



# Hidalgo County Head Start Program

## Policy Council Regular Agenda

**DATE:** September 17, 2012

**SUBJECT:** Discussion/Approval of the Training and Technical Assistance (T-TA) Program Plan

**RATIONALE/NEED:** The Training and Technical Assistance Program Plan must be approved annually to comply with Federal Performance Standards.

**RECOMMENDATION:** Administration recommends approval.

**COST:** N/A

**RELATED INFORMATION INCLUDES:** Training and Technical Assistance Plan

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**INITIATED BY:** Nora S. Munoz, Assistant Program Director 

**REVIEWED BY:** Edmundo Garcia, Assistant Program Director 

**EXECUTIVE DIRECTOR'S APPROVAL:** 



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

<b>Content Area: Administration</b>						
<b>Objective:</b>	<b>Strategies: (Plan of Action)</b>	<b>Person Responsible:</b>	<b>Resources Needed:</b>	<b>Estimated Cost:</b>	<b>Timeline:</b>	<b>Evaluation:</b>
<p>Participants will be able to identify the symptoms of alcohol and substance abuse.</p>	<p>Participants will be provided with the necessary training and orientation in the area of prevention of alcohol and substance abuse particularly in children and juveniles.</p>	<p>Daniel Rodriguez, Education Specialist Rio Grande Valley Council, Inc.</p>	<p>1. PC  2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar  Survey  Evaluation</p>
<p>Participants will be able to identify the warning signs of child abuse/neglect and domestic violence and ensure that everyone understands “If you suspect-you report”</p>	<p>Participants will be provided with necessary training as required by the Texas Family Code 745.8551 and the Head Start Performance Standards.</p>	<p>Janie Ramirez, Administrative Assistant</p>	<p>1. PC  2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar  Survey  Evaluation</p>



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

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<p>Participants will receive, review and acknowledge the Hidalgo County Head Start mandated policies as required by federal, state and local regulations.</p>	<p>To comply with federal, state and local regulations participants will review and acknowledge the mandated policies listed below:</p> <ul style="list-style-type: none"> <li>-Civil Rights Act</li> <li>-Standards of Conduct</li> <li>-Confidentiality Policy</li> <li>-Reporting Child Abuse and Neglect Policy</li> <li>-Discipline and Guidance Policy</li> <li>-Dress Code Policy</li> <li>-Hidalgo County Drug and Alcohol Policy</li> <li>-Hidalgo County Sexual Harassment</li> <li>-Hidalgo County Absence Control Policy</li> <li>-Hidalgo County Ethics Policy</li> <li>-TB Questionnaire</li> </ul>	<p>Janie Ramirez, Administrative Assistant</p>	<ol style="list-style-type: none"> <li>1. PC</li> <li>2. Power Point Presentation</li> </ol>		<p>Pre-Service</p>	<p>Training Calendar</p> <p>Survey</p> <p>Evaluation</p>



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

<b>Content Area: Administration</b>						
<b>Objective:</b>	<b>Strategies: (Plan of Action)</b>	<b>Person Responsible:</b>	<b>Resources Needed:</b>	<b>Estimated Cost:</b>	<b>Timeline:</b>	<b>Evaluation:</b>
Participants will be able to identify and address sexual harassment in the workplace.	The presenter will provide information to Head Start employees on how to recognize and prevent incidents of sexual harassment.	Ofelia de los Santos, Office of Catholic Social Services	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be able to identify and utilize preventive measures to promote a safer work environment.	Participants will be able to define and respond appropriately to work violence.	Armando Guzman, Hidalgo County Safety Officer Supervisor	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be able to review options available to them on asset allocations and make decisions regarding their Head Start Retirement Plan.	Participants will select investment options from a listing of Mainstay Fund allocations based on a review of all options by the presenter.	Tony De Leon, CLU, CFP, MSFS New York Life	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation



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Participants will be able to identify how to prevent slip, trip and fall accidents and will also review procedures on reporting work related injuries.	<p>The presenter will discuss the following:</p> <ul style="list-style-type: none"> <li>-Workers' Comp. Procedures</li> <li>-Accident Causes</li> <li>-General Safety Rules</li> <li>-Slips, Trips and Falls</li> <li>-Back Care and Safe Lifting</li> <li>-Ladder Safety</li> <li>-Using PPE</li> <li>-Fire Extinguisher</li> <li>-CPR/First Aid Training</li> <li>-Safe Driving</li> <li>-Vehicle Maintenance</li> </ul>	Noemi Flores, Risk Management Specialist	<ol style="list-style-type: none"> <li>1. PC</li> <li>2. Power Point Presentation</li> </ol>		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be able to adhere to the Civil Service Commission Rules and Regulations.	The Hidalgo County Civil Service Commission Rules review will provide the participants information on personnel practices and the procedures governing disciplinary actions.	Janie Ramirez, Administrative Assistant	<ol style="list-style-type: none"> <li>1. PC</li> <li>2. Power Point Presentation</li> </ol>		Pre-Service	Training Calendar  Survey  Evaluation



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

<b>Content Area: Administration</b>						
<b>Objective:</b>	<b>Strategies: (Plan of Action)</b>	<b>Person Responsible:</b>	<b>Resources Needed:</b>	<b>Estimated Cost:</b>	<b>Timeline:</b>	<b>Evaluation:</b>
<p>Participants will be able to meet the specific needs of children and will work with parents and other adults to nurture the children's physical, social, emotional, and intellectual growth as described in the child development framework.</p>	<p>Participants will receive the required training as specified by the Council for Professional Recognition, the National Credentialing Program for the Child Development Associate (CDA).</p>	<p>Helen Meave, Education Coordinator</p>	<ol style="list-style-type: none"> <li>1. Caring for Pre-School Children Curriculum, Volumes I &amp; II</li> <li>2. Power Point Presentation</li> <li>3. Essentials to complete course work.</li> </ol>	<p>\$500.00 per person</p>	<p>12-18 Months</p>	<p>Training Calendar</p> <p>Syllabus</p> <p>Final CDA Assessment</p>
<p>Participants will be provided with information and resources that will enable them to be part of the decision making process.</p>	<p>The Leadership Training is provided to prepare elected parents for their roles at the center committees and the Policy Council if elected.</p>	<p>Teresa Flores, Executive Program Director</p> <p>Irma Pena, Family Services Director</p>		<p>\$ 8,300</p>	<p>Sept. 22, 2012</p>	<p>Training Calendar</p> <p>Evaluation</p>



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

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<p>The Policy Council will be able to identify the major program functions and operations by participating in the Governance Institute.</p>	<p>Each major function/operations of each department will be presented by the Director/Administrator supervising the department. Roles and responsibilities of the Policy Council will be emphasized.</p>	<p>Consultant</p>		<p><b>\$ 16,000</b></p>	<p>Oct.19-21, 2012</p>	<p>Training Calendar  Evaluation</p>



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

<b>Content Area: Family Services</b>						
<b>Objective:</b>	<b>Strategies: (Plan of Action)</b>	<b>Person Responsible:</b>	<b>Resources Needed:</b>	<b>Estimated Cost:</b>	<b>Timeline:</b>	<b>Evaluation:</b>
<p>Participants will be able to follow the Head Start Performance Standards as it pertains to Family Partnerships, Parent Involvement and (ERSEA) Eligibility, Recruitment, Selection, Enrollment and Attendance Part I.</p>	<p>Participants will receive instructions and guidance on how to implement Family Services procedures, forms and documents at the center level.</p>	<p>Elvira Segura, Family Services Coordinator</p>	<p>1. PC  2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar  Survey  Evaluation</p>
<p>Participants will be able to follow the Head Start Performance Standards as it pertains to Family Partnerships, Parent Involvement and (ERSEA) Eligibility, Recruitment, Selection, Enrollment and Attendance Part II.</p>	<p>Participants will receive instructions and guidance on how to implement Family Services procedures, forms and documents at the center level.</p>	<p>Azalia Rios, Family Services Coordinator</p>	<p>1. PC  2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar  Survey  Evaluation</p>



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

<b>Content Area: Family Services</b>						
<b>Objective:</b>	<b>Strategies: (Plan of Action)</b>	<b>Person Responsible:</b>	<b>Resources Needed:</b>	<b>Estimated Cost:</b>	<b>Timeline:</b>	<b>Evaluation:</b>
<p>Participants will identify the different volunteer opportunities and the requirements to become a volunteer.</p>	<p>Participants will be encouraged to volunteer in any of the different areas of the Head Start Program and become more involved in the education of their children. Center staff and central office staff will inform parents of the many ways to participate in Head Start.</p>	<p>Head Start Executive Team Members</p>	<p>1. PC 2. Power Point Presentation</p>	<p>\$ 8,200</p>	<p>Aug. 28-31, 2012</p>	<p>Training Calendar  Survey  Evaluation</p>
<p>Participants will work collaboratively with other agencies to identify and access services and resources through direct services or referrals.</p>	<p>The Parent Fair will be organized for parents to participate and respond to family needs and assist in developing family goals.</p>	<p>Irma Pena, Family Services Director</p>	<p>1. PC 2. Power Point Presentation</p>	<p>\$ 8,700</p>	<p>Nov. 16, 2012</p>	<p>Training Calendar  Evaluation</p>



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

<b>Content Area: Family Services</b>						
<b>Objective:</b>	<b>Strategies: (Plan of Action)</b>	<b>Person Responsible:</b>	<b>Resources Needed:</b>	<b>Estimated Cost:</b>	<b>Timeline:</b>	<b>Evaluation:</b>
<p>Participants will be able to identify the eligibility criteria for children enrolling with the Hidalgo County Head Start Program.</p>	<p>The Recruitment Training is for the purpose of providing Head Start services to eligible children, three to five years of age regardless of sex, creed, color, national origin or disabling condition.</p>	<p>Irma Pena, Family Services Director</p>			<p>March 8, 2013</p>	<p>Training Calendar</p>



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

<b>Content Area: Child Nutrition</b>						
<b>Objective:</b>	<b>Strategies: (Plan of Action)</b>	<b>Person Responsible:</b>	<b>Resources Needed:</b>	<b>Estimated Cost:</b>	<b>Timeline:</b>	<b>Evaluation:</b>
Participants will be able to identify and select healthier food choices with the use of My Plate Guidelines.	Participants will receive guidance on how to implement and promote a healthy life style including healthy food choices with the use of the My Plate Initiative.	Christian Barajas, Child Nutrition Coordinator	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be able to locate and utilize Child Nutrition Program required information.	The required information for the Child Nutrition Program will be presented and reviewed with staff. Copies of presentation will be provided.	Gilbert Silva, Child Nutrition Director	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be able to implement Performance Standards and relate them to the Program Plan.	Participants will actively listen and review the Performance Standards and Program Plan.	Gilbert Silva, Child Nutrition Director	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

<b>Content Area: Child Nutrition</b>						
<b>Objective:</b>	<b>Strategies: (Plan of Action)</b>	<b>Person Responsible:</b>	<b>Resources Needed:</b>	<b>Estimated Cost:</b>	<b>Timeline:</b>	<b>Evaluation:</b>
Participants will receive Food Handler's Certification required by Hidalgo County Health and Human Services Department.	The presenter will provide information on how to maintain proper safety and sanitation on the workplace to prevent food safety errors.	Hidalgo County Health and Human Services Department	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be able to identify critical control points within food received and consumed.	Participants will actively participate in a question and answer session. Critical information will be provided in order to maintain food from being contaminated from point of receiving to point of consumption.	Gilbert Silva, Child Nutrition Director	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

<b>Content Area: Mental Health</b>						
<b>Objective:</b>	<b>Strategies: (Plan of Action)</b>	<b>Person Responsible:</b>	<b>Resources Needed:</b>	<b>Estimated Cost:</b>	<b>Timeline:</b>	<b>Evaluation:</b>
Participants will have a better understanding of the Mental Health Process and its purpose.	Participants will take part in discussion describing each step of the Mental Health Process. They will also define inappropriate situations where the Mental Health Process should not be implemented.	Noe Hernandez, Mental Health Coordinator	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will acquire techniques and obtain information on developing and maintain healthy self-esteem.	Participants will be involved in a discussion describing healthy self-esteem vs. unhealthy self-esteem and will participate in the six step method to develop healthy self-esteem.	Noe Hernandez, Mental Health Coordinator	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will have a better understanding of the importance of teaching social-emotional skills and problem solving.	Participants will in involved in an active discussion on problem solving techniques that children might use in order to find a solution to their problem.	Noe Hernandez, Mental Health Coordinator	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

Content Area: Mental Health						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
Participants will learn about the importance of using visuals to teach, the difference between program-wide expectations vs. classroom rules and strategies to teach rules and expectations.	Participants will be participating in a discussion describing the importance of visuals while teaching expectations to children in a developmentally appropriate manner.	Noe Hernandez, Mental Health Coordinator	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will define the importance of responsible fatherhood.	The Fatherhood Conference for Hidalgo County Head Start Program was initiated to encourage fathers to support their positive involvement in the lives of their children. Sessions on parenting skills and promoting involvement of fathers in their children's schooling will be provided.	Lupita Valdez, Health Services Director  Noe Hernandez, Mental Health Coordinator	1. Appropriate place for the conference.  2. PC  3. Power Point Presentation	\$ 8,500	Feb. 21, 2013	Training Calendar  Survey  Evaluation



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

### Content Area: Transition and Community Partnership

Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
Participants will be able to follow the steps in the transition process.	The steps in the transition process will be reviewed. Guidance for appropriate documentation will be provided.	Ramiro Silva, Community Partnership and Transition Director	1. Computer  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be able to access Community Partnership services for children, families and pregnant women.	The Networking Meeting is designed to develop community partnership supported by interagency agreements to secure appropriate services for children and families.	Ramiro Silva, Community Partnership and Transition Director		\$ 1,600	Aug 23, 2012	Training Calendar  Evaluation



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

<b>Content Area: Health</b>						
<b>Objective:</b>	<b>Strategies: (Plan of Action)</b>	<b>Person Responsible:</b>	<b>Resources Needed:</b>	<b>Estimated Cost:</b>	<b>Timeline:</b>	<b>Evaluation:</b>
Participants will be able to access, utilize and interpret the Health Policies and Procedures in regards to the Performance Standards.	The Health Policies and Procedures will be discussed and how these apply to the Performance Standards.	Lupita Valdez, Health Services Director	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be able to read and understand local and state immunization requirements.	The presenter will provide and discuss local and state immunization requirements.	Delia Garza, TVFC Educator	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will have a better understanding of how to appropriately conduct a staffing meeting.	Participants will take part in a discussion and will be provided with examples and ideas on how to conduct a staffing.	Lupita Valdez, Health Services Director	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

<b>Content Area: Health</b>						
<b>Objective:</b>	<b>Strategies: (Plan of Action)</b>	<b>Person Responsible:</b>	<b>Resources Needed:</b>	<b>Estimated Cost:</b>	<b>Timeline:</b>	<b>Evaluation:</b>
Participants will have a better understanding of the Head Start Health Services Department Procedures.	Participants will take part in a discussion related to Health Policies, Procedures and Medications.	Lupita Valdez, Health Services Director	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

Content Area: Field Operations						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
<p>Participants will be able to review the policies and procedures in the area of <i>Transportation</i>.</p>	<p>A detailed presentation of the Performance Standards including future mandates will be conducted.</p>	<p>Oscar Palacios, Field Operations Director Oliver Solis, Transportation Coordinator</p>			<p>Pre-Service</p>	<p>Training Calendar  Survey  Evaluation</p>
<p>Participants will be able to review the policies and procedures in the area of <i>Warehouse operation</i>.</p>	<p>A detailed presentation of the Performance Standards including future mandates will be conducted.</p>	<p>Oscar Palacios, Field Operations Director Oliver Solis, Transportation Coordinator</p>			<p>Pre-Service</p>	<p>Training Calendar  Survey  Evaluation</p>
<p>Participants will be able to access and use local, state and federal standards relating to buildings and grounds.</p>	<p>An overview of the applicable standards will be presented and discussed as they apply to the requirements for facilities and playgrounds for children and staff.</p>	<p>Oscar Palacios, Field Operations Director Oliver Solis, Transportation Coordinator</p>			<p>Pre-Service</p>	<p>Training Calendar  Survey  Evaluation</p>



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

<b>Content Area: Field Operations</b>						
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<p>Participants will be able to prepare cleaners and chemicals used for sanitizing.</p>	<p>An overview of appropriate product application and applicable Performance Standards will be presented to the participants. The formulas for preparing cleaners and chemicals will be reviewed.</p>	<p>Oscar Palacios, Field Operations Director Oliver Solis, Transportation Coordinator</p>			<p>Pre-Service</p>	<p>Training Calendar  Survey  Evaluation</p>
<p>Participants will be able to follow the required office procedures and processing of required documentation for purchases.</p>	<p>A comprehensive explanation of departmental operating procedures will be made.</p>	<p>Oscar Palacios, Field Operations Director Oliver Solis, Transportation Coordinator</p>			<p>Pre-Service</p>	<p>Training Calendar  Survey  Evaluation</p>



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

Content Area: Finance						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
<p>Fiscal staff will implement bar-coding of all fixed assets and conduct annual inventories as well as maintain all inventory control records.</p>	<p>The training will focus on the initial set up of the software and hardware as well as implementation.</p>	<p>Consultant, Computer Directions LLC.</p>	<p>1. PC with FATS software  2. Hand held scanners</p>	<p style="text-align: center;">\$ 3,149</p>		<p>Training Calendar  Survey  Evaluation</p>
<p>Fiscal staff will scan and store timesheets and source documents including requisitions, purchase orders and invoices.</p>	<p>All documents will be in digital format for faster and easier lookup as well as reducing auditing time.</p>	<p>Elma Keller, CFO</p>	<p>1. PC  2. Scanners  3. External Hard Drives</p>	<p style="text-align: center;">\$ 2,000</p>		<p>Training Calendar  Survey  Evaluation</p>



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

<b>Content Area: Disability</b>						
<b>Objective:</b>	<b>Strategies: (Plan of Action)</b>	<b>Person Responsible:</b>	<b>Resources Needed:</b>	<b>Estimated Cost:</b>	<b>Timeline:</b>	<b>Evaluation:</b>
Participants will be able to identify the federal law (ADA) and the accommodation services it provides to individuals with disabilities.	An overview of the federal law will be presented to the staff. Handouts will be provided.	Luis Echeverria, Attorney Disability Rights Texas	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be able to implement the Head Start Performance Standards in the area of disability.	An overview of the Performance Standards and Special Services Program Plan will be presented to the staff via a power point presentation.	Connie Horta, Special Services Director	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

<b>Content Area: Disability</b>						
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Participants will be able to identify the federal law (IDEA) and the services it provides to individuals with disabilities.	An overview of the federal law will be presented to the staff. Handouts will be provided.	Luis Echeverria, Attorney Disability Rights Texas	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be able to administer the Speech Screening Tool to children in an effort to identify children who require further evaluation.	This tool screens children to find out if their sound acquisition, voice and fluency is reflective to their developmental age. Handouts will be provided to staff.	Pat Doria, MA, CCC-SLP Melody Kids Care	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be able to correctly complete required Special Services Reports.	An overview if the Special Services Program Reports will be presented to the audience. Handouts will also be provided.	Connie Horta, Special Services Director	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

<b>Content Area: Education</b>						
<b>Objective:</b>	<b>Strategies: (Plan of Action)</b>	<b>Person Responsible:</b>	<b>Resources Needed:</b>	<b>Estimated Cost:</b>	<b>Timeline:</b>	<b>Evaluation:</b>
Participants will be able to access and utilize the Education Services Program Plan to implement the Performance Standards.	Participants will actively listen and review the Performance Standards and Program Plan.	Homero Carrera Sandra Renteria Susie Saenz Janie Navarro, Education Area Directors	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be provided with information on the new Head Start Mandate concerning school readiness requirements and expectations.	Participants will take part in a discussion describing the Head Start School Readiness mandates and will be informed on the Hidalgo County Head Start Program Readiness Plan.	Janie Navarro, Education Area Director	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be able to plan more effectively for classroom instruction ensuring that each child's specific need, based on child assessment data, are being met.	Participants will be able to apply an effective individualization design to ensure that we comply with program standards on individualization and analyzing child assessment data.	Helen Meave, Education Coordinator	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

<b>Content Area: Education</b>						
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Participants will be provided with information on phonological awareness to be able to plan more effectively for classroom instruction.	Participants will actively participate in sharing ideas and strategies to implement activities in the classroom.	Nadia Gutierrez Mirna Espinoza, HCHSP Teachers	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will learn innovative strategies to use when teaching mathematics in Spanish in the classroom.	Participants will be involved in a discussion in Spanish as they learn new CIRCLE math strategies to implement in the classroom.	Ana Villarrutia Blanca Duarte, HCHSP Center Manager and Teacher	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will become acquainted with new ideas and techniques that can be used in the classroom to teach math and science concepts.	Participants will understand the Domain Elements of: -Scientific skills & Method -Science Knowledge -Relationships with family and the community	Homero Carrera, Education Area Director	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation



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Content Area: Education						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
<p>Participants will review the Head Start Positive Outcomes and be able to address the outcomes in the instructional process.</p>	<p>Participants will review additional domains added to the Outcomes Framework and will participate and learn about activities that relate specifically to <i>Language Development and Literacy Knowledge and Skills</i>.</p>	<p>Sandra Renteria, Education Area Director</p>	<p>1. PC  2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar  Survey  Evaluation</p>
<p>Participants will review the Head Start Positive Outcomes and be able to address the outcomes in the instructional process.</p>	<p>Participants will review additional domains added to the Outcomes Framework and will participate and learn about activities that relate specifically to <i>Social and Emotional Development</i>.</p>	<p>Helen D. Meave, Education Coordinator</p>	<p>1. PC  2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar  Survey  Evaluation</p>



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Content Area: Education						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
<p>Participants will review the Head Start Positive Outcomes and be able to address the outcomes in the instructional process.</p>	<p>Participants will review additional domains added to the Outcomes Framework and will participate and learn about activities that relate specifically to <i>Mathematics Knowledge and Skills and Creative Arts Expression</i>.</p>	<p>Azucena Saenz, Education Area Director</p>	<p>1. PC  2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar  Survey  Evaluation</p>
<p>Participants will acquire an understanding of the Framework Domain: Physical Development and Health and its elements.</p>	<p>Participants will review the domain and its elements to be able to make connections with Lap-D, Frameworks, Pre-K Guidelines, and plan instruction so that all children receive a quality education.</p>	<p>Janie Navarro, Education Area Director</p>	<p>1. PC  2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar  Survey  Evaluation</p>



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

Content Area: Education						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
<p>Participants will become familiarized with the revised Head Start Positive Outcomes and be able to address the outcomes in the instructional process.</p>	<p>The presenter will explain the additional domains added to the Outcomes Framework and will provide strategies that relate specifically to <i>Approaches to Learning</i>.</p>	<p>Eduarda Trejo, Education Coordinator</p>	<p>1. PC  2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar  Survey  Evaluation</p>
<p>Participants will be able to implement developmentally appropriate instructional strategies to ensure that dual language learners develop their receptive and expressive communication skills.</p>	<p>Participants will understand the needs of dual language learners and be able to align the instruction with the English Language Development domain of the Head Start Framework.</p>	<p>Janie Navarro, Education Area Director</p>	<p>1. PC  2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar  Survey  Evaluation</p>



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

Content Area: Education						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
<p>Participants will acquire an understanding of C.L.A.S.S.: Concept Development Dimension to be able to implement instructional strategies to ensure children are being provided with appropriate concept development skills.</p>	<p>Participants will review C.L.A.S.S.: Dimension: Concept Dev. Indicators: Analysis and reasoning integration.</p>	<p>Janie Navarro, Education Area Director</p>	<p>1. PC  2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar  Survey  Evaluation</p>
<p>Participants will acquire an understanding of C.L.A.S.S.: Concept Development Dimension to be able to implement instructional strategies to ensure children are being provided with appropriate concept development skills.</p>	<p>Participants will review C.L.A.S.S.: Dimension: Concept Dev. Indicators: <i>Creating connections to the real world.</i></p>	<p>Helen Meave, Education Coordinator</p>	<p>1. PC  2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar  Survey  Evaluation</p>



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

<b>Content Area: Education</b>						
<b>Objective:</b>	<b>Strategies: (Plan of Action)</b>	<b>Person Responsible:</b>	<b>Resources Needed:</b>	<b>Estimated Cost:</b>	<b>Timeline:</b>	<b>Evaluation:</b>
Participants will be provided with an understanding of “Quality of Feedback” sections of the Classroom Assessment Scoring System.	Participants will take part in a discussion to understand methods of scaffolding for students and strategies to engage children in conversations to enhance their learning and thinking skills.	Eduarda Trejo, Education Coordinator	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be provided with an understanding of “Quality of Feedback” sections of the Classroom Assessment Scoring System.	Participants will acquire strategies to help children get a better understanding of what they are learning and to provide better feedback and encouragement to children for their work.	Homero Carrera, Education Area Director	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation



## Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

Content Area: Education						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
<p>Participants will acquire an understanding of C.L.A.S.S.: Language Modeling domain to be able to implement instructional strategies to ensure children are being provided with appropriate concept development skills.</p>	<p>Participants will review C.L.A.S.S.: Domain: Language Dev. Indicators: <i>Frequent Conversation.</i></p>	<p>Azucena Saenz, Education Area Director</p>	<p>1. PC  2. Internet Connection</p>		<p>Pre-Service</p>	<p>Training Calendar  Survey  Evaluation</p>
<p>Participants will acquire an understanding of C.L.A.S.S.: Language Modeling domain to be able to implement instructional strategies to ensure children are being provided with appropriate concept development skills.</p>	<p>Participants will review C.L.A.S.S.: Domain: Language Dev. Indicators: <i>Repetition and Extension, Self and Parallel Talk and Advanced Language.</i></p>	<p>Sandra Renteria, Education Area Director</p>	<p>1. PC  2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar  Survey  Evaluation</p>