

# T/TA Plan 2022-2023

WNCSource values continuous learning to ensure that our program is providing exemplary services to our families, children, and staff. Our comprehensive and ongoing training ensures that every staff person knows the Head Start Performance Standards and the NC Division of Child Development and Early Education requirements.

Our program goals for 2020 – 2025 are three-fold. We are seeking to improve our family engagement, school readiness for the students, and health services provided to staff, children, and families. To reach these goals, intentional learning will occur over time. The current Health Pandemic has impacted how, when, and where we provide learning opportunities to our staff, families, and children. We expect to see an impact going into year three and yet some things will be returning to in-person and other aspects of “normalcy.”

## Staff

All new staff participate in a two week-long orientation that prepares them for success in their work within WNCSource. Along with job specific training and training on Head Start Mandated topics, they receive information and training on our program’s goals and underlying philosophy. Additional trainings include but are not limited to:

- Safety practices,
- Head Start eligibility,
- Emergency & disaster preparedness procedures,
- Child abuse & neglect,
- Family engagement strategies, and
- Improving child and family outcomes.

We look to continue our individualized approach to curriculum training and learning on implementing Creative Curriculum. Throughout the year, teaching staff access online learning modules through Teaching Strategies. Coaches support staff in choosing appropriate modules that align with their individualized goals and in implementing the learning within the classroom. This will move us forward in our teaching teams’ to implement Creative Curriculum to fidelity.

All of our staff will also have a two-day training on mandatory topics for Head Start and North Carolina’s Child Care Licensing which include, but are not limited to: safety practices, Head Start eligibility, emergency & disaster preparedness procedures, child abuse & neglect, family engagement strategies, and improving child and family outcomes.

We will continue to offer the Family Development Credential Class to our Family Advocates and Parent Educators to ensure their practices align with a strengths-based approach to family work. This course involves 90 hours of class work, developing a portfolio, and passing an exam. We will offer this course to community partners and other agencies in our community who work with families as well.

This program year a diversity team and a wellness team will be established to support our community’s efforts in supporting equity and wellness. Throughout the year, we will have half and full day training

for staff to focus on various areas of learning to support the implementation of these initiatives developed throughout the year to meet our five-year goals.

We are also building Outdoor Learning Environments at each of our sites and will be focusing this program year on specific training to support staff in the effective use of these spaces to support learning and growth through the use of curriculum.

Beyond large group training opportunities, we will be offering individualized learning and growth opportunities. Every staff member will set individualized goals for their own growth and development which they will have the opportunity to reflect on monthly with their supervisor.

Every teacher and family service staff will have the opportunity to participate in coaching at a level that matches their needs using Practice Based Coaching as the model for implementation. Direct services staff will be encouraged and supported in furthering their education and increasing the knowledge base of our team through achieving two-year and four-year degrees. We partner with TEACH Scholarships in NC to help offset some of the costs of supporting these teachers in obtaining their degrees.

We will be establishing a Mentoring Program with WNCSource sites to support new teachers in the classroom and impact the retention of teachers. Mentors receive specific training so that they are able to provide at least 8 hours of support each month with their mentee(s).

## Families

As Family Committees are formed in the new year, their suggestions for family engagement and learning topics will be presented into a cohesive calendar of events. Some of these will be across multiple sites and some will be smaller focusing on specific community needs at different classroom locations. At the beginning of the year, each parent committee will receive information of their rights and responsibilities regarding the education of their child. This reflects the goal of our T/TA with families which is to empower families to understand their role as an advocate for their child by communicating with the school environment, supporting their child's learning, and participating in decisions that relate to the education of their child. While many of these training sessions may be presented by Family Advocates or Parent Educators, some topics will be addressed by our Early Intervention Team, Teachers, and Health Team.

As part of empowering families to participate in the education of their child, our Head Start teachers partner with families in WOW visits and Celebrations of Learning at the end of studies which are a part of our curriculum. Early Head Start teachers partner with families to understand their cultural routines and traditions while supporting the families in areas they express wanting more knowledge in.

We have the opportunity to use the Triple P Parenting Program on multiple levels to support our families. We can provide this training for our staff and receive support for implementation through our partnership with Western North Carolina MAHEC.

## Board of Directors and Policy Council Members

Every year, our Board of Directors and Policy Council receive training on what are Head Start Performance Standards and how they affect the program operations.

Policy Council participates in monthly training led by the Head Start Management to learn more about all the different services our Head Start program offers. Each year's topics include eligibility, curriculum, challenging behavior, family services and disabilities. Other topics are determined as interest arises among the Policy Council members.

T/TA	Description	Total T/TA Request (HS + EHS)	Head Start T/TA	Early Head Start T/TA
Conference Registration	Continuing Education for Management Staff, Site Supervisors, and others as appropriate; Focus for new-hires, Trauma Informed Care, Family Partnerships, and more related to our program goals; includes for 15 National conference attendees	\$14,575.20	\$4,552.35	\$10,022.85
Local Training	Continuing Education for Staff that is local; CCR&R Trainings; Materials for onsite training (curriculum, mandatory trainings topics); Coaching Supports; BOD & PC Trainings; refreshments needed for trainings beyond 2 hours; Mentoring Program	\$34,980.48	\$10,925.64	\$24,054.84
Contractual	Working with outside agencies to provide individualized training related to our program goals (ex. Trauma Informed Care, Family Services, Diversity)	\$20,405.28	\$6,373.29	\$14,031.99
Tuition & Certification Fees	Support Teachers in obtaining further education (BK licensure, Associates degrees, CDA); Certification Fees for FA/CPR and other required certification fees (ex. CLASS, FDC)	\$6,801.76	\$2,124.43	\$4,677.33
Travel	Out of state travel to conferences per T/TA Plan	\$20,405.28	\$6,373.29	\$14,031.99
<b>Total T/TA</b>		<b>\$97,168.00</b>	<b>\$30,349.00</b>	<b>\$66,819.00</b>