



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## 2013 Annual ML/C All Staff Training

Burbank Child Development Center,  
332 E. San Jose Ave. Burbank, CA. 91502

<u>Time</u>	<u>Topic</u>	<u>Facilitator</u>	<u>Location</u>
9:30 am:	New Staff Orientation	Rolf, Morgan	Rm. 203
10:30 am:	Welcome & State of the Program	Rolf	Rm. 202
11:00 am:	Policy Review & Additions	Rolf, Scott, Morgan	Rm. 202
11:30 am:	Program Changes & Re-Vamps	Program Area Staff, Morgan	Rm. 202
12:00 pm:	Lunch		Rm. 202
	-Lead Staff Meet w/Operation Team	Ops Team	Rm. 203
1:00 pm:	Presentation on Conflict De-Escalation	Guest Presenter	Rm. 202
2:30 pm:	Program Area/Track Work Groups		Rm. 202 Rm. 203
5:15 pm:	Wrap-Up & Clean-Up		Rm. 202 Rm. 203
5:30 pm:	Transportation to Sing-A-Long	Inland Empire Stages	

\*Shuttles to airport will be departing at 3:45 pm (San Jose Flights) and 4:45 pm.