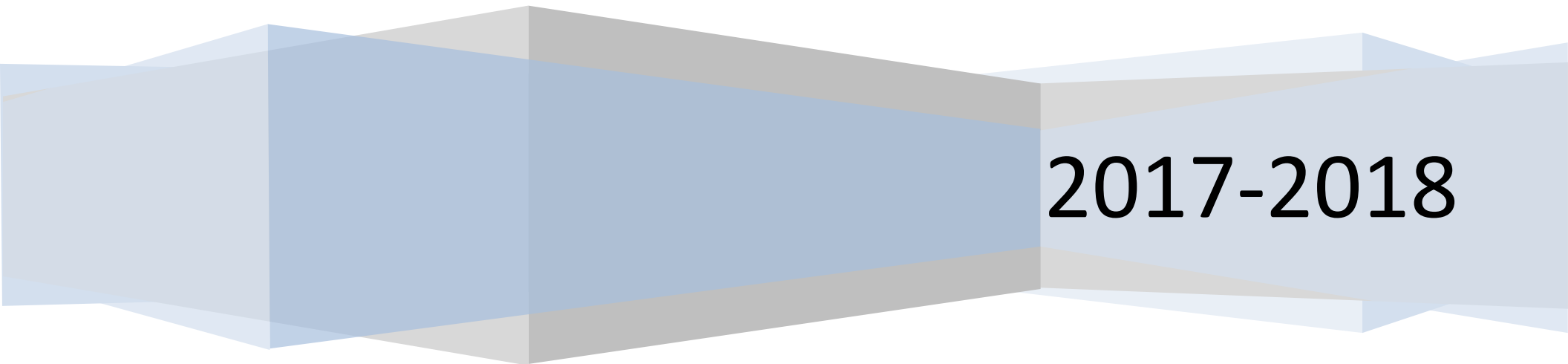


Walla Walla Public Schools Head Start/ECEAP

# Training and Technical Assistance Plan



2017-2018

Region X Head Start T/TA Plan  
Grantee: Walla Walla Public Schools  
Year: 2017-2018

Training and Technical Assistance Plan Narrative

*Preparation*

The Coordinator Team held a comprehensive planning session in April to review the previous T/TA plan, and analyze progress made towards program goals and objectives, in preparation for updating the 2017 plan. This planning session was used to prioritize goals identified during the self-assessment process. To achieve these goals, T/TA dollars were allocated in the amount of \$18,409. Additional funds to support training activities for our program are provided by our grantee, Walla Walla Public Schools, as well as our ECEAP grant and through community partnerships.

*Self-Assessment and Goal Development*

The team prepared program and child outcome data to share with stakeholders at a Self-Assessment meeting. Stakeholders attending the Self-Assessment meeting included all program staff, our School Board Liaison, and a parent representative. Attendees broke out into groups to analyze component area information using a data carousel model. Data considered included Child Development/Disabilities, Parent Involvement, Health/Safety/Nutrition, Education, Family & Mental Health Services, ERSEA/Community Needs Assessment. Participants were asked to identify program strengths and opportunities for growth, as well as discuss potential solutions. Opportunities for growth were prioritized by the program planning team, analyzed for feasibility as part of the goal-refinement process, and then incorporated into our T/TA Plan.

Region X Head Start T/TA Plan  
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 Part I: Identified T/TA Goals

Walla Walla Public Schools Head Start/ECEAP will provide:

1. High Quality Instruction: *Supporting a culture where all instructional staff reflect on their practice, collaborate with their peers, and incorporate best-practice teaching strategies to ensure high levels of learning for all students*
2. Aligned & Coherent Systems: *Ensuring articulated programs and systems to support a comprehensive, consistent, and responsive learning environment for all students*
3. Social & Emotional Needs: *Implementing high-quality behavioral models and interventions to support the social and emotional needs of all students*
4. Safe & Engaging Environment: *Ensuring all students and families are engaged and connected to their classroom, peers, and community in a safe and secure educational setting.*

| <b>T/TA Strategies, Events &amp; Activities<br/>(include size and scope)</b>   | <b>T/TA Resource<br/>(References)</b>   | <b>Target Audience<br/>or Management<br/>System</b>      | <b>Person(s)<br/>Responsible</b>             | <b>Timeline</b>             | <b>Estimated<br/>Cost</b>               |
|--|---|--|--|-----------------------------|---|
| Governance Training on program performance standards and eligibility to ensure members understand the information they receive and can effectively oversee and participate in the program. | ECLKC /Region X T/TA/Program Staff/former Policy Council members/School Board Liaison<br><br>(HSPS 1301.5; 1302.12 (m)) | Policy Council<br>Governing Board                        | Director<br>Coordinators<br>ERSEA Specialist | Fall 2017                   | \$150                                   |
| Washington State Association of Head Start/ECEAP Parent Leadership Conference  | WSA   | PIC, Policy Council members (2)                          | PIC  | March 2018                  | \$1500                                  |
| Education Coach provides Constant, Consistent, Focused, Individualized coaching using a research-based coaching model.   | Region X T/TA<br>DEL T/TA<br>(HSPS 1302.31)   | Instructional Staff<br>Family Advocates<br>Support Staff | Education<br>Coach                           | Over course of<br>year      | \$16,000<br>(Education<br>Coach Salary) |
| Productive Climate of Collaboration Group  | Book Study,<br>Staff Meetings   | All Staff  | Education<br>Coach                           | Fall 2017-Spring<br>2018    | \$700                                   |
| Creative Curriculum Fidelity Training and Coaching, lesson modeling, guidance.   | Creative Curriculum,<br>(HSPS 1302.32, 1302.103)  | Instructional Staff                                      | Education<br>Coach                           | Summer 2017-<br>Spring 2018 | Education<br>Coach Salary               |
| Purchase updated "I am Moving, I am Learning" materials. Provide training, coaching and planning assistance.   | "I am Moving, I am Learning"<br>materials/website, ECLKC<br>Health Coordinator  | Instructional Staff<br>Family Advocates<br>Support Staff | Health<br>Coordinator                        | Summer – Winter<br>2017     | \$300                                   |

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| <b>T/TA Strategies, Events &amp; Activities<br/>(include size and scope)</b>   | <b>T/TA Resource<br/>(References)</b>   | <b>Target Audience<br/>or Management<br/>System</b> | <b>Person(s)<br/>Responsible</b>             | <b>Timeline</b>                    | <b>Estimated<br/>Cost</b>                               |
|--|---|---|--|------------------------------------|---|
| Technology enhancement support by district technology coach  | District Technology Coach<br>District Technology help materials                       | All Staff   | Director<br>Secretary                        | Fall 2017                          | District funded   |
| Coordinators will seek guidance on ChildPlus customization for their content area and training for staff as needed from Secretary.   | Secretary<br>Data Specialist<br>ChildPlus training materials                          | Coordinators<br>Family Advocates                    | Coordinators<br>Secretary<br>Data Specialist | Summer 2017                        | Secretary/Data Specialist time                          |
| Develop comprehensive plan to shore up any gaps in preschool bilingual model, including math concept development for English Language Learners, and provide any needed professional development. | Dual Kindergarten teachers<br>Bilingual department staff                              | Instructional staff                                 | Education<br>Coach                           | Winter-Spring<br>2018              | Education<br>Coach salary<br>District staff<br>salaries |
| Training on implementing Second Steps curriculum with fidelity   | District Second Steps trainers  | Instructional staff                                 | Director                                     | Winter 2017                        | District staff<br>salaries                              |
| Right Response de-escalation training  | District Right Response Trainers  | All Staff   | Director                                     | Fall-Winter 2017                   | District funds  |
| Family services trainings: Research based parenting education curriculum, PFCE framework, FPA's, family outcomes.  | Region X T/TA, ChildPlus<br>Parenting Ed Curriculum<br>(HSPS 1302.92)                 | Family Advocates                                    | Director<br>Family Services<br>Coordinator   | Fall 2017                          | \$2000  |
| Professional goal setting, observations and evaluations for all staff.   | TPEP, EVAL, Classified Evaluation<br>Rubrics  | All Staff   | Director                                     | Fall/Winter/Spring                 | Staff time,<br>TPEP grant                               |
| "READY! for Kindergarten" parent classes in English and Spanish. READY Rosie staff and parent trainings  | District Teaching & Learning<br>Department  | Parents   | Education<br>Coach<br>PIC                    | Fall, Winter &<br>Spring 2017-2018 | Title I   |
| Trauma Smart training for new staff and ongoing coaching for all staff.  | Crittenton Trauma Smart   | All Staff   | Education<br>Coach                           | Upon hire<br>Ongoing               | Education<br>Coach Salary                               |
| Provide ongoing training and support to ensure staff meet qualifications and competency requirements, including a minimum of 15 clock hours per year.  | WWCC<br>Institutions of higher learning<br>(HSPS 1302.91, 1302.92; HSA<br>648A(a)(5)) | All Staff   | Director<br>Education<br>Coach               | 2017-2018                          | District PD<br>funds                                    |
| Washington State Association of Head Start/ECEAP Meetings  | WSA   | Director<br>Coordinators                            | Director                                     | Fall and Winter<br>2017            | District funds  |
| ECEAP Directors' Meetings, webinars, contractor calls, coach training  | Washington Department of Early<br>Learning  | Director<br>Education Coach                         | Director<br>Ed. Coach                        | October 2017,<br>ongoing           | ECEAP   |

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 Part II: Required Head Start Trainings

| T/TA Strategies, Events & Activities (include size and scope)   | T/TA Resource  | Target Audience or Management System                                  | Person(s) Responsible | Timeline  | Estimated Cost |
|---|--|---|-----------------------|---|----------------|
| Eligibility training including methods on how to collect complete and accurate eligibility information from families and third party sources; strategies for treating families with dignity and respect and for dealing with possible issues of domestic violence, stigma, and privacy; and program policies and procedures that describe actions taken against staff, families, or participants who attempt to provide or intentionally provide false information. | Program ERSEA Specialist<br>Education Coach<br>Family Services/Mental Health Coordinator<br>ECLKC<br>Region X T/TA<br><br>(HSPS 1302.12) | Governing board<br>Policy Council<br>Coordinators<br>Family Advocates | ES<br>EC<br>FSMHC     | August 2017 for Program Staff<br><br>November 2017 For Governing Bodies | Staff Time     |
| Train Subs and volunteers on staff-child ratios, bilingual volunteers to work in the classroom to support children’s continued development of home language   | ECLKC<br><br>(HSPS 1302.21; 1302.31)   | Subs<br>Volunteers  | EC<br>PIC             | Upon hire or volunteer approval   | Staff Time     |
| Train staff on child screenings and assessments   | Pearson, SSIS (HSPS 1302.33)   | Instructional staff   | DC                    | August 2017   | Staff Time     |
| Parent trainings on health, safety, oral health, nutrition, pregnancy and post-partum care, mental health, vehicle and pedestrian safety, health insurance.   | ECLKC, Departments of Health, Medical and dental providers, The Health Center, USDA  | Parents   | HNC<br>FSMHC          | October-May at parent classes, home visits, additional communications   | Staff Time     |
| Staff training in all state, local, federal and program requirements to ensure safety of children in their care, including child abuse and neglect.   | ECLKC, DOH, HSPS (HSPS 1302.47, 1302.92)   | All Staff, including transportation, subs, & volunteers               | HNC<br>PIC<br>EC      | August 2017<br>At Staff Meetings<br>Upon hire/service                   | Staff time     |
| Joint trainings/PD for HS and kindergarten teachers on successful transitions   | ECLKC, OSPI (HSPS 1302.71)   | Instructional Staff   | DC<br>EC              | April 2017  | Staff time     |
| Orientation that focuses on the goals and underlying philosophy of the program and how they are implemented.  | Program & district goals, policies and procedures, ECKLC, DHS (HSPS 1302.92)   | All new staff, consultants and volunteers                             | Director<br>EC<br>PIC | August 2017<br>Upon hire/service  | Staff time     |
| Data analysis of child assessment data and related professional development.  | Region X T/TA (HSPS 1302.102)  | Lead Teachers   | EC                    | November 2017<br>March, June 2018                                       | Staff time     |
| Transportation personnel training appropriate to their position, including bus safety procedures  | HSPS, DOT, Policies (HSPS 1303.720)  | Bus drivers and aids  | Directors             | August 2017 and upon hire   | Staff time     |