

The content of professional development training must be directly related to creating quality environments that encourage healthy development and learning; to teaching strategies that support children's ability to be successful in school; or to leadership/advising/mentoring skills of the participant.

Participants must submit an official dated certificate signed by the instructor or a signed letter from the sponsoring agency showing the number of professional development hours, the topic of the workshop/training, the date the activity took place and a document detailing how this workshop/training contributed to their professional development.

**Approved Content Areas:**

- Working with children with disabilities and other special needs
- Diversity/cultural competence and anti-bias curriculum
- Fostering early literacy and dual language acquisition
- Development and Caregiving: preschoolers, individual child learning plans for transition to Kindergarten; working with multi-aged groups of children; cognitive, physical, positive discipline, social and emotional
- Programs: curriculum (e.g. math and science, or arts and music), assessment and observation of children, Environment Rating Scale, communication methods (children, staff, parents and caregivers), accreditation
- California Department of Education Pre-K Guidelines, Desired Results (when not required for participant's job) and standards
- Children's health, nutrition and physical activity
- Administrative/Teaching Skills such as business practices, leadership, and skill development for teacher/supervisor/director, etc.
- Workshops, institutes, academies, conference sessions, or other trainings related to ECE/Child Development (meal time and registration time is not included)

**CHECK THE CONSORTIUM WEBSITE FOR  
APPROVED TRAINING OPPORTUNITIES**

[www.consortiumELS.org](http://www.consortiumELS.org)

**Non-approved Content Areas:**

- Volunteer work or community service
- Required CPR/First Aid or 15 hour health certificate
- Required child abuse prevention/awareness
- Time spent developing curriculum or lesson plans
- Attending or conducting parent meetings or case consultation meetings in your center
- Trainings, workshops, meetings and activities required by your employer
- Parenting classes
- Conversion of college units to Professional Growth hours or vice versa is not allowed