



T/TA Plan 2023-2024

Grant: 04HP000443

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 in bringing in new Family Child Care Homes, we plan to

- Utilize NHTSA's Academy Trainings including the CDA Pathway.

In working to develop a responsive pathway program for new staff to be successfully hired, T/TA monies will support paying for

- Tuition, Books, and Fees for local community college courses.
- NHTSA's CDA Training Pathways & Site Leader Credentials

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

- Ensuring all teaching staff have access to a Quorum subscription which provides on demand and live training in using the curriculum.
- Bringing in Teaching Strategies Certified Trainer to provide training to all staff.
- Continuing to use CLASS and QCIT as observation tools to reflect quality in the classroom and will ensure that staff are trained and renew their observer certifications.
- Training mentors and providing stipends as mentors work with teaching staff as a part of our coaching program.

To support our work around diversity, equity, and inclusion, we will

- Complete a DEI Audit to determine next steps our work can take
- Provide Anti-bias training

As we continue our work around wellness for staff and families this coming program year we will offer to our staff the NHTSA Financial Wellness Essentials.

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 Request
Conference and Training Registration	\$16,268.70
Refreshments for Training Events	\$1,084.58
Dues, Memberships & Subscriptions	\$8,134.35
On-Site & Local Training	\$2,169.16
Tuition and Certificate Fees	\$2,711.45
Staff Travel	\$2,169.16
Contractual	\$21,691.60
Total	\$54,229.00