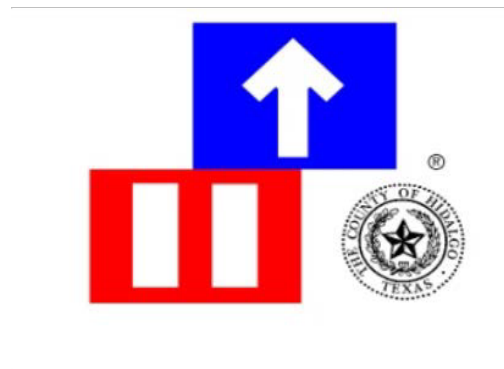


# Hidalgo County Head Start Program



## Training and Technical Assistance Program Plan 2016-2017

Policy Council Approval:  
Commissioners' Court 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>
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	\$ 5,400 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	Rosa Torres, 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.	Belinda Escaname Alma Cisneros D.F.P.S.	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 be able to identify 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 receipt of 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>David Guel, Administrator for Human Resources</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.	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 provided with the necessary training to 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

<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 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"> <li>-Workers' Compensation Procedures</li> <li>-General Safety Rules</li> <li>-Slips, Trips, and Falls</li> <li>-Safe Lifting and Back Care</li> <li>-Accident Prevention and Control</li> <li>-Ladder Safety</li> <li>-Using PPE</li> <li>-Driving Safety Tips</li> <li>-Use of Fire Extinguishers</li> <li>-Chemical Safety Fact Sheet</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	<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"> <li>1. PC</li> <li>2. Power Point Presentation</li> </ol>		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

<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>At the Leadership Training participants will be able to describe the roles and responsibilities of a Parent committee Member that will enable them to be part of the decision making process.</p>	<p>Participants will be provided materials and information 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>Elvira Segura, Family Services Director</p>		<p>\$ 11,200</p>	<p>Sept. 24, 2016</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>\$ 11,850</p>	<p>Oct. 21-23, 2016</p>	<p>Training Calendar  Evaluation</p>
<p>Participants will be able to describe 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>\$ 8,300</p>	<p>February 22, 2017</p>	<p>Program Calendar  Agenda  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>
<p>Participants will be able to successfully establish a career path, for their job responsibilities, that aligns with the Head Start mandates.</p>	<p>The HCHSP Staff Development professional will provide counseling and guidance to all employees on developing their staff Development Plan and monitor the progress of goal achievement. She will serve as the liaison between the HCHSP and the Institutions of Higher Education. She will manage and coordinate all training and workshops for the Program</p>	<p>Sylvia Garza Staff Development Director</p>		<p>\$60,000</p>	<p>Pre-Service  On-Going</p>	<p>Training Calendar  Staff Development Plan  Evaluation</p>
<p>Participants will be able to acquire and maintain CDAD Certification</p>	<p>All assistant teachers will participate in CDA classes to obtain and maintain certification</p>	<p>Sylvia Garza Staff Development Director</p>		<p>\$20,050</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>
<p>Participants will be able to implement the goals and objectives of the School Readiness Plan and the Education Services Plan</p>	<p>HCHSP Education professionals will provide hands on training and technical assistance on curriculum assessment and instruction to all classroom staff. Reinforce and promote coaching strategies to improve CLASS scores.</p>	<p>Rebecca Villarreal, Administrator for Education Department Area Directors</p>			<p>Pre-Service  On-Going</p>	<p>Training Calendar  Feedback Forms  Evaluation</p>
<p>Participants (staff and parents) will attend national institutes presented by National Head Start Association and National Association for the Education of Young Children NAEYC.</p>	<p>Professional Development will be offered to selected participants for specific purposes.</p>	<p>Executive Director and Assistant Director</p>		<p>\$ 48,803</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>Ana Villarrutia, 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>Debra Gamboa, 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>
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	\$ 6,875	August 29, 2016- September 1, 2016	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.	Elvira Segura, Family Services Director	1. PC 2. Power Point Presentation	\$ 12,275	Nov. 18, 2016	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.	Elvira Segura, 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

<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 describe the three major goals for the 21<sup>st</sup> Century Exploring Parenting Program.</p>	<p>The 21<sup>st</sup> Century Exploring Parenting Program will provide participants an approach to parent education based on the philosophy that parents are mature capable adults who know their children best; that there is no single best way of parenting; and that each parent makes his or her own child-rearing decisions based on their values, beliefs, cultures and their experiences.</p>	<p>Elvira Segura, Family Services Director</p> <p>Center Managers</p> <p>Support Services Staff</p>	<ol style="list-style-type: none"> <li>1. Exploring Parenting Curriculum</li> <li>2. Handouts</li> <li>3. Registration Form</li> <li>4. Supplies</li> </ol>	<p>\$2,000</p>	<p>Pre-Service Program Year 2016-2017</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: 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 10 financial education modules of the Financial Literacy Program; Wealth Creating Through Financial Education</p>	<p>Participants will be trained on 10 financial education modules that will provide ability to make informed decision and take effective actions regarding the use and management of money.</p>	<p>Elvira Segura, Family Services Director</p> <p>Gloria Casas, Consultant</p>	<p>1. PC</p> <p>2. Power Point Presentation</p>		<p>Pre-Service  Program Year 2016-2017</p>	<p>Training Calendar</p> <p>Survey</p> <p>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>Elvira Segura, Family Services Director</p>			<p>Feb. 08, 2017</p>	<p>Training Calendar</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 and follow steps of Access Esperanza Clinic services to assist Head Start Parents plan their families and stay healthy.</p>	<p>Participants will:</p> <ul style="list-style-type: none"> <li>• Discuss the value of family planning</li> <li>• Review federal and state funding sources for free to low cost family planning services</li> <li>• Describe at least 3 services Access Esperanza Clinic provides</li> <li>• Identify community resources for family planning and preventive health care services</li> </ul>	<p>Martha Leos, Education Supervisor</p>	<ol style="list-style-type: none"> <li>1. PC</li> <li>2. Power Point Presentation</li> </ol>		<p>Pre-Service  Program Year 2016-2017</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 be able to identify the different areas of work by the representatives of the Consulate of Mexico with the objective of guiding the Head Start families with the information of the referral process.</p>	<p>Participants will be given information in the 3 areas of services provided by the Consulate of Mexico. Information will be made available in the form of flyers of the different centers available for the families in the area.</p>	<p>Olivia Rubio, Community Representative</p>	<ol style="list-style-type: none"> <li>1. PC</li> <li>2. Power Point Presentation</li> </ol>		<p>Pre-Service  Program Year 2016-2017</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>Provide information to employees regarding the services available through HCCSA</p>	<p>Participants will have a working knowledge base regarding the various programs offered through HCCSA namely utility assistance and case management.</p>	<p>Jaime R. Longoria, Executive Director</p> <p>Mari Gallegos, CCFS Supervisor</p>			<p>Pre-Service</p> <p>Program Year 2016-2017</p>	<p>Training Calendar</p> <p>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 be able to identify &amp; recognize all the areas of expertise and programming of the TA&amp;MAES in order to improve the lives of the families of Head Start</p>	<p>Participants will develop a much thorough understanding in the areas of agriculture, environmental stewardship, youth and adult life skills, human capital and leadership, and community economic development using research based knowledge focused on local, issues and needs.</p>	<p>Andrea Valdez, County Extension Agent</p> <p>Claudia Quiroga, FCS Program Assistant</p> <p>Esly Reyes, Agent Assistant</p>			<p>Pre-Service  Program Year 2016-2017</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: 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 learn about the Early Childhood programs and distinguish between them to make appropriate referrals</p>	<p>Participants will learn about the specific requirements needed to make a referral for ECI, PAT, HIPPY, and Nurse Family Partnership</p>	<p>Vicky Doria, ECI Site Manager</p> <p>Lizbeth Carrera, HIPPY Coordinator</p>			<p>Pre-Service  Program Year 2016-2017</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: 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 develop an understanding of services provided by the WIC Program, its eligibility requirements, and benefits of the program. Participants will identify and follow steps regarding Preschool Nutrition and the components of MyPlate.</p>	<p>Participants will be able to demonstrate knowledge on</p> <ul style="list-style-type: none"> <li>• Who is eligible to apply for the WIC Program</li> <li>• Eligibility requirements for the WIC Program</li> <li>• Components of the MyPlate</li> </ul>	<p>Kassandra Suarez, RD</p>			<p>Pre-Service  Program Year 2016-2017</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 describe organic vegetable gardening and receive information on health and wellness for children, families and school communities, while combining physical activity.</p>	<p>Participants will expand their knowledge experience in the elements of nutrition, garden science, and physical activity through a hands on training session.</p>	<p>Ashley Gregory, M.S.  Texas A&amp;M Agrilife Extension  County Extension Educator- Horticulture</p>			<p>Pre-Service  Program Year 2016-2017</p>	<p>Training Calendar  Survey  Evaluation</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 implement safe food handling practices.	Participants will be able to participate in activities to identify safe food handling practices.	Aurora Figueroa Karina Beckmann, Child Nutrition Coordinators	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

<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.	Lupe Flores City of McAllen Health Dept.	1. PC  2. Power Point Presentation	\$8,000	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 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.	Mental Health Coordinator	1. PC 2. Power Point Presentation		Pre-Service On-Going	Training Calendar  Survey  Evaluation
Participants will be able to describe different strategies 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.	Mental Health Coordinator	1. PC 2. Power Point Presentation		Pre-Service On-Going	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 Resources for children, families and pregnant women.	The Networking Meeting is designed to develop community partnerships supported by interagency agreements to secure appropriate services for children and families.	Ramiro Silva, Community Partnership and Transition Director		\$ 4,380	September 2, 2016	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.	Lucy Hernandez, RN Health Services Director	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be able to identify all updates regarding Local and State 2016 Immunizations and recommendations.	Participants will participate in discussion and ask questions on different scenarios regarding Local and State Health.	Patricia Garcia TVFC Educator	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, RN 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: Health						
Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
Participants will be able to generate health reports utilizing PROMIS program.	Participants will discuss and ask questions on the collection of health data for all health services including mental health.	Lucy Hernandez, RN Health Services Director	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be able to describe the Medication Administration Protocol.	Participants will receive guidance and instruction on the storage and administration of medication to Children.	Lucy Hernandez, RN Health Services Director	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be certified on First Aid and CPR procedures	Participants will receive guidance and instruction to perform emergency first aid and CPR procedures.	Noemi Flores, Risk Management Specialist	1. PC  2. Power Point Presentation	12,700	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 describe the policies and procedures in the area of the <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

<b>Content Area: Special 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>
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.	Rosa Torres, Disability Rights of Texas	1. PC 2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be able to generate accurate Special Services Report.	An overview of the Special Services Report will be presented to the staff. Handouts will be provided to the staff.	Edna Snider, Special Services Director	1. PC 2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation



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<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>Roy Ballesteros, 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 a speech Screener 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>PSJA ISD Special Education Dept.</p>	<p>1. PC 2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar  Survey  Evaluation</p>



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Participants will be able to correctly complete a referral packet to LEA on children requiring evaluation.	The training will focus on the required data collection which is vital to the referral packet. Handouts will be provided to the staff.	Edna Snider, Special Services Director	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
The participants will be able to describe the purpose of the ARD meeting.	The ARD training will cover the content and information discussed at the meeting. This will be presented to the staff via power point.	Edna Snider, Special Services Director	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation



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<b>Content Area: Finance</b>						
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<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"> <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: Education</b>						
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Participants will be able to apply the information Procedures Manual to their instructional processes and center activities.	Participants will be engaged in the whole group discussion and become able to relate and apply applicable standards and guidelines.	Rebecca Villarreal, Administrator for Education Area Directors	1. PC  2. Power Point Presentation		Pre-Service On-Going	Training Calendar  Survey  Evaluation
Participants will be able to access and implement the Performance Standards, Head Start Early Learning Outcomes Framework (HSELOF), and the School Readiness Plan.	Participants will be able to recognize the connection between Performance Standards, School Readiness Plan and Education services program plan.	Rebecca Villarreal, Administrator for Education Area Directors	1. PC  2. Power Point Presentation		Pre-Service On-Going	Training Calendar  Survey  Evaluation





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<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>Suzie Saenz, Education 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 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 León, Education Director  Roger Foster Consultant</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 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 León, Area Director</p>	<ol style="list-style-type: none"> <li>1. PC</li> <li>2. Power Point Presentation</li> </ol>		<p>Pre-Service On-going</p>	<p>Training Calendar</p> <p>Survey</p> <p>Evaluation</p>



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<p>Participants will be able to identify the Texas Department of Family and Protective Services-child Care Licensing Minimum Standards Updates.</p>	<p>Participants will review 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 &amp; Monitoring Director</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>



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Participants will acquire strategies to implement the Dual Language Program.	Participants will explore different strategies that will assist them in working with Dual Language Learners..	Anabel Castillo Ofelia Venegas PSJA ISD Teachers Connie Casas PSJA Early Start	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be able to learn, understand and apply current technology resources available to them. Knowledge of software packages, available hardware utilization and information on how to obtain new technology resources will be given.	Participants will be informed and trained on how to utilize technology resources available to them. They will also be given information on how to apply for grants to obtain new technology resources for their classroom.	Valentín V. Guerra Mullor M. Pre-K Teacher, CLF, CIT ECHSS Instructional Coach (PSJA ISD)	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be able to understand what very young children should know and be able to do at different points in their development.	Participants will learn about the four domains the ITELG addresses	Lizet Valenciana Adriana Bonilla	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation



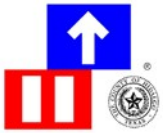
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Objective:	Strategies: (Plan of Action)	Person Responsible:	Resources Needed:	Estimated Cost:	Timeline:	Evaluation:
Participants will be able to implement and create hands-on tactile sensory activities for their students to explore and experiment.	Participants will learn easy and cost effective ways to create wet and dry tactile/sensory bins for their students to focus on learning by exploring and experimenting more than on creating a product.	Lizet Valenciana Adriana Bonilla	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be able to acquire a variety of effective Math and Science strategies that teachers can implement in their classroom.	Participants will present different Math and Science hands-on activities to use in small and whole. There activities will be used to expand the direct instruction presented by the teacher.	Ofelia Davila-Pharr Mentor Coach/Teacher Dalia Dominguez-Pharr Teacher- Diana Mena-Pharr Teacher	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will apply six “Active Supervision” strategies instantly to make sure children are never left unattended.	In this session, participants will examine the importance of how “active supervision” is basic for the prevention of harm to all children. This includes responsibilities for the ongoing supervision of each child, appropriate visual and/or auditory awareness, physical proximity, and knowledge of activity requirements for each child’s needs.	Dr. Beverly Ashley	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation



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Participants will be able to plan and implement program to engage children and families in reading.	Participants will be introduced to different strategies to encourage parents into making their reading time at home more purposeful and more fun.	HCHSP Teachers Center Mangers	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be able to implement activities and strategies to improve phonological awareness and letter recognition.	Participants will make “foldables” to utilize in the classroom. The foldable will include a 3”+1” foldable for sight words, the “itsy bitsy” book for letter recognition, also a foldable for name and sounds will be created.	Doraly Hernández Alma Marines	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be able to recognize the meaning of Circle Time and Read-Aloud and recognize how effectively they should be used in the classroom.	Participants will find how Circle Time and Read-Aloud is effective for children in the classroom. Participants will share thoughts, listen to one another, actively participate together, introduce new concepts and ideas, read together, sing together, and build a sense of respect and support for one another.	Marisa Casares, UTRGV-Mentor Coach/Teacher  Sara Martinez UTRGV- Mentor Coach/Teacher	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation



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<p>Participants will be able to define the meaning of Emotional Support and recognize how effective this domain is and how it can have different uses in a teacher-child setting.</p>	<p>Participants will identify the different indicators and behavior markers under the Emotional Support Domain to implement in the classroom to improve teacher-child interactions and teaching practices.</p>	<p>M. Casares, Teacher S. Ramirez, Teacher Nadia De Leon, Area 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 recognize the meaning of Instructional Support and recognize how effective this domain is and how it can have different uses in a teacher/student's setting.</p>	<p>Participants will identify how the Instructional Support is used and how the dimensions and behavior markers stated for this domain are able to promote and link effective teaching in classroom.</p>	<p>Sara Martinez, UTRGV Mentor Coach/Teacher Rosalinda Vásquez, Palacios Mentor Coach/Teacher Karen Bronwen, Pharr Mentor Coach/Teacher</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 best practice strategies and activities into their daily routines to make learning fun, engaging for their students.</p>	<p>Participants will be given several best practice strategies and activities to use in their classroom. Participants will participate in different activities to understand that learning should be fun and engaging for their students.</p>	<p>Julie Robie</p>	<p>1. PC  2. Power Point Presentation</p>		<p>Pre-Service</p>	<p>Training Calendar  Survey  Evaluation</p>



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Participants will be able to implement all the components of the Frog Street curriculum.	Participants will have an opportunity to engage in discussion and hands on activities using the Frog Street Curriculum.	Lisa Steinbauer, Frog Street Consultant	1. PC  2. Power Point Presentation	\$65,000	Pre-Service	Training Calendar  Survey  Evaluation
Participants will be able to identify and define the C.L.A.S.S. domains and dimensions and utilize their information to assess classroom quality.	Participants will engage in discussion activities and video exemplars to acquire a strong theoretical and research based foundation regarding relationship building teacher and child.	Helen Meave, C.L.A.S.S. Trainer Rebecca Villarreal Administrator for Education Area Directors	1. PC  2. Power Point Presentation		Pre-Service On-Going	Training Calendar  Survey  Evaluation
Participants will be able to implement strategies to create a more conducive learning environment using higher-order thinking questions; in return students will develop ability to respond using higher-order thinking skills, through Analysis, Open-Ended questions, and Back and Forth Conversations.	Participants will engage in back and forth conversations with presenter to get an understanding on what are higher-order thinking questions that elicit more challenging responses from students and develop their ability to carry out meaningful conversations.	Mario A. Rendon, Jr.	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation



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Participants will be able to develop an understanding of and effectively implement learning centers in their classrooms.	Participants will be provided an explanation on how to design and manage self-running learning center, and to develop age appropriate center activities for all students.	Leticia Alvarez, Western Road Head Start Teacher Karina Larios, Human Resources Director	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation
Participants will be able to integrate music and movement activities into their daily lesson plans form Kindermusik.	Participants will be presented an overview of Kindermusik. They will receive songs for immediate use in their lessons and to identify the music used in each of the Five Essential Domains of the HSELOF.	Kelly Green Kindermusik Team.	1. PC  2. Power Point Presentation		Pre-Service	Training Calendar  Survey  Evaluation