

Training and Technical Assistance Plan

The City of San Antonio Department of Human Services Head Start Program (DHS Head Start) contracts with four service providers: San Antonio Independent School District (SAISD), Edgewood Independent School District (EISD), San Antonio Metropolitan Health District (Metro Health), and the University of the Incarnate Word (UIW). Collectively, the program employs over 600 professionals to provide high-quality program services to 3,020 children and their families. DHS Head Start and each service provider develop annual training plans to ensure staff and families have access to ongoing training opportunities.

The 2022 Training and Technical Assistance Plan (T&TA) reflects activities and trainings planned for the 2021-2022 school year. Through this grant application, DHS Head Start is applying for training and technical assistance funding for the period of February 1, 2022 – January 31, 2023.

Section 1: Planning for Training

In partnership with SAISD and EISD, DHS Head Start engages in an annual process to identify, prioritize, and develop a training plan based on the needs of staff, parents, and children.

Data from the following sources is collected and analyzed to identify program-wide training needs: Classroom Assessment Scoring System (CLASS), child outcomes, family assessment information, monitoring and compliance reports, self-assessment report, staff and parent surveys, training evaluation forms and focus groups. Our DHS Head Start Program training plan meets or exceed the requirements of the Head Start Performance Standards, Head Start Act, State of Texas Prekindergarten Guidelines, and other regulations.

Section 2: Professional Development & Training

DHS Head Start implements a comprehensive professional development plan that includes national and local conferences and workshops, orientation training, pre-service training, onsite training during the school year, support for teachers and staff to further their education, and online trainings

and webinars. To address concerns related to COVID-19, many professional development opportunities are available online. The professional development plan centers on five areas of focus within each training type: Quality Teaching and Learning, Family & Community Engagement, Health & Safety, Program Leadership, and Wellness Support.

DHS Head Start ensures that new Head Start program staff receive orientation at the start of their employment. The orientation includes the goals and philosophy of Head Start, the mission and vision of DHS Head Start, the Approach to School Readiness, position specific responsibilities, and service area implementation plans.

In addition to new staff orientation, each program year, DHS Head Start collaborates with our two partner school districts to organize annual pre-service training mandatory for all Head Start program staff. The pre-service training events for the 2021-2022 program year were held June-August 2021. The events included sessions on the following topics:

- Health & Safety
- Head Start Expectations
- Health & Safety, Nutrition, Child Development & Best Practices in the Early Childhood Classroom
- Cavity Free Kids, Screenings & Assessment
- Parent Engagement & ReadyRosie
- Communication & Collaboration
- Child Abuse & Neglect Identification and Reporting
- School Readiness
- Meeting Individual Student Needs
- Special Education Services
- Trauma Informed Care and Teaching
- Staff Wellness

Head Start 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 Head Start provides 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 maximize participation. During the 2022-2023 school year, professional development will be offered both in person and virtually. 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.

Both San Antonio ISD and Edgewood ISD are provided T&TA Funds to help meet the training and technical assistance needs of staff, including meeting health and safety training requirements and expenses related to national and local conference fees.

Our student outcome data indicates that language and literacy development are areas of needing additional support. DHS Head Start will partner with Education Service Center Region XX to provide professional development opportunities related to language and literacy and individualize instruction. Additionally, DHS Head Start will offer the LETRS for Early Childhood Educators, professional learning that provides deep knowledge of literacy instruction.

Student and staff wellness continue to be an area of focus for our program. All staff will complete training related to Adverse Childhood Experiences (ACEs) and a Trauma Informed Care. DHS Head Start will continue to partner with Dr. Travis Wright, Associate Professor at the University of Wisconsin at Madison and nationally recognized expert on resilience and emotionally responsive teaching, especially for children developing in the midst of adversity, to provide training and professional development related to trauma informed teaching.

DHS Head Start continues the Summer Institute Program for teachers. Initiated in 2012, the continuing education program provides funding for up to ten Head Start teachers to complete 18 hours of graduate level coursework in early childhood education over a two year period at Texas A&M San Antonio. Since 2012, 45 teachers have participated in the program and 38 have completed 18 hours of graduate level coursework in early childhood education. Additionally, 30 have earned a master's degree or in the process of earning a master's degree. In July 2021, the fifth cohort of teachers completed the program. The sixth cohort will begin in Summer 2022.

DHS Head Start provides Family Service Credential (FCS) training for all family support workers 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 Head Start provides ongoing support for Head Start staff, community members, and parents to obtain and renew their Child Development Associate Credential. Beginning in August 2019, DHS Head Start partnered with the Texas Association for the Education of Young Children to provide scholarships and support to instructional assistants to obtain an Early Childhood Certification, Associates, or Bachelor's degree. Ten Instructional Assistants have participated in the program, five have completed or are working towards obtaining an Early Childhood Education Certificate, one is working towards obtaining an associate's degree and one is working towards obtaining a bachelor's degree.

Section 3: Parent Leadership Programs and Training

In an effort to support and empower Head Start parents to serve as not only leaders in their families but also in the community, DHS Head Start has implemented several parent programs and initiatives available throughout the program year.

DHS Head Start 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 Head Start 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 Head Start 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 Head Start implements Triple P, a parent training curriculum. A collaboration between DHS Head Start, Metro Health and community partners allows for the provision of multiple levels of the Triple P program to Head Start families. Triple P is an evidence-based parenting curriculum that has been shown to reduce child maltreatment among families with a history of maltreatment or with risk factors for maltreatment. Triple P is designed for individual and group implementation and can be offered in a virtual setting with flexibility regarding the levels of support based upon individual family needs and interests.

Finally, DHS Head Start has taken initial steps to create pathways to educational attainment and employment for current Head Start Parents, including earning a High School/GED, Child Development Credential, Education Certificate, Associates Degree, Bachelor's Degree, and Master's Degree. DHS Head Start will resume Child Development Associate (CDA) Credential Class for parents/guardians interested in early childhood education. During the 2020-2021 school year, DHS Head Start partnered with the Education Service Center Region XX to offer Treasuring Our Paraprofessionals Course, a requirement for hire as an instructional assistant. Seventeen parents

have completed the course and are in the process of applying for employment as an instructional assistant with our partners school districts.

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 evaluate 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 Head Start 5-Year Strategic Plan outcomes and the quarterly data reviews to inform the effectiveness of program-wide training and technical assistance.

DHS Head Start is seeking a total of \$277,322 T&TA budget for the continuation of services from February 1, 2022–January 31, 2023.

National/State Conferences & Workshops

Quality Teaching and Learning

Date	Conference/Meeting	Attendees
May 2022	National Early Childhood Inclusion Institute	Program Staff (1)
November 2022	NAEYC Annual Conference	Program Staff (2)
Various Dates	Region VI Meeting	Program Staff (1)

Family & Community Engagement

Date	Conference/Meeting	Attendees
December 2022	NHSA Parent Conference and Family Engagement Institute	Program Staff and Policy Council Members (3)
Various Dates	Region VI Meeting	Program Staff (1)

Health & Safety

Date	Conference/Meeting	Attendees
June 2022	Child Passenger Safety Conference	Health & Safety
Various Dates	Region VI Meeting	Program Staff (1)

Program Leadership

Date	Conference/Meeting	Attendees
April 2022	NHSA Annual Head Start Conference	Program Staff (2)
June 2022	THSA Summer Conference	Program Staff (2)
July 2022	UCLA Management Fellows Program	Program Staff (2)
July 2022	ACF National Research Conference	Program Staff (2)
July 2022	ChildPlus Training	Program Staff (1)

August 2022	Region VI Head Start Association Conference	Program Staff (1)
September 2022	NHSA Fall Leadership Institute	Program Staff (1)
January 2023	NHSA Winter Leadership Institute	Program Staff (1)
Fall 2022	Contracts/Financial Management Conference	Program Staff(2)
Various Dates	Region VI Meeting	Program Staff (2)

Wellness Support

Date	Conference/Meeting	Attendees
August 2022	Crimes Against Children	Program Staff (2)
October 2022	Zero to Three Conference	Program Staff (2)

Local Conferences & Workshops

Quality Teaching and Learning

Date	Conference/Meeting	Attendees
February 2022	San Antonio Chapter Texas AEYC Conference	Program Staff (25)
February 2022	TAPPEstry Conference	Program Staff, Policy Council Members, and Parents (25)
February 2022	Out in Space STEAM Conference	Program Staff (15)
June 2022	Texas AEYC Conference	Program Staff (5)
January 2023	Winston Learning Symposium	Program Staff (5)

Family & Community Engagement

Date	Conference/Meeting	Attendees
March 2022	Social Work Conference	Family & Community Support Staff (15)
April 2022	IDRA La Semana del Nino Parent Institute	Program Staff, Policy Council Members, and Parents (25)

May 2022	CAM Messina Child Advocacy Training	Program Staff and Policy Council Members (8)
May 2022	Women's Empowerment Conference	Program Staff, Policy Council Members, and Parents (25)
May 2022	Men's Empowerment Conference	Program Staff, Policy Council Members, and Parents (15)
November 2022	Family Engagement Symposium	Program Staff, Policy Council Members, and Parents (25)

Health & Safety

Date	Conference/Meeting	Attendees
March 2022	Nutrition Summit	Program Staff, Policy Council Members, and Parents (10)
April 2022	UTHSC Cultural Inclusion Institute	Program Staff (2)
October 2022	Texas Health Literacy Conference	Program Staff (2)
October 2022	Healthier Texas Summit	Program Staff (1)

Program Leadership

Date	Conference/Meeting	Attendees
February 2022	State of the District	Program Staff and Policy Council Members (10)
March 2022	Diversity Conference	Program Staff and Policy Council Members (15)
April 2022	San Antonio Report Education Forum	Program Staff and Policy Council Members (10)
September 2022	Congress on Children	Program Staff and Policy Council Members, and Parents (8)
November 2022	Texans Care for Children Policy Conference	Program Staff (5)

Wellness Support

Date	Conference/Meeting	Attendees
February 2022	Grief Education Institute Symposium	Program Staff (8)
May 2022	South Texas Trauma Informed Care Conference	Program Staff (8)

May 2022	First 3 Years	Program Staff (8)
June 2022	CLARITYCON	Family & Community Support Staff and Mental Health Staff (10)
August 2022	Pathways to Hope	Program Staff and Policy Council Members, and Parents (5)
October 2022	Ecumenical Center Mental Health Conference	Program Staff (2)

Onsite Trainings & Conferences

Quality Teaching and Learning

Titles	
<ul style="list-style-type: none"> • Best Practices in the Early Childhood Classroom • Child Development • CLASS • Classroom Management • Conscious Discipline in the Classroom • Effectively Using Child Outcome Data • Individualization 	<ul style="list-style-type: none"> • Language & Literacy • Micronaut Program- STEAM for the Early Childhood Classroom • Practice Base Coaching & Coaching Support • Supporting Varying Abilities for Academic Progress • Trauma Informed Teaching

Family & Community Engagement

Titles	
<ul style="list-style-type: none"> • Case Management Training • Community Resources • Effectively Using Family Outcome Data • Disability Resources & Services 	<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"> • Car Seat Safety • Cavity Free Kids • Child Abuse: Neglect & Prevention • Child Safety & Active Supervision • Creating Safe Environments • Emergency Preparedness 	<ul style="list-style-type: none"> • Effectively Using Health Outcome Data • Health Services in Head Start • Heart Saver/CPR/First Aid/AED • I am Moving I am Learning • Nutrition & Early Childhood Education • Playground Safety

Program Leadership

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

<ul style="list-style-type: none"> Effectively Using Child & Family Outcome Data 	
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Wellness Support

Titles	
<ul style="list-style-type: none"> Compassion Fatigue Conscious Discipline Triple P 	<ul style="list-style-type: none"> Sharing our stories Trauma Informed Care Wellness Support for Staff

Online Trainings & Webinars

Quality Teaching and Learning

Providers	
<ul style="list-style-type: none"> Early Childhood Investigation ECLKC Loving Guidance Office of Head Start 	<ul style="list-style-type: none"> ESC Region XX T&TA Specialists Children's Learning Institute Texas Education Association (TEA)

Family & Community Engagement

Providers	
<ul style="list-style-type: none"> Early Childhood Investigation ECLKC ESC Region XX Loving Guidance 	<ul style="list-style-type: none"> Office of Head Start T&TA Specialists Ready Rosie

Health & Safety

Providers	
<ul style="list-style-type: none"> Child Safe ECLKC 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

Program Leadership

Providers	
<ul style="list-style-type: none"> Early Childhood Investigations ECLKC Children at Risk FTFL WIPFLI 	<ul style="list-style-type: none"> Office of Head Start SHINE TEA Western Kentucky T/TAS

Wellness Support

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