

College of Southern Idaho - Head Start/Early Head Start T/TA Plan

Head Start/Early Head management staff review the results of the program's self-assessment, Federal Review Findings, Communitywide Strategic Planning and Comprehensive Assessment results of staff and parent surveys as well as, the PIR report to determine the training needs of the program. Outcomes of performance appraisals, communitywide assessment data and the child outcome reports with analysis are also considered in the development of this plan.

Staff trainings are designed to meet the program's teacher qualification requirements; Bus Driver and Bus Monitor requirements; and Food Service Personnel. Individual staff training requests has also been a source for continued planning, and the program has made dollars available to meet most of these requests. (See training budget- account #20) Head Start/Early Head Start is fortunate to have the College of Southern Idaho as a grantee, one result of which is the availability of college credits at no cost to regular employees. Also, the program has access to the College of Southern Idaho's training/conference rooms at no cost.

The College of Southern Idaho Head Start has 18 Lead

Teachers and 41 Assistant Teachers:

# of Lead Teachers that meet the Sept. 30, 2003 requirement for an A.A. or A.A.S.	# of Lead Teachers that currently meet the Sept. 30, 2013 requirement for an B.S. or B.A.S.	# of Assistant Teachers that meet the Sept. 30, 2003 Lead Teacher requirement for an A.A. or A.A.S.	# of Assistant Teachers that currently meet the Sept. 30, 2013 requirement for a CDA or better	# of Lead Teachers and # of Assistant Teachers currently taking classes and working on a plan for a B.S, B.A.S., A.A., A.A.S., or CDA for the 2013 requirement
18	5	8	25	35 (12 Lead, 23 Assistants)

The College of Southern Idaho Early Head Start has 10 home visitors.

Of the ten EHS Home Visitors, two have an associate's degree in early childhood education, one has technical certificate in child development, two have a CDA, and five are enrolled in an infant/toddler CDA program to be completed by September 30, 2012.

In order to maintain high quality of service delivery to Head Start children and families, the program has developed criteria for

education and experience in alignment with the 2007 Head Start Reauthorization. Direct Service Staff, will team with the Professional Education Resource Coordinator and the Human Resources Coordinator to individualize a professional development plan. 2007 Head Start Reauthorization mandates that nationwide fifty percent of staff who hold the position of a lead teacher will possess a Bachelor Degree or advanced degree in Early Childhood Education; a degree in a related field with a minimum of 6 courses in Early Childhood Education totaling a minimum of 18 semester credits or 27 quarter credits by September 30, 2013.

CSI/HS adheres to the 2007 Head Start Reauthorization as stated, all teaching assistants will possess at a minimum, a CDA credential or be enrolled in a CDA credential program to be completed within two years or by September 30, 2013 or be enrolled in a program leading to an Associate Degree or Bachelor Degree.

In addition, CSI/EHS adheres to the 2007 Head Start Reauthorization as stated, By September 30, 2010, all Early Head Start teachers must have, at a minimum, a CDA credential and have been trained (or have equivalent coursework) in early childhood development. By

September 30, 2012 all Early Head Start teachers must meet the above requirement and be trained (or have equivalent coursework) in early childhood development with a focus on infant and toddler development.

BUS DRIVERS

All drivers receive a combination of classroom instruction and behind-the-wheel instructions to include:

1. operating the vehicle in a safe and efficient manner
2. Safely run a fixed route, including loading and unloading children, stopping at railroad crossings and performing other specialized driving maneuvers;
3. Administering basic first aid in case of injury;
4. Handling emergency situations, including vehicle evacuation procedures;
5. Operating any special equipment, such as wheelchair lifts, assistance devices or special occupant restraints;
6. Conducting routine maintenance and safety checks of the vehicle;
7. Maintain all required records.

Drivers must also receive instruction on the topics listed in 45 CFR 1304.52(k)(1), (2) and (3)(i) and the provisions of the Head Start Program Performance Standards for Children with Disabilities (45 CFR 1308) relating to transportation services for children with disabilities.

Drivers must receive refresher training courses to also meet training requirements applicable in the State of Idaho to include:

1. An annual evaluation of each driver which documents trainings and an on-board observation of road performance;
2. Bus monitors assigned to vehicles are required to attend trainings, before beginning their duties, on child boarding and exiting procedure, use of child restraint systems, any required paperwork, responses to emergencies, emergency evacuation procedures, use of special equipment, child pick-up and release procedures and pre- and post-trip vehicle check.

All experienced and new drivers shall complete at least ten hours of training each school year with at least three hours occurring before school begins in the fall. In addition, at least three documented in-service training sessions shall be provided during the school year utilizing, at a minimum, thirty (30) minute, topic specific and documented, training blocks.

Food Service Personnel

Food Service Managers receive the following: CACFP required training at Pre-service Training scheduled in the Fall.

1. Civil Rights
2. Free and reduced price meal applications/sibling reimbursement.

3. Production sheets – how to track meals
4. Attendance records
5. Infant feeding, serving sizes for different age groups/meal pattern requirements.

Nutrition Training:

1. Family-style dining
2. Reviewing the updated cycle menu
3. How to use the 5 day “Emergency Menu”
4. Modifying foods from the cycle menu for EHS ages 1-3

Home Visit staff will receive Training on:

1. One hour Nutrition training
2. Stress-free feeding
3. How to use the Food pyramid

The Training Plan is reviewed and revised annually, and each year the plan is shared with the State TA Specialist assigned to the program.

2010-2011 T/TA Plan for CSI Head Start/Early Head Start (Policy Council approved August 2010)

Area of Need	T/TA Need	Strategy	Expected Outcomes	Participants	Timelines	Resources
CDHS/EHS	High Scope, I/T High Scope	Manual & Written Resources	Write anecdotal free of bias, based on observations	All Classroom Staff & HV, EHS HV	Ongoing	Children Services Specialist Children Services Coordinator Essentials/High/Scope
CDHS/EHS	DECA, I/T DECA	Manual & Written Resources	Understanding the Devereux Early Childhood Assessment	Home Visitors/FEIII, EHS HV	4 wks after child in class twice a year HS, 3x yr. EHS	DECA and I/T DECA Kit/DECA and I/T DECA Training/LPM Training
CDHS/EHS	High/Scope, I/T High/Scope	Manual & Written Resources	Implement High/Scope, I/T High/Scope philosophy in classrooms and socializations	All Classroom Staff, EHS HV	Ongoing	High/Scope Educating Young Children & I/T High/Scope Tender Care and Early Learning
CDHS/EHS	COR, I/T COR	Manual & Written Resources	Implement and assess all children with the COR High/Scope	FEIII/FEII/FEI CA/HV, EHS HV	Aug/Nov/Mar/June	COR
CDEHS	Partners for A Healthy Baby	Manual & written Resources	Implement curriculum on HV's	EHS HV	Ongoing	Partners for A Healthy Baby
CDHS	Literacy HighScope	Manual & Written Resources	Children will learn letters, sounds, and early reading skills	FEIII/FEII/FEI CA/HV	Ongoing	CSI Early Childhood Program/High/Scope Letter Links/Fee, Fie Phonemic
CDHS	High/Scope	Manual & Written Resources	Implement new science activities in classroom	FEIII/FEII	Ongoing	High/Scope
CDHS	High/Scope	Manual & Written Resources	Implement new math activities in classroom	FEIII/FEII	Ongoing	High/Scope Math in the Preschool Classroom
CDHS/EHS	Mental Health	In Service	Learn strategies to engage children in classroom	All classroom Staff, EHS HV	August	Mental Health Professional Children Services Specialist Disabilities Coordinator DECA FLIP IT, High/Scope 6 step Approach In-Kind – CSI Room
CDHS/EHS	High/Scope, I/T High/Scope	Manual & Written Resources	Staff will work together as a cohesive team	All classroom, EHS HV	Ongoing	High/Scope/DD
CDHS/EHS	Mental Health	In Service	Staff will work together as a cohesive team	All classroom, EHS HV	August	Mental Health Professional Children Services Specialist Disabilities Coordinator In-Kind – CSI Room

Area of Need	T/TA Need	Strategy	Expected Outcomes	Participants	Timelines	Resources
CDHS/EHS	Mental Health	ICTF State Conference	Information on Child Abuse and Neglect	Management FEIII/HV, EHS HV	March	Mental Health Professional PA20
CDHS/EHS	High/Scope, I/T High/Scope	Regional Training In program	Learn about High/Scope curriculum	FEIII/FEII/CA, EHS HV	Oct/Nov	PA20 Children Services Coordinator
CDHS/EHS	NAEYC	National Conference	Learn about the latest topics in ECE	CSS/FEIII/EHS Specialist	November	PA 20
CDHS/EHS	SRAEYC	State Network Conference	Learn about the latest topics in ECE	HV/Classroom Staff / EHS HV	October	SRAEYC/PA20
CDHS/EHS	IAEYC	State Network Conference	Learn about the latest topics in ECE	Classroom Staff & HV, EHS HV	October	IAEYC/PA20
CDHS/EHS	CEC	State Network Conference	Developmental	DC, FEII for School District Collaboration, EHS HV	October	DEC/CEC PA 20
CDHS/EHS	ECE	High Scope Conference	Learn High/Scope curriculum and new materials info	CSS/FEIII/EHS Specialist	May	PA 20
CDHS/EHS	Literacy	SPARC training	Learn and implement curriculum	CSS/FE/CS/EHS HV	Nov/ March	SPARC grant
CDHS/EHS	Lead Screening	Pre Service	Increase staff awareness about lead screening requirements in Idaho	Home Visit Staff, EHS HV	Pre Service Aug	Health Coordinator Public Health Nurse CSI Room/In-Kind
CDHS/EHS	Nutrition Childhood Obesity	Parent Trainings Pre Service	To increase nutrition education levels of parents and Staff (My Pyramid.gov Pre-service)	Parents & Staff Nutrition Consultant	Ongoing	Public Health Nurse/In-Kind Nutrition Consultant Nutrition Specialist CSI Room/In-Kind BMI/IMIL
FCP/EHS	Color Me Healthy	In Service	Staff trained on project	Classroom Staff	Aug	FSS/Mental Health Professional Trainer/In Kind CSI Room/In-Kind Health Coordinator
CDHS/EHS	Oral Health	One-on-One	Increase staff awareness Staff will learn to use Smiles Count Curriculum	Classroom Staff, EHS HV Health Coordinator HV	Aug Ongoing	Health Coordinator Idaho HS Collaboration

Area of Need	T/TA Need	Strategy	Expected Outcomes	Participants	Timelines	Resources
CDHS/EHS	Hearing, Vision Screeners	Pre Service	Staff will learn to use Ero Scan Keystone Vision	Center Staff, EHS HV	Aug/Ongoing	Health Coordinator, CSI Room/In-Kind
CDHS/EHS	PIR	Conference Calls	Understand Updated PIR	Leadership Team	May	Regional Office
CDHS/EHS	Mealtime	FSM Training	FSM will continue to prepare meals that look and taste good	Food Service Staff	Sept	Nutrition Consultant USDA Administrator Health Coordinator
CDHS/EHS	CACFP	FSM Training Center Supervisor	Review Rules & Regulations	Food Service Staff Center Supervisors	Sept	Nutrition Consultant USDA Administrator Health Coordinator CSI Room/In-Kind
CDHS/EHS	PIR	Seminar	Home Visitors will know how to apply HSFIS information for child files	HV, EHS HV	June	FSS/Health Coordinator CSS
CDHS/EHS/PDM	CDA Assessment & Renewal	Certificate Program	To increase education levels of classroom staff	FEII/FEI/CA/HV, EHS HV	Ongoing	PA 20 CSI Tuition Waiver/In-Kind
CDHS/EHS	Screeners	Pre-Service	Staff will learn to administer screeners	FE/HV/EHS HV	August	CSS/Health Coordinator CSI Room/In-Kind
CDHS	AA/AAS	Online classes College coursework	Increased staff knowledge in ECE	Classroom Staff	Ongoing	CSI Tuition Waiver/In-Kind
CDHS	BS/BA	Online classes College coursework	Increased staff knowledge in ECE	Classroom Staff	Ongoing	ISU/BSU/U of I/L&C Tuition Waiver/In-Kind
FCP/EHS	AA/AAS	Online classes College coursework	Increase staff knowledge in Social Services/families	FE II's	Ongoing	CSI Tuition Waiver/In-Kind
FCP/EHS	New Staff Orientation	In Service	New Staff will receive training on HV & performance standards	All New Staff FE II's HS/EHS	Sept/Jan Upon Hire	Director/ROC CSI Room/In-Kind
FCP/EHS	ERSEA	In Service	Staff will have an understanding of ERSEA performance standards	Center Supervisors EHS Spec, FSS	June	FSS CSI Room/In-Kind
FCP/EHS	PC/Leadership	Orientation	PC Roles and Responsibility	PC Members	Nov	FSS/ROC/Director CSI Room/In-Kind

Area of Need	T/TA Need	Strategy	Expected Outcomes	Participants	Timelines	Resources
FCP/EHS	PIR	In Service	Staff will be able to collect data for the PIR report	Direct Service Staff	May	EHSS/FSS/Health Coordinator CSI Room/In-Kind
FCP/EHS	Color Me Healthy	In Service	Staff trained on project	Classroom Staff	Aug	FSS/Mental Health Professional Trainer/In Kind CSI Room/In-Kind Health Coordinator
FCP/EHS	CAN	Pre-Service In Service	All Staff will know reporting procedure & recognize signs of CAN	All Staff	Aug/Oct	Mental Health Professional Community Resources Trainer/In Kind
FCP/EHS	Family Partnership Agreement	Home Visit Training	Goal setting with parent strategies	Direct Service	Aug	FSS, State T/TA Contract EHSS
FCP/EHS	Parent Involvement	Home Visit Training	Staff will review resource guide and referral procedures	Parents & Staff	Aug	EHSS/FSS/Center Supervisors Parent Involvement/In Kind
FCP/EHS	Resource & Referrals	Pre Service	Staff will review resource guide and referral procedures	Direct Service	Aug	FSS/EHSS/CS CSI Room/In-Kind
FCP/EHS	CCA	Workshop	Staff will be able to complete CCA with parents and community members	Direct Service Center Supervisors	Feb	FSS/ROC/EHSS
FCP/EHS	Home Visit Training Developmental Parenting	In Service	New staff will have an understanding of HV & program philosophy	Direct Service	Sept	FSS/CSS/EHSS CSI Room/In-Kind
FCP/EHS	Motivational Interviewing	Conference	HV will gain information & strategies to communicate effectively with parents	FE II's, CS	Jan	EHSS/FSS/IHSA /State T/TA
FCP/EHS	Early Years Conference	State Conference	Staff will improve their knowledge of best practices	Center Supervisor FE II's/EHSS//FSS	Nov	Idaho HS Collaboration Account 20
FCP/EHS	Family Literacy "SPARC"	Seminar	Staff will improve their understanding of family literacy	Direct Service/CSS Parent/Community Partner/CS/Director	Ongoing	Grant materials State T/TA Parent Involvement/In-Kind
FCP/EHS	Child Support Enforcement	In Service	HS Staff will inform parents about child support enforcement & procedures	HS/EHS Staff	Oct Pre Service	Community Resources Trainers/In Kind CSI Room/In-Kind

Area of Need	T/TA Need	Strategy	Expected Outcomes	Participants	Timelines	Resources
FCP/EHS	Parent Training	Workshop	Increase knowledge in areas of interest	Parents Center Staff	Monthly	Center Supervisors FSS/EHSS Trainers/In Kind
FCP/EHS	ERSEA	In Service	Data Entry will understand and implement weighted waitlist/HSFIS software	Data Entry Staff	Wait List Apr/June	FSS/EHSS
FCP/EHS	Material Translation	Gathering & updating handbooks	Increase bilingual materials	ROC/Specialists Coordinators	Annually as needed	
FCP/EHS	Family Partnership	In Service	Better understanding of family outcome	Home Visitors	Sept/Oct.	FSS/GPSS CSI Room/In-Kind
FCP/EHS	Parent Training	State Network Conference	Parents with children with disabilities will become advocates	Parents	March	Idaho Parents Unlimited Account 20
FCP/EHS	Preventative Medical, dental, first aid, environmental hazards, safety, mental health and nutrition & transportation	Home Visits	Understanding general health and safety	Parents	One Lesson	FEIP's/EHSS/EHSC/ CSS/FSS/MHP/DC/HC/TC IMIL curriculum Color Me Healthy curriculum Community Resources Lead Paint Info. Smiles Count curriculum "Safety Sam" curriculum
FCP/EHS	Nurturing Father	Training	Increase knowledge on ECE & strategies for parenting	Fathers Male Guardians	Oct/Nov Apr	FSS/CS/EHSS Account 20
FCP/EHS	Nurturing Parent	Training	Increase knowledge on ECE & strategies for parenting	HS Parents	Feb Apr	FSS/CS/ROC Account 20
FCP/EHS	Oral Health	Home Visits	Parents will receive information to prevent oral health disease	Parents	Two Lessons	FE IP's/HC, EHSC
FCP/EHS	CAN	Pre-Service	Staff will know reporting procedure	All Staff, Mentors	Aug	Mental Health Professional CSI Room/In Kind
FCP/EHS	Community Services	Pre-Service	Staff will receive info on confidentiality policy & professionalism	All Staff Members	Aug	ROC/CS/Health Coordinator FSS/EHSS CSI Room/In Kind

Area of Need	T/TA Need	Strategy	Expected Outcomes	Participants	Timelines	Resources
FCP/EHS	Public Relations	Workshop	Staff will receive updated Public Relations Notebook expectations	Center Supervisors Management Staff	July	FSS/ROC/EHSS CSI Room/In Kind
FCP/EHS	Resource & Referrals	Pre Service	Resource & referral	FE II/FE III//CS	Aug	FSS/EHSS CSI Room/In Kind
FCP/EHS	Resource & Referrals/Community Involvement	Training	Community involvement Resource & Referrals	FE II/FE III//CS	Sept/Oct	FSS/EHSS CSI Room/In Kind
FCPEHS	CCA	Workshop	Understand CCA process and outcomes	FE II/CS	Feb	FSS/ROC/EHSS CSI Room/In Kind
FCP/EHS	Advisory Board	Local Network	Board members will gain understanding of roles and responsibilities	Comm. Members Parent/Staff-Each component area	Ongoing 2x per year	CSS/FSS/EHSS/EHSC Health Coordinator CSI Room/In Kind Community Members/In Kind
FCP/EHS	PRISM	Workshop	Complete Program PRISM	All Staff & Parents	Feb	PRISM Training Material Policy Council Budget Parent Involvement/In Kind
FCP/EHS	Parent Training	Workshop	Budget/ Financial Literacy	Parents/FE III/FE II/CS	Sept	“Money Smart” curriculum Trainer/In Kind CSI Room/In Kind
FCP/EHS	Parent Training	Workshop	Understanding of Child Development & Volunteering	Parents & Staff/	Oct	Community Member/CS Staff/State T/TA Contract Trainer/In Kind
FCP/EHS	Parent Training	Workshop	Crafts/Getting Organized	Parents & Staff	Nov	Community Member/CS Staff Trainer/In Kind
FCP/EHS	Parent Training	Workshop	Wellness/ Nutrition/ Family Literacy	Parents & Staff	Dec	Community Member/CS Staff/State T/TA Contract BMI/IMIL – Color Me Healthy Trainer/In Kind
FCP/EHS	Parent Training	Workshop	Stress Management/Anger	Parents & Staff	Jan	Community Member/CS Staff Trainer/In Kind
FCP/EHS	Parent Training	Workshop	Meals on a budget/ Money Management	Parents & Staff	Feb	Community Member/CS Staff/State T/TA Contract Trainer/In Kind

Area of Need	T/TA Need	Strategy	Expected Outcomes	Participants	Timelines	Resources
FCP/EHS	Parent Training	Workshop	Job Skills/Families Working Together/Community	Parents & Staff	Mar	Community Member/CS Staff/FSS/EHSS Trainer/In Kind
FCP/EHS	Parent Training	Workshop	Spring Cleaning/Planting/Crafts/Budgeting	Parents & Staff	Apr	Community Member/CS Staff Trainer/In Kind
FCP/EHS	Substance Abuse	In Service	Staff will be knowledgeable about substance abuse issues	Parents & Staff	Oct	Community Member/CS Staff/MHP CSI Room/In Kind Trainer/In Kind
PDM	Shared Governance training	Training	Increased understanding systems; roles & responsibilities	Policy Council CSI Board and VP of Admin	Oct/Jan	Director/ROC PC Notebook Board Notebook CSI Room/In Kind
PDM	Program Design	Regional T/TA Gesbeck Training	Increase understanding of Head Start/EHS PDM requirements	Leadership Team Management Team	As needed As scheduled	Director/ROC Account 20
PDM	New Staff Orientation	Workshop	Increased understanding of CSI HS/EHS	New Staff HS/EHS	Sept/Jan	Director/ROC CSI Room/In Kind
PDM	Fiscal Training	Workshop	Understanding fiscal services	Financial Services	Apr	CSI Finance Dept.
PDM	Supervision	Workshop	Increased understanding of supervision duties and responsibilities	Mid-Mngt. Staff	Summer	Director
PDM	Performance evaluations and Human Resources	Workshop	Understanding of how to do evaluations	All Supervisory Staff	Apr	Director
PDM	Pupil Transportation	In Service	Assist program participants in understanding their role in the transportation of Head Start children with disabilities	Bus Drivers, Staff & Volunteers	3 times a year	TC/CS/Training Curriculum Safety Sam Curriculum CSI Room/In Kind
PDM	Bus Monitor Training	Center Orientations Parent Meetings	Importance of drivers and monitors to the Head Start Program as well as their role in bus evacuations and safe transportation of all Head Start children. Stopping at railroad	Bus Drivers, Staff, Parents & Volunteers	Sept/Oct	TC/CS Safety Sam Curriculum CSI Room/In Kind Parent Involvement/In Kind Volunteer/In Kind

Area of Need	T/TA Need	Strategy	Expected Outcomes	Participants	Timelines	Resources
PDM	Bus Monitor Training	Pre Service Parent Meetings Center Meetings	Importance of drivers and monitors to the Head Start Program as well as their role in bus evacuations and safe transportation of all Head Start children. Stopping at railroad	Parents & Volunteers	Aug	CS/BD Parent Involvement/In Kind Volunteer/In Kind
PDM	Pedestrian Safety	Center Orientations Parent Meetings	Understanding the importance of reinforcing rules learned in the classroom	All parents & children	Within 30 days of enrollment	HV/FE
PDM	Transportation Training	State/Regional Conference	To gain knowledge about current and upcoming issues in pupil transportation	Transportation Coordinator	As announced	PA 20/GPSS/State T/TA
PDM	Head Start training/network	Regional Conference	To learn new information & network with other HS programs	Staff	March	PA 20/GPSS/State T/TA
PDM	Required Staff Training	In Service	CPR/First Aid	All Staff HS/EHS	Jan-Dec	CS/Community Member CSI Room/In Kind
PDM	Required Staff Training	In Service	Nutrition	All Staff HS/EHS	Jan-Dec	CS/Community Member CSI Room/In Kind Trainer/In Kind
PDM	Required Staff Training	In Service	Child Abuse & Neglect	All Staff HS/EHS	Jan-Dec	CS/Community Member CSI Room/In Kind Trainer/In Kind
PDM	Required Staff Training	In Service	Substance Abuse Prevention	All Staff HS/EHS	Jan-Dec	CS/Community Member CSI Room/In Kind Trainer/In Kind
PDM	Required Staff Training	In Service	Blood Borne Pathogens	All Staff HS/EHS	Jan-Dec	CS/Community Member CSI Room/In Kind Trainer/In Kind
PDM	Required Staff Training	In Service	Emergency Response & Safety Meetings	All Staff HS/EHS	Jan-Dec	CS/Community Member Emergency Procedures Manual CSI Room/In Kind
PDM	Required Staff Training	In Service	Bus Driver Training	BD/CS	Jan-Dec	CS/Community Member CSI Room/In Kind Trainer/In Kind

Area of Need	T/TA Need	Strategy	Expected Outcomes	Participants	Timelines	Resources
PDM	Required Staff Training	In Service	CSI/Preventing Sexual Harassment	All Staff HS/EHS	Jan-Dec	CS/Director/ROC
PDM/FCP/CDHS	Management Retreat	Local Meeting	Program Planning	Management Staff	July	PA 20
PDM	IHSA	State Meeting	Keep abreast of state Head Start issues	PDWG Chair, Director, PC IHSA Reps	Twice a year as scheduled	PA 20 Parent Training
PDM	Governor's Roundtable	State Conference	Keep abreast of Idaho ECE Network and issues	Staff	Apr	PA 20
PDM	Oral Health Conference	State Conference	Keep abreast of Idaho Oral Health issues	Health Coordinator	Nov/Jan	PA 20
PDM	Gesbeck Training	Conference	Keeping current on emerging issues	Management	July	PA 20
PDM	ICTF	State Conference	Information on Child Abuse and Neglect	Management HS/EHS FEIII'S/HV	Mar	PA 20
PDM	Facility	National Conference	Increase knowledge of regulations and systems regarding new construction and remodel	Facilities Team	May	PA 20
PDM	ERESA Facilities Human Resource Classroom Home Visits	T/TA Meeting	Monitor services at each center. Develop/review health & safety plans Monitor personnel issues	CS/ROC/Specialists	Sept/Jan As needed	Strategic Facility Plan HSFIS Reports HR Quarries CSI Room/In Kind

Early Childhood Learning and Knowledge Center

Idaho State Based Infant and Toddler Specialists – Melissa Bandy

(Zero to 3 – National Center for Infants, Toddlers and Families)

Position Acronyms

CS—Center Supervisor

FE—Family Educator

ROC- Regional Operations Coordinator

FSS—Family Services Specialist

DC – Disability Coordinator

HC – Health Coordinator

TC – Transportation Coordinator

CSS—Children’s Services Specialist

BD—Bus Driver

MHP – Mental Health Professional

HV – Home Visitor

HS – Head Start

EHS – Early Head Start

EHSS – Early Head Start Specialist