Corps Air Station Iwakuni FPO, AP 96310-5417	Rebecca Davis Child Development Program Administrator 695-7366	CEN ☒	SAC ☐	
			FCC ☒	R/R ☐	
Naval Air Facility Atsugi/Kami Seya United States Navy	PSC 477 Box 20 FPO, AP 96306-1220	Bonnie Rhodes Child Development Program Administrator 011-81-467-51-1520	CEN ☒	SAC ☒	
			FCC ☐	R/R ☒	
NCTAMS WESTPAC United States Navy	PSC 488 P.O. Box 109 FPO, AP 96537-1807	Erlinda Guerrero Child Development Program Administrator 011-671-355-5683	CEN ☒	SAC ☒	
			FCC ☒	R/R ☒	
U. S. Naval Hospital Guam United States Navy	MWR PSC 490, Box 9118 FPO, AP 96630-1600	Enrica McMillon Child Development Program Administrator 011-671-344-9379	CEN ☒	SAC ☐	
			FCC ☒	R/R ☐	
USAKA/KMR (Kwajalein) United States Army	Box 26 APO, AP 96555	Karen Long Retail Operations Specialist 808-355-3371	CEN ☒	SAC ☒	
			FCC ☒	R/R ☒	
THE AMERICAS					
Fort Clayton, Panama United States Army	ATTN: SOCO-CRL Unit 7149, Bldg 155 APO, AA 34004-5000	Sheryl Byrd Chief, Community and Family Support Division 011-507-288-6816	CEN ☒	SAC ☒	
			FCC ☒	R/R ☒	

INSTALLATION SERVICES: CEN = Center; FCC = Family Child Care; SAC = School Age Care; R/R = Resource and Referral

INSTALLATION MILITARY SERVICE	ADDRESS	POINT OF CONTACT NAME/TITLE/PHONE	
Howard Air Force Base, Panama United States Air Force	24 SVS/SVYC Unit 0600 APO, AA 34001-5000	Mitchell Hebert Family Member Support Flight Chief 507-284-3856	CEN ☒ SAC ☒ FCC ☒ R/R ☒
Naval Station Roosevelt Roads United States Navy	PSC 1008 Box 3015, Naval Station Roosevelt Roads FPO, AA 34051-0000	Mei Ling Tittle Child Development Program Administrator 787-865-4504	CEN ☒ SAC ☒ FCC ☒ R/R ☒
NSGA Sabana Seca United States Navy	CDPA NSGA Sabana Seca FPO, AA 34053-0000	Helen Rivera Child Development Program Administrator 787-261-8451	CEN ☒ SAC ☒ FCC ☒ R/R ☒

Clinton Presidential Records Digital Records Marker

This is not a presidential record. This is used as an administrative marker by the William J. Clinton Presidential Library Staff.

This marker identifies the place of a tabbed divider. Given our digitization capabilities, we are sometimes unable to adequately scan such dividers. The title from the original document is indicated below.

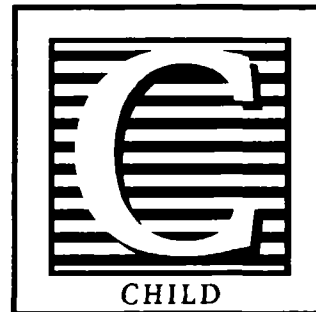
11

Divider Title: _____

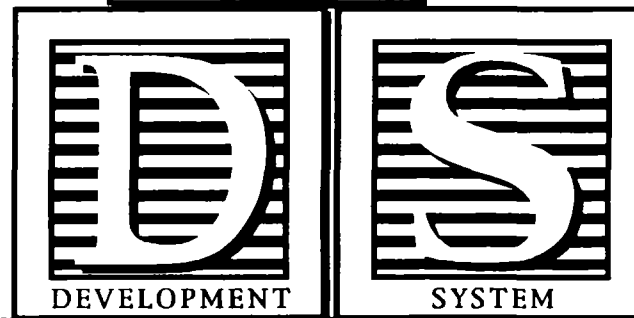
Bibliography of Department of Defense Child Development Program Materials

Published
by
The National Clearinghouse
for
Military Child Development Programs (CDP)

A Service
of
The Department of Defense
Office of Family Policy
4015 Wilson Boulevard, Suite 917
Arlington, VA 22203-5190
Call Toll-Free 1-888-CDP-3040



Building
America's
Future



NATIONAL CLEARINGHOUSE FOR MILITARY CHILD DEVELOPMENT PROGRAMS **DRAFT WORKING INDEX OF CLEARINGHOUSE MATERIALS SORTED BY KEYWORD**

15-Sep-97

KEYWORD	TITLE	CATALOG NUMBER
ACCREDITATION	Achieving Quality Through NAEYC Accreditation. Army Center Director's Handbook. 1992	0076
	Growing Opportunities: An Orientation for Caregiving Personnel	0022
ADULT LEARNING	Opening Your Home for Around-the-Clock Care. The Extended Hours/Long Term Endorsement. School-Age Children. Expanding Horizons in Family Child Care	0013
	Professional Development: Working with Adults as Learners. Training Guide for the U.S. Marine Corps Child Development Program. 1996	0082
ADULT/CHILD RATIOS	Army Child Development Centers: Blueprints for Care	0019
ALTERNATIVE CHILD CARE OPTIONS	Supplemental Programs and Services Trainer's Guide	0012
	Child Development Services Coordinator's Handbook. 1994	0057
	Growing Opportunities: An Orientation for Caregiving Personnel and Providers (Videotape)	0023
BABYSITTERS	Supplemental Programs and Services Trainer's Guide	0012
	Hourly Child Care - A Management Guide. Improving the Management of Hourly Child Care Services on USAF Bases	0002
BACK-UP PROVIDERS	Opening Your Home for Around-the-Clock Care. The Extended Hours/Long Term Care Endorsement. 1995	0018
	Preventing Child Abuse in Military Family Child Care Settings. A Training Module for Military Family Child Care Providers	0073
BACKGROUND CHECKS	Children First. Guarding Against Child Abuse and Neglect	0021
	A Comprehensive Guide to Screening Family Child Care Provider Applicants. 1994	0011

KEYWORD	TITLE	CATALOG NUMBER
BARRIERS TO LEARNING	Professional Development: Working with Adults as Learners. Training Guide for the U.S. Marine Corps Child Development Program. 1996	0082
BLUEPRINT	Army Child Development Centers: Blueprints for Care	0019
BUDGET	Child Development Program Budget Guide for both Center Based and Family Child Care Home. 1992	0097
CAREGIVERS	Quality Child Care is Basic Training - CDC. 1994	0087
CENTER BASED CHILD CARE	Growing Opportunities: An Orientation for Caregiving Personnel and Providers (Videotape)	0023
CERTIFICATION	Handbook for Navy Family Child Care Coordinators. 1994	0091
	Handbook for Navy Family Child Care Providers. 1994	0074
	A Child Abuse Risk Assessment Tool for the U.S. Army Family Child Care Program	0094
	Army Family Child Care Director's Handbook. 1996	0098
CHILD ABUSE AND NEGLECT	A Comprehensive Guide to Screening Family Child Care Provider Applicants. 1994	0011
	Family Child Care Provider's Training Program; Module #3 Healthy. 1993	0045
	A Child Abuse Risk Assessment Tool for the U.S. Army Family Child Care Program	0094
	A Tool for Minimizing the Risk of Abusive Situations in Child Development Settings, Administration Handbook	0095
	Children First. Guarding Against Child Abuse and Neglect	0021
	Identifying and Reporting Child Abuse in Military Family Child Care Settings. A Training Module for Military Family Child Care Providers	0072
	Preventing Child Abuse in Military Family Child Care Settings. A Training Module for Military Family Child Care Providers	0073
CHILD ABUSE RISK ASSESSMENT TOOL	A Tool for Minimizing the Risk of Abusive Situations in Child Development Settings, Administration Handbook	0095

KEYWORD	TITLE	CATALOG NUMBER
CHILD ACTIVITY ROOMS	Blueprints for Care. Child Development Services. 1994	0020
	Army Child Development Centers: Blueprints for Care	0019
CHILD ACTIVITY SPACES	Military Handbook (MIL-HDBK-103/2) - Child Development Centers. 1989	0096
CHILD DEVELOPMENT ASSOCIATE (CDA) PROGRAM	Quality Child Care is Basic Training - CDC. 1994	0087
	Family Child Care Provider's Training Program; Introduction. 1993	0043
	Family Child Care Providers' Training Program. Trainers' Guide. 1993	0090
	Family Child Care Provider's Training Program Audio Tape	0100
	Child Development Center Directors' Handbook. 1990	0088
	Quality Child Care is Basic Training - FCC	0085
	The School-Age Staff Training Program - an Orientation. 1994	0099
	Growing Opportunities: An Orientation for Caregiving Personnel	0022
	An Annotated Bibliography of CDA Resources. 1995	0008
CHILD DEVELOPMENT CENTER	Field Trips: A New World Awaits	0080
	Child Development Program Budget Guide for both Center Based and Family Child Care Home. 1992	0097
CHILD DEVELOPMENT CENTER BLUEPRINT	Child Development Center Naval Hospital, San Diego, CA - Blueprint	0068
	Child Development Center, Gulfport, MS - Blueprint	0067
	Naval Station, Mayport, FL - Blueprint	0066
	Subbase, Kings Bay, GA - Blueprint	0065
	MCAGCC, Marine Corps 29 Palms - Blueprint	0064

KEYWORD	TITLE	CATALOG NUMBER
CHILD DEVELOPMENT CENTER BLUEPRINT	Naval Station Everett, Everett, WA - Blueprint	0063
	Anacostia Naval Station, Washington D.C. - Blueprint	0061
	National Naval Medical Command, Bethesda, MD - Blueprint	0060
	Marine Corps Child Development Center (MCCDC) Quantico, VA-Blueprint	0059
	Andrews Air Force Base, Camp Springs, MD - Blueprint	0058
	Child Development Center, Corry Station, FL - Blueprint	0062
CHILD DEVELOPMENT CENTER DESIGN GUIDANCE	Military Handbook (MIL-HDBK-103/2) - Child Development Centers. 1989	0096
CHILD DEVELOPMENT CENTER MANAGEMENT STAFF	Achieving Quality Through NAEYC Accreditation. Army Center Director's Handbook. 1992	0076
	Army Family Child Care Director's Handbook. 1996	0098
	Child Development Center Directors' Handbook. 1990	0088
	A Tool for Minimizing the Risk of Abusive Situations in Child Development Settings, Administration Handbook	0095
CHILD DEVELOPMENT CENTER SPECIFICATIONS	Child Development Center Generic Specifications for Lease, Purchase, or Construction of Relocatable/Modular Facilities. 1991	0093
CHILD DEVELOPMENT CENTER STAFF	Army Child Development Services Individual Development Plan- Child Development Center Personnel	0102
CHILD DEVELOPMENT PROGRAM	Child Development Services Coordinator's Handbook. 1994	0057
	Child Development Program Standards. OPNAV INSTRUCTION 1700.9D. 1994	0075
CO-WORKERS	Communicating and Maintaining Professional Relationships with Co-Workers and Families	0083

KEYWORD	TITLE	CATALOG NUMBER
COGNITIVE DEVELOPMENT	The School-Age Training Program; Module #5, Cognitive. 1994	0032
	Family Child Care Provider's Training Program; Module #5, Cognitive. 1993	0048
COMMUNICATION	Communicating and Maintaining Professional Relationships with Co-Workers and Families	0083
	Family Child Care Provider's Training Program; Module #6, Communication. 1993	0049
	The School-Age Staff Training Program; Module #6, Communication. 1994	0033
COMPETENCY ASSESSMENT	The School-Age Staff Training Program - Trainer's Guide	0089
COMPETENCY BASED TRAINING	The School-Age Staff Training Program - an Orientation. 1994	0099
	Child Development Center Directors' Handbook. 1990	0088
	An Annotated Bibliography of CDA Resources. 1995	0008
	Family Child Care Providers' Training Program. Trainers' Guide. 1993	0090
	Quality Child Care is Basic Training - FCC	0085
	Quality Child Care is Basic Training - CDC. 1994	0087
CONSTRUCTIVE ACTIVITIES	The Child in Self-Care. Training Guide for the U.S. Marine Corps Child Development Program. 1996	0081
CONSTRUCTIVIST	Constructivist Approach to Discipline. 1996	0016
	Professional Development: Working with Adults as Learners. Training Guide for the U.S. Marine Corps Child Development Program. 1996	0082
CONSUMER PRODUCT AND SAFETY COMMISSION	Child Development Center (CDC) Playground Criteria. 1993	0071
CORE VALUES	Celebrate - Keeping Holidays in CDS Programs. 1996	0042
CREATIVITY	The School-Age Staff Training Program; Module #7, Creative. 1994	0034
	Family Child Care Provider's Training Program; Module #7, Creative. 1993	0050

KEYWORD	TITLE	CATALOG NUMBER
CULTURE	Diversity	0005
CURRICULUM	Field Trips: A New World Awaits	0080
	Celebrate - Keeping Holidays in CDS Programs. 1996	0042
DAILY SCHEDULE	The School-Age Staff Training Program; Module #3. Out-of-School Environments. 1994	0030
DEVELOPMENTAL	School Age Children. Expanding Horizons in Family Child Care.	0006
DEVELOPMENTAL PROGRAM	Supplemental Programs and Services Trainer's Guide	0012
DISCIPLINE	Constructivist Approach to Discipline. 1996	0016
DIVERSITY	Diversity	0005
	Communicating and Maintaining Professional Relationships with Co-Workers and Families	0083
DRAMATIC PLAY	Dramatic Play Prop Boxes. 1993	0009
	Family Child Care Provider's Training Program; Module #9, Social. 1993	0052
	The School-Age Staff Training Program; Module #9, Social. 1994	0036
EARLY ADOLESCENCE/MIDDLE LEVEL CHILDREN	A Conversation: What Does It Mean to Live and Work with 10-14 year old Children? Training Guide for the U. S. Marine Corps CDP	0084
ENVIRONMENT	The School-Age Staff Training Program; Module #3. Out-of-School Environments. 1994	0030
ERIKSON'S STAGES OF SOCIO-EMOTIONAL DEVELOPMENT	The School-Age Staff Training Program; Module #8, Self. 1994	0035
ETHICS	Child Development Services Coordinator's Handbook. 1994	0057
	Communicating and Maintaining Professional Relationships with Co-Workers and Families	0083
EXTENDED HOURS/ AND LONG TERM CARE	Opening Your Home for Around-the-Clock Care. The Extended Hours/Long Term Care Endorsement. 1995	0018

KEYWORD	TITLE	CATALOG NUMBER
EXTENDED HOURS/ AND LONG TERM CARE	Opening Your Home for Around-the-Clock Care. The Extended Hours/Long Term Endorsement. School-Age Children.Expanding Horizons in Family Child Care	0013
	Army Family Child Care Endorsement Training...Opening Your Home for Around-the-Clock, Infant and Toddler Family Child Care	0086
FACILITATOR	The School-Age Staff Training Program; Module #7, Creative. 1994	0034
FAMILIES	Working with Families	0003
	Family Child Care Provider's Training Program; Module #11, Families. 1993	0054
FAMILY CHILD CARE	Family Child Care Provider's Training Program; Module #9, Social. 1993	0052
	Opportunity Knocks: Making the Most of Home Visits. 1994	0010
	Family Child Care Provider's Training Program; Module #10, Guidance. 1993	0053
	Infant and Toddler Care . . . A Very Special Endorsement	0004
	Family Child Care - a Choice for Quality	0027
	Army Family Child Care Director's Handbook. 1996	0098
	Family Child Care Provider's Training Program; Module #3. Learning Environment. 1993	0046
	Family Child Care Provider's Training Program; Module #3 Healthy. 1993	0045
	Family Child Care Provider's Training Program; Introduction. 1993	0043
	Army Family Child Care Endorsement Training...Opening Your Home for Around-the-Clock, Infant and Toddler Family Child Care	0086
	Family Child Care Provider's Training Program; Module #11, Families. 1993	0054
	Growing Opportunities: An Orientation for Caregiving Personnel and Providers (Videotape)	0023
	Family Child Care Provider's Training Program Audio Tape	0100
	Children First. Guarding Against Child Abuse and Neglect	0021

KEYWORD	TITLE	CATALOG NUMBER
FAMILY CHILD CARE	Quality Child Care is Basic Training - FCC	0085
	Opening Your Home for Around-the-Clock Care. The Extended Hours/Long Term Care Endorsement. 1995	0018
	Family Child Care Provider's Training Program; Module #4, Physical. 1993	0047
	Family Child Care Provider's Training Program; Module #5, Cognitive. 1993	0048
	Army Child Development Services Individual Development Plan - Family Child Care Provider	0103
	Child Development Services Coordinator's Handbook. 1994	0057
	Family Child Care Provider's Training Program; Module #12, Program Management. 1993	0055
	Preventing Child Abuse in Military Family Child Care Settings. A Training Module for Military Family Child Care Providers	0073
	A Child Abuse Risk Assessment Tool for the U.S. Army Family Child Care Program	0094
	Identifying and Reporting Child Abuse in Military Family Child Care Settings. A Training Module for Military Family Child Care Providers	0072
	Handbook for Navy Family Child Care Providers. 1994	0074
	Successful Home Visits. A Handbook for Navy Family Child Care Directors. 1997	0092
	Family Child Care Provider's Training Program; Module #8, Self. 1993	0051
	Family Home Care - Parent's Guide. How to Choose a Family Home Care Setting	0069
	Handbook for Navy Family Child Care Coordinators. 1994	0091
	A Comprehensive Guide to Screening Family Child Care Provider Applicants. 1994	0011
	Family Child Care Provider's Training Program; Module #6, Communication. 1993	0049
	Family Child Care Providers' Training Program. Trainers' Guide. 1993	0090
	Family Child Care Provider's Training Program; Module #7, Creative. 1993	0050

KEYWORD	TITLE	CATALOG NUMBER
FAMILY CHILD CARE	School Age Children. Expanding Horizons in Family Child Care.	0006
	Diversity	0005
	Family Child Care Provider's Training Program; Module 1, Safe. 1993	0044
	Child Development Program Budget Guide for both Center Based and Family Child Care Home. 1992	0097
	Hourly Child Care - A Management Guide. Improving the Management of Hourly Child Care Services on USAF Bases	0002
	Family Child Care Provider's Training Program; Module #13, Professionalism. 1993	0056
FAMILY CHILD CARE CERTIFICATION	Family Child Care - a Choice for Quality	0027
FAMILY STYLE MEALS	Family Style Meal Service. 1994	0077
FIELD TRIP	Field Trips: A New World Awaits	0080
FOOD SERVICE PERSONNEL	Family Style Meal Service. 1994	0077
FUNCTIONAL AREAS	Quality Child Care is Basic Training - FCC	0085
	An Annotated Bibliography of CDA Resources. 1995	0008
	Family Child Care Provider's Training Program; Introduction. 1993	0043
GUIDANCE	Supplemental Programs and Services Trainer's Guide	0012
	Family Child Care Provider's Training Program; Module #10, Guidance. 1993	0053
	The School-Age Staff Training Program; Module #10, Guidance. 1994	0037
	School Age Children. Expanding Horizons in Family Child Care.	0006
HEALTH	Family Child Care Provider's Training Program; Module #3 Healthy. 1993	0045
	The School-Age Staff Training Program; Module #2, Healthy. 1994	0029
HOLIDAYS	Celebrate - Keeping Holidays in CDS Programs. 1996	0042

KEYWORD	TITLE	CATALOG NUMBER
HOME VISITS	A Child Abuse Risk Assessment Tool for the U.S. Army Family Child Care Program	0094
	A Comprehensive Guide to Screening Family Child Care Provider Applicants. 1994	0011
	Opportunity Knocks: Making the Most of Home Visits. 1994	0010
	Successful Home Visits. A Handbook for Navy Family Child Care Directors. 1997	0092
	Family Child Care Providers' Training Program. Trainers' Guide. 1993	0090
	Handbook for Navy Family Child Care Providers. 1994	0074
HOURLY CHILD CARE	Hourly Child Care - A Management Guide. Improving the Management of Hourly Child Care Services on USAF Bases	0002
HYGIENE	The School-Age Staff Training Program; Module #2, Healthy. 1994	0029
INDIVIDUAL DEVELOPMENT PLAN	Army School-Age Services Individual Development Plan - School-Age Personnel	0101
	Growing Opportunities: An Orientation for Caregiving Personnel	0022
	Army Child Development Services Individual Development Plan - Family Child Care Provider	0103
	The School-Age Staff Training Program - Trainer's Guide	0089
	Army Child Development Services Individual Development Plan- Child Development Center Personnel	0102
	Quality Child Care is Basic Training - CDC. 1994	0087
INDIVIDUAL EDUCATION PLAN	Child Development Center Directors' Handbook. 1990	0088
	Diversity	0005
INFANTS AND TODDLERS	Army Family Child Care Endorsement Training...Opening Your Home for Around-the-Clock, Infant and Toddler Family Child Care	0086
	Opening Your Home for Around-the-Clock Care. The Extended Hours/Long Term Endorsement. School-Age Children.Expanding Horizons in Family Child Care	0013

KEYWORD	TITLE	CATALOG NUMBER
INFANTS AND TODDLERS	Infant and Toddler Care . . . A Very Special Endorsement	0004
INSPECTIONS	Child Development Program Standards. OPNAV INSTRUCTION 1700.9D. 1994	0075
INTERVIEWS	A Comprehensive Guide to Screening Family Child Care Provider Applicants. 1994	0011
KNOWLEDGE ASSESSMENT	The School-Age Staff Training Program - Trainer's Guide	0089
LANGUAGE SKILLS	The School-Age Staff Training Program; Module #6, Communication. 1994	0033
	Family Child Care Provider's Training Program; Module #6, Communication. 1993	0049
LATCH-KEY	Growing Opportunities: An Orientation for School-Age Personnel	0001
LEARNING ENVIRONMENT	Family Child Care Provider's Training Program; Module #3. Learning Environment. 1993	0046
LITERACY	Family Child Care Provider's Training Program; Module #6, Communication. 1993	0049
MATERIALS/EQUIPMENT	The School-Age Staff Training Program; Module #3. Out-of-School Environments. 1994	0030
MORAL DEVELOPMENT	The School-Age Staff Training Program; Module #10, Guidance. 1994	0037
	A Conversation: What Does It Mean to Live and Work with 10-14 year old Children? Training Guide for the U. S. Marine Corps CDP	0084
NAEYC	Achieving Quality Through NAEYC Accreditation. Army Center Director's Handbook. 1992	0076
NEEDS ASSESSMENT	Supporting Families with Information and Resources. 1996	0014
OBSERVATION	Observation Skills...The Heart of Quality Caregiving	0007
	The School-Age Staff Training Program - Trainer's Guide	0089
	Family Home Care - Parent's Guide. How to Choose a Family Home Care Setting	0069
	The School-Age Staff Training Program; Module #12, Program Management. 1994	0039
	Observation and Recording: Tools for Decision Making. 1996	0017
	Family Child Care Provider's Training Program; Module #12, Program Management. 1993	0055
	Opportunity Knocks: Making the Most of Home Visits. 1994	0010

KEYWORD	TITLE	CATALOG NUMBER
OPEN-ENDED MATERIALS	The School-Age Staff Training Program; Module #7, Creative. 1994	0034
OPEN-ENDED QUESTIONS	The School-Age Staff Training Program; Module #6, Communication. 1994	0033
PARENT ADVISORY BOARD	Child Development Program Standards. OPNAV INSTRUCTION 1700.9D. 1994	0075
	Parent Involvement	0079
PARENT ADVISORY COUNCIL	Celebrate - Keeping Holidays in CDS Programs. 1996	0042
PARENT ADVOCACY	Serving Parents: Connecting Worlds	0024
	The School-Age Staff Training Program; Module #13, Professionalism. 1994	0040
	Supporting Families with Information and Resources. 1996	0014
PARENTS AS PARTNERS	Working with Families	0003
	Family Child Care Provider's Training Program; Module #11, Families. 1993	0054
	Serving Parents - Common Sense Approaches for Uncommon Results	0070
	Communicating and Maintaining Professional Relationships with Co-Workers and Families	0083
	Parent Involvement	0079
	The School-Age Staff Training Program; Module #11, Families. 1994	0038
PARENTS RIGHTS AND RESPONSIBILITIES	Family Home Care - Parent's Guide. How to Choose a Family Home Care Setting	0069
PERSONNEL MANAGEMENT	Child Development Center Directors' Handbook. 1990	0088
PHYSICAL DEVELOPMENT	The School-Age Staff Training Program; Module #4, Physical. 1994	0031
	Family Child Care Provider's Training Program; Module #4, Physical. 1993	0047
PLAYGROUND EQUIPMENT	Child Development Center (CDC) Playground Criteria. 1993	0071
PLAYGROUND SAFETY	Child Development Center (CDC) Playground Criteria. 1993	0071

KEYWORD	TITLE	CATALOG NUMBER
PREJUDICE	Diversity	0005
PROFESSIONAL DEVELOPMENT	The School-Age Staff Training Program; Module #13, Professionalism. 1994	0040
PROFESSIONALISM	Family Child Care Provider's Training Program; Module #13, Professionalism. 1993	0056
PROGRAM EVALUATION	Observation Skills... The Heart of Quality Caregiving	0007
PROGRAM MANAGEMENT	Child Development Services Coordinator's Handbook. 1994	0057
	The School-Age Staff Training Program; Module #12, Program Management. 1994	0039
	Family Child Care Provider's Training Program; Module #12, Program Management. 1993	0055
PROP BOXES	Dramatic Play Prop Boxes. 1993	0009
	The School-Age Staff Training Program; Module #9, Social. 1994	0036
QUALITY REVIEW BOARD	Handbook for Navy Family Child Care Coordinators. 1994	0091
	Family Child Care - a Choice for Quality	0027
RESOURCE LENDING LIBRARY	Short Term Alternative Child Care Program (STACC)	0025
RESOURCES	Quality of Life Project. Recommended Resources for each USMC Child Development Center. 1996	0015
RESPITE CARE	Hourly Child Care - A Management Guide. Improving the Management of Hourly Child Care Services on USAF Bases	0002
RISK ASSESSMENT	Opportunity Knocks: Making the Most of Home Visits. 1994	0010
	A Child Abuse Risk Assessment Tool for the U.S. Army Family Child Care Program	0094
ROLE MODEL	Opportunity Knocks: Making the Most of Home Visits. 1994	0010
	Serving Parents: Connecting Worlds	0024
SAFETY	Family Child Care Provider's Training Program; Module 1, Safe. 1993	0044

KEYWORD	TITLE	CATALOG NUMBER
SAFETY	The School-Age Staff Training Program; Module #1, Safe. 1994	0028
SCHOOL-AGE	The School-Age Staff Training Program; Module #13, Professionalism. 1994	0040
	The School-Age Staff Training Program; Module #10, Guidance. 1994	0037
	Growing Opportunities: An Orientation for School-Age Personnel	0001
	The School-Age Staff Training Program; Module #1, Safe. 1994	0028
	Getting to Know School-Age Children. The School-Age Staff Training Program	0026
	The School-Age Staff Training Program - Trainer's Guide	0089
	The School-Age Staff Training Program - an Orientation. 1994	0099
	Army School-Age Services Individual Development Plan - School-Age Personnel	0101
	The School-Age Staff Training Program; Module #11, Families. 1994	0038
	The School-Age Staff Training Program; Module #9, Social. 1994	0036
	The School-Age Staff Training Program; Module #8, Self. 1994	0035
	The School-Age Staff Training Program; Module #7, Creative. 1994	0034
	Opening Your Home for Around-the-Clock Care. The Extended Hours/Long Term Endorsement. School-Age Children. Expanding Horizons in Family Child Care	0013
	The School-Age Staff Training Program; Module #6, Communication. 1994	0033
	School Age Children. Expanding Horizons in Family Child Care.	0006
	The School-Age Training Program; Module #5, Cognitive. 1994	0032
	The School-Age Staff Training Program; Module #4, Physical. 1994	0031
	The School-Age Staff Training Program; Module #12, Program Management. 1994	0039
	The School-Age Staff Training Program; Module #3. Out-of-School Environments. 1994	0030
SCREENING TECHNIQUES	A Comprehensive Guide to Screening Family Child Care Provider Applicants. 1994	0011

KEYWORD	TITLE	CATALOG NUMBER
SELF-AWARENESS	Diversity	0005
SELF-AWARENESS PROFILE	Preventing Child Abuse in Military Family Child Care Settings. A Training Module for Military Family Child Care Providers	0073
SELF-CARE	The Child in Self-Care. Training Guide for the U.S. Marine Corps Child Development Program. 1996	0081
SELF-CONFIDENCE	Family Child Care Provider's Training Program; Module #5, Cognitive. 1993	0048
SELF-ESTEEM	Family Child Care Provider's Training Program; Module #8, Self. 1993	0051
	The School-Age Staff Training Program; Module #4, Physical. 1994	0031
	The School-Age Staff Training Program; Module #8, Self. 1994	0035
	Getting to Know School-Age Children. The School-Age Staff Training Program	0026
SELF-HELP SKILLS	Blueprints for Care. Child Development Services. 1994	0020
SHORT-TERM ALTERNATIVE CHILD CARE	Short Term Alternative Child Care Program (STACC)	0025
SOCIAL DEVELOPMENT	The School-Age Staff Training Program; Module #9, Social. 1994	0036
	Family Child Care Provider's Training Program; Module #9, Social. 1993	0052
SPECIAL NEEDS	Child Development Program Standards. OPNAV INSTRUCTION 1700.9D. 1994	0075
	Growing Opportunities: An Orientation for School-Age Personnel	0001
STANDARD DESIGN CHILD DEVELOPMENT CENTER	Blueprints for Care. Child Development Services. 1994	0020
	Army Child Development Centers: Blueprints for Care	0019
TEAMWORK	Communicating and Maintaining Professional Relationships with Co-Workers and Families	0083
TEMPORARY GUARDIANSHIP	Opening Your Home for Around-the-Clock Care. The Extended Hours/Long Term Care Endorsement. 1995	0018
TRAINING	Army School-Age Services Individual Development Plan - School-Age Personnel	0101

KEYWORD	TITLE	CATALOG NUMBER
TRAINING	Army Child Development Services Individual Development Plan- Child Development Center Personnel	0102
	Army Child Development Services Individual Development Plan - Family Child Care Provider	0103
TRANSITION TIMES	Transition Times	0078
VALUES	Diversity	0005
	Constructivist Approach to Discipline. 1996	0016
VISION PANELS	Army Child Development Centers: Blueprints for Care	0019

BIBLIOGRAPHY - DRAFT WORKING VERSION

17-Sep-97

CATNO: 0001 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Growing Opportunities: An Orientation for School-Age Personnel

SUBTITLE: A Handbook for Developing Programs for School-Age Children

SOURCE: U.S. Army Child Development Services

MEDIA: Bound Booklet - 52 pages

SUMMARY: This book can be used by individuals responsible for developing programs for school-age children. It also addresses the inclusion of special needs children. School-age care incorporates four specific components: (1) sports and fitness; (2) life skills and citizenship; (3) leisure and recreation; and (4) mentoring and support services. This handbook defines school-age programming, staff roles, responsibilities, credentialing; program planning factors such as adult/child ratios and space requirements; principles and procedures; and sample program ideas. It provides specific information on important issues such as health and sanitation; safety and emergency procedures; parent and public relations; and child abuse identification, reporting and prevention.

REMARKS: Stapled booklet with color cover. Could be scanned for reproduction and/or electronic dissemination. Need to identify address and telephone number for source. Copies on hand = 2.

KEYWORDS: LATCH-KEY
SCHOOL-AGE
SPECIAL NEEDS

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0002 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Hourly Child Care - A Management Guide. Improving the Management of Hourly Child Care Services on USAF Bases

SUBTITLE: A Handbook for Designing and Managing Hourly Child Care Programs

SOURCE: U.S. Air Force, HQ AFSVA/SVPAC, 10110 Reunion Place, Suite 402, San Antonio, TX 78216-4138, FAX 484-2383

MEDIA: Bound Booklet - 19 pages

SUMMARY: The handbook outlines a variety of options for providing hourly child care. The options include child care center and family child care home vacancies, respite care, evening and weekend care, parent cooperatives, teen babysitters, and how to financially subsidize spaces in child care centers and family child care homes. Topics covered include: (1) assessing community needs for hourly care; (2) subsidizing hourly child care; (3) marketing; (4) benefits of hourly child care programs; (5) safety and health; and (6) staffing requirements.

REMARKS: Stapled booklet with color cover. Could be scanned for reproduction and/or electronic dissemination. Source is identified. Copies on hand = 2.

KEYWORDS: BABYSITTERS
FAMILY CHILD CARE
HOURLY CHILD CARE
RESPITE CARE

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0003 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Working with Families

SUBTITLE: A Handbook Discussing the Importance for Child Caregivers to Work Together with Families

SOURCE: Department of the Navy, Bureau of Naval Personnel, Washington, D.C. 20370-5000

MEDIA: Unbound handbook on diskette (WordPerfect) - 60 pages when printed

SUMMARY: This handbook can be used by individuals responsible for caring for children in center-based child care. The handbook addresses the importance of working together with parents as a team to provide consistency in care for their children. Studies have shown that the most effective child care programs are those that actively promote and encourage the involvement of families. The handbook is specifically designed for training caregivers on how to communicate with and involve parents in the care of their children. The guiding principle of the handbook is that parents are the first and primary educators of their children, and that caregivers have the unique opportunity of reinforcing family ties and providing an additional resource for the family. The handbook is written in a training format with objectives, specific examples, assessments, and daily communication record forms. The handbook incorporates key concepts on how to establish the partnership between caregivers and parents.

REMARKS: File is provided in WordPerfect format on diskette. Printed copies on hand = 0.

KEYWORDS: FAMILIES
PARENTS AS PARTNERS

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0004 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Infant and Toddler Care . . . A Very Special Endorsement

SUBTITLE: A Handbook for Individuals Caring for Infants and Toddlers

SOURCE: U.S. Army Child Development Services

MEDIA: Bound Booklet - 47 pages

SUMMARY: The handbook was designed for Family Child Care (FCC) providers who care for infants and toddlers, and provides information on how to identify and respond to the individual and developmental needs of this specialized age group. Suggestions for appropriate materials, equipment, activities, environment, guidance, and interactions are outlined. The developmental stages of infants and toddlers are discussed in terms of their physical, socio-emotional, and cognitive needs; describing ways providers can use this information to provide appropriate care. Issues addressed include feeding, diapering, preventing and handling typical illnesses, materials and equipment, as well as communicating with parents.

REMARKS: Stapled booklet with color cover. Could be scanned for reproduction and/or electronic dissemination. Need to identify address and telephone number for source. Printed copies on hand = 2.

KEYWORDS: FAMILY CHILD CARE
INFANTS AND TODDLERS

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0005 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Diversity

SUBTITLE: A Handbook Designed to Challenge Adults to Recognize the Role of Diversity in Working with Children

SOURCE: U.S. Marine Corps Child Development Program

MEDIA: Bound Booklet - 85 pages

SUMMARY: This handbook provides an overview of diversity and its impact on adults and children. The handbook will help child care staff recognize cultural values and prejudices, and to help them understand the importance of cultivating a developmentally appropriate multicultural curriculum. The handbook can apply to a variety of settings. The handbook is divided into six core topics: (1) examining our values and perspectives; (2) diversity and the multicultural perspective; (3) understanding children and associated developmental considerations; (4) teaching from a multicultural curriculum; (5) the developmentally appropriate multicultural curriculum; and (6) cultural differences in goals and values. Coverage of each topic addresses outcomes, key concepts, goals, and hands-on activities. Readers are invited to examine their own values and beliefs by recognizing that they have prejudices, and to reflect on how those values and prejudices effect their roles as parents and teachers. The handbook emphasizes the theory that everything adults say and do serves as a role model for children, and challenges readers to move from self-examination to understanding children and teaching from a multicultural perspective.

REMARKS: Spiral bound booklet. Could be scanned for reproduction and/or electronic dissemination. Developed by Virginia Polytechnic Institute and State University under a contract with the Department of Agriculture and the Department of Defense. Need to identify the address and phone number for the Marine Corps source. Printed copies on hand = 1

KEYWORDS: CULTURE
DIVERSITY
FAMILY CHILD CARE
INFANTS AND TODDLERS
PREJUDICE
SELF-AWARENESS
VALUES

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0006 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: School Age Children. Expanding Horizons in Family Child Care.

SUBTITLE: A Handbook for Family Child Care Providers Caring for School-Age Children

SOURCE: U.S. Army Child Development Services

MEDIA: Bound Booklet - 46 pages

SUMMARY: The handbook focuses on the unique role of Family Child Care providers caring for school-age children. Key concepts addressed include: (1) the importance of using active listening skills as a method of respecting children's ideas; (2) the increasing importance of peers to this age group; (3) activity ideas; (4) getting to know each child; (5) understanding their temperament; (6) communicating with parents about their children and helping them to handle their challenging behavior; (7) helping school-age children to learn self-discipline and how to resolve disagreements; and (8) using positive guidance techniques. To assist the reader, developmental characteristics are addressed in separate age groups (5 to 7 years, 8 to 10 years, and 11 to 12 years).

REMARKS: Stapled booklet with color cover. Can be scanned for reproduction and/or electronic dissemination. Need to identify address and telephone number for source. Printed Copies on hand = 2.

KEYWORDS: DEVELOPMENTAL
FAMILY CHILD CARE
GUIDANCE
SCHOOL-AGE

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0007 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Observation Skills...The Heart of Quality Caregiving

SUBTITLE: A Handbook About the Importance of Caregiver Observation Skills

SOURCE: U.S. Army Child Development Services

MEDIA: Bound Booklet - 39 pages

SUMMARY: A handbook for child caregivers which augments a videotape by the same name. Observation is a part of everyday life and the handbook highlights the concept that observing children is an integral part of providing quality child care and is the root of all developmentally appropriate programming. Observation is key to: (1) learning about children thus providing more individualization; (2) objectively measuring children's progress; and (3) enhancing program evaluation. The handbook discusses inter-rater reliability and contains the corresponding videotape scripts, specific exercises and workshops, reproducible handouts, and other resources.

REMARKS: Spiral bound booklet. Could be scanned for reproduction and/or electronic dissemination. Need to identify the address and phone number for source. Printed copies on hand=1. Videotape not provided.

KEYWORDS: OBSERVATION
PROGRAM EVALUATION

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0008 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: An Annotated Bibliography of CDA Resources. 1995

SUBTITLE: A Resource Handbook for Child Caregivers who are Working in the Competency Based Child Development Associate (CDA) Program

SOURCE: U.S. Army Child Development Services

MEDIA: Bound Booklet - 111 pages

SUMMARY: This handbook contains a comprehensive bibliography of current resources for child care staff who are working in a competency based Child Development Associate program. The Council for Early Childhood Professional Recognition's Child Development Associate (CDA) program is divided into thirteen (13) Functional Areas which are: (1) Safe, (2) Healthy, (3) Learning Environment, (4) Physical, (5) Cognitive, (6) Communication, (7) Creative, (8) Self, (9) Social, (10) Guidance and Discipline, (11) Families, (12) Program Development, and (13) Professionalism. These Functional Areas are the framework for the CDA training program which is competency based, is a credentialing process, and determines the skill level of individual child caregivers. This bibliography provides a list of resources which are categorized in alphabetical order, by Functional Area, and by specific setting.

REMARKS: Bound booklet. Could be scanned for reproduction and/or electronic dissemination. Need to identify the address and phone number for the source. Printed copies on hand=4. 1995.

KEYWORDS: CHILD DEVELOPMENT ASSOCIATE (CDA) PROGRAM
COMPETENCY BASED TRAINING
FUNCTIONAL AREAS

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0009 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Dramatic Play Prop Boxes. 1993

SUBTITLE: How to Utilize Dramatic Play in Child Care Settings

SOURCE: U.S. Army Child Development Services

MEDIA: Unbound Booklet - 55 pages

SUMMARY: Dramatic play is a natural part of a child's life. This handbook highlights the concepts of dramatic play for children. Dramatic play provides opportunities for: (1) developing their creativity; (2) demonstrating their affective skills and self expression; and (3) cooperative learning. This handbook describes the learning principles of dramatic play and shows caregivers how to develop, assemble, and utilize dramatic play prop boxes. Dramatic play is explored through each developmental level from infant to school-age children. Examples of prop boxes are included with an identified purpose/topic, a list of materials, preparation information, suggested activities, motivation or guidance, and alternative ideas.

REMARKS: Unbound (Binder) Handbook. Could be scanned for reproduction and/or electronic dissemination. Need to identify address and telephone number for source. Notebook was prepared by the Council for Early Childhood Recognition for Army Child Development Services. Printed copies on hand=2. 1993.

KEYWORDS: DRAMATIC PLAY
PROP BOXES

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0010 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Opportunity Knocks: Making the Most of Home Visits. 1994

SUBTITLE: Home Visits to In-Home Child Care Providers

SOURCE: U.S. Army Child Development Services

MEDIA: Bound Handbook - 99 pages

SUMMARY: This handbook was written primarily for staff who are responsible for recommending Family Child Care (FCC) providers for certification and/or licensing and provides a basic guide for "how-to" conduct and record home visits. Making home visits is a unique and critical component of certifying in-home child care providers and ensuring that safe and healthy quality care is provided, and home visits have both teaching and evaluative components. Family Child Care providers are responsible for providing safe developmental child care in their own home environment, and are basically operating a small business which can be both isolating and challenging. This handbook outlines the benefits and reasons for making home visits: (1) to provide role modeling; (2) to supply resources; (3) to conduct various evaluations; (4) as a training tool which complements group training; and (5) it services as a means of quality assurance for parents. This book clarifies the skills used in effective observations, techniques for giving feedback to the providers, the characteristics of good listening skills, and strategies for successful home visits.

REMARKS: Spiral bound booklet. Could be scanned for reproduction and/or electronic dissemination. Need to identify the address and phone number for the source. Printed copies on hand=1. 1994

KEYWORDS: FAMILY CHILD CARE
HOME VISITS
OBSERVATION
RISK ASSESSMENT
ROLE MODEL

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0011 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: A Comprehensive Guide to Screening Family Child Care Provider Applicants. 1994

SUBTITLE: Screening Guide for In-Home Child Care Providers

SOURCE: U.S. Army Child Development Services (CFSC-FSC), 2461 Eisenhower Avenue, Room 1408, Alexandria, VA 22331-0521

MEDIA: Bound Booklet - 51 pages

SUMMARY: This guide book provides an overview on Family Child Care (FCC) practices and emphasizes the significance for thoroughly screening potential FCC providers and provides differing screening options and techniques. Family Child Care providers juggle a myriad of roles including caregiver, cook, manager, nurse, nutritionist, mother, and spouse. The book specifies how providing family child care affects the entire family and the importance of the caregiver's spouse and family to be supportive. It describes the entire process from background checks, interviews, home visits, and assessments. The book utilizes specific examples of physical and sexual abuse which are a risk factor for consideration in child care practices.

REMARKS: Stapled booklet. Could be scanned for reproduction and/or electronic dissemination. Printed copies on hand = 1. 1994.

KEYWORDS: BACKGROUND CHECKS
CHILD ABUSE AND NEGLECT
FAMILY CHILD CARE
HOME VISITS
INTERVIEWS
SCREENING TECHNIQUES

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0012 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Supplemental Programs and Services Trainer's Guide

SUBTITLE: Alternative Child Care Services

SOURCE: U.S. Army Child and Youth Services

MEDIA: Bound Booklet - over 180 pages

SUMMARY: This guide book describes a complex system of alternative child care delivery system services which augment traditional child care center and family child care programs. It discusses concepts related to adult learning and summarizes resources, developmental curriculum components, and provides examples of forms. The book provides specific program information such as Babysitter Training and Referral Services (e.g. Safe Sitter National Headquarters). It individualizes training outlines for specific workshops such as guiding children's behavior, recognizing and reporting child abuse and neglect, and offering developmental programs. The training outlines are complete with warm-up activities, objectives, and checklists.

REMARKS: Spiral bound book. Could be scanned for reproduction and/or electronic dissemination. Developed by Teaching Strategies, Inc. under a contract with the U.S. Army Child and Youth Services. Need to identify the address and phone number for the source. Printed copies on hand=1.

KEYWORDS: ALTERNATIVE CHILD CARE OPTIONS
BABYSITTERS
DEVELOPMENTAL PROGRAM
GUIDANCE

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0013 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Opening Your Home for Around-the-Clock Care. The Extended Hours/Long Term Endorsement. School-Age Children.Expanding Horizons

SUBTITLE: Providing Specialized Family Child Care for Extended Hours, School-Age Children, and/or Infant and Toddler Care

SOURCE: U.S. Army Child Development Services

MEDIA: Bound Booklet - 137 pages

SUMMARY: This book begins with the concepts of presenting training to adult learners, specific agendas, follow-up activities, assessment of training, and closes with complete detailed workshops which can be presented. The workshop materials include learning objectives, equipment, transparencies, and participant handouts. The book uses real life examples such as conflict resolution techniques. Detailed training modules are included for caregivers who provide extended hours and long term care, infant and toddler care, and/or school-age care. The design is user friendly incorporating such principles as "What You Should See," "Why," "Warning Signs," "Why This Might Be Happening," and "What You Might Do."

REMARKS: Spiral bound booklet with color cover. (TRAINER'S GUIDE version) Could be scanned for reproduction and/or electronic dissemination. Need to identify address and telephone number for source. Copies on hand=2.

KEYWORDS: ADULT LEARNING
EXTENDED HOURS/ AND LONG TERM CARE
INFANTS AND TODDLERS
SCHOOL-AGE

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0014 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Supporting Families with Information and Resources. 1996

SUBTITLE: Selecting Appropriate and Individualized Child Care Services

SOURCE: U.S. Marine Corps Child Development Program

MEDIA: Bound Booklet - 71 pages

SUMMARY: Parents need a supporting network within the community to help meet the daily life challenges of caring for children. This book outlines how to help parents assess their specific needs through surveys, focus groups, both informal and formal assessments, and formalized requests. This book is primarily written for child care management staff who help parents obtain child care which meets their individual family needs. The information from parent assessments is used to plan parent education activities, organize support services, and to provide services such as conferences, classes, support groups, mentoring and counseling. The book also focuses on parent advocacy.

REMARKS: Spiral bound booklet. Could be scanned for reproduction and/or electronic dissemination. Developed by Virginia Polytechnic Institute and State University under a contract with the Department of Agriculture and Department of Defense. Need to identify the address and phone number for the Marine Corps source. Printed copies on hand=1. 1996.

KEYWORDS: NEEDS ASSESSMENT
PARENT ADVOCACY

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0015 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Quality of Life Project. Recommended Resources for each USMC Child Development Center. 1996

SUBTITLE: Recommended Resources for Child Development Centers

SOURCE: U.S. Marine Corps Child Development Program

MEDIA: Unbound Booklet - 6 pages

SUMMARY: This booklet is a resource list of professional journals and books to be used as resources in Child Development Centers. The listing includes the Title, Author, and Publisher and is divided into age and specific categories.

REMARKS: Stapled booklet. Could be scanned for reproduction and/or electronic dissemination. Developed under a contract with Virginia Polytechnic Institute and State University, the Department of Agriculture, and the Department of Defense. Need to identify the address and phone number for the source. Printed copies on hand=1. 1996.

KEYWORDS: RESOURCES

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0016 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Constructivist Approach to Discipline. 1996

SUBTITLE: Effective Discipline Techniques

SOURCE: U.S. Marine Corps Child Development Program

MEDIA: Bound Booklet - 73 pages

SUMMARY: This handbook is a guide for child caregivers, teachers, and management staff which recognize their role as having the primary responsibility for classroom discipline. The constructivist approach is defined and includes the key concepts of: (1) active valuing of differences among members; (2) the inclusion of children's solutions in solving problems; (3) the integration of teaching and learning; and (4) the simultaneous teaching and learning for both children and adults. The constructivist approach matches the children's abilities with their individual strengths. The book explores the importance of building children's self-esteem and supporting them in resolving their own conflicts. The focus of the book is on the definition and interpretation of discipline and encourages staff to examine their own personal approach to discipline. It is written in a training module format with key concepts, learning activities, and pre and post-assessments.

REMARKS: Spiral bound booklet. Could be scanned for reproduction and/or electronic dissemination. Developed by Virginig Polytechnic Institute and State University under a contract with the Department of Agriculture and the Department of Defense. Need to identify the address and phone number for the Marine Corps source. Printed copies on hand=1. 1996

KEYWORDS: CONSTRUCTIVIST
DISCIPLINE
VALUES

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0017 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Observation and Recording: Tools for Decision Making. 1996

SUBTITLE: Observation in Child Care Practices

SOURCE: U.S. Marine Corps Child Development Program

MEDIA: Bound Booklet - 29 pages

SUMMARY: This handbook emphasizes the significance of observation when caring for children. The book is divided into four specific modules: (1) observing and recording children's behavior, (2) overcoming challenges and obstacles to observation, (3) working together with parents to enhance observations, and (4) interpreting and using observation results. The modules include specific vignettes to explain the key concepts. It is applicable to any child care setting and was originally used for the Head Start Program.

REMARKS: Spiral bound booklet. Could be scanned for reproduction and/or electronic dissemination. Developed by Virginia Polytechnic Institute and State University under a contract with the Department of Agriculture and Department of Defense. Need to identify the address and phone number for the Marine Corps source. Printed copies on hand=1. 1996

KEYWORDS: OBSERVATION

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0018 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Opening Your Home for Around-the-Clock Care. The Extended Hours/Long Term Care Endorsement. 1995

SUBTITLE: Providing Extended or Long Term Child Care Family Child Care

SOURCE: U.S. Army Child Development Services

MEDIA: Bound Booklet - 30 pages

SUMMARY: A handbook that can be used by individuals responsible for providing family child care. Family Child Care (FCC) providers have the unique opportunity to provide both regular and specialized child care services such as evening, weekend, or extended care. The handbook discusses the health and legal issues of providing this specialized care to meet the needs of parents who travel for work or emergency situations, or who work evening and weekend hours. Details such as: (1) record keeping; (2) obtaining back-up providers; (3) medical records; (4) transporting children (includes liability information); (5) temporary guardianship; and (6) helping children handle separation. The handbook contains an example of a parent information sheet and consent form, guidance about providing extended care, and issues for consideration concerning the impact this specialized care may have on the providers family.

REMARKS: Stapled booklet with color cover. (HANDBOOK FOR PROVIDER'S version) Could be scanned for reproduction and/or electronic dissemination. Need to identify address and telephone number for source. Copies on hand=2. 1995.

KEYWORDS: BACK-UP PROVIDERS
EXTENDED HOURS/ AND LONG TERM CARE
FAMILY CHILD CARE
TEMPORARY GUARDIANSHIP

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0019 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Army Child Development Centers: Blueprints for Care

SUBTITLE: Child Development Center Design and its Impact on Developmental Care

SOURCE: U.S. Army Child Development Service

MEDIA: Unbound booklet - over 200 pages

SUMMARY: This book is designed to provide an orientation for caregivers and management staff who are working in a standard design Child Development Center. The layout of the standard design center differs from traditional child care centers. This book explains how the standard design supports children's growth and development and the role of caregiving personnel in utilizing the design and space provided. An environment is created where children safely explore and make choices while staff can be stationed to be easily accessible to supervise. Details of the design feature, such as the child activity rooms which have two Home Bases and one Shared Space, are fully discussed with their impact on both the staff and the children. The use of space is described in full detail along with specific suggestions of using an "L-shaped flow" and the "front to back" approach. Handouts and follow-up activities are provided. Program management issues regarding: (1) adult/child ratios, (2) group sizes, (3) room capacity, and (4) type of group (mixed-age or single-age) are fully explained and includes descriptions of features such as floor coverings, lighting, windows, and vision panels. The book includes age specific developmental programming and blueprints of the rooms. The book is augmented by an eighteen (18) minute videotape.

REMARKS: Unbound book. Developed in conjunction with the Council for Early Childhood Professional Recognition, Teaching Strategies, Inc., and Army Child Development Services. Could be scanned for reproduction and/or electronic dissemination. Need to identify address and telephone number for source. Copies on hand=2.

KEYWORDS: ADULT/CHILD RATIOS
BLUEPRINT
CHILD ACTIVITY ROOMS
STANDARD DESIGN CHILD DEVELOPMENT CENTER
VISION PANELS

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0020 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Blueprints for Care. Child Development Services. 1994

SUBTITLE: Child Development Center Design and its Impact on Developmental Care

SOURCE: U. S. Army Child Development Services

MEDIA: Videotape - 18 minutes

SUMMARY: This videotape augments a handbook by the same name. The information provided is applicable to all child care center staff and offers important ideas about providing developmental care and effectively utilizing the space in a standard design Child Development Center. The videotape is divided into three sections: (1) Standard Design Layout and Information; (2) Use of Child Activity Rooms; and (3) Program Management. The videotape exemplifies how the standard design child care center provides the opportunity for children to use and develop their self help skills. Viewers can visually see the design features of nonbreakable mirrors throughout, rounded corners, vinyl seamless flooring, specialized electrical outlets, emergency features, and vision panels as well as the multiple uses of the child activity spaces. The open design is shown with examples of block, science, quiet, art sensory, and motor/music areas. The videotape is an excellent resource to augment the book and it provides an in-depth visual description of providing developmental child care in a standard design child care center.

REMARKS: Videotape, 18 minutes in length. Could be reproduced. Was produced by JAE Productions, Inc. Need to identify address and telephone number for U.S. Army source. Copies on hand=2. 1994.

KEYWORDS: CHILD ACTIVITY ROOMS
SELF-HELP SKILLS
STANDARD DESIGN CHILD DEVELOPMENT CENTER

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0021 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Children First. Guarding Against Child Abuse and Neglect

SUBTITLE: Child Abuse and Neglect Risk Factors in Family Child Care Settings

SOURCE: U.S. Army Child Development Services

MEDIA: Videotape - 18 minutes

SUMMARY: This videotape was developed specifically for caregivers who watch children in their home. The videotape describes the extensive training involved in providing family child care. Child abuse prevention is integrated into all aspects of providing family child care. The videotape is produced and delivered through the eyes of a Family Child Care (FCC) provider. She discusses the extensive training involved in providing family child care, the background checks of herself and her family, the risk factors regarding child abuse and neglect, the reporting process, and the support and monitoring by staff.

REMARKS: Videotape, 18 minutes in length. Produced by Army Child Development Services. Is reproducible. Copies on hand=1.

KEYWORDS: BACKGROUND CHECKS
CHILD ABUSE AND NEGLECT
FAMILY CHILD CARE

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0022 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Growing Opportunities: An Orientation for Caregiving Personnel

SUBTITLE: Caregiver Orientation Training

SOURCE: U.S. Army Child Development Services (CFSC-FSCY), 2461 Eisenhower Ave. Alexandria, VA 22331-0521. (703) 325-0710.

MEDIA: Unbound Booklet - 67 pages

SUMMARY: This book provides a standardized orientation for child caregivers within the Army Child Development Services Program. A videotape by the same name augments the book. The book outlines the responsibilities of Child Development Service Programs to provide consistent, safe, nurturing environments that promote the children's development in the following areas: (1) physical, (2) social, (3) emotional, (4) cognitive, and (5) creative. The book discusses the child care program accreditation which is pursued through the National Association for the Education of Young Children's Academy for Early Childhood Programs. The book outlines the training program for all child caregivers. Each caregiver has an Individual Development Plan (IDP) which is based on individual skill levels and previous experience. The caregivers work through a competency based program recognized by the national Child Development Associate (CDS) credential. The book is a complete orientation for all caregivers and is formatted for individual notations and information.

REMARKS: Unbound (binder) booklet. Could be scanned for reproduction and/or dissemination. The book was prepared through a contract between Army Child Development Services and the Council for Early Childhood Professional Recognition. Fax # for source is 703-325-6327. Copies on hand=1.

KEYWORDS: ACCREDITATION
CHILD DEVELOPMENT ASSOCIATE (CDA) PROGRAM
INDIVIDUAL DEVELOPMENT PLAN

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0023 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Growing Opportunities: An Orientation for Caregiving Personnel and Providers (Videotape)

SUBTITLE: Orientation Training for Child Caregivers

SOURCE: U.S. Army Child Development Services (CFSC-FSCY), 2461 Eisenhower Ave. Alexandria, VA 22331-0521. (703) 325-0710.

MEDIA: Videotape

SUMMARY: Three different and complementary systems of child care are explored in the videotape: (1) center based care, (2) Family Child Care, (3) and supplemental or alternative options for child care. Staff are able to move within all three systems and are provided opportunities for continued growth, training, and diversification. The video focuses on the importance of providing families access to affordable high quality developmental child care and emphasizes three principles: (1) children develop at their own rates and should be valued for their differences; (2) the importance of the appropriate environment; and (3) children need a predictable routine. The videotape provides the viewer a vision of actual child care programs, the different age groups of children within child activity spaces, and the interaction between the caregivers, children, and their parents.

REMARKS: This videotape was produced through a contract between Army Child Development Services and the Council for Early Childhood Professional Recognition through South Carolina Educational Television. Is reproducible. Fax # for source is 703-325-6327. Copies on hand=2.

KEYWORDS: ALTERNATIVE CHILD CARE OPTIONS
CENTER BASED CHILD CARE
FAMILY CHILD CARE

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0024 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Serving Parents: Connecting Worlds

SUBTITLE: Working Together with Parents to Provide Child Care Services

SOURCE: U.S. Army Child Development Services, CFSC-FSCY, 2461 Eisenhower Ave. Alexandria, VA 22331-0521, (703) 325-0710.

MEDIA: Videotape

SUMMARY: This videotape augments a book by the same name and was produced for all adults (caregivers, administrators, and support personnel) who work in a child care center. It describes the role and services that all staff need to provide for families. Their roles as advocates for the parents and children are described as (1) listener, (2) role model, (3) facilitator, (4) negotiator, (5) communicator, and (6) coordinators of parent education opportunities. The video describes the open friendly attitude staff should emulate so that they can work together with parents as a team to provide continuous consistent developmental care for the children.

REMARKS: This videotape was produced by South Carolina Educational Television for Army Child Development Services. Can be reproduced. Need to obtain length of videotape. Fax # for source is 703-325-6327. Copies on hand=2.

KEYWORDS: PARENT ADVOCACY
ROLE MODEL

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0025 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Short Term Alternative Child Care Program (STACC)

SUBTITLE: Providing Short Term Child Care in Alternative Settings

SOURCE: U.S. Army Child Development Services

MEDIA: Videotape - 19 minute in length

SUMMARY: This videotape describes short term alternative child care and provides an in-depth process to set it up, including fire, safety, health inspections, and specific operating procedures. Short term alternative care is child care which is set up in a specific location (other than a child care center) for a specialized purpose. The parents remain on site and retain full responsibility for the children. This type of care requires extensive pre-planning by child care administrative and caregiving staff. Age specific child care equipment and materials are borrowed from a resource lending library or child care center and placed in the alternative site. The video provides a step-by-step description of providing short term alternative child care.

REMARKS: The videotape was produced by JAE Productions for Army Child Development Services and could be reproduced. Need to identify address and telephone number for Army source. Copies on hand=2.

KEYWORDS: RESOURCE LENDING LIBRARY
SHORT-TERM ALTERNATIVE CHILD CARE

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0026 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Getting to Know School-Age Children. The School-Age Staff Training Program

SUBTITLE: Providing School-Age Child Care

SOURCE: U.S. Army Child Development Services

MEDIA: Videotape - 15 minutes in length

SUMMARY: This videotape is an excellent resource for child care staff and administrators who are planning to develop a school-age program. The videotape divides school-age children into three specific age groups: (1) 5-7 years, (2) 8-10 years, and (3) 11-12 years, and it describes distinct characteristics of each group. The tape visually describes the differences in skills, interests, and capabilities of each group with examples such as the cooperative play of the younger ages and the competitive play of the 11-12 year olds. It emphasizes that a school-age program needs to meet the needs of all children who are enrolled pointing out that the children's self esteem is like a roller coaster during these age spans and focuses on how staff can help them.

REMARKS: This videotape was produced by Teaching Strategies, Inc. for Army Child Development Services. It is applicable for any school-age program and is not military specific. Could be reproduced. Need to identify address and telephone number for source. Copies on hand=1.

KEYWORDS: SCHOOL-AGE
SELF-ESTEEM

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0027 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Family Child Care - a Choice for Quality

SUBTITLE: Providing Family Child Care

SOURCE: U.S. Department of the Navy

MEDIA: Videotape - 18 minutes

SUMMARY: This videotape provides an overview on Family Child Care which is applicable for prospective child care providers and parents. The positive features of family child care are described as having a home-like atmosphere, convenience, flexible hours to meet the individual needs of parents, quality, and the bonds which are developed between the child, the caregivers, and the parents. The certification process for family child care homes may provide a peace of mind for parents. The certification process is outlined complete with a security check, a twenty hour orientation/training session for providers, the Quality Review Board, and individual interviews between providers and parents. Family Child Care is described from the view point of operating a small business.

REMARKS: This videotape was produced by the Department of the Navy, PIN#805824 and can be reproduced. Need to identify address and telephone number for source. Copies on hand=1.

KEYWORDS: FAMILY CHILD CARE
FAMILY CHILD CARE CERTIFICATION
QUALITY REVIEW BOARD

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0028 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: The School-Age Staff Training Program; Module #1, Safe. 1994

SUBTITLE: Training in a School-Age Program for Developing and Maintaining Safety

SOURCE: Department of the Army Child and Youth Services

MEDIA: Bound Booklet - 49 pages

SUMMARY: This book is Module #1, Safe, which is part of a Module Training Set comprised of the Thirteen (13) Functional Areas for the Council for Early Childhood Professional Recognition's Child Development Associate (CDA) program. Each module is developed to provide school-age program staff comprehensive competency-based training on how to plan and implement developmentally appropriate out-of-school programs for children in kindergarten through sixth grade. The book defines safety as freedom from danger and involves: (1) maintaining indoor and outdoor environments that reduce and prevent accidents; (2) planning for and responding to accidents and emergencies; and (3) helping children develop habits that will reduce and prevent accidents and injuries. The book emphasizes the staff members' professional responsibility of protecting children from harm by conforming to the Code of Ethical Conduct of the National Association for the Education of Young Children (NAEYC). The book uses a Pre-Training Assessment, Learning Activities that provides instruction on providing a safe environment, and Indoor/Outdoor Safety Checklist, and a section on Applying Your Knowledge which is designed to summarize and quiz the readers' progress.

REMARKS: Spiral bound booklet. Could be scanned for reproduction and/or electronic dissemination. Developed by Teaching Strategies, Inc., Washington D.C. Cannot be reproduced or distributed without prior written permission of Teaching Strategies, Inc. except it can be reproduced at government expense by DoD for use in child development and youth service programs. Need to identify address and telephone number for source. Copies on hand=1. 1994.

KEYWORDS: SAFETY
SCHOOL-AGE

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0029 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: The School-Age Staff Training Program; Module #2, Healthy. 1994

SUBTITLE: Training In a School-Age Program for Developing and Maintaining Health

SOURCE: Department of the Army Child and Youth Services

MEDIA: Bound Booklet - 78 pages

SUMMARY: This book is Module #2, Healthy, which is part of a Module Training Set comprised of the Thirteen (13) Functional Areas for the Council for Early Childhood Professional Recognition's Child Development Associate (CDA) program. Each module is developed to provide school-age program staff comprehensive competency-based training on how to plan and implement developmentally appropriate out-of-school programs for children in kindergarten through sixth grade. The book defines good health as a state of well-being--physical, mental, and social--not simply the absence of disease, and involves: (1) maintaining indoor and outdoor environments that promote wellness and reduce the spread of disease; (2) encouraging children to develop habits that promote good hygiene and nutrition; and (3) recognizing child abuse and neglect. The book includes information from the Centers for Disease Control (CDC) on contagious diseases, a Health and Hygiene Checklist, information about HIV, and guidance on helping children learn healthy ways to cope with stress. The book uses a Pre-Training Assessment, five specific Learning Activities, and a section specifically on child abuse and neglect.

REMARKS: Spiral Bound Booklet. Could be scanned for reproduction and/or electronic dissemination. Developed by Teaching Strategies, Inc., Washington D.C. Cannot be reproduced or distributed without prior written permission of Teaching Strategies, Inc. except it can be reproduced at government expense by DoD for use in child development and youth service programs. Need to identify address and telephone number for source. Copies on hand=1. 1994.

KEYWORDS: HEALTH
HYGIENE

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0030 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: The School-Age Staff Training Program; Module #3. Out-of-School Environments. 1994

SUBTITLE: Training for School-Age Program Staff for Developing and Maintaining Effective Out-of-School Environments

SOURCE: Department of the Army Child and Youth Services

MEDIA: Bound Booklet - 75 pages

SUMMARY: This book is Module #3, Out-of-School Environments, which is part of a Module Training Set comprised of the Thirteen (13) Functional Areas for the Council for Early Childhood Professional Recognition's Child Development Associate (CDA) program. Each module is developed to provide school-age program staff comprehensive competency-based training on how to plan and implement developmentally appropriate out-of-school programs for children in kindergarten through sixth grade. The book defines an appropriate out-of-school environment as one that complements rather than duplicates the school day. It's one that allows children to unwind, relax, and socialize with peers and adults while supporting their interests in pursuing special projects, developing talents, and mastering new skills. The book outlines: (1) the organization of indoor and outdoor areas that support a variety of activities; (2) selecting and arranging developmentally appropriate materials and equipment; and (3) planning and implementing a schedule and routines to meet children's developmental and individual needs. The book recognizes typical behaviors of school-age children and applies that to creating and using an ideal out-of-school environment. Planning and setting up indoor interest areas, creating effective outdoor space, and an environment in shared space are topics also covered. The module incorporates the selection and organization of materials that are developmentally and culturally appropriate with a daily schedule that uses a variety of strategies to handle transitions smoothly and meet children's needs. The book uses a Pre-Training Assessment, Learning Activities which provide a Checklist for Indoor/Outdoor Interest Area Materials and Equipment, a Sample Daily Schedule, and a section on Applying Your Knowledge which is designed to summarize and quiz the readers' progress.

REMARKS: Spiral Bound Booklet. Could be scanned for reproduction and/or electronic dissemination. Developed by Teaching Strategies, Inc., Washington D.C. Cannot be reproduced or distributed without prior written permission of Teaching Strategies, Inc. except it can be reproduced at government expense by DoD for use in child development and youth service programs. Need to identify address and telephone number for source. Copies on hand=1. 1994.

KEYWORDS: DAILY SCHEDULE
ENVIRONMENT
MATERIALS/EQUIPMENT
SCHOOL-AGE

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0031 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: The School-Age Staff Training Program; Module #4, Physical. 1994

SUBTITLE: Staff Training for Promoting School-Age Children's Physical Development

SOURCE: Department of the Army Child and Youth Services

MEDIA: Bound Booklet - 60 pages

SUMMARY: This is Module #4, Physical, which is part of a Module Training Set comprised of the Thirteen (13) Functional Areas for the Council for Early Childhood Professional Recognition's Child Development Associate (CDA) program. Each module is developed to provide school-age program staff comprehensive competency-based training on how to plan and implement developmentally appropriate out-of-school programs for children in kindergarten through sixth grade. This book focuses on promoting school-age children's physical development through: (1) reinforcing and encouraging physical development through appropriate environments, activities, and interactions; (2) providing equipment and opportunities for gross motor development (such as walking, running, and throwing); and (3) providing equipment and opportunities for fine motor development (such as holding, pinching, and flexing fingers and toes). The book defines physical development as the gradual gaining of control over large and small muscles. Adults and caregivers play an important role in promoting children's physical development by reinforcing and encouraging appropriate activities and interactions in a safe environment. The book emphasizes learning to identify children's developing fine and gross motor skills and offers activities that help children practice these skills. The book uses a Pre-Training Assessment, Learning Activities which provide the concept of Movement Stations, sample Individual Fitness Records, and an in-depth description of three distinct phases that children pass through during school age years. The phases are delineated in specific age groupings of 5-7 years, 8-10 years, and 11-12 years and includes the typical physical development of the age groups. An entire section of the book is devoted to helping school-age children develop a positive self-concept through physical development.

REMARKS: Spiral bound book. Developed by Teaching Strategies, Inc., Washington D.C. Cannot be reproduced or distributed without prior permission of Teaching Strategies, Inc. except it can be reproduced at government expense by DoD for use in child development and youth service programs. Need to identify address and telephone number for source. Copies on hand=1. 1994.

KEYWORDS: PHYSICAL DEVELOPMENT
SCHOOL-AGE
SELF-ESTEEM

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0032 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: The School-Age Training Program; Module #5, Cognitive. 1994

SUBTITLE: Training for School-Age Program Personnel on Encouraging Cognitive Development

SOURCE: Department of the Army Child and Youth Services

MEDIA: Bound Booklet - 66 pages

SUMMARY: This book is Module #5, Cognitive, which is part of a Module Training Set comprised of the Thirteen (13) Functional Areas for the Council for Early Childhood Professional Recognition's Child Development Associate (CDA) program. Each module is developed to provide school-age program staff comprehensive competency-based training on how to plan and implement developmentally appropriate out-of-school programs for children in kindergarten through sixth grade. This book focuses on the cognitive development of children and emphasizes that children develop cognitive skills naturally by exploring everything around them. The book outlines the responsibility of staff in developing programs that encourage children's inborn needs to learn, think, reason, and question their environment. The book demonstrates how staff can use convergent, divergent, recall, and evaluative questions to interact with the school-age children and encourage the growth of their cognitive skills. The module incorporates specific situations, a Pre-Training Assisment, Learning Activities, Observation Summaries, and Progress Summaries for staff growth, development, and training.

REMARKS: Spiral bound book. Developed by Teaching Strategies, Inc., Washington D.C. Cannot be reproduced or distributed without prior written permission of Teaching Strategies Inc. except can be reproduced at government expense by DoD for use in child development and youth service programs. Need to identify address and telephone number for source. Copies on hand=1. 1994.

KEYWORDS: COGNITIVE DEVELOPMENT
SCHOOL-AGE

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0033 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: The School-Age Staff Training Program; Module #6, Communication. 1994

SUBTITLE: Staff Training on Promoting School-Age Children's Communication Skills

SOURCE: Department of the Army Child and Youth Services

MEDIA: Bound Booklet - 64 pages

SUMMARY: This book is Module #6, Communication, which is part of a Module Training Set comprised of the Thirteen (13) Functional Areas for the Council for Early Childhood Professional Recognition's Child Development Associate (CDA) program. Each module is developed to provide school-age program staff comprehensive competency-based training on how to plan and implement developmentally appropriate out-of-school programs for children in kindergarten through sixth grade. This book focuses specifically on language and communication. Language skills affect other areas of children's development and is an important factor in emotional development. The book details how staff can promote children's communication skills by: (1) creating an interesting and varied environment that encourages children to develop and use communication skills; (2) interacting with children in ways that encourage them to express their ideas and feelings; and (3) providing opportunities for children to use their listening, speaking, reading, and writing skills. The book explores techniques such as asking open-ended questions, modeling listening skills, treating reading as a natural part of the program, using group meetings as a method of encouraging the children to share their ideas and concerns, and setting up the physical environment of the school-age program. The module is formatted to include a Pre-Training Assessment, five specific Learning Activities, and Progress Summaries for all staff who are working with school-age children.

REMARKS: Spiral bound book. Developed by Teaching Strategies, Inc., Washington D.C. Cannot be reproduced or distributed without prior written permission of Teaching Strategies, Inc. except it can be reproduced at government expense by DoD for use in child development and youth service programs. Need to identify address and telephone number for source. Copies on hand=1. 1994.

KEYWORDS: COMMUNICATION
LANGUAGE SKILLS
OPEN-ENDED QUESTIONS
SCHOOL-AGE

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0034 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: The School-Age Staff Training Program; Module #7, Creative. 1994

SUBTITLE: Staff Training on Promoting School-Age Children's Creativity

SOURCE: Department of the Army Child and Youth Services

MEDIA: Bound Booklet - 68 pages

SUMMARY: This book is Module #7, Creative, which is part of a Module Training Set comprised of the Thirteen (13) Functional Areas for the Council for Early Childhood Professional Recognition's Child Development Associate (CDA) program. Each module is developed to provide school-age program staff comprehensive competency-based training on how to plan and implement developmentally appropriate out-of-school programs for children in kindergarten through sixth grade. This book differentiates creativity from intelligence and talent, and asserts that children are born with the ability to be creative. Parents and teachers play an important role by valuing children's creative abilities. The book describes that the relationship between the school-age children and staff are the foundation on which creativity can be nurtured. Outlined are specific ways staff can promote children's creativity: (1) providing a rich and varied environment that invites exploration and experimentation; (2) offering a variety of activities and experiences that promote self-expression; and (3) interacting with children in ways that encourage and respect original ideas, thoughts, and expressions. Specific guidelines were suggested for providing open-ended materials, providing examples of creative work, supporting long-term projects, motivating children to be creative, and arranging the environment. When planning or leading creative activities, school-age staff are described as facilitators with the responsibility of encouraging, questioning, guiding, and assisting children. The format of the book includes a Pre-Training Assessment, five specific Learning Activities, and a Progress Summary.

REMARKS: Spiral bound book. Developed by Teaching Strategies, Inc., Washington D.C. Cannot be reproduced or distributed without prior written permission of Teaching Strategies, Inc. except it can be reproduced at government expense by DoD for use in child development and youth service programs. Need to identify address and telephone number for source. Copies on hand=1. 1994.

KEYWORDS: CREATIVITY
FACILITATOR
OPEN-ENDED MATERIALS
SCHOOL-AGE

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0035 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: The School-Age Staff Training Program; Module #8, Self. 1994

SUBTITLE: The Role of Staff in Building School-Age Children's Self-Esteem

SOURCE: Department of the Army Child and Youth Services

MEDIA: Bound Booklet - 48 pages

SUMMARY: This book is Module #8, Self, which is part of a Module Training Set comprised of the Thirteen (13) Functional Areas for the Council for Early Childhood Professional Recognition's Child Development Associate (CDA) program. Each module is developed to provide school-age program staff comprehensive competency-based training on how to plan and implement developmentally appropriate out-of-school programs for children in kindergarten through sixth grade. This book on self is focused on building school-age children's self esteem through: (1) developing a positive and supportive relationship with each child; (2) helping children accept and appreciate themselves and others; and (3) providing children with opportunities to feel successful and competent. It begins by defining self esteem as a sense of one's worth and delineates how staff can help children learn about themselves, their strenghts, interests, and their skills. Staff can help identify the children's unique interests through observation and conversation. The importance of providing praise and recognition of their efforts is stressed. The book highlights that staff should focus on building their own self esteem so that they can pass those positive feelings to the children in the program. The book provides detailed information on Erickson's Eight Stages of Socio-Emotional Development which encompass stages from infancy to old age.

REMARKS: Spiral bound book. Developed by Teaching Strategies, Inc., Washington D.C. Cannot be reproduced or distributed without prior written permission of Teaching Strategies, Inc. except it can be reproduced at government expense by DoD for use in child development and youth service programs. Need to identify address and telephone number for source. Copies on hand=1. 1994.

KEYWORDS: ERIKSON'S STAGES OF SOCIO-EMOTIONAL DEVELOPMENT
SCHOOL-AGE
SELF-ESTEEM

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0036 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: The School-Age Staff Training Program; Module #9, Social. 1994

SUBTITLE: Staff Training for Promoting School-Age Children's Social Development

SOURCE: Department of the Army Child and Youth Services

MEDIA: Bound Booklet - 75 pages

SUMMARY: This book is Module #9, Social, which is part of a Module Training Set comprised of the Thirteen (13) Functional Areas for the Council for Early Childhood Professional Recognition's Child Development Associate (CDA) program. Each module is developed to provide school-age program staff comprehensive competency-based training on how to plan and implement developmentally appropriate out-of-school programs for children in kindergarten through sixth grade. This book focuses on promoting school-age children's social development through: (1) encouraging children to develop friendships and enjoy being with their peers; (2) helping children understand and respect the feelings of others; and (3) providing an environment and experiences that help children develop social skills. The book defines social development as the way in which children learn to get along with others and to enjoy the people in their lives. Adults and caregivers play an important role in promoting children's social development by observing and listening to how individual children relate to others, by encouraging them to help each other and to resolve their own conflicts, and assisting children who have difficulty being accepted by the group. The book emphasizes the role of staff in modeling positive social behaviors. Included in the book is an in-depth description of the three distinct phases that children pass through during school age years which is delineated in specific age groupings of 5-7 years, 8-10 years, and 11-12 years. It includes charts with typical behaviors of the age groups to apply the reader's knowledge. An entire section of the book is devoted to promoting school-age children's play and includes information charts on dramatic play prop boxes.

REMARKS: Spiral bound book. Developed by Teaching Strategies, Inc., Washington D.C. Cannot be reproduced or distributed without prior permission of Teaching Strategies, Inc. except it can be reproduced at government expense by DoD for use in telephone number for source. Copies on hand=1. 1994.

KEYWORDS: DRAMATIC PLAY
PROP BOXES
SCHOOL-AGE
SOCIAL DEVELOPMENT

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0037 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: The School-Age Staff Training Program; Module #10, Guidance. 1994

SUBTITLE: Training for Guiding School-Age Children's Behavior

SOURCE: Department of the Army Child and Youth Services

MEDIA: Bound Booklet - 68 pages

SUMMARY: This book is Module #10, Guidance, which is part of a Module Training Set comprised of the Thirteen (13) Functional Areas for the Council for Early Childhood Professional Recognition's Child Development Associate (CDA) program. Each module is developed to provide school-age program staff comprehensive competency-based training on how to plan and implement developmentally appropriate out-of-school programs for children in kindergarten through sixth grade. This book discusses children's need for adult guidance to help them learn what behaviors are acceptable and what are not and links guidance to self-discipline which is the ability to control one's own behavior. Staff may help guide school-age children's behavior by: (1) providing an environment that encourages self-discipline; (2) using positive methods to guide individual children; and (3) helping children understand and express their feelings in acceptable ways. It further asserts that children are not born with self-discipline and that adults have the responsibility to provide positive guidance that teaches them to make their own decisions, tell the difference from right and wrong, and to guide their behavior in ways that will help them develop self-discipline. The book describes specific positive guidance methods such as allowing children to learn from their mistakes, holding conversations with individual children in private, using logical consequences to help children be responsible for their actions, redirecting, and modeling acceptable ways to express negative feelings. The book provides information on moral development and developmental stages complete with learning activities for school-age staff. The book is written in a hands-on format with an in-depth section that is included on creating an environment which promotes self-discipline and uses examples of children's behavior, possible problems in the environment, and how the environment could be changed.

REMARKS: Spiral bound book. Developed by Teaching Strategies, Inc., Washington D.C. Cannot be reproduced or distributed without prior permission of Teaching Strategies, Inc. except it can be reproduced at government expense by DoD for use in telephone number for source. Copies on hand=1. 1994.

KEYWORDS: GUIDANCE
MORAL DEVELOPMENT
SCHOOL-AGE

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0038 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: The School-Age Staff Training Program; Module #11, Families. 1994

SUBTITLE: Working with Families in School-Age Child Care Programs

SOURCE: Department of the Army Child and Youth Services

MEDIA: Bound Booklet - 63 pages

SUMMARY: This book is Module #11, Families, which is part of a Module Training Set comprised of the Thirteen (13) Functional Areas for the Council for Early Childhood Professional Recognition's Child Development Associate (CDA) program. Each module is developed to provide school-age program staff comprehensive competency-based training on how to plan and implement developmentally appropriate out-of-school programs for children in kindergarten through sixth grade. This book emphasizes that school-age staff and parents work as a team which promotes sharing of information and consistent care for the children at home and at the program. Working with families involve: (1) communicating with parents often to exchange information about their child at home and at the program; (2) offering a variety of ways for parents to participate in their child's life at the program; and (3) providing support to families. The book incorporates five specific exercises and learning activities for staff which helps to actively develop a partnership with parents.

REMARKS: Spiral bound book. Developed by Teaching Strategies, Inc., Washington D.C. Cannot be reproduced or distributed without prior permission of Teaching Strategies, Inc. except it can be reproduced at government expense by DoD for use in telephone number for source. Copies on hand=1. 1994.

KEYWORDS: PARENTS AS PARTNERS
SCHOOL-AGE

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0039 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: The School-Age Staff Training Program; Module #12, Program Management. 1994

SUBTITLE: Managing a School-Age Program

SOURCE: Department of the Army Child and Youth Services

MEDIA: Bound Booklet - 64 pages

SUMMARY: This book is Module #12, Program Management, which is part of a Module Training Set comprised of the Thirteen (13) Functional Areas for the Council for Early Childhood Professional Recognition's Child Development Associate (CDA) program. Each module is developed to provide school-age program staff comprehensive competency-based training on how to plan and implement developmentally appropriate out-of-school programs for children in kindergarten through sixth grade. This book broadly defines management of a school-age program to include not only the administrators but the caregivers. The school-age staff/caregivers manage by: (1) observing and recording information about each child's growth and development; (2) working as a member of a team to plan an individual program; and (3) following administrative policies and procedures. The book emphasizes that as staff members perform these tasks they become more effective in promoting children's self esteem, guiding their learning, and setting up the environment. Staff are encouraged to consider how they manage their own home life and how it contributes to their performance as a manager at work. The book uses a Pre-Training Assessment and five specific Learning Activities which involve observations, individualizing the program, involving parents, using surveys, and planning.

REMARKS: Spiral bound book. Developed by Teaching Strategies, Inc., Washington D.C. Cannot be reproduced or distributed without prior permission of Teaching Strategies, Inc. except it can be reproduced at government expense by DoD for use in telephone number for source. Copies on hand=1. 1994.

KEYWORDS: OBSERVATION
PROGRAM MANAGEMENT
SCHOOL-AGE

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0040 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: The School-Age Staff Training Program; Module #13, Professionalism. 1994

SUBTITLE: Staff Training for Promoting School-Age Staff Professionalism

SOURCE: Department of the Army Child and Youth Services

MEDIA: Bound Booklet - 59 pages

SUMMARY: This book is Module #13, Professionalism, which is part of a Module Training Set comprised of the Thirteen (13) Functional Areas for the Council for Early Childhood Professional Recognition's Child Development Associate (CDA) program. Each module is developed to provide school-age program staff comprehensive competency-based training on how to plan and implement developmentally appropriate out-of-school programs for children in kindergarten through sixth grade. This book focuses on maintaining a commitment to professionalism through continual self assessment and applying one's learning about school-age children to the program. The four stages of professional development are outlined beginning with survival and evolving into maturity. This module is divided into five learning activities: (1) assessing yourself which lets staff recognize unique skills and abilities while assessing their own competence; (2) continuing to learn, which allows staff to expand knowledge and skills to improve their short and long range planning; (3) applying professional ethics, which identifies examples of professional and unprofessional behavior; (4) becoming an advocate describes how to become involved in advocacy efforts for children and families; and (5) taking care of yourself, which recognizes the importance of physical, emotional, social, and intellectual health. The book lists numerous addresses and telephone numbers of professional organizations and a chart to help set short and long range plans.

REMARKS: Spiral bound book. Developed by Teaching Strategies, Inc., Washington D.C. Cannot be reproduced or distributed without prior permission of Teaching Strategies, Inc. except it can be reproduced at government expense by DoD for use in telephone number for source. Copies on hand=1. 1994.

KEYWORDS: PARENT ADVOCACY
PROFESSIONAL DEVELOPMENT
SCHOOL-AGE

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0042 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Celebrate - Keeping Holidays in CDS Programs. 1996

SUBTITLE: The Celebration of Holidays in Child Development Programs

SOURCE: Army Child Development Services, Community and Family Support Center Child and Youth Division and the Council for Early Childhood

MEDIA: Bound Booklet - 53 pages

SUMMARY: This book discusses the past history of celebrating holidays in Child Development Programs, provides guidance from the National Association for the Education of Young Children (NAEYC), and clarifies ways that military child development programs can celebrate holidays. The book asserts that holidays provide ideal opportunities for adults working with young children to support children's personal identity and to introduce basic values which are the root of our nation's heritage. The concept and implementation of a Parent Advisory Council (PAC) is integral to understanding the values and desires of parents involved in the program. The book discusses core values and their integration with early childhood education curriculum. The book suggests identifying "core" holidays as days of national observance which include: New Year's Day, Martin Luther King, Jr. Day, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving, and Christmas. Other selected or optional holidays may be included as a result of patron and Parent Advisory Council feedback and the book further delineates them into three levels of observance: (Level 1) is brief observance such as a guest visitor, game, story, or song, (Level 2) is significant observance such as setting up a learning center or a field trip, and (Level 3) is a comprehensive celebration which integrates several holidays or concepts with common values and times of year. The book provides an excellent in-depth break down of core values integrated with early childhood education concepts complete with sample curriculum activities and their connection to a holiday. A holiday question and answer section is followed by sample parent questionnaires.

REMARKS: Spiral bound booklet. Could be scanned for reproduction and/or electronic dissemination. Copies on hand =1. 1996

KEYWORDS: CORE VALUES
CURRICULUM
HOLIDAYS
PARENT ADVISORY COUNCIL

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0043 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Family Child Care Provider's Training Program; Introduction. 1993

SUBTITLE: Training for Family Child Care Providers

SOURCE: U.S. Department of the Army and the Department of Defense

MEDIA: Bound Booklet - 30 pages

SUMMARY: This book is the introduction for a 13 Module Training Series for Family Child Care Providers. This training program is based on the Child Development Associate's (CDA) competency standards as defined by the Council for Early Childhood Professional Recognition. There are 13 CDA "functional areas" that define the skills and knowledge of competent providers. Family Child Care (FCC) Providers need to understand child development and how to support children's learning, and they have the unique role of caring for multi-age groups in a home environment. FCC Providers have to balance the needs of the FCC children with their own family and generally work alone with little interaction with other adults. The book outlines all 13 Functional Areas of the Child Development Associate Competency Standards and includes a Pre-Training Assessment, a glossary of terms, a bibliography, and a list of publishers.

REMARKS: Stapled booklet. Could be scanned for reproduction and/or electronic dissemination. No part of this publication may be reproduced in any form or by any means without the prior permission of Teaching Strategies, Inc., Washington D.C. except it may be reproduced by government expense by the U.S. Department of the Army and the Department of Defense for use in child development programs. Copies on hand=1. 1993.

KEYWORDS: CHILD DEVELOPMENT ASSOCIATE (CDA) PROGRAM
FAMILY CHILD CARE
FUNCTIONAL AREAS

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0044 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Family Child Care Provider's Training Program; Module 1, Safe. 1993

SUBTITLE: Training for Family Child Care Providers

SOURCE: U.S. Department of the Army and the Department of Defense

MEDIA: Bound Booklet - 57 pages

SUMMARY: This book is Module #1, Safe, of a 13 Module Training Series for Family Child Care Providers. This training program is based on the Child Development Associate's (CDA) competency standards as defined by the Council for Early Childhood Professional Recognition. There are 13 CDA "functional areas" that define the skills and knowledge of competent providers. A Family Child Care (FCC) Provider's first priority is to create and maintain a safe environment where children are protected from danger; safety is a basic and essential requirement for all FCC homes. Practicing safety standards and sharing your concerns helps children learn to make safety part of their lives. The book outlines the responsibility of the FCC provider to: (1) maintain indoor and outdoor environments that reduce and prevent accidents; (2) planning for and responding to accidents and emergencies; (3) helping children develop habits that will reduce and prevent accidents and injuries. The book uses a Pre-Training Assessment, seven specific Learning Activities, and both Indoor and Outdoor Safety Checklists.

REMARKS: Stapled booklet. Could be scanned for reproduction and/or electronic dissemination. No part of this publication may be reproduced in any form or by any means without the prior permission of Teaching Strategies, Inc., Washington D.C. except it may be reproduced by government expense by the U.S. Department of the Army and the Department of Defense for use in child development programs. Copies on hand=2. 1993.

KEYWORDS: FAMILY CHILD CARE
SAFETY

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0045 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Family Child Care Provider's Training Program; Module #3 Healthy. 1993

SUBTITLE: Training for Family Child Care Providers

SOURCE: U.S. Department of the Army and the Department of Defense

MEDIA: Bound Booklet - 66 pages

SUMMARY: This book is Module #2, Healthy, of a 13 Module Training Series for Family Child Care Providers. This training program is based on the Child Development Associate's (CDA) competency standards as defined by the Council for Early Childhood Professional Recognition. There are 13 CDA "functional areas" that define the skills and knowledge of competent providers. The book defines good health as a state of well-being; physical, mental, and social and not simply the absence of disease. Family Child Care (FCC) providers play an important role in keeping children healthy by preventing diseases from spreading. FCC providers teach concepts of good health and nutrition in the course of daily life in the FCC home. FCC providers can demonstrate their competence in keeping children healthy by: (1) maintaining indoor and outdoor environments that reduce the spread of disease; (2) helping children develop habits that promote good hygiene and nutrition; and (3) recognizing and reporting child abuse and neglect. The book includes information from the Centers for Disease Control (CDC) about contagious diseases and a Health Checklist. The book uses a Pre-Training Assessment, five specific Learning Activities, and a section specifically on child abuse and neglect.

REMARKS: Stapled booklet. Could be scanned for reproduction and/or electronic dissemination. No part of this publication may be reproduced in any form or by any means without the prior permission of Teaching Strategies, Inc., Washington D.C. except it may be reproduced by government expense by the U.S. Department of the Army and the Department of Defense for use in child development programs. Copies on hand=2. 1993.

KEYWORDS: CHILD ABUSE AND NEGLECT
FAMILY CHILD CARE
HEALTH

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0046 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Family Child Care Provider's Training Program; Module #3. Learning Environment. 1993

SUBTITLE: Training for Family Child Care Providers

SOURCE: U.S. Department of the Army and the Department of Defense

MEDIA: Bound Booklet - 52 pages

SUMMARY: This book is Module #3, Learning Environment, of a 13 Module Training Series for Family Child Care Providers. This training program is based on the Child Development Associate's (CDA) competency standards as defined by the Council for Early Childhood Professional Recognition. There are 13 CDA "functional areas" that define the skills and knowledge of competent providers. A Family Child Care (FCC) Provider's home is the learning environment for the children and includes both the indoor and outdoor areas. It provides many opportunities for children to explore. Features such as the size of the home, the type of flooring, and the amount of light all effect the quality of the indoor environment however the most important factor is the quality of the relationships between the FCC provider, the children and their families. FCC providers may show their competence in establishing a learning environment by: (1) organizing indoor and outdoor areas that foster growth and learning; (2) selection and arranging appropriate materials and equipment that encourage play and exploration; and (3) developing and implementing routines which respond to the needs of the children by providing a balance between active and quiet activities. The book uses a Pre-Training Assessment and four specific Learning Activities.

REMARKS: Stapled booklet. Could be scanned for reproduction and/or electronic dissemination. No part of this publication may be reproduced in any form or by any means without the prior permission of Teaching Strategies, Inc., Washington D.C. except it may be reproduced by government expense by the U.S. Department of the Army and the Department of Defense for use in child development programs. Copies on hand=2. 1993.

KEYWORDS: FAMILY CHILD CARE
LEARNING ENVIRONMENT

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0047 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Family Child Care Provider's Training Program; Module #4, Physical. 1993

SUBTITLE: Training for Family Child Care Providers

SOURCE: U.S. Department of the Army and the Department of Defense

MEDIA: Bound Booklet - 52 pages

SUMMARY: This book is Module #4, Physical, of a 13 Module Training Series for Family Child Care Providers. This training program is based on the Child Development Associate's (CDA) competency standards as defined by the Council for Early Childhood Professional Recognition. There are 13 CDA "functional areas" that define the skills and knowledge of competent providers. The book defines physical development as the gradual gaining of control over large and small muscles asserting that children naturally practice their physical skills. Family Child Care (FCC) Providers play an important role in promoting children's physical development by providing safe spaces both indoors and outdoors for children to move their bodies. FCC providers can: (1) reinforce and encourage physical development through appropriate environment, activities, and interactions; and (2) provide equipment and opportunities for gross motor development and for fine motor activities. The book uses a Pre-Training Assessment and five specific Learning Activities.

REMARKS: Stapled booklet. Could be scanned for reproduction and/or electronic dissemination. No part of this publication may be reproduced in any form or by any means without the prior permission of Teaching Strategies, Inc., Washington D.C. except it may be reproduced by government expense by the U.S. Department of the Army and the Department of Defense for use in child development programs. Copies on hand=2. 1993.

KEYWORDS: FAMILY CHILD CARE
PHYSICAL DEVELOPMENT

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0048 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Family Child Care Provider's Training Program; Module #5, Cognitive. 1993

SUBTITLE: Training for Family Child Care Providers

SOURCE: U.S. Department of the Army and the Department of Defense

MEDIA: Bound Booklet - 59 pages

SUMMARY: This book is Module #5, Cognitive, of a 13 Module Training Series for Family Child Care Providers. This training program is based on the Child Development Associate's (CDA) competency standards as defined by the Council for Early Childhood Professional Recognition. There are 13 CDA "functional areas" that define the skills and knowledge of competent providers. This book focuses on the cognitive development of children and defines it as the process of learning to think and to reason. The book discusses the works of educational theorists such as Jean Piaget, Lev Vygotsky, and Howard Gardner which all conclude that children develop cognitive skills naturally. Children approach learning and thinking in varied ways, and it directly impacts their level self-confidence and cognitive development. The book outlines ways to promote children's cognitive development by: (1) providing opportunities for children to explore their environment; (2) interacting with children in ways that help them develop confidence and curiosity; and (3) providing opportunities for children to develop new concepts and skills. The book uses a Pre-Training Assessment and five specific Learning Activities which cover all age spans from infants to school-age children. A helpful diagram on promoting children's thinking is included which lists the thinking skill, what the children did, and what the Family Child Care (FCC) provider can say to promote learning and thinking.

REMARKS: Stapled booklet. Could be scanned for reproduction and/or electronic dissemination. No part of this publication may be reproduced in any form or by any means without the prior permission of Teaching Strategies, Inc., Washington D.C. except it may be reproduced by government expense by the U.S. Department of the Army and the Department of Defense for use in child development programs. Copies on hand=2. 1993.

KEYWORDS: COGNITIVE DEVELOPMENT
FAMILY CHILD CARE
SELF-CONFIDENCE

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0049 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Family Child Care Provider's Training Program; Module #6, Communication. 1993

SUBTITLE: Training for Family Child Care Providers

SOURCE: U.S. Department of the Army and the Department of Defense

MEDIA: Bound Booklet - 69 pages

SUMMARY: This book is Module #6, Communication, of a 13 Module Training Series for Family Child Care Providers. This training program is based on the Child Development Associate's (CDA) competency standards as defined by the Council for Early Childhood Professional Recognition. There are 13 CDA "functional areas" that define the skills and knowledge of competent providers. The book defines communication as expressing and sharing ideas, desires, and feelings with other people and asserts that our drive to communicate is strong. This book focuses specifically on language which is a system of words and the rules for their use in speaking, reading, and writing. It is intrinsically connected to cognitive development and social development. The development of language is one of a child's major accomplishments during early childhood. Family Child Care (FCC) providers have an important responsibility in promoting children's communication skills by interacting with children in ways that encourage communication of their thoughts and feelings, and providing materials and activities that promote language communication skills. The book incorporates a self evaluation of clarity and communication skills for the FCC provider, a Pre-Training Assessment, and five specific learning activities which covers information regarding communication from infants through school-age children, observation summaries, and individualized plans for children's language development. One section focuses on selecting and using books with children and the importance of promoting literacy.

REMARKS: Stapled booklet. Could be scanned for reproduction and/or electronic dissemination. No part of this publication may be reproduced in any form or by any means without the prior permission of Teaching Strategies, Inc., Washington D.C. except it may be reproduced by government expense by the U.S. Department of the Army and the Department of Defense for use in child development programs. Copies on hand=2. 1993.

KEYWORDS: COMMUNICATION
FAMILY CHILD CARE
LANGUAGE SKILLS
LITERACY

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0050 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Family Child Care Provider's Training Program; Module #7, Creative. 1993

SUBTITLE: Training for Family Child Care Providers

SOURCE: U.S. Department of the Army and the Department of Defense

MEDIA: Bound Booklet - 78 pages

SUMMARY: This book is Module #7, Creative, of a 13 Module Training Series for Family Child Care Providers. This training program is based on the Child Development Associate's (CDA) competency standards as defined by the Council for Early Childhood Professional Recognition. There are 13 CDA "functional areas" that define the skills and knowledge of competent providers. The book defines creativity as a way of experiencing the world, and states that although some people are more creative than others, everyone has creative abilities. Children are natural learners, are imaginative, and are creative; and the book correlates creativity to the natural exploration of infants and toddlers. FCC providers can promote creativity by: (1) arranging the environment and providing materials to encourage exploration and experimentation; (2) offering a variety of activities and experiences to promote creativity such as dramatic play, messy open-ended activities such as painting, using dough, clay or water; and by (3) interacting with children in ways that encourage and respect creative expression. The book includes charts on encouraging creativity throughout the day, and includes many ideas to promote children's creativity such as using music and movement, information on the developmental stages of children's art, how to promote artistic development, and ideas for using sand and water to promote creativity.

REMARKS: Stapled booklet. Could be scanned for reproduction and/or electronic dissemination. No part of this publication may be reproduced in any form or by any means without the prior permission of Teaching Strategies, Inc., Washington D.C. except it may be reproduced by government expense by the U.S. Department of the Army and the Department of Defense for use in child development programs. Copies on hand=2. 1993.

KEYWORDS: CREATIVITY
FAMILY CHILD CARE

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0051 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Family Child Care Provider's Training Program; Module #8, Self. 1993

SUBTITLE: Training for Family Child Care Providers

SOURCE: U.S. Department of the Army and the Department of Defense

MEDIA: Bound Booklet - 78 pages

SUMMARY: This book is Module #8, Self, of a 13-Module Training Series for Family Child Care Providers. This training program is based on the Child Development Associate (CDA) competency standards as defined by the Council for Early Childhood Professional Recognition. The book defines self-esteem as feeling powerful with the ability to do things on their own, being connected to others, and feeling respected. Children begin developing a sense of self from birth and their feelings affect their entire adjustment to life. Family Child Care (FCC) providers play an important role to the children in their care and through their positive interactions with children they can support the development of self-esteem that will help the children succeed throughout their lives. FCC providers can help build children's self-esteem by: (1) developing a positive and supportive relationship with each child and letting them know that they are special; (2) helping children accept and appreciate themselves and others; and (3) providing children with opportunities to feel successful and competent. The book recommends that FCC providers should assess their own self-esteem which affects the interactions they have with children in their care. A specific learning activity is included on using age-appropriate approaches to building children's self-esteem including information on Erickson's stages of socio-emotional development and information on how providers can build self-esteem in children from infancy to school-age. Other specific learning activities include getting to know a child and helping children deal with separation.

REMARKS: Stapled booklet. Could be scanned for reproduction and/or electronic dissemination. No part of this publication may be reproduced in any form or by any means without the prior permission of Teaching Strategies, Inc., Washington D.C. except it may be reproduced by government expense by the U.S. Department of the Army and the Department of Defense for use in child development programs. Copies on hand=2. 1993.

KEYWORDS: FAMILY CHILD CARE
SELF-ESTEEM

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0052 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Family Child Care Provider's Training Program; Module #9, Social. 1993

SUBTITLE: Training for Family Child Care Providers

SOURCE: U.S. Department of the Army and the Department of Defense

MEDIA: Bound Booklet - 68 pages

SUMMARY: This book is Module #9, Social, of a 13-Module Training Series for Family Child Care Providers. This training program is based on the Child Development Associate (CDA) competency standards as defined by the Council for Early Childhood Professional Recognition. There are 13 CDA "functional areas" that define the skills and knowledge of competent providers. Social development is defined as the way children learn to get along with others and to enjoy the people in their lives. Children learn by sharing, cooperating, taking turns, and negotiation with other children and adults. Family Child Care (FCC) providers help children to feel good about themselves through showing they are loved and accepted, and consistently meeting their needs. FCC homes provide an environment where children can spend time alone or in a group. FCC providers promote children's social development by: (1) helping children learn to get along with others; (2) helping children understand and express their feelings and to respect those of others; and (3) providing an environment and experiences that help children develop social skills. A specific Learning Activity in the book focuses on using age-appropriate approaches to promote social development, which includes information on each stage from infancy through school-age. An entire section is devoted to dramatic play and prop boxes, and contains a list of ideas and materials which can be readily accessible in the home environment.

REMARKS: Stapled booklet. Could be scanned for reproduction and/or electronic dissemination. No part of this publication may be reproduced in any form or by any means without the prior permission of Teaching Strategies, Inc., Washington D.C. except it may be reproduced by government expense by the U.S. Department of the Army and the Department of Defense for use in child development programs. Copies on hand=2. 1993.

KEYWORDS: DRAMATIC PLAY
FAMILY CHILD CARE
SOCIAL DEVELOPMENT

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0053 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Family Child Care Provider's Training Program; Module #10, Guidance. 1993

SUBTITLE: Training for Family Child Care Providers

SOURCE: U.S. Department of the Army and the Department of Defense

MEDIA: Bound Booklet - 53 pages

SUMMARY: This book is Module #10, Guidance, of a 13-Module Training Series for Family Child Care Providers. This training program is based on the Child Development Associate (CDA) competency standards as defined by the Council for Early Childhood Professional Recognition. Family Child Care (FCC) providers need to think about the reasons for children's behavior. Children may have different rules and expectations in their own homes and there can many other reasons guiding their behavior. Once the FCC provider can identify the need that a child may be expressing, they can then try to meet that need. This book focuses on guiding children's behavior in ways that assist them in developing self-discipline. FCC providers can help to guide children's behavior by: (1) providing an environment that encourages self-discipline; (2) using positive methods to guide individual children; and (3) helping children understand and express their feelings in acceptable ways. One Learning Activity in the book identifies typical behaviors of children and provides examples of positive guidance. Another entire section is devoted to responding to challenging behaviors, and provides guidance on how to identify reasons for the behaviors and develop a plan of response.

REMARKS: Stapled booklet. Could be scanned for reproduction and/or electronic dissemination. No part of this publication may be reproduced in any form or by any means without the prior permission of Teaching Strategies, Inc., Washington D.C. except it may be reproduced by government expense by the U.S. Department of the Army and the Department of Defense for use in child development programs. Copies on hand=2. 1993.

KEYWORDS: FAMILY CHILD CARE
GUIDANCE

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0054 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Family Child Care Provider's Training Program; Module #11, Families. 1993

SUBTITLE: Training for Family Child Care Providers

SOURCE: U.S. Department of the Army and the Department of Defense

MEDIA: Bound Booklet - 63 pages

SUMMARY: This book is Module #11, Families, of a 13-Module Training Series for Family Child Care Providers. This training program is based on the Child Development Associate (CDA) competency standards as defined by the Council for Early Childhood Professional Recognition. This book describes that when Family Child Care (FCC) Providers and parents work together as a team, they are able to share information and discuss ways to provide consistent care for children. A primary role of an FCC provider is to enhance the relationship between parents and their children, and working with families by: (1) communicating with parents often to share information about their child's experiences and development; (2) offering a variety of ways for parents to participate in their child's life at the FCC home; and (3) working together with parents to meet children's needs. The book has a section for FCC providers to examine their own family experiences which may affect the way they work with other families. Specific sections are included on resolving differences and ways to reach out to families.

REMARKS: Stapled booklet. Could be scanned for reproduction and/or electronic dissemination. No part of this publication may be reproduced in any form or by any means without the prior permission of Teaching Strategies, Inc., Washington D.C. except it may be reproduced by government expense by the U.S. Department of the Army and the Department of Defense for use in child development programs. Copies on hand=2. 1993.

KEYWORDS: FAMILIES
FAMILY CHILD CARE
PARENTS AS PARTNERS

BIBLIOGRAPHY - DRAFT WORKING VERSION

15-Sep-97

CATNO: 0055 **BIBLIOGRAPHY ENTRY APPROVED FOR PUBLICATION:** No

TITLE: Family Child Care Provider's Training Program; Module #12, Program Management. 1993

SUBTITLE: Training for Family Child Care Providers

SOURCE: U.S. Department of the Army and the Department of Defense

MEDIA: Bound Booklet - 45 pages

SUMMARY: This book is Module #12, Program Management, of a 13-Module Training Series for Family Child Care Providers. This training program is based on the Child Development Associate (CDA) competency standards as defined by the Council for Early Childhood Professional Recognition. Family Child Care (FCC) providers may not view themselves as managers due to the daily challenges of providing care for children. However, each day, FCC providers make many decisions which are based on gathering and recording information and by observation. FCC providers also follow administrative policies and procedures which govern Department of Defense Family Child Care Programs. The book discusses how this planning and management by FCC providers leads to implementing high-quality programs which are consistently evaluated. The book includes a specific section on planning and evaluation along with an example Family Child Care Weekly Plan.

REMARKS: Stapled booklet. Could be scanned for reproduction and/or electronic dissemination. No part of this publication may be reproduced in any form or by any means without the prior permission of Teaching Strategies, Inc., Washington D.C. except it may be reproduced by government expense by the U.S. Department of the Army and the Department of Defense for use in child development programs. Copies on hand=2. 1993.

KEYWORDS: FAMILY CHILD CARE
OBSERVATION
PROGRAM MANAGEMENT