



Employee Training Calendar
 New Hires contact Lucia @ x149
 Incumbents contact Camille @ x155

January 2018

NHO—New Hire Orientation
Sup101—Supervisor 101 Series
Mandt 1&2(recert day): (days taken concurrently; unless within expiration month, call Camille/Rosemary to schedule Mandt 2 & receive homework CH 1-3 by e-mail or US mail)
Foundations 1&2 : (days taken concurrently for new hires)
Mandt 2 (re-cert day) : (incumbents within expiration month; homework due at arrival)
Classes meet in Training Center-Suite 101
No Walk Ins—Advance Registration Only

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Color Legend: Yellow: New Hire Orientation Blue: Mandt Red: CPR/FA Green: Foundations	1 Green: Foundations Blue: Special presentations including Spanish classes	2	3 Mandt 1 (9am-5pm)	4 Mandt 2 (9am-5pm)	5	6
7	8 NHO (2pm-10pm)	9 Mandt 1 (2pm-10pm)	10 Mandt 2 (2pm-10pm)	11 Communications 101 (10am-12pm) CPR & First Aid (2pm-10pm)	12 Special Needs Trust/ABLE Act (10:00am-12pm)	13
14	15 M. L. King Jr. Day Office Closed	16 NHO (9am-5pm)	17 Mandt 1 (9am-5pm)	18 Mandt 2 (9am-5pm)	19 CPR & First Aid (9am-5pm)	20
21	22 NHO (9am-5pm)	23 Mandt 1 (9am-5pm)	24 Mandt 2 (9am-5pm)	25 Foundations 1 (10am-4pm)	26 Foundations 2 (10am-4pm)	27 Mandt 1 (9am-5pm)
28 Mandt 1 (9am-5pm)	29	30 Sup 101: Conflict Resolution (10am-12pm)	31			03/29/2018



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February 2018

NHO—New Hire Orientation
Sup101—Supervisor 101 Series
Mandt 1&2(recert day): (days taken concurrently; unless within expiration month, call Camille/Rosemary to schedule Mandt 2 & receive homework CH 1-3 by e-mail or US mail)
Foundations 1&2 : (days taken concurrently for new hires)
Mandt 2 (re-cert day) : (incumbents within expiration month; homework due at arrival)
Classes meet in Training Center-Suite 101
No Walk Ins—Advance Registration Only

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Color Legend: Yellow: New Hire Orientation Blue: Mandt Red: CPR/FA	Green: Foundations Blue: Special presentations including Spanish classes			1	2	3
4	5	6 NHO (9am-5pm)	7 Mandt 1 (9am-5pm)	8 Mandt 2 (9am-5pm)	9 CPR & First Aid (9am-5pm)	10 CPR & First Aid (9am-5pm)
11	12 NHO (2pm-10pm)	13 Mandt 1 (2pm-10pm)	14 Mandt 2 (2pm-10pm)	15 CPR & First Aid (2pm-10pm)	16 Communications 101 (10am-12pm)	17
18	19 NHO (9am-5pm)	20 Mandt 1 (9am-5pm)	21 Mandt 2 (9am-5pm)	22 Foundations 1 (2pm-8pm)	23 Foundations 2 (2pm-8pm)	24 FAMILY WEBINAR 10am-12pm
25	26 Multi-Generational Shrout (1pm-3pm)	27	28			03/29/2018



Employee Training Calendar
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March 2018

NHO—New Hire Orientation
Sup101—Supervisor 101 Series
Mandt 1&2(recert day): (days taken concurrently; unless within expiration month, call Camille/Rosemary to schedule Mandt 2 & receive homework CH 1-3 by e-mail or US mail)
Foundations 1&2 : (days taken concurrently for new hires)
Mandt 2 (re-cert day) : (incumbents within expiration month; homework due at arrival)
Classes meet in Training Center-Suite 101
No Walk Ins—Advance Registration Only

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Color Legend: Yellow: New Hire Orientation Blue: Mandt Red: CPR/FA	Green: Foundations Blue: Special presentations including Spanish classes			1	2	3
4	5	6 <i>NHO (9am-5pm)</i>	7 <i>Mandt 1 (9am-5pm)</i>	8 <i>Mandt 2 (9am-5pm)</i>	9 <i>CPR & First Aid (9am-5pm)</i>	10
11	12 <i>NHO (2pm-10pm)</i>	13 <i>Mandt 1 (2pm-10pm)</i>	14 <i>Mandt 2 (2pm-10pm)</i>	15 <i>CPR & First Aid (2pm-10pm)</i>	16	17 <i>Mandt 1 (9am-5pm)</i>
18 <i>Mandt 2 (9am-5pm)</i>	19 <i>NHO (9am-5pm)</i>	20 <i>Mandt 1 (9am-5pm)</i>	21 <i>Mandt 2 (9am-5pm)</i>	22 <i>Communications 101 (10am-12pm)</i>	23 <i>All-Staff SIR & Mandated Reporter (10am-12pm)</i>	24 <i>Foundations 1 (10am-4pm)</i>
25 <i>Foundations 2 (10am-4pm)</i>	26 <i>Spanish Mandt 1 (9am-5pm)</i>	27 <i>Spanish Mandt 2 (9am-5pm)</i>	28 <i>Spanish CPR & First Aid (9am-5pm)</i>	29	30	31 03/29/2018



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April 2018

NHO—New Hire Orientation
Sup101—Supervisor 101 Series
Mandt 1&2(recert day): (days taken concurrently; unless within expiration month, call Camille/Rosemary to schedule Mandt 2 & receive homework CH 1-3 by e-mail or US mail)
Foundations 1&2 : (days taken concurrently for new hires)
Mandt 2 (re-cert day) : (incumbents within expiration month; homework due at arrival)
Classes meet in Training Center-Suite 101
No Walk Ins—Advance Registration Only

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 Color Legend: Yellow: New Hire Orientation Blue: Mandt Red: CPR/FA	2 Green: Foundations Blue: Special presentations including Spanish classes	3 NHO (9am-5pm)	4 Mandt 1 (9am-5pm)	5 Mandt 2 (9am-5pm)	6	7
8	9 NHO (2pm-10pm)	10 Mandt 1 (2pm-10pm)	11 Mandt 2 (2pm-10pm)	12 CPR & First Aid (2pm-10pm) RIDGECREST: Mandated Reporter	13 Communications 101 (10am-12pm)	14
15	16	17 NHO (9am-5pm)	18 Mandt 1 (9am-5pm)	19 Mandt 2 (9am-5pm)	20 CPR & First Aid (9am-5pm)	21 CPR & First Aid (9am-5pm)
22	23 NHO (2pm-10pm)	24 Mandt 1 (2pm-10pm)	25 Mandt 2 (2pm-10pm) Leadership Directors Shrout 10a-12p	26 Foundations 1 (2pm-8pm)	27 Foundations 2 (2pm-8pm)	28
29	30 Sup 101: Harassment & Discrimination (1pm-3pm)					03/29/2018



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May 2018

NHO—New Hire Orientation
Sup101—Supervisor 101 Series
Mandt 1&2(recert day): (days taken concurrently; unless within expiration month, call Camille/Rosemary to schedule Mandt 2 & receive homework CH 1-3 by e-mail or US mail)
Foundations 1&2 : (days taken concurrently for new hires)
Mandt 2 (re-cert day) : (incumbents within expiration month; homework due at arrival)
Classes meet in Training Center-Suite 101
No Walk Ins—Advance Registration Only

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Color Legend: Yellow: New Hire Orientation Blue: Mandt Red: CPR/FA	Green: Foundations Blue: Special presentations including Spanish classes	1	2 NHO (9am-5pm)	3 Mandt 1 (9am-5pm)	4 Mandt 2 (9am-5pm)	5
6	7 NHO (9am-5pm)	8 Mandt 1 (9am-5pm)	9 Mandt 2 (9am-5pm) Leadership Training (10am-12pm)	10 CPR & First Aid (9am-5pm)	11	12 Mandt 1 (9am-5pm)
13 Mandt 2 (9am-5pm)	14 NHO (2pm-10pm)	15 Mandt 1 (2pm-10pm)	16 Mandt 2 (2pm-10pm)	17 CPR & First Aid (2pm-10pm)	18 Communications 101 (10am-12pm)	19 Spanish Family Training (10a-12p)
20	21	22 NHO (9am-5pm)	23 Mandt 1 (9am-5pm)	24 Mandt 2 (9am-5pm)	25	26
27	28 Memorial Day Office Closed	29 Foundations 1 (10am-4pm)	30 Foundations 2 (10am-4pm)	31		03/29/2018



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June 2018

NHO—New Hire Orientation
Sup101—Supervisor 101 Series
Mandt 1&2(recert day): (days taken concurrently; unless within expiration month, call Camille/Rosemary to schedule Mandt 2 & receive homework CH 1-3 by e-mail or US mail)
Foundations 1&2 : (days taken concurrently for new hires)
Mandt 2 (re-cert day) : (incumbents within expiration month; homework due at arrival)
Classes meet in Training Center-Suite 101
No Walk Ins—Advance Registration Only

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Color Legend: Yellow: New Hire Orientation Blue: Mandt Red: CPR/FA	Green: Foundations Blue: Special presentations including Spanish classes				1	2 CPR & First Aid (9am-5pm)
3	4	5 NHO (9am-5pm)	6 Mandt 1 (9am-5pm)	7 Mandt 2 (9am-5pm)	8 CPR & First Aid (9am-5pm)	9
10	11 NHO (2pm-10pm)	12 Mandt 1 (2pm-10pm)	13 Mandt 2 (2pm-10pm)	14 CPR & First Aid (2pm-10pm)	15	16 Mandt 1 (9am-5pm)
		RIDGECREST: Mandt Day 1 (9to5) Mandt Day 1 (9to5) CPR & First Aid				
17 Mandt 2 (9am-5pm)	18	19 Communications 101 (10am-12pm)	20 NHO (9am-5pm)	21 Mandt 1 (9am-5pm)	22 Mandt 2 (9am-5pm)	23
24	25 Foundations 1 (2pm-8pm) Sup 101– Interviewing Success 10a-12p	26 Foundations 2 (2pm-8pm)	27 Spanish Mandt 1 (9am-5pm)	28 Spanish Mandt 2 (9am-5pm)	29 Spanish CPR & First Aid (9am-5pm)	30 03/29/2018



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July 2018

NHO—New Hire Orientation
Sup101—Supervisor 101 Series
Mandt 1&2(recert day): (days taken concurrently; unless within expiration month, call Camille/Rosemary to schedule Mandt 2 & receive homework CH 1-3 by e-mail or US mail)
Foundations 1&2 : (days taken concurrently for new hires)
Mandt 2 (re-cert day) : (incumbents within expiration month; homework due at arrival)
Classes meet in Training Center-Suite 101
No Walk Ins—Advance Registration Only

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 Color Legend: Yellow: New Hire Orientation Blue: Mandt Red: CPR/FA	2 Green: Foundations Blue: Special presentations including Spanish classes	3	4 <i>Independence Day</i>	5	6	7
8	9	10 <i>NHO (9am-5pm)</i>	11 <i>Mandt 1 (9am-5pm)</i>	12 <i>Mandt 2 (9am-5pm)</i>	13 <i>CPR & First Aid (9am-5pm)</i>	14 <i>Mandt 1 (9am-5pm)</i>
15 <i>Mandt 2 (9am-5pm)</i>	16 <i>NHO (2pm-10pm)</i>	17 <i>Mandt 1 (2pm-10pm)</i>	18 <i>Mandt 2 (2pm-10pm)</i>	19 <i>CPR & First Aid (2am-10pm)</i>	20 <i>Communications 101 (10am-12pm)</i>	21
22	23 <i>NHO (9am-5pm)</i>	24 <i>Mandt 1 (9am-5pm)</i>	25 <i>Mandt 2 (9am-5pm)</i>	26 <i>All-Staff SIR/ Mandated Reporter (1pm-3pm)</i>	27	28 <i>CPR & First Aid (9am-5pm)</i>
29	30 <i>Foundations 1 (10am-4pm)</i>	31 <i>Foundations 2 (10am-4pm)</i>				03/29/2018



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August 2018

NHO—New Hire Orientation
Sup101—Supervisor 101 Series
Mandt 1&2(recert day): (days taken concurrently; unless within expiration month, call Camille/Rosemary to schedule Mandt 2 & receive homework CH 1-3 by e-mail or US mail)
Foundations 1&2 : (days taken concurrently for new hires)
Mandt 2 (re-cert day) : (incumbents within expiration month; homework due at arrival)
Classes meet in Training Center-Suite 101
No Walk Ins—Advance Registration Only

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Color Legend: Yellow: New Hire Orientation Blue: Mandt Red: CPR/FA	Green: Foundations Blue: Special presentations including Spanish classes		1	2 Mandt 1 (9am-5pm)	3 Mandt 2 (9am-5pm)	4
5	6	7 NHO (9am-5pm)	8 Mandt 1 (9am-5pm)	9 Mandt 2 (9am-5pm)	10 CPR & First Aid (9am-5pm)	11 Mandt 1 (9am-5pm)
12 Mandt 2 (9am-5pm)	13 NHO (2pm-10pm)	14 Mandt 1 (2pm-10pm)	15 Mandt 2 (2pm-10pm)	16 CPR & First Aid (2pm-10pm)	17	18
19	20 NHO (9am-5pm)	21 Mandt 1 (9am-5pm)	22 Mandt 2 (9am-5pm)	23	24 Communications 101 (10am-12pm)	25 CPR & First Aid (9am-5pm)
26	27 Foundations 1 (2pm-8pm)	28 Foundations 2 (2pm-8pm)	29	30 Sup 101—Cultural Competency (10am-12pm)	31	03/29/2018



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September 2018

NHO—New Hire Orientation
Sup101—Supervisor 101 Series
Mandt 1&2(recert day): (days taken concurrently; unless within expiration month, call Camille/Rosemary to schedule Mandt 2 & receive homework CH 1-3 by e-mail or US mail)
Foundations 1&2 : (days taken concurrently for new hires)
Mandt 2 (re-cert day) : (incumbents within expiration month; homework due at arrival)
Classes meet in Training Center-Suite 101
No Walk Ins—Advance Registration Only

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Color Legend: Yellow: New Hire Orientation Orange: Mandt Red: CPR/FA	Green: Foundations Blue: Special presentations including Spanish classes					1
2	3 Labor Day Office Closed	4 NHO (9am-5pm)	5 Mandt 1 (9am-5pm)	6 Mandt 2 (9am-5pm)	7 CPR & First Aid (9am-5pm)	8
9	10 NHO (2pm-10pm)	11 Mandt 1 (2pm-10pm)	12 Mandt 2 (2pm-10pm)	13 CPR & First Aid (2pm-10pm)	14 Communications 101 (1pm-3pm)	15
16	17 Spanish Mandt 1 (9am-5pm)	18 Spanish Mandt 2 (9am-5pm)	19 NHO (9am-5pm)	20 Mandt 1 (9am-5pm)	21 Mandt 2 (9am-5pm)	22
23 30	24	25 Foundations 1 (10am-4pm)	26 Foundations 2 (10am-4pm)	27	28 Spanish CPR & First Aid (9am-5pm)	29 03/29/2018



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October 2018

NHO—New Hire Orientation
Sup101—Supervisor 101 Series
Mandt 1&2(recert day): (days taken concurrently; unless within expiration month, call Camille/Rosemary to schedule Mandt 2 & receive homework CH 1-3 by e-mail or US mail)
Foundations 1&2 : (days taken concurrently for new hires)
Mandt 2 (re-cert day) : (incumbents within expiration month; homework due at arrival)
Classes meet in Training Center-Suite 101
No Walk Ins—Advance Registration Only

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Color Legend: Yellow: New Hire Orientation Orange: Mandt Red: CPR/FA	Green: Foundations Blue: Special presentations including Spanish classes	2 <i>NHO (9am-5pm)</i>	3 <i>Mandt 1 (9am-5pm)</i>	4 <i>Mandt 2 (9am-5pm)</i>	5	6
7	8 <i>NHO (2pm-10pm)</i>	9 <i>Mandt 1 (2pm-10pm)</i>	10 <i>Mandt 2 (2pm-10pm)</i>	11 <i>CPR & First Aid (2pm-10pm)</i>	12	13 <i>Mandt 1 (9am-5pm)</i>
14 <i>Mandt 2 (9am-5pm)</i>	15 <i>NHO (9am-5pm)</i>	16 <i>Mandt 1 (9am-5pm)</i>	17 <i>Mandt 2 (9am-5pm)</i>	18 <i>CPR & First Aid (9am-5pm)</i>	19	20
21	22 <i>Mandt 1 (9am-5pm)</i>	23 <i>Mandt 2 (9am-5pm)</i>	24 <i>Sup 101-Time Management (1pm-3pm)</i>	25 <i>Foundations 1 (2pm-8pm)</i>	26 <i>Foundations 2 (2pm-8pm)</i>	27
28	29 <i>New! Spanish Mandated Reporter (abuse) (10am-12pm)</i>	30	31			9/14/2018



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November 2018

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Sup101—Supervisor 101 Series
Mandt 1&2(recert day): (days taken concurrently; unless within expiration month, call Camille/Rosemary to schedule Mandt 2 & receive homework CH 1-3 by e-mail or US mail)
Foundations 1&2 : (days taken concurrently for new hires)
Mandt 2 (re-cert day) : (incumbents within expiration month; homework due at arrival)
Classes meet in Training Center-Suite 101
No Walk Ins—Advance Registration Only

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Color Legend: Yellow: New Hire Orientation Orange: Mandt Red: CPR/FA	Green: Foundations Blue: Special presentations including Spanish classes			1 Mandt 1 (9am-5pm)	2 Mandt 2 (9am-5pm)	3 All-Staff SIR/ Mandated Reporter (10am-12pm)
		6 NHO (9am-5pm)	7 Mandt 1 (9am-5pm)	8 Mandt 2 (9am-5pm)	9 CPR & First Aid (9am-5pm)	10
11	12 NHO (2pm-10pm)	13 Mandt 1 (2pm-10pm)	14 Mandt 2 (2pm-10pm)	15 CPR & First Aid (2pm-10pm)	16 Communications 101 (10am-12pm)	17
18	19	20	21	22 Thanksgiving Day Office Closed	23	24
25	26	27 Foundations 1 (2pm-8pm)	28 Foundations 2 (2pm-8pm)	29	30	9/14/2018



Employee Training Calendar
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December 2018

NHO—New Hire Orientation
Sup101—Supervisor 101 Series
Mandt 1&2(recert day): (days taken concurrently; unless within expiration month, call Camille/Rosemary to schedule Mandt 2 & receive homework CH 1-3 by e-mail or US mail)
Foundations 1&2 : (days taken concurrently for new hires)
Mandt 2 (re-cert day) : (incumbents within expiration month; homework due at arrival)
Classes meet in Training Center-Suite 101
No Walk Ins—Advance Registration Only

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Color Legend: Yellow: New Hire Orientation Orange: Mandt Red: CPR/FA	Green: Foundations Blue: Special presentations including Spanish classes					1
2	3	4 NHO (9am-5pm)	5 Mandt 1 (9am-5pm)	6 Mandt 2 (9am-5pm)	7 CPR & First Aid (9am-5pm)	8 New! Spanish Mandt 2 Re-cert Only (9am-5pm)
9	10 NHO (2pm-10pm)	11 Mandt 1 (2p-10pm)	12 Mandt 2 (2p-10pm)	13 CPR & First Aid Time Changed to (9am-5pm)	14 Spanish CPR & First Aid (9am-5pm)	15 Mandt 2 Re-cert Only (9am-5pm)
16	17 Foundations 1 (10am-4pm)	18 Foundations 2 (10am-4pm)	19 Sup 101: Harassment/ Discrimination (10am-12pm)	20 Communications 101 (10am-12pm)	21	22
23 30	24 31	25 Christmas Day Office closed	26	27	28	29 09/14/2018