

Hidalgo County Head Start Program

Policy Council Regular Agenda

DATE: September 17, 2014

SUBJECT: Discussion/Approval of 2014-2015 Training and Technical Assistant (T/TA) Plan

RATIONALE/NEED: The program plan must be approved annually to comply with Federal Performance Standards.

RECOMMENDATION: Administration recommends approval.

COST: N/A

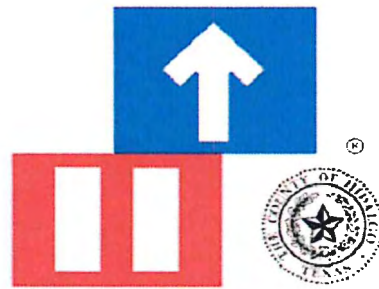
RELATED INFORMATION INCLUDES: Training & Technical Assistance Plan

INITIATED BY: Sylvia C. Garza, Staff Development Director *SG*

REVIEWED BY: Nora S. Munoz, Assistant Program Director *NM*

EXECUTIVE DIRECTOR'S APPROVAL: *Jeren Flores*

Hidalgo County Head Start Program



**Training and Technical Assistance
Program Plan
2014-2015**



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

Content Area: Administration						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
Participants will be able to identify the symptoms of alcohol and substance abuse.	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.	Daniel Rodriguez, Behavioral Health Solution of South Texas	1. PC 2. Power Point Presentation	\$ 5,000 For all Pre- Service Training	Pre-Service	Training Calendar Survey Evaluation
Participants will be able to identify the federal law (ADA) and the accommodation services it provides to individuals with disabilities	Participants will be provided with necessary training as required by the American with Disabilities Act (ADA) Section 504	Daniel Rodriguez, Disability Rights Texas	1. PC 2. Power Point Presentation		Pre-Service	Training Calendar Survey Evaluation
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"	Participants will be provided with necessary training as required by the Texas Family Code 745.8551.	Betzabel Guerra, Rosa Lizcano, Child Protective Services, Program Directors	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: Administration						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
<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"> -Civil Rights Act -Standards of Conduct -Confidentiality Policy -Reporting Child Abuse and Neglect Policy -Discipline and Guidance Policy -Dress Code Policy -Hidalgo County Drug and Alcohol Policy -Hidalgo County Sexual Harassment -Hidalgo County Absence Control Policy -Hidalgo County Ethics Policy -TB Questionnaire 	<p>David Guel, Administrator for Human Resources</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: Administration						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
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.	Rene Parrao, Safety Specialist	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



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

Content Area: Administration

Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
Participants will be able to identify probable causes of accidents; minimize work-related injuries; and follow reporting procedures.	<p>Procedures will be discussed and implemented for reporting work related injuries. Training will be conducted on the following:</p> <ul style="list-style-type: none"> -Workers' Compensation Procedures -General Safety Rules -Slips, Trips, and Falls -Safe Lifting and Back Care -Accident Prevention and Control -Ladder Safety -Using PPE -Driving Safety Tips -Use of Fire Extinguishers -Chemical Safety Fact Sheet 	Noemi Flores, Risk Management Specialist	<ol style="list-style-type: none"> 1. PC 2. Power Point Presentation 		Pre-Service	<p>Training Calendar</p> <p>Survey</p> <p>Evaluation</p>
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.	David Guel, Administrator for Human Resources	<ol style="list-style-type: none"> 1. PC 2. Power Point Presentation 		Pre-Service	<p>Training Calendar</p> <p>Survey</p> <p>Evaluation</p>



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

Content Area: Administration						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
<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, Compliance, Accountability & Monitoring Director</p>	<ol style="list-style-type: none"> 1. Caring for Pre-School Children Curriculum, Volumes I & II 2. Power Point Presentation 3. Essentials to complete course work. 	<p>\$ 5,000</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>\$ 2,000</p>	<p>Sept. 20, 2014</p>	<p>Training Calendar</p> <p>Evaluation</p>



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

Content Area: Administration						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
<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>\$ 25,000</p>	<p>Oct. 24-26, 2014</p>	<p>Training Calendar Evaluation</p>
<p>Participants will be provided with information focused on the valuable role of fathers and fatherhood to our present and future generations.</p>	<p>Participants will engage in discussion affirming fathers in valuable contribution to the lives of their children.</p>	<p>Consultant Internal Education Professionals</p>		<p>\$ 10,000</p>	<p>February 19,2015</p>	<p>Program Calendar Agenda Evaluation</p>



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

Content Area: Family Services						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
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.	Participants will receive instructions and guidance on how to implement Family Services procedures, forms and documents at the center level.	Elvira Segura, Family Services Coordinator	1. PC 2. Power Point Presentation		Pre-Service	Training Calendar Survey Evaluation
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.	Participants will receive instructions and guidance on how to implement Family Services procedures, forms and documents at the center level.	Azalia Rios, Family Services 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: Family Services

Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
Participants will identify the different volunteer opportunities and the requirements to become a volunteer.	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.	Head Start Executive Team Members	1. PC 2. Power Point Presentation	\$ 5,000	Aug. 25-28, 2014	Training Calendar Survey Evaluation
Participants will work collaboratively with other agencies to identify and access services and resources through direct services or referrals.	The Parent Fair will be organized for parents to participate and respond to family needs and assist in developing family goals.	Irma Pena, Family Services Director	1. PC 2. Power Point Presentation	\$ 5,000	Nov. 21, 2014	Training Calendar Evaluation
Participants will be able to apply Head Start Performance Standard as it pertains to (ERSEA) Eligibility, Recruitment, Selection, Enrollment and Attendance specifically for children with disabilities and will implement specific strategies to retain enrollment of children with disabilities.	Participants will receive instructions and guidance on how to implement strategies and procedures at the center classroom and center level.	Irma Pena, Family 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: Family Services						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
<p>Participants will learn about different cultures that will support a strength based perspective when working with parents.</p>	<p>Participants will engage in an activity that will focus on cultural understanding and strength based outcomes. The activity will pay emphasis of professional development to build sustainable learning outcomes for families who are culturally and linguistically diverse.</p>	<p>Irma Pena, Family Services Director</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 and incorporate existing parent engagement programs, strategies and activities into day-to-day operations</p>	<p>Participants will review the PFCEF which is a framework for building relationships with families to support family well-being and building strong relationships between parents and their children. Participants will be able to use the PFCEF as a road map for progress in achieving the kinds of outcomes that lead to positive and enduring change for children and families. The activities are systemic and integrated across program foundation impact areas.</p>	<p>Irma Pena, Family Services 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: Family Services						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
<p>Participants will be able to understand the Head Start Operational Policies and how to provide information to parents regarding these policies.</p>	<p>Participants will be able to understand, communicate and clarify the Head Start Operational Policies to Head Start parents through the Parent Handbook. Participants will also learn how to disseminate information contained in the Handbook during Parent Orientation Meetings.</p>	<p>Irma Pena, Family Services Director</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 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>Feb. 09, 2015</p>	<p>Training Calendar</p>



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

Content Area: Child Nutrition						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
Participants will be able to implement safe food handling practices.	Participants will be able to understand and participate in activities to identify safe food handling practices.	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



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

Content Area: Child Nutrition						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
<p>Participants will receive Food Handler's Certification required by Hidalgo County Health and Human Services Department.</p>	<p>The presenter will provide information on how to maintain proper safety and sanitation on the workplace to prevent food safety errors.</p>	<p>Hidalgo County Health and Human Services Department</p>	<ol style="list-style-type: none"> 1. PC 2. Power Point Presentation 	<p style="text-align: center;">\$ 6,600</p>	<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

Content Area: Mental Health						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
Participants will be able to prepare the necessary information and recognize the route needed for a referral in the area of mental health.	Participants will take part in discussion by asking questions and discussing different scenarios in the classroom in regards to referrals and staffing's.	Lupita Valdez, Health Services Director	1. PC 2. Power Point Presentation		Pre-Service	Training Calendar Survey Evaluation
Participants will have a better understanding and increased knowledge on different strategies to assist teachers and be able to manage children with challenging behaviors.	Participants will take part in discussion by asking questions and discussing different strategies for children with challenging behavior in the classroom.	Anita Sandoval, Positive Awakenings Counseling Center	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: Transition and Community Partnership

Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
Participants will be able to access and implement the Performance Standards and relate the information to the Program Plan	Participants will actively listen and review the Performance Standards and the Program Plan.	Ramiro Silva, Community Partnership and Transition Director	1. PC 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		\$ 1,200	Aug.29, 2014	Training Calendar Evaluation



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

Content Area: Health						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
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 increase their knowledge and discuss all updates regarding Local and State 2014 Immunizations requirements and recommendations.	Participants will discussion and ask questions on different scenarios regarding Local and State Health.	Nelda Mendez, Immunization Program Coordinator Health and Human Services Department	1. PC 2. Power Point Presentation		Pre-Service	Training Calendar Survey Evaluation
Participants will be able to recognize symptoms, assess the health concerns within their classroom and manage the different scenarios of Communicable Diseases in their classroom.	RN will explain and discuss topics in relation to Hidalgo County Head Start Program Performance Standards & Health Services Manual.	Lucy Hernandez, Registered Nurse Hidalgo County Head Start Program	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: Health						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
Participants will recognize and increase their knowledge on the different health reports and all the PROMIS 2014-2015 updates.	Participants will discuss and ask questions on the collection of health data for all health services including mental health.	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:
Participants will be able to review the policies and procedures in the area of <i>Transportation</i> .	A detailed presentation of the Performance Standards including future mandates will be conducted.	Oscar Palacios, Field Operations Director Oliver Solis, Transportation Coordinator			Pre-Service	Training Calendar Survey Evaluation
Participants will be able to review the policies and procedures in the area of <i>Warehouse operation</i> .	A detailed presentation of the Performance Standards including future mandates will be conducted.	Oscar Palacios, Field Operations Director Oliver Solis, Transportation Coordinator			Pre-Service	Training Calendar Survey Evaluation
Participants will be able to access and use local, state and federal standards relating to buildings and grounds.	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.	Oscar Palacios, Field Operations Director Oliver Solis, Transportation Coordinator			Pre-Service	Training Calendar Survey Evaluation



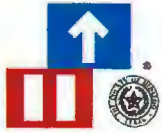
Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

Content Area: Field Operations						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
Participants will be able to prepare cleaners and chemicals used for sanitizing.	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.	Oscar Palacios, Field Operations Director Oliver Solis, Transportation Coordinator			Pre-Service	Training Calendar Survey Evaluation
Participants will be able to follow the required office procedures and processing of required documentation for purchases.	A comprehensive explanation of departmental operating procedures will be made.	Oscar Palacios, Field Operations Director Oliver Solis, Transportation Coordinator			Pre-Service	Training Calendar Survey Evaluation
Participants will be able to prepare and process the monthly supplies order request form.	Participants will participate in an overview of the standard procedure for determining on hand quantities, needs, ordering procedures and product implementation.	Oscar Palacios, Field Operations Director			Pre-Service	Training Calendar Survey Evaluation



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

Content Area: Special Services						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
<p>Participants will be able to identify the federal law (ADA) and the accommodation services it provides to individuals with disabilities.</p>	<p>An overview of the federal law will be presented to the staff. Handouts will be provided.</p>	<p>Luis Echeverria, Attorney Disability Rights Texas</p>	<p>1. PC 2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar Survey Evaluation</p>
<p>Participants will learn how to correctly complete the required Special Services Report.</p>	<p>An overview of the Special Services Report will be presented to the staff. Handouts will be provided to the staff.</p>	<p>Connie Horta, Special Services 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: Special Services						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
<p>Participants will be able to identify the federal law (IDEA) and the services it provides to individuals with disabilities.</p>	<p>An overview of the federal law will be presented to the staff. Handouts will be provided.</p>	<p>Luis Echeverria, Attorney Disability Rights Texas</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 administer the Speech Screening Tool to children in an effort to identify children who warrant further evaluation.</p>	<p>Participants will develop their skills in using this tool screener to evaluate if children's sound acquisition, voice and fluency is reflective of their developmental age. A copy of the Speech Screener will be provided to staff.</p>	<p>Pat Doria, MA, CCC-SLP Melody Kids Care</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: Special Services						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
<p>Participants will gain the knowledge to correctly complete a referral packet to LEA on children requiring evaluation.</p>	<p>The training will focus on the required data collection which is vital to the referral packet. Handouts will be provided to the staff.</p>	<p>Connie Horta, Special Services Director</p>	<ol style="list-style-type: none"> 1. PC 2. Power Point Presentation 		<p>Pre-Service</p>	<p>Training Calendar</p> <p>Survey</p> <p>Evaluation</p>
<p>The participants will gain knowledge on the purpose of the ARD Meeting</p>	<p>The ARD training will cover the content and information discussed at the meeting. This will be presented to the staff via power point.</p>	<p>Connie Horta, Special Services Director</p>	<ol style="list-style-type: none"> 1. PC 2. Power Point Presentation 		<p>Pre-Service</p>	<p>Training Calendar</p> <p>Survey</p> <p>Evaluation</p>



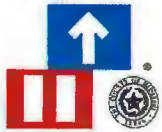
Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

Content Area: Finance						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
<p>Participants will be able to complete and submit reports on allowable in-kind contributions, complete and submit their Travel Expense Reports (excluding commuting miles) and follow procedures to secure and access their payroll information.</p>	<p>Participants will be presented the steps on how to complete the Certificate of In-Kind Report and the Local Travel Expense Report. They will also develop a better understanding of the importance of retaining payroll records and will be reminded to submit any changes to their personal information to Human Resources (HR) AND Payroll/Finance Department.</p>	<p>Elma P. Keller, Chief Financial Officer</p>	<ol style="list-style-type: none"> 1. PC 2. Power Point Presentation 		<p>Pre-Service</p>	<p>Training Calendar</p> <p>Survey</p> <p>Evaluation</p>



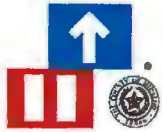
Hidalgo County Head Start Program Training and Technical Assistance One Year Implementation Plan

Content Area: Education						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
<p>Participants will be able to understand and apply the information in the Procedures Manual to their daily instructional processes and center activities.</p>	<p>Participants will be engaged in the whole group discussion and become able to relate and apply applicable standards and guidelines.</p>	<p>Homero Carrera, Sandra Renteria, Susie Saenz, Jesus R. Vela, Education Directors</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 access and implement the Performance Standards and the School Readiness Plan and relate the information to the Education Services program plan.</p>	<p>Participants will be able to recognize the connection between Performance Standards, School Readiness Plan and Education services program plan.</p>	<p>Homero Carrera, Sandra Renteria, Susie Saenz, Jesus R. Vela, Education Directors</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 be able to write comprehensive lesson plans addressing the unique needs of each child.</p>	<p>The participants will review the lesson plan format and its content which reflect the individual needs of the children.</p>	<p>Homero Carrera, Sandra Renteria, Susie Saenz, Jesus R. Vela, Education Directors</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 integrate and categorize children's data by entering information into the PROMIS system.</p>	<p>Participants will establish a new and effective tracking system of children's data to encourage parents to be full partners in the education of their children as indicated on Performance Standard 1304.40(i)(2)</p>	<p>Nadia De Leon, 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 be able to analyze and utilize data collected from the LAP-D Profile Report to individualize instruction and record progress.</p>	<p>Participants will utilize the Red-e-learner Website and run reports from the website. They will have an opportunity to analyze the LAP-D Classroom Profile Report, the Dual Language Checklist and the Social Emotional Checklist. They will identify individual objectives and classroom objectives using LAP-D Assessment results. Staff will be able to ask questions and discuss concerns to secure information needed.</p>	<p>Nadia De Leon, Education Coordinator</p>	<ol style="list-style-type: none"> 1. PC 2. Power Point Presentation 		<p>Pre-Service</p>	<p>Training Calendar</p> <p>Survey</p> <p>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 be able to review the Texas Department of Family and Protective Services- Child Care Licensing Minimum Standards Updates.</p>	<p>Participants will identify the minimum standards and the importance of full compliance with the standards will be emphasized. An analysis of the weight designated for each deficiency will be made. The staff will have an opportunity to ask questions and discuss concerns.</p>	<p>Helen D. Meave, Compliance, Accountability & Monitoring Director</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 review the On-Going Monitoring Calendar and discuss different ways effectively monitor the classrooms and centers.</p>	<p>Participants will review and become aware of the On-Going Monitoring Calendar. A discussion of ideas will be presented to effectively monitor classrooms/centers. The staff will have an opportunity to ask questions and discuss concerns.</p>	<p>Helen D. Meave, Compliance, Accountability & Monitoring Director</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 acquire strategies using the lesson plan to improve quality classroom management.</p>	<p>Participants will acquire strategies using the lesson plan to improve quality classroom management.</p>	<p>Valerie Anciso, Eduarda Trejo, HCHSP Teachers</p>	<p>1. PC 2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar Survey Evaluation</p>
<p>This session will focus on learning and practicing fun, easy, and effective approaches in teaching science to children in the classroom.</p>	<p>The teaching staff will provide the curriculum and essential lessons on how to use one's senses and innate tools to gather information; how to observe, cogitate and discuss comparison and contrast in things; how to investigate, observe and draw conclusions, and generalize and specify conclusions; how to collect, describe, discuss, and draw maps and charts; how to predict and explain observations and data based on past experiences; how to observe, describe and discuss living things; and how to observe properties and characteristics of materials and transformations.</p>	<p>Homero Carrera, Education Director Karen Brouwen, Nora Cruz, Cidelia Montegudo, HCHSP Teachers</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>This session will focus on learning and practicing fun, easy, and effective approaches in teaching Math to children at an early age.</p>	<p>Participants will acquire strategies to engage using hands on activities for introducing math at an early age.</p>	<p>Latasha Aguayo, Alma Zepeda, HCHSP Teachers</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 define the Quality of Feedback Dimension with C.L.A.S.S. Instrument and implement instructional strategies in the classrooms.</p>	<p>Participants will have an opportunity to analyze, discuss and review the use of the Quality of Feedback under the Instructional Support Domain. Short videos vignettes will be utilized to demonstrate Classroom use if the dimension.</p>	<p>Jesus R. Vela, Education Director Diana Anzaldua, Virginia Montanez, HCHSP Teachers</p>	<p>1. PC 2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar Survey Evaluation</p>



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<p>Participants will acquire strategies for developing a more comprehensive ability in developing language skills and conversations with-in classroom.</p>	<p>Participants will explore different strategies for developing language skills including advance language and implementing thick and meaningful conversations.</p>	<p>Susie Saenz, Education Director</p> <p>Mario Rendon, Veronica Zamora HCHSP Center Managers</p>	<p>1. PC</p> <p>2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar</p> <p>Survey</p> <p>Evaluation</p>
<p>Participants will acquire different strategies to introduce science in their classroom; concentration will be the sense of taste.</p>	<p>Participants will observe, compare, and categorize the different variety of taste through food tasting such as salty, sour, sweet or bitter and come to a conclusion of the experiment.</p>	<p>Nicolasa Chavez, Julie Jasso, HCHSP Teachers</p>	<p>1. PC</p> <p>2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar</p> <p>Survey</p> <p>Evaluation</p>



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<p>Participants will be able to identify the indicators that are under the dimension of Concept Development and implement instructional strategies using this dimension in the classroom.</p>	<p>Participants will have an opportunity to analyze, discuss and review how to use Concept Development more effectively during lessons targeting all the indicators under this dimension. Short video vignettes will be utilized to demonstrate classroom use of the dimension.</p>	<p>Sandra Rentería, Education Director</p> <p>Maricela Infante, Leticia Rodriguez, HCHSP Center Managers</p>	<p>1. PC</p> <p>2. Power Point Presentation</p>		Pre-Service	<p>Training Calendar</p> <p>Survey</p> <p>Evaluation</p>
<p>Participants will be able to define Instructional Learning Format Dimension in the C.L.A.S.S. instructional and implement instructional strategies to exhibit the use of this dimension in the classroom.</p>	<p>Participants will have an opportunity to analyze, discuss and review the use of the instructional Learning Format Dimension under the Classroom Domain. Short Video vignettes will be utilized to demonstrate classroom use of dimension.</p>	<p>Ludivina Almaguer, Imelda Vela, HCHSP Center Managers</p>	<p>1. PC</p> <p>2. Power Point Presentation</p>		Pre-Service	<p>Training Calendar</p> <p>Survey</p> <p>Evaluation</p>



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<p>Participants will be able to define the Productivity Dimension in the C.L.A.S.S Instrument and implement instructional strategies to exhibit the use of this dimension in the classroom.</p>	<p>Participants will have an opportunity to analyze, discuss and review the use of the Productivity Dimension under the Classroom Organization Domain. Short video vignette will be utilized to demonstrate classroom use of the dimension.</p>	<p>Martha De León, Center Manager</p> <p>Debra Gamboa, Facilitator</p>	<p>1. PC</p> <p>2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar</p> <p>Survey</p> <p>Evaluation</p>
<p>Participants will be able to define the Behavior Management Dimension in the C.L.A.S.S. instrument and implement instructional strategies to exhibit the use of the dimension in the classroom.</p>	<p>Participants will have an opportunity to analyze discuss and review the use of the Behavior Management Dimension under the Classroom Organization Domain. Short vide vignettes will be utilized to demonstrate classroom use of the dimension.</p>	<p>Linda Nájera, Ninfa Santana, HCHSP Center Manager</p>	<p>1. PC</p> <p>2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar</p> <p>Survey</p> <p>Evaluation</p>



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<p>Participants will be able to define the Regard for Student Perspective Dimension in the C.L.A.S.S. instrument and implement instructional strategies to exhibit the use of this dimension in the classroom.</p>	<p>Participants will have an opportunity to analyze discuss and review the use of Regard for Student Perspective under the Emotional Support Domain.</p>	<p>Maria L. Barrera, Mental Health Coordinator</p> <p>Olga Rubio, Center Manager</p>	<p>1. PC</p> <p>2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar</p> <p>Survey</p> <p>Evaluation</p>
<p>Participants will be able to define the Dimension in Positive and Negative Climate regarding the C.L.A.S.S. instrument and implement instructional strategies of this dimension in the classroom.</p>	<p>Participants will explore different strategies for Analyzing and reviewing the use of Positive and Negative Climates of the Emotional Support Domain. They will discuss the use of the Dimensions after watching two videos vignettes.</p>	<p>Homero Carrera, Education Director</p> <p>Estefana Barco, Anna Villaurrutia, HCHSP Center Managers</p>	<p>1. PC</p> <p>2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar</p> <p>Survey</p> <p>Evaluation</p>



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Participants will be able to implement and utilize math problem solving activities aligned with the Head Start Early Learning Framework from the CIRCLE manual.	Participants will be engaged with hands on problem solving activities for math using the CIRCLE manual.	Zahydee Hernandez, Rosa Perez, HCHSP Teachers	1. PC 2. Power Point Presentation		Pre-Service	Training Calendar Survey Evaluation
Participants will acquire strategies for developing the increase of children's vocabulary using reading time and the letter wall.	Participants will explore different strategies for developing language skills through the use of reading time and letter wall.	Janette Leal, Center Manager Luz Palafox, HCHSP Teacher	1. PC 2. Power Point Presentation		Pre-Service	Training Calendar Survey Evaluation



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<p>This session will focus on planning, and implanting, a program to engage children and families in reading.</p>	<p>Participants will be introduced to different strategies to encourage parents into making their reading time at home more purposeful and more fun.</p>	<p>Olivia Benavidez, Elisa Casas, Rodolfo Rangel HCHSP Teachers</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 strategies on how to be more effective and interactive in book readings and provide children with a good model of fluency and expression.</p>	<p>Participants will listen to a read aloud using Classroom Observation Tool (COT) instrument with an emphasis on strategies of what to do before, during and after a read aloud.</p>	<p>Sandra Renteria, Education Director Maricela Mireles, Crystal Ramirez, HCHSP Teachers</p>	<p>1. PC 2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar Survey Evaluation</p>



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<p>Participants will be able to develop fun, easy, and effective approaches in using dramatic play when reading to children in the classroom.</p>	<p>Participants will be engaged with different styles of reading throughout the day.</p>	<p>Dr. Irasema Gonzalez, University of Texas Pan-American Professor</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 and define the C.L.A.S.S. domains and dimensions and utilize the information to assess classroom quality.</p>	<p>Participants will engage in discussions, activities and video exemplars to acquire a strong theoretical and research based foundation regarding relationship building between teacher and child.</p>	<p>Consultant C.L.A.S.S. Trainer</p>	<p>1. PC 2. Power Point Presentation</p>	<p>\$ 4,000</p>	<p>October 2014</p>	<p>Training Calendar Survey Evaluation</p>