

## 2016 - 2017 T/TA PLAN

### GRANTEE Webb County Commissioners Court

#### General Information

<b>Mailing Address</b>	P.O. Box 2397 Laredo, Texas 78041	<b>Main Contact</b>	Aliza Flores Oliveros
		<b>Title</b>	Head Start / Early Head Start Executive Director
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<p><b>Overall Vision for Growth:</b></p> <ul style="list-style-type: none"> <li>▪ To improve the quality of services offered to enrolled children and families by using school readiness goals, the Head Start Parent, Family, and Community Engagement Framework, advanced technological resources, providing professional development designed to improve instruction and learning, and strengthening relationships with community partners.</li> </ul>	<p><b>Resources Available:</b></p> <ul style="list-style-type: none"> <li>▪ Head Start, Early Head Start, CCP funding</li> <li>▪ Webb County support/services (Commissioners Court, Attorney, Auditor, Treasurer, Purchasing Agent, Indigent Department, Community Action Agency, Administrative Services, IT, etc.)</li> <li>▪ In-kind contributions from parents/community partners</li> <li>▪ Laredo Community College, Texas A&amp;M International University, United Independent School District, Laredo Independent School District, and Child Care Partners.</li> </ul>
<p><b>Strengths:</b></p> <ul style="list-style-type: none"> <li>▪ ISD integrated classrooms.</li> <li>▪ Degreed teachers (B. A. and A.A.)</li> <li>▪ Experienced staff (20+ years with this program)</li> <li>▪ Full-time Computer Specialist</li> <li>▪ In-house Certified CPR/First Aid Trainers</li> <li>▪ Numerous community partners</li> <li>▪ Licensed Vocational Nurse to provide early intervention and prevention screenings.</li> </ul>	<p><b>Growth Areas to be addressed:</b></p> <ul style="list-style-type: none"> <li>▪ Expand service sites based on community needs</li> <li>▪ Increase enrollment of children with disabilities.</li> <li>▪ Retain qualified teaching staff.</li> <li>▪ Expand Partnerships with LEAs for dual enrollment.</li> </ul> <p><b>Ongoing Professional Development to be addressed:</b></p> <ul style="list-style-type: none"> <li>▪ On-going education for obtaining advanced degrees.</li> <li>▪ On-going training needs for use of advanced technology.</li> <li>▪ On-going training needs for volunteer recruitment.</li> </ul>

### ONE YEAR IMPLEMENTATION PLAN

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Content Area	Outcome	Strategies	Person (s) Responsible	Resources Needed	Estimated Cost	Timetable	Evaluation
<b>Education</b>	The program will ensure that all enrolled children possess the skills, knowledge, and attitudes necessary for success in school and later in life.	<p>1. The program will utilize the Child Development Framework that outlines the essential areas of development and learning to establish and update school readiness goals for children, monitor children's progress, align curricula, and conduct program planning.</p> <p>2. The Domains will be represented in the School Readiness Goals.</p> <p>3. The Head Start Parent and Family Engagement foundations will be used to support school readiness goals and child outcomes such as enhanced school readiness skills, sustained learning, and development into elementary.</p> <p>4. The program will link health and school readiness by identifying and treating children's health issues and helping families comprehend developmental screening and referral, providing engaging, empowering, and action-oriented health education programs that are designed for and with families to support child development in culturally and linguistically responsive and meaningful ways.</p>	<p>Head Start Director</p> <p>Assistant Director</p> <p>Education Director</p> <p>Education Assistants</p> <p>Area Service Managers</p> <p>School Readiness Team</p>	<p>Teaching Strategies GOLD assessment kits</p> <p>Training</p> <p>Parent, Family, and Community Engagement Framework</p> <p>Early Head Start / Head Start CLASS instrument</p>	\$5,000	On-going	<p>Content Area Monitoring Report</p> <p>Outcome Reports</p> <p>CLASS Reports</p>

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		<p>as well as prevention when health issues affect children's learning.</p> <p>5. The Head Start Director and Education Director will present the school readiness goals to the governing body annually for input / approval.</p> <p>6. The School Readiness Team will ensure and monitor progress in aligning the goals with the Head Start Child Development Framework, Texas Pre-Kinder guideline, and the requirements and expectations of the local education agencies.</p> <p>7. The HS/EHSClassroom Assessment Scoring System (CLASS) instrument will be used to assess the quality of classroom interactional processes. The Education Director, Education Assistants and Area Service Managers will assess classrooms two times in the program year.</p>					
<p><b>Early Head Start – Child Care Partnerships</b></p>	<p>The program will have nine seamless, integrated classrooms with two private child care centers.</p>	<p>1. Enter into a Memorandum of Understanding with each partner and amend as necessary.</p> <p>2. Provide staff training regarding rules / regulations of Child Care Services and Early Head Start to staff assigned to each</p>	<p>Head Start Director</p> <p>Assistant Directors</p> <p>Education Director</p> <p>Teaching Staff</p>	<p>T&amp;TA Funds</p>	<p>\$18,750</p>	<p>On-going</p>	<p>Content Area Monitoring Report</p> <p>Licensing Reports</p>

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		<p>site.</p> <p>3. Recruit, enroll children.</p> <p>4. Provide on-going support and training to address any issues that may arise.</p>					
<b>Early Head Start</b>	<p>The program will provide all services in compliance with Performance Standards.</p>	<p>1. The EHS program will be fully enrolled at all times.</p> <p>2. All EHS/HS employees will be provided with staff development opportunities to comply with mandated qualifications.</p> <p>3. Any opportunity to apply for funding to expand EHS service will be considered.</p>	<p>Head Start Director</p> <p>Assistant Director I</p> <p>EHS Area Service Manager</p> <p>EHS Staff</p>	<p>Trainings</p> <p>Various supplies and equipment</p>	\$50,000	On-going	<p>State Licensing Reports</p> <p>Local Assessment Report</p> <p>Federal Review Results</p>
<b>Career and Professional Development</b>	<p>All Head Start, Early Head Start, and Child Care Partnership employees will comply with local, State, and Federal mandated trainings and will be provided with information and support to access career advancement opportunities.</p>	<p>1. The program will provide opportunities for employees to comply with mandated trainings / certifications / credentials.</p> <p>2. The program will ensure that all employees participate in mandated trainings.</p> <p>3. The Education Content Area will reformat the Professional Development Plan.</p> <p>3. The Education Assistants will assist full-time employees who offer direct educational services to children with creating a professional development plan and shall ensure that such plans are regularly evaluated for their impact on teacher and staff effectiveness. The</p>	<p>Head Start Director</p> <p>Education Director</p> <p>Education Assistants</p> <p>Records Manager</p> <p>Mentor Teachers /Coaches</p> <p>All Staff</p>	<p>Training and Technical Assistance Funds</p>	\$80,000	On-going	<p>Personnel Records</p> <p>Staff Training Logs</p> <p>Professional Development Plans/Teaching Practice Action Plan</p> <p>State Licensing Reports</p> <p>Federal Review Results</p>

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		<p>agency and the employee shall implement the plan to the extent feasible and practicable.</p> <p>4. The Education Content Area will implement a Practice Based Coaching (PBC) in order to help teachers use high-quality teaching practices with confidence and competence in helping children make gains toward school readiness goals. All teachers and staff will use an effective curricula and research-based teaching practices. The Teaching Learning &amp; Collaborating (TLC), the TLC method will pair a small group of teachers with a trained coach who will help them use evidence-based teaching practices to improve children's learning and development.</p>					
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## 2016 - 2017 T/TA PLAN

<b>PERSONNEL, CONSULTANTS AND PARTNERS</b>							
Name	Status with Grantee (X)				Title	Number of hours spent working on the plan	Number of planned for implementation
	Employee	Governing Board	Consultant	Parent			
Aliza Oliveros	√				Program Director	20	3,000
Estela Salazar	√				Assistant Director I	7	1,000
Luz Munoz	√				Assistant Director II	5	1,000
Leticia Zavala	√				Records Manager	10	1,000
Lucy Trejo	√				Education Director	10	1,000
Juanita Peña	√				Disability Coordinator	7	500
Tano Tijerina		√			Webb County Judge	5	90
Juan David Ramirez				√	Policy Council President	5	90