

City of San Antonio
Early Head Start-Child Care Partnership Program
Training & Technical Assistance Plan

Training and Technical Assistance Plan 2019-2020

The City of San Antonio, Department of Human Services, Grantee of the Head Start Program's Early Head Start-Child Care Partnership (DHS EHS-CCP) contracts with eight direct service providers (six child care service providers and two health care service providers) and will collectively employ approximately 95-100 (including substitutes, floaters and part-time staff) professionals to provide high-quality infant and toddler program and services to 216 children and families.

The DHS EHS-CCP's implementation process is a specific sequence of training that will: 1) build a community of learners, 2) scaffold the learning process, 3) build capacity across the program; and 4) build a culture of excellence. DHS EHS-CCP retains primary responsibility for providing ongoing training and technical assistance. Staff collaborates with each child care service provider in the development of annual training plans to ensure needed trainings support the direct service staff in the delivery of high quality services. This system ensures staff and families have access to ongoing training opportunities.

The 2019– 2020 Training and Technical Assistance Plan (T&TA) reflects activities provided during the 2018-2019 program period and planned training and development for the 2019-2020 program year. Through this application, DHS is applying for \$64,800 training and technical assistance funds, for the awarded project period from August 1, 2019 – July 31, 2020.

Section 1: Planning for Training

On an annual basis, DHS EHS-CCP and each child care service provider identify, prioritize, and develop a plan for the provision of training, based on the needs of staff, parents

and children.

CLASS data, child outcome data, family assessment information, monitoring data, self-assessment data, staff and parent surveys, training evaluation forms and child care licensing compliance history are utilized to identify program-wide training needs. The training plans developed yearly meet or exceed the requirements of the Head Start Performance Standards, Head Start Act, Texas Child Care Licensing, and other regulations.

Section 2: Professional Development & Training

DHS EHS-CCP implements a comprehensive professional development plan that includes national and local conferences and workshops, orientation training, pre-service training, onsite training during the program year, and online trainings and webinars. The professional development plan centers on the following five areas of focus and presented in detail in the tables below: Quality Teaching and Learning, Family & Community Engagement, Health & Safety, Program Leadership, and Wellness Support.

DHS EHS-CCP and each child care service provider ensure that at the beginning of employment all new Head Start program staff receives orientation. Each agency currently provides an orientation to all new staff which meets their organizational expectations and Child Care Licensing minimum standards. DHS EHS-CCP staff works with each of the child care service providers to include required training on the goals and philosophy of Head Start, the mission and vision of EHS-CCP, Approach to School Readiness and the School Readiness Plan of Action. Grantee staff provides training by request for all child care service providers.

In addition to the new staff orientation, the DHS EHS-CCP program, in collaboration with the child care service providers, will hold the annual pre-service event in late July 2019.

At the conclusion of the 2017-2018 program year, Grantee staff hosted a four-day pre-service event with over 70 child care service provider staff attending. Training topics included New Teacher Orientation, Monitoring/Environmental Health & Safety, Early Learning Accomplishment Profile (E-LAP) and Learning Accomplishment Profile (LAP-3) Assessments, Infant/Toddler Classroom Assessment Scoring System (CLASS), Epinephrine Auto Injector Specialized Training and Supporting Wellness in staff.

DHS EHS-CCP staff and parents have opportunities throughout the program year to attend training events and conferences, including local, regional, and national conferences and workshops. The opportunity to attend additional conferences, workshops, and trainings arises throughout the program year based on identified program and/or individual needs.

DHS EHS-CCP and the child care service providers offer various training opportunities throughout the program year using a variety of training methods and consultants including: online modules, webinars, scheduled trainings, on-site training, conferences, and events. Training delivery methods are designed to be flexible and topics vary in order to meet requirements and program- wide training needs. Topics and number of participants may vary based on identified program and/or individual needs and all topics fall within the five areas of focus.

The program has professional networks and services to assist staff in continuing their education goals including: completion of additional coursework, obtaining a degree, or becoming credentialed. These professional educational opportunities are designed to build staff capacity and to meet the requirements of the Head Start Act, the Head Start Performance Standards, DHS EHS-CCP policies and furthering staff's education.

The program builds capacity within both DHS EHS-CCP staff and child care service providers. The program values staff pursuits of various training certifications to grow trainers and leaders within specific service areas. DHS EHS-CCP management staff currently hold certifications in the following:

- Red Cross CPR/First Aid Trainer
- Playground Safety
- Car Seat Proxy Technician and Technicians
- Infant CLASS-Reliability and Trainer status
- Toddler CLASS-Reliability and Trainer status
- Pre-K CLASS Reliability and Trainer status
- Family Service Credential
- NAEYC – Developmentally Appropriate Practices
- Program for Infant/Toddler – (PITC)
- Period of PURPLE Crying
- Child Care Health Consultant
- Early Childhood Outdoor Learning Environments

DHS EHS-CCP staff uses their knowledge, skills and abilities to provide quality trainings and technical assistance to the child care service providers and families to ensure the program builds knowledge and best practices.

During the 2018-2019 program year, the DHS EHS-CCP Health Coordinator obtained ASQ and ASQ-S/E Trainer status giving the program an immediate resource for continue capacity building for the child care service providers and DHS staff. In December 2018, the DHS EHS-CCP Health Coordinator conducted a full day of training for the child care service provider identified point of contacts working with the ASQs once received from parents. This robust training clarified questions, provided practice and continue building a knowledge base to the value the ASQs play in aiding child care service provider teachers in the first steps to individualizing for the children and building relationships with families.

DHS EHS-CCP program continues to use the Infant and Toddler CLASS tools to

measure teacher/child interaction to collect data for driving decisions for ongoing professional development. During the 2018-2019 program year, 100% of the classrooms were observed providing a second year of CLASS data. Comparison charts are being used to support the development of a Professional Development Plan aligned to the Infant and Toddler CLASS domain, dimensions and concepts (see Attachment A – 2019-2020 Baseline Application).

In addition to scheduled trainings for the 2018-2019 program year, DHS EHS-CCP program continued the approach of four designated half-day professional development days held one per quarter. Child care service providers close the centers at noon in order for all staff (those in EHS-CCP classrooms and those in non-EHS-CCP classrooms when applicable) to attend specified four-hour trainings. Parents have been strongly supportive of the idea and plans are to continue the approach in the 2019-2020 program year. Table 1 indicates the four half-day professional development days and topics presented.

Table 1. 2018-2019 Half-Day Professional Development Days

Date	Topics
October 8, 2018	<ul style="list-style-type: none">▪ School Readiness▪ SAFE Kids
January 7, 2019	<ul style="list-style-type: none">▪ Teaching Strategies – Coaching to Fidelity for Teachers
March 8, 2019	<ul style="list-style-type: none">▪ Overview Training of Effective Strategies to Support the Development of Young Dual Language Learners – First of a four part series
May 30, 2019	<ul style="list-style-type: none">▪ Lessons learned from EHS-CCP teachers▪ Understanding Trauma and impacts on children’s development

DHS Head Start provides Family Service Credential (FCS) training for all family support service staff within eighteen months of hire. The Family Service Credential is a

comprehensive, competency and credit-based training designed to support direct service family support staff in their work with children and families.

Additionally, DHS EHS-CCP provides ongoing support for Head Start staff, community members, and parents to obtain and renew their Child Development Associate Credential.

Section 3: Parent Leadership Programs and Training

DHS EHS-CCP has implemented several parent programs and initiatives available throughout the program year to support parents and empower them to serve as not only leaders in their families but also in the community.

DHS EHS-CCP utilizes ReadyRosie as its research-based parenting curriculum. ReadyRosie builds on parents' knowledge and provides tools that are focused on equipping and engaging families and caregivers of children 0-6 years old. The curriculum includes a one-year subscription for the digital tool provided to all DHS EHS-CCP parents and staff through text, email, or smart phone app. Subscribers receive "Modeled Moments" of real families, rather than actors, engaging in learning activities within the context of their own homes, grocery stores, restaurants, and cars. In addition to the digital tool, DHS EHS-CCP implements the ReadyRosie Family Workshops. Initiated during the 2017-2018 school year, the six session workshop series for parents and caregivers addresses positive discipline strategies, healthy routines, language development, developmental milestones, fostering play and social emotional development.

In an effort to prevent and reduce child abuse and neglect, DHS EHS-CCP collaborates with the prekindergarten Head Start program on the implementation of SafeCare, a parent training program. Initiated during the 2017-2018 school year, SafeCare is an evidence-based

home visitation program that has been shown to reduce child maltreatment among families with a history of maltreatment or with risk factors for maltreatment. The Head Start SafeCare Counselor may serve up to 24 families at one time. Two additional Head Start SafeCare staff have been hired and trained during the 2018-2019 program year.

Section 4: Policy Council and Governing Body Training

In accordance with Head Start Performance Standards and the Head Start Act, all Policy Council and Governing Body members receive Head Start orientation and ongoing training throughout the program year. Training topics include: Effective Meetings, Council & Committee Structure, Parliamentary Procedures, Roles & Responsibilities, Refunding Application, Community Assessment, Strategic Planning, Self-Assessment, Governance Requirements, Budget Planning & Development, and Content Area Training. Additional training may be provided based on an identified need.

Section 5: Effectiveness of Training and Technical Assistance

Throughout the course of the program year, staff regularly evaluates the effectiveness of training and technical assistance provided and determines if additional follow-up or re-training is needed. Various evaluation tools, such as surveys, training evaluation forms and focus groups, review of the professional development plans, annual performance reviews, and results of ongoing monitoring are used to determine effectiveness of training and technical assistance. The program uses the DHS EHS-CCP Five-Year Strategic Plan outcomes and the quarterly data reviews to inform the effectiveness of program-wide training and technical assistance.

DHS EHS-CCP is seeking a total of \$64,000 T&TA budget for the continuation of services from August 1, 2019 – July 31, 2020.

National/State Conferences & Workshops

Quality Teaching and Learning

Date	Location	Conference/Meeting	Attendees
October 2019	Ft. Lauderdale, FLA	Zero to Three Annual Conference	Program Staff (1)
Various Dates	Dallas, TX	Region VI Meeting	Program Staff (1)

Family & Community Engagement

Date	Location	Conference/Meeting	Attendees
December 2019	Anaheim, CA	NHSA Parent Conference and Family Engagement Institute	Program Staff and Policy Council Members (1 from EHS-CCP)
Various Dates	Dallas, TX	Region VI Meeting	Program Staff (1)

Health & Safety

Date	Location	Conference/Meeting	Attendees
Various Dates	Dallas, TX	Region VI Meeting	Program Staff (1)

Program Leadership

Date	Location	Conference/Meeting	Attendees
Various Dates	Dallas, TX	Region VI Meeting	Program Staff (2)

Local Conferences & Workshops

Quality Teaching and Learning

Date	Conference/Meeting	Attendees
September 2019	Texas AEYC Conference	Program Staff (1)
March 2020	Diversity Conference	Program Staff, Policy Council Members, and Parents (10)

Family & Community Engagement

Date	Conference/Meeting	Attendees
April 2020	IDRA La Semana del Nino Parent Institute	Program Staff, Policy Council Members, and Parents (10)
May 2020	CAM Messina Child Advocacy Training	Program Staff and Policy Council Members (4)
May 2020	Women's Empowerment Conference	Program Staff, Policy Council Members, and Parents (8)

Health & Safety

Date	Conference/Meeting	Attendees
October 2019	Texas Health Literacy Conference	Program Staff (2)
October 2019	Healthier Texas Summit	Program Staff (1)
March 2020	Nutrition Summit	Program Staff, Policy Council Members, and Parents (10)

Program Leadership

Date	Conference/Meeting	Attendees
September 2019	Congress on Children	Program Staff and Policy Council Members, and Parents (4)
November 2019	Texans Care for Children Policy Conference	Program Staff (2)
March 2020	Diversity Conference	Program Staff and Policy Council Members (4)

Wellness Support

Date	Conference/Meeting	Attendees
August 2019	Pathways to Hope	Program Staff and Policy Council Members, and Parents (2)
October 2019	Ecumenical Center Mental Health Conference	Program Staff (2)
May 2020	South Texas Trauma Informed Care Conference	Program Staff (2)
June 2020	CLARITYCON	Family & Community Support Staff and Mental Health Staff (6)

Onsite Trainings & Conferences

Quality Teaching and Learning

Titles	
<ul style="list-style-type: none"> • Safe Sleep Practices for Infants • E-LAP and Lap-3 • Infant / Toddler CLASS • Classroom Management • Conscious Discipline in the Classroom • Effectively Using Child Outcome Data • Disabilities/ECI – 101 • School Readiness/HSELOF • PITS 	<ul style="list-style-type: none"> • Individualization • Language & Literacy • Practice Base Coaching & Coaching Support • Creative Curriculum • Supporting Varying Abilities for Infant and Toddlers • Best Practices in the Early Childhood Classroom

Family & Community Engagement

Titles	
<ul style="list-style-type: none"> • Case Management Training • Community Resources • Effectively Using Family Outcome Data • Disability Resources & Services • ReadyRosie and Parent Engagement 	<ul style="list-style-type: none"> • McKinney-Vento Training • Parent, Family, and Community Engagement • Poverty Training

Health & Safety

Titles	
<ul style="list-style-type: none"> • Active Supervision for Infants and Toddlers • Car Seat Safety • CPR/First Aid • Child Abuse: Neglect & Prevention • Active Supervision and Playground Safety 	<ul style="list-style-type: none"> • Effectively Using Health Outcome Data • Health Services in Head Start • Nutrition & Early Childhood Education • Creating Safe Environments • Emergency Preparedness

Program Leadership

Titles	
<ul style="list-style-type: none"> • ChildPlus & Data Entry • Effectively Using Child & Family Outcome Data 	<ul style="list-style-type: none"> • Governance in Head Start

Wellness Support

Titles	
<ul style="list-style-type: none"> • Compassion Fatigue • Conscious Discipline • Parenting Strategies that Work 	<ul style="list-style-type: none"> • Stories that Haunt Us • Trauma Informed Care • Wellness Support for Staff

Online Trainings & Webinars

Quality Teaching and Learning

Providers	
<ul style="list-style-type: none"> • Early Childhood Investigation • ELCKC • Loving Guidance • Office of Head Start 	<ul style="list-style-type: none"> • SHINE • T&TA Specialists • Texas A&M Agri-Life Extension • Texas Rising Star

Family & Community Engagement

Providers	
<ul style="list-style-type: none"> • Early Childhood Investigation • ELCKC • ESC Region XX • Loving Guidance 	<ul style="list-style-type: none"> • Office of Head Start • SHINE • T&TA Specialists • Annie E Casey Foundation

Health & Safety

Providers	
<ul style="list-style-type: none"> • Child Safe • ELCKC • Safe Schools • Office of Head Start 	<ul style="list-style-type: none"> • T&TA Specialists • Texas A&M Agri Life Extension • Western Kentucky T/TAS
Titles	
<ul style="list-style-type: none"> • Hand washing - A Clean Defense • Administration of Medication • Blood Borne Pathogens • Building & Physical Premise Safety • Identification of Child Abuse and Neglect and Prevention • Infections Disease Control & Prevention • Emergency Preparedness • Family Style Meals • Fire Safety for Schools: Sound the Alarm • Food Safety & Allergic Reactions 	<ul style="list-style-type: none"> • Handling & Storage of Hazardous Materials & Bio-Contaminants • Playground Safety • Transportation Safety • Transporting Preschoolers • Tooth brushing • Students with Chronic Illnesses • SIDS & Safe Sleep Practices • Shaken Baby Syndrome & Abusive Head Trauma

Program Leadership

Providers	
<ul style="list-style-type: none"> • Early Childhood Investigation • ELCKC • Loving Guidance 	<ul style="list-style-type: none"> • Office of Head Start • Annie E Casey Foundation

Wellness Support

Providers	
<ul style="list-style-type: none"> • Early Childhood Investigation • ELCKC • ESC Region XX 	<ul style="list-style-type: none"> • Loving Guidance • Office of Head Start • WIPFLI