

# CUPE STAFF DEVELOPMENT SESSIONS

February 22, 2010

**Full Day 9 A.M to 4 P.M**

(Lunch 12-1 pm)

- 100 Sharing Aboriginal Literacy**  
**Resource Person:** Connie Kulhavy  
**Maximum number of Participants:** 25  
This workshop will increase your Aboriginal Literacy through stories, reader's theatre, lesson plans, legends and hands on material. We will also take a pick Aboriginal Resources collection at the District Resource Collection.
- 101 Excel- From the Beginning**  
**Resource Person:** Danny Cheng  
**Maximum number of Participants:** 30  
**This workshop is for DAC, Maintenance and Secretaries Only!**  
We will explore the features of Excel and learn how to put together a spreadsheet from Beginning to End, including:  
Layout, Formatting, Formulas, Range names, Multiple sheets, Charts, Useful tips and tricks, Printing and Viewing Techniques and Protecting your work.
- 102 Creating An Environment For Learning**  
**Resource Person:** Robyn Cook  
**Maximum number of Participants:** 30  
Classroom management and understanding and working with challenging student behavior.
- 103 NVC**  
**Resource Person:** Bernadine Babuik  
**Maximum number of Participants:** 20  
Non Violent Crisis Intervention Strategies to provide for the best possible Care, Welfare, Safety and Security of those involved in a crisis situation.
- 104 Food Safe Level One (Basic)**  
**Resource Person:** Rose Kirk  
**Maximum number of Participants:** 25  
This workshop will cover Dishwashing & Storage Methods  
Food Protection & Handling  
Personal Hygiene  
Food Borne Illnesses  
Serving & Dispensing  
Receiving & Storing Food Safely  
Work Safety  
The course can be completed in about 8 hours, with breaks and testing time .Upon passing (70% is the passing mark) certificates will be given at the completion of class.

**105 WCB Level 1 First Aid Training**

**Resource Person:**

**St Johns Ambulance**

**Maximum number of Participants:**

**36**

Successful completion of the course will entitle the participants to receive a WCB certificate good for two years. **(Reminder This session will be held at St John Ambulance, 2250 Labieux Road. This is a 8:00 to 4:30 session.**

**All participants please register through Kristin Houvenaeghel at:**

**Phone: 250- 716-1030**

**Fax : 250- 741-525**

**Email: [khouvenaeghel@sd68.bc.ca](mailto:khouvenaeghel@sd68.bc.ca)**