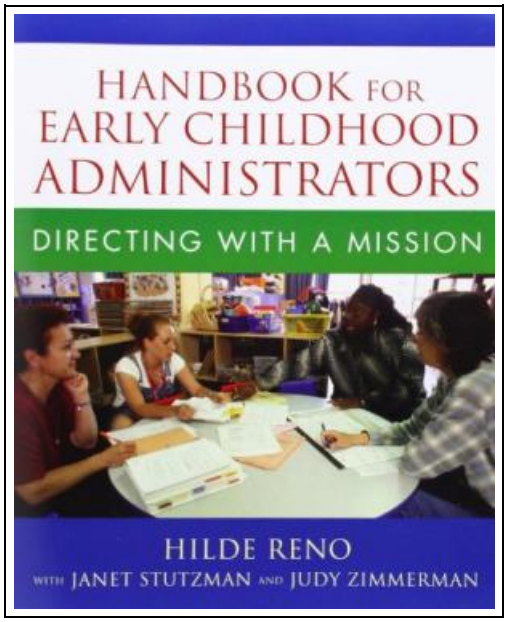
Handbook for Early Childhood Administrators: Directing with a Mission



Filesize: 4.9 MB

Reviews

Absolutely essential go through pdf. Of course, it can be enjoy, still an amazing and interesting literature. Your way of life period will be convert the instant you comprehensive reading this article ebook.

(Kevin Quigley)

HANDBOOK FOR EARLY CHILDHOOD ADMINISTRATORS: DIRECTING WITH A MISSION

DOWNLOAD PDF

To download **Handbook for Early Childhood Administrators: Directing with a Mission** PDF, remember to follow the link beneath and save the ebook or have access to other information that are relevant to HANDBOOK FOR EARLY CHILDHOOD ADMINISTRATORS: DIRECTING WITH A MISSION ebook.

Pearson, 2007. Book Condition: New. Brand New, Unread Copy in Perfect Condition. A+ Customer Service! Summary: All Chapters include: "Summary," "Resources," "Weblinks" Chapter 1 - Organizational Vision AND MISSION Developing an organizational vision The mission statement Using your mission statement to inform practice Chapter 2 -- Organizational Structure Organizational structure and hierarchy Organization Culture Ensuring Safety Recognizing Competence Demonstrating Value Meaningful Communication/Staff Meetings Chapter 3-- Program Policies and Procedures Personnel Policies Procedures Chapter 4 -- Job Descriptions Writing a Job Description Job Description as legal document Modification of a current job description Writing/Reviewing current job descriptions Chapter 5 -- Staffing Recruitment Screening Interview Practical demonstration of skills Employment requirements of the Americans with Disabilities Act (ADA) Chapter 6 -- Orientation, Evaluation, Staff Development Staff Orientation Probationary/orientation period Evaluation Professional development --Education and training Progressive Staff Discipline Chapter 7-- Developing management systems Developing Systems Recurring activities that can be systematized Calendar Chapter 8 -- Ethical Behavior/ Code of Ethics Ethics Ethics in Early Childhood Education Ethical Dilemmas Chapter 9 -- Working with Boards Governing versus Advisory Boards Advisory Boards Board essentials Job descriptions Selection of Advisory Board Members Orientation Meetings Communication Assignment Chapter 10 -- Law and child care Employment Law FLSA Disciplinary Policy/Due Process Unemployment Compensation Workers Compensation Insurance ADA (employment and providing services) Legal responsibilities to Families - ADA and Admissions Other Legal responsibilities to Families Chapter 11 -- Financial Operations Budgets Monitoring Income and Expenses Competitive wages Benefits Chapter 12: Marketing and Publicity In-house Marketing Publicity/Visibility Marketing Tools Chapter 13 -- Supporting Families: Parent Handbook Developing a comprehensive Parent Handbook Essential elements of a Parent Handbook Cover with contact information Admission requirements/procedures Hours of operation, holiday schedule, program closings Policies related to fees, payments, and refunds Policies related to termination of enrollment Policies related to sick child (contagious illness...

Read Handbook for Early Childhood Administrators: Directing with a Mission Online
Download PDF Handbook for Early Childhood Administrators: Directing with a Mission

Other Books

[PDF] Index to the Classified Subject Catalogue of the Buffalo Library; The Whole System Being Adopted from the Classification and Subject Index of Mr. Melvil Dewey, with Some Modifications .
Follow the hyperlink under to get "Index to the Classified Subject Catalogue of the Buffalo Library; The Whole System Being Adopted from the Classification and Subject Index of Mr. Melvil Dewey, with Some Modifications ." PDF file.
Save Book »

[PDF] Tys Beanie Babies Winter 1999 Value Guide by Inc Staff Collectors Publishing Company 1998 Paperback
Follow the hyperlink under to get "Tys Beanie Babies Winter 1999 Value Guide by Inc Staff Collectors Publishing Company 1998 Paperback" PDF file.
Save Book »

[PDF] Studyguide for Introduction to Early Childhood Education: Preschool Through Primary Grades by Jo Ann Brewer ISBN: 9780205491452
Follow the hyperlink under to get "Studyguide for Introduction to Early Childhood Education: Preschool Through Primary Grades by Jo Ann Brewer ISBN: 9780205491452" PDF file.
Save Book »

[PDF] Kindergarten Culture in the Family and Kindergarten; A Complete Sketch of Froebel s System of Early Education, Adapted to American Institutions. for the Use of Mothers and Teachers
Follow the hyperlink under to get "Kindergarten Culture in the Family and Kindergarten; A Complete Sketch of Froebel s System of Early Education, Adapted to American Institutions. for the Use of Mothers and Teachers" PDF file.
Save Book »

[PDF] The Healthy Lunchbox How to Plan Prepare and Pack Stress Free Meals Kids Will Love by American Diabetes Association Staff Marie McLendon and Cristy Shauck 2005 Paperback
Follow the hyperlink under to get "The Healthy Lunchbox How to Plan Prepare and Pack Stress Free Meals Kids Will Love by American Diabetes Association Staff Marie McLendon and Cristy Shauck 2005 Paperback" PDF file.
Save Book »

[PDF] Ninja Adventure Book: Ninja Book for Kids with Comic Illustration: Fart Book: Ninja Skateboard Farts (Perfect Ninja Books for Boys - Chapter Books for Kids Age 8 - 10 with Comic Pictures Audiobook with Book)
Follow the hyperlink under to get "Ninja Adventure Book: Ninja Book for Kids with Comic Illustration: Fart Book: Ninja Skateboard Farts (Perfect Ninja Books for Boys - Chapter Books for Kids Age 8 - 10 with Comic Pictures Audiobook with Book)" PDF file.
Save Book »