

## 2018 - 2019 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
<b>Office Number</b>	(956) 795-1515	<b>Main Contact Email</b>	afoliveros@webbcountytx.gov
<b>FAX Number</b>	(956) 791-2149		

<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 (M.S., 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 Head Start Early Learning Outcomes 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</p>	<p>HS/EHS/CCP 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 &amp; CLI-CIRCLE Progress Monitoring</p> <p>Parent, Family, and Community Engagement Framework</p> <p>Infant, Toddler, &amp; Pre-K CLASS instruments</p> <p>Early Childhood Environmental Rating Scale (ECERS)</p> <p>T&amp;TA Funds</p>	\$5,000	On-going	<p>Content Area Monitoring Report</p> <p>Outcome Reports</p> <p>CLASS Reports</p>

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		<p>meaningful ways, 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 Early Learning Outcomes 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>8. The ECERS will assess the quality of center-based child care services for children from 2 through 5 years of age. The information in the checklist pertains to the classroom</p>					
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		environment, children's supervision, classroom management, and adult/child interaction.					
<b>Early Head Start – Child Care Partnerships</b>	The program will have nine seamless, integrated classrooms with two private child care centers.	<ol style="list-style-type: none"> <li>1. Revisit Memorandum of Understandings with each partner and amend as necessary.</li> <li>2. Provide staff training regarding rules / regulations of Child Care Services and Early Head Start to staff assigned to each site.</li> <li>3. Recruit, enroll children.</li> <li>4. Provide on-going support and training to address any issues that may arise.</li> <li>5. Provide on-going support and training related to New Head Start Program Performance Standards.</li> <li>6. Continue working closely with Child Care Services (CCS) to meet and maintain 40% requirement for enrolled children with CCS.</li> </ol>	<p>HS/EHS/CCP Director</p> <p>Assistant Directors</p> <p>Education Director</p> <p>Teaching Staff</p>	T&TA Funds	\$6,000	On-going	<p>Content Area Monitoring Report</p> <p>Licensing Reports</p>
<b>Early Head Start</b>	The program will provide all services in compliance with Performance Standards.	<ol style="list-style-type: none"> <li>1. The EHS program will be fully enrolled at all times.</li> <li>2. All EHS/HS employees will be provided with staff development opportunities to comply with mandated qualifications.</li> <li>3. Any opportunity to apply for funding to expand EHS service will be considered.</li> <li>4. ITERS will</li> </ol>	<p>HS/EHS/CCP 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> <p>Infant/Toddler Environmental Rating Scale (ITERS)</p>	\$40,000	On-going	<p>State Licensing Reports</p> <p>Local Assessment Report</p> <p>Federal Review Results</p>

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		<p>assess the quality of center-based child care services for children up to 30 months of age. It covers furnishings and displays for children, personal care routines, listening and talking, learning activities, interaction, program structure, and adult needs.</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, coaching, and support to access career advancement opportunities.</p>	<p>1. The program will provide opportunities for employees to comply with mandated trainings / certifications / credentials.                  2. The program will ensure that all employees participate in mandated trainings.                  3. The Education Content Area will reformat the Professional Development Plan.                  4. The Education Content Area will assess the educational staff to identify their strengths and areas of needs/support by providing intensive coaching, which will include observations, feedback and modeling of effective teacher practices related to program performance goals. Ensure Coaching Opportunities for the staff identified:                  a) Align with the program's School Readiness Goals, Curriculum, and other approaches to professional development. b)</p>	<p>HS/EHS/CCP Director                   Education Director                   Education Assistants                   Records Manager                   Mentor Teachers /Coaches                   All Staff</p>	<p>Training and Technical Assistance Funds</p>	<p>\$80,000</p>	<p>On-going</p>	<p>Personnel Records                   Staff Training Logs                   Professional Development Plans/Teaching Practice Action Plan                   State Licensing Reports                   Federal Review Results</p>

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		<p>Utilize a Coach with adequate training and adult learning and using assessment data to drive coaching strategies aligned with program's goals. c) Provide on-going communication between the coach, program director, education director, and other relevant staff. d) Include clearly articulated goals informed by the program's goals.</p> <p>Establish policies that ensure assessment results are not used to solely determine punitive actions for staff identified as needed support, without providing time and resources for staff to improve.</p> <p>4. All Commissioners Court Members, Policy Council members, Consultants, and staff will be provided with support and on-going training regarding the New Head Start Program Performance Standards.</p>					
<b>Health and Safety</b>	<p>The program will provide high-quality health, oral health, mental health, and nutrition services that are developmentally, culturally, and linguistically appropriate and that will support each child's growth and</p>	<p>1. The program has established and maintains a Health Services Advisory Committee that includes Head Start parents, professionals, and other volunteers from the community.</p> <p>2. Deadlines for health services begin for center based care when a</p>	<p>HS/EHS/CCP Director</p> <p>Specialized Services Director</p> <p>Specialized Services Coordinator</p> <p>Nutrition Coordinator</p>	<p>Training and Technical Assistance Funds</p>	\$20,000	On-going	<p>Monitoring and Tracking Forms</p> <p>Self-Assessment Data</p> <p>Health Screenings</p> <p>Federal Review</p>

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	school readiness.	<p>child first attends class: for home based care when the first home visit occurs. Within 30 calendar days the program will consult with parents to determine whether each child has ongoing sources of continuous, accessible health care and health insurance coverage. If the child does not have such a source of ongoing care and health insurance coverage the health services staff assists families in accessing a source of care and health insurance that will meet these criteria, as quickly as possible.</p> <p>3. The Specialized Services staff promotes effective oral health hygiene by ensuring all children with teeth are assisted by appropriate staff, or volunteers, if available, in brushing their teeth with toothpaste containing fluoride once daily.</p> <p>4. The Nutrition Coordinator designs and implements nutrition services that are culturally and developmentally appropriate, meet the nutritional needs of and accommodate the feeding requirements of each child, including children</p>	<p>Education Director</p> <p>Specialized Services Assistants</p> <p>Education Assistants</p> <p>All Staff</p>				Results
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		<p>with special dietary needs and children with disabilities.</p> <p>5. Administration supports a program-wide culture that promotes children's mental health, social and emotional well-being, and overall health; All staff provide supports for effective classroom management and positive learning environments, supportive teacher practices, and, strategies for supporting children with challenging behaviors and other social, emotional, and mental health concerns.</p> <p>6. The program has an agreement with a mental health consultant with a schedule that ensures partnering with staff and families in a timely and effective manner. Parental consent is always obtained for mental health consultation services.</p> <p>7. The program continues to build community partnerships to facilitate access to additional mental health resources.</p>					
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### PERSONNEL, CONSULTANTS AND PARTNERS CONTRIBUTION TO T/TA PLAN

Name	Status with Grantee (X)				Title	Number of hours spent working on the plan	Number of hours 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
Ana Huerta	√				Specialized Services Coordinator	7	500
Tano Tijerina		√			Webb County Judge	5	90
Alejandro Navarro				√	Policy Council President	5	90