



WCAA Updates

August 2013

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STARS is a program of the Wyoming Children's Action Alliance. Other programs include Kids Count, Providers Empowering Providers and Pathways for Professional Development

Three regional workshops remaining

Regional workshops sponsored by the Department of Family Services will continue through September. Go to www.wykids.org to register. On-line registration and the non-refundable \$20 fee can be paid electronically with your credit or debit card. Facility directors can log in with their Facility ID number and password and register all or part of their staff at one time. All of these workshops provide standard training credit to support both licensing credit and Child Development Associate (CDA) certification.

City	Location	Date
Rock Springs	Western Wyoming Community College Registration closes 9/2/2013	September 7
Riverton	Central Wyoming Community College Registration closes 8/31/2013	September 14
Sheridan	Northern Wyoming Community , Sheridan (Registration closes 9/22/2013)	September 28

Checked your training reports lately?

There are three types of training reports that you can retrieve from your personal STARS record.

Child care providers in Wyoming have 24-hour access to their training records on-line at www.wykids.org so they see their training history. Just go to <http://www.wykids.org/> and sign in with your STARS ID number and password. (Don't have it? Can't remember it? Call 1-800-400-3999.)

On the home page hover on the word "Providers" on the left side. You will see choices including "Biennium Training Summary", "Complete Training History" and "CDA Transcript". Click on your choice.

- Biennium training summary is a summary of how much training you have acquired in your licensing period. Be sure to check your license for the dates. If the dates don't match those on your license, change them.
- Complete training history shows you every class you have taken. The system goes back to January 1, 2000. The reference numbers included in this report allow you to see if you have ever taken a specific class before in your training history.
- CDA transcript will show you how much of your training in the past five years qualifies as training accepted by the Council for Professional Recognition for the acquisition or renewal of a Child Development Associate (CDA) certificate. You can change the dates for your renewal or application period.



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Fall is great time for planning!

The kids are heading back to school and schedules are shifting into the fall patterns. Now is a great time to take a look at your professional development needs for the fall and winter. At the website, www.wykids.org, you can go to Simple Tools for Providers and download a “Personal Training Calendar” form to help you plan which classes to attend through the fall and winter.

By reviewing your Biennium Training Summary you can see how many hours you have and which Knowledge Areas you need. You can search for classes of interest to you on the Training Calendar in your county and surrounding counties. Your Biennium Training summary will also track your core areas, clearinghouse, and other important training details. You can even email your biennium training summary to your licenser from this page.

Just a click away at www.wykids.org

Here is a quick list of the STARS functions you can find at the WCAA website:

- Register a new employee for a STARS ID number and password and get that information back right away by email
- Update your personal information or change your log-in password
- Apply to join the Wyoming Career Development program and get your career level certificate mailed to you.
- Find an instructor application form or update your instructor information
- Find a class approval form for any class or staff orientation
- Check the training calendar for a class near you
- Register for one of the DFS Regional Workshop days
- Check your training history, including your biennium training summary and CDA transcript
- Get biennium training summaries for all of your staff members
- See what is available to read or view in the Clearinghouse library of materials
- Borrow materials from the Clearinghouse to help build classes
- Download a list of DFS required trainings from the Simple Tools for Providers area

Knowledge Area Tip of the Month— Program and Business Management

Rationale: Knowledge of how organizations develop and grow while building professional relationships with families, staff, and a broader professional network enables caregivers to select and implement administrative practices that maintain and support strong early programs.