

# T/TA Plan 2023-2024

Grant: 04HP000306



WNCSource values continuous learning to ensure that our program is providing exemplary services. Through this plan we will support our staff, families, and governing bodies to ensure they have the skills and knowledge to complete their roles to the best of their ability. Our comprehensive and ongoing training ensures that every staff person is knowledgeable of the Head Start Performance Standards and the NC Division of Child Development and Early Education requirements. In addition, this plan will reflect training and technical assistance plans for continuing to support our program goals around family engagement, educational program enhancements, and coordinated program services.

## T/TA to support Goals

To support our work towards reaching our goals around school readiness, we plan to

- Continue to encourage staff to further their formal education and will support staff in paying for college tuition, books, and fees.
- Partner with T.E.A.C.H. Early Childhood scholarships to ensure our dollars go further.
- Utilize NHSA's CDA Training Pathways as needed.

Our focus on ensuring curriculum is implemented to fidelity will be supported by

- Bringing in Teaching Strategies Certified Trainer to provide training to site supervisors and teachers.
- Training mentors and providing stipends as mentors work with teaching staff as a part of our coaching program.

To support our work in becoming a Trauma Resilient Community we plan to

- Provide a one day training for all teachers and site supervisors by a certified Conscious Discipline trainer to focus on the use of Baby Doll Circle Time.

Our goal of increasing family's engagement with Family Committee Meetings and Policy Council will be supported by

- Offering food incentives and provide activity supplies for families attending meetings
- Ensuring our Family Services staff receive training on family engagement and the topics of interest to families.
- Inviting families to attend Head Start Trainings locally, regionally, and nationally.

To support our goals around family engagement we will ensure

- Our Family Services Staff are trained in the Family Development Model to maintain a strengths-based approach to working with families.

- We have 2 certified FDC trainers to provide the coursework

## Mandatory Trainings

The Office of Head Start and the North Carolina Division of Child Development and Early Education (DCDEE) require training for our staff to engage including the following.

The following health, safety and child care trainings are completed during orientation and updated as noted

- Completed at a minimum every 5 years through the DCDEE Training Platform.
  - The prevention and control of infectious diseases
  - Prevention and response to emergencies due to food allergic reactions
  - Building and physical premises safety, including identification of and protection from hazards, bodies of water, and vehicular traffic
  - Prevention of shaken baby syndrome, abusive head trauma, and child maltreatment
  - Appropriate precautions in transporting children
- Staff maintain valid certifications by renewing every 2 years
  - First aid and cardiopulmonary resuscitation
- Every 3 years staff complete the state mandated ITS-SIDS course for
  - Prevention of sudden infant death syndrome and use of safe sleeping practices
- Annually
  - Administration of medication, consistent with standards for parental consent using the DCDEE Training Platform
  - Emergency preparedness and response planning for emergencies. The course using the DCDEE Training Platform is completed every 5 years as well.
  - Handling and storage of hazardous materials and the appropriate disposal of bio contaminants. The course using the DCDEE Training Platform is completed every 5 years as well.
  - Recognition and reporting of child abuse and neglect

The Policy Council and Board of Directors receive an orientation and annual training on their roles and responsibilities which is provided by an outside consultant and includes

- Program Performance Standards
- Information on the program so that they can understand the reports and effectively oversee the program
- How our Policies and procedures align to Applicable Federal Regulations in regards to how we
  - collect accurate eligibility information from families
  - treat families with dignity and respect
  - take action against those who provide false information.

To ensure all of our staff receive training and professional development to support their fulfilling their roles and responsibilities we plan on offering at a minimum the following

- Supporting Center Directors of CCP sites to engage in the Site Leader Credential program through NHSA.
- Attending NHSA Conferences. Sending front-line staff and families to NHSA conferences. Supporting our staff who are able to present at these conferences to attend.
- Training support from ChildPlus and other entities to support our use and analysis of data.
- Training around all of our curriculum implementation beyond what was mentioned previously (Conscious Discipline, Ready Rosie)
- Supporting staff in becoming Triple P Certified to support families.
- Communities of Practice and Professional Learning Communities will be supported and expanded from our initial introduction into smaller focused groups.
- The opportunity for any staff to request training that aligns with their individual professional development goals.

Description	Total T/TA Request
Conference and Training Registration	\$17,775.00
Contractual	\$6,399.00
Tuition and Certificate Fees	\$5,688.00
Staff Travel	\$3,555.00
Refreshments for Training Events	\$1,066.50
On-Site & Local Training	\$1,066.50
Total	\$35,550.00