

REGISTRATION INFORMATION

Name

Agency Name

Address

City State Zip

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Phone Fax

Email Address

Location Attending

Fees

Fee: \$250.00 per person—submit additional registrants on separate forms.

Discounted Fee: \$200.00 per person if registering three or more people, or if you are a previous attendee of Cape May, Director's Boot Camp, Mt. Airy Retreat, or are a Law Office Retainer Client. **\$175.00 per person if paid before September 30, 2017.**

Registration Fee includes Tuition ONLY. Meals and Accommodations are not included. For hotel reservations, please contact the hotel directly and state that you are a part of the Ronald V. McGuckin and Associates group to receive the special discounted rates.

Payment: Check made payable to **Ronald V. McGuckin and Associates** or VISA/MC/Discover/AMEX:

VISA/MC/Discover/AMEX Card Number

Expiration Date Billing Zip Code CVV Number

Mail or Fax Registrations to:

Ronald V. McGuckin and Associates

Post Office Box 2126 (215) 785-3401 (fax)
Bristol, PA 19007

Attention: Dawn Martini

We reserve the right to cancel any session due to an insufficient number of registrants. We are not responsible for any expenses incurred by the participants in the event the session must be cancelled. Registrants will receive notification of cancellation at least two weeks prior to the first day of the seminar; more notice will be given when possible. **Please do not make any non-refundable travel arrangements until you have received confirmation of your registration and confirmation that the session will be held.**

Registrant Cancellation Policy

Cancellations received 20 business days or less prior to the first day of the seminar will not be refunded or credited. Cancellations received between 21 and 30 business days prior to the start of the seminar will be offered full credit for future participation in a RVM and Associates training program. Cancellations received 31 or more business days prior to the start of the seminar will be fully refunded in the manner in which the registration fee was originally paid.



**DIRECTOR'S
BOOT CAMP**

**FOR
EARLY CARE AND EDUCATION
ADMINISTRATORS**



Presented by
Ronald V. McGuckin and Associates

Ronald V. McGuckin and Associates

Post Office Box 2126

Bristol, Pennsylvania 19007

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(215) 785-3400 Office

(215) 785-3401 Fax

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DESCRIPTION

The Director's Boot Camp is designed to address the toughest Administrative issues for owners and administrators in the Early Care and Education Industry. Frequently, owners and administrators of Early Care and Education Programs, Head Start Programs and School Age Care Programs have little experience, training, or education in the areas of personnel management, licensing compliance, risk management, and documentation. This 12-hour training package is designed to specifically address the most needed administrative topics in the Early Care and Education Industry. All participants will receive a comprehensive program packet with handout materials to support implementation of material presented. Additional administrative support resources will be available for purchase.

PRESENTERS

Ronald V. McGuckin and Associates is the nation's foremost resource for legal, business, and administrative support for the Early Care and Education Industry. The talented team of presenters, **Ronald McGuckin, Dawn Martini, Janice Nielowocki, and Christopher Hawthorne** bring a wealth of knowledge and practical, real-life solutions to their trainings. With over 60 years combined experience in the Early Care and Education field, their programs are designed to engage participants in lively discussion and to create an environment where complex legal concepts are easily understood and can be implemented in meaningful ways in any program. Lead presenters for the Director's Boot Camp are Ronald McGuckin, JD and Dawn Martini, BS ECE and Elem. Ed. They have authored several nationally recognized administrative resources including *Model Personnel Policies for Child Care Agencies: Editions 1–5*, *Model Parent Handbook for Child Care Agencies*, and *Model Forms for Child Care Agencies: Editions 1 and 2*. They also publish a free online newsletter, *The Child Care Professional Experience*, available at childproviderlaw.com.

CERTIFICATE INFORMATION

Participants will receive a certificate for 12 hours of training upon completion of the program.

In Florida: CEUs will be available to participants through FLAEYC. Information for registering for CEUs will be provided at the event.

In Pennsylvania: Trainers are PQAS Certified and participants will receive a Pennsylvania Keys to Quality Professional Development Certificate for their participation.

In Texas: Trainers are Registered Trainers with the Texas Trainer Registry and will be providing Texas Training Certificates.



AGENDA

DAY ONE


- 9:00 a.m.: Welcome and Introductions
- 9:15 a.m.: The Millennials and You! A Look at Generational Differences
- 10:45 a.m.: Break
- 11:00 a.m.: Points of Tension between Managers and Millennials
- 12:30 p.m.: Lunch
- 1:30 p.m.: Core Competencies for Managing Today's Workforce
- 3:15 p.m.: Break
- 3:30 p.m.: Building a Millennial Friendly Corporate Culture
- 4:45 p.m.: Wrap-up of the Days Events

DAY TWO


- 9:00 a.m.: Understanding What Makes Today's Employees Happy
- 10:30 a.m.: Break
- 10:45 p.m.: 5 Languages of Appreciation: Personal MBA Inventory
- 12:15 p.m.: Break
- 12:30 p.m.: Communication Skills Exercises to Improve Workplace Relationships
- 1:45 p.m.: Conference Wrap-up, Evaluation and Certificates

DATES and LOCATIONS


In select locations, Sleeping Rooms are reserved at a Special Rate for two nights, beginning the night before the event and continuing until the block is sold out. To take advantage of the Special Room Rate, contact the hotel and identify yourself as a participant of the Ronald V. McGuckin/Director's Boot Camp. To receive the discounted room rate, you must contact the hotel at least one month prior to the event.




DECEMBER 12 & 13, 2017: DALLAS, TX
Hampton Inn Arlington North
2200 Brookhollow Plaza Drive, Arlington, TX 76006
(817) 652-9562 / *Sleeping Room Rate:* \$139 per night




JANUARY 16 & 17, 2018: HARRISBURG, PA
Red Lion Hotel Harrisburg Hershey
4751 Lindle Road, Harrisburg, PA 17111
(717) 939-7841 / *Sleeping Room Rate:* \$109 per night




FEBRUARY 6 & 7, 2018: PITTSBURGH, PA
Hampton Inn Greensburg
1000 Towne Square Drive, Greensburg, PA 15601
(724) 838-8800 / *Sleeping Room Rate:* \$139 per night



FEBRUARY 27 & 28, 2018: STROUDSBURG, PA
Hampton Inn Stroudsburg
114 S. Main Street, Stroudsburg, PA 18360
(570) 424-0400 / *Sleeping Room Rate:* \$109 per night




FEBRUARY 28 & MARCH 1, 2018: ORLANDO, FL
Hampton Inn Convention Center
8900 Universal Blvd, Orlando, FL 32819
(407)354-4447 / *Sleeping Room Rate:* \$249 per night



MARCH 5 & 6, 2018: SAN ANTONIO, TX
Hope Lutheran Learning Center
5741 Callaghan Road, San Antonio, TX 78228



MARCH 27 & 28, 2018: FT. LAUDERDALE, FL
Hampton Inn—Airport/South Cruise Port
2500 Stirling Road, Hollywood, FL 33020
(954) 922-0011 / *Sleeping Room Rate:* \$169 per night



APRIL 3 & 4, 2018: HOUSTON, TX
Hampton Inn — Houston Hobby Airport
8620 Airport Blvd, Houston, TX 77061
(713) 641-6400 / *Sleeping Room Rate:* \$129 per night



MAY 8 & 9, 2018: PHILADELPHIA, PA
Hampton Inn — Plymouth Meeting
2055 Chemical Road, Plymouth Meeting, PA 19462
(610) 567-0900 / *Sleeping Room Rate:* \$129 per night