

2018-2019 Preschool Training Plan

Date	Training	Place	Who is Responsible	Budget
July 6th 9:00 Year Round Staff	Year Round Parent Orientation <ul style="list-style-type: none"> • Transportation- please schedule w/ your bus drivers • Creative Curriculum • Attendance • Parent Volunteering • Parent Assistants • Parent Policy Council Literacy Backpack program	Year Round school locations	Classroom teachers Social Workers Principals Bus drivers	-Literacy Backpack program \$2000 -Brochures (\$0 from KCS Printing) -Location: \$0 Preschool classrooms
July 6th 10:00-12:00	Policy Council Meeting / Training Core Team	Roxalana	Policy Council Governing Body	\$50 from Policy Council/Parent Activity budget
Aug 3rd 10:00-12:00	Policy Council Meeting / Training Core Team Fatherhood training	Roxalana	Policy Council Governing Body	-supplies and materials \$50 from Policy Council/Parent Activity budget 0\$
August 13th 8:00-3:00	New Staff Orientation <ul style="list-style-type: none"> • Policies/Procedures • Logins • PATHS - overview • CLASS - overview • Child Nutrition • Brigance • Creative Curriculum/Study Starters/PSTEPS • Growing Up Wild • PATHS • Parent Involvement • Special Ed. Overview • Parent Orientation Information Health and Safety checklist	Roxalana	Carol Lane Kristina Anderson	Budget Staff Materials, Curriculum, etc. -\$1100
August 14th Regular Staff 1st Day	Safe Schools Online Training Mandatory *Ed. Manager's Training	Various Locations Roxalana	Keith Vititoe	0\$
August 16th 8:00 am - 9:00 am	Preschool Special Needs - Teacher Meeting Special Ed. Overview	Beni Kedem	Dr. Kate Porter	-Paid for by Special Education Department
August 16th 9:00 am – 3:00 pm	Screener and Assessment Training Brigance and ELRS (Early Learning Reporting System)	Beni Kedem	Management Staff	
August 17th 9:00 am	Parent Orientation <ul style="list-style-type: none"> • Transportation- please schedule w/ your bus drivers • Creative Curriculum • Attendance • Parent Volunteering • Parent Assistants • Parent Policy Council • Literacy Backpack program Faculty Senate <ul style="list-style-type: none"> • Early Out for Year Round 	All regular preschool locations	Classroom teachers Social Workers Principals Bus drivers	-Literacy Backpack program \$4500 -Brochures (\$0 from KCS Printing) -Location: \$0 – Preschool classrooms
August 20th 7:30 am – 3:30 pm	All Staff/Parent Training Curriculum HSPPS; School Readiness; Program Goals CSO's – Early Learning Standards Framework	Civic Center	-Preschool Coordinator -Ed. Manager / TA	-Location: Civic Center \$2500 -Equipment - \$1100 -Guest speakers - \$3500

				Materials \$2000
August 31st 7:30-11:30	• Parent Assistants Training	Edison	Preschool Management Team	\$0
Sept. 7th 10:00-12:00	Policy Council Meeting / Training Self-Assessment - HSPPS Core Team	Roxalana	Policy Council Governing Body	-Supplies and materials \$125 from Policy Council/Parent Activity budget
Sept. 7th Early Out 8:00 - 12:00	Tier Training Minds In Motion/Teaming/Behavior Management/Embedding CSO's/Health Management/Family Style meals/Home visits-Conferences/HSPPS/Preschool Social Workers/CPR/CPI/CLASS/ESL/Technology/Parent Involvement/Science& Math/GUW/PATHS/Language & Literacy/Classroom Management/SAT Faculty Senate	Various Locations with Ed managers Raglin, Morris, King Center, Vista View,, Crede, Roxalana, Edison, Gateway, YMCA, CCUM	Coaches Peers	-Materials and supplies \$1100 -Locations - \$0
Oct. 1st 7:30 - 12:00	Teachers Only Block play	Beni Kedem	Nicki Patton	-Location - \$1000 -Speaker \$2500
Oct. 5th 9:00-12:00	Policy Council Meeting / Training Core Team Fatherhood Training	Roxalana	Policy Council Governing Body	\$100 from Policy Council/Parent Activity budget
Oct. 12th 10:00-12:00	CLASS Training for New Staff	Edison	Management Staff	\$200
Oct. 12th Early Out	Tier Training Minds In Motion/Teaming/Behavior Management/Embedding CSO's/Health Management/Family Style meals/Home visits-Conferences/HSPPS/Preschool Social Workers/CPR/CPI/CLASS/ESL/Technology/Parent Involvement/Science& Math/GUW/PATHS/Language & Literacy/Classroom Management/SAT Faculty Senate	Various Locations with Ed. managers Raglin, Morris, King Center, Vista View,, Crede, Roxalana, Edison, Gateway, YMCA, CCUM	Peer Teaching	-Materials and supplies \$1100 -Locations - \$0
Nov. 2nd 9:00-12:00	Policy Council Meeting / Training Core Team	Roxalana	Policy Council Governing Body	\$100 from Policy Council/Parent Activity budget
Nov. 5th All Staff	Parent/Teacher Conferences	Various Locations and Times	Classroom Staff	\$0
Nov. 9th 8:00-10:00 Early Out	Tier Training New Preschool Staff Only	Roxalana	Preschool Management Staff	-Locations - \$0
Nov. 13th - 14th *Management Team Only	WV Head Start Association meeting/Training	Embassy Suite	Various Presenters	\$1475- Parent Activity budget -\$1500 management staff
Nov. 27th 9:00-12:00 *Management Team Only	Literacy Coalition / Community Meeting/Parent Training	Edison	Management Staff Community Partners	-Materials and supplies - \$1000 -location - \$0
Dec. 7th 10:00-12:00	Policy Council Meeting / Training Core Team Fatherhood Training	Roxalana	Policy Council Governing Body	\$2000 from Policy Council/Parent Activity budget
Jan. 4th 10:00-12:00	Policy Council Meeting / Training ERSEA Training/Core Team	Roxalana	Policy Council Governing Body	\$100 from Policy Council/Parent Activity budget

Jan. 18 th Transition to Kindergarten 1:30-3:30	Faculty Senate Transition to Kindergarten meeting / training ERSEA Training	Beni Kedem	Preschool and Kindergarten teachers from every elementary school	-Materials and supplies \$1100 -Locations - \$0 -Location - \$1200 -materials - \$1449
Feb. 1st 10:00-12:00	Policy Council Meeting / Training Core Team Fatherhood Training	Roxalana	Policy Council Governing Body	\$500 from Policy Council/Parent Activity budget
Feb. 8th Early Out	Tier Training Minds In Motion/Teaming/Behavior Management/Embedding CSO's/Health Management/Family Style meals/Home visits-Conferences/HSPPS/Preschool Social Workers/CPR/CPI/CLASS/ESL/Technology/Parent Involvement/Science& Math/GUW/PATHS/Language & Literacy/Classroom Management/SAT Faculty Senate (Make-up date for Kindergarten Transition mtg)	Various Locations with Ed. Managers Raglin, Morris, King Center, Vista View,, Crede, Roxalana, Edison, Gateway YMCA, CCUM	Peer Teaching	-Materials and supplies \$1100 -Locations - \$0
March Application Fairs	Fair Dates: March 5,6,7,12,13,14,20,21,26	Various Locations	Management Staff	
March 1st 10:00-12:00	Policy Council Meeting / Training Core Team	Roxalana	Policy Council Governing Body	\$1600 from Policy Council/Parent Activity budget
March 8 th Early Out	Tier Training Minds In Motion/Teaming/Behavior Management/Embedding CSO's/Health Management/Family Style meals/Home visits-Conferences/HSPPS/Preschool Social Workers/CPR/CPI/CLASS/ESL/Technology/Parent Involvement/Science& Math/GUW/PATHS/Language & Literacy/Classroom Management/SAT Faculty Senate	Various Locations with Ed. managers Raglin, Morris, King Center, Vista View,, Crede, Roxalana, Edison, Gateway YMCA, CCUM	Peer Teaching	-Materials and supplies \$1100 -Locations - \$0
April 5th 10:00-12:00	Policy Council Meeting / Training Core Team Fatherhood Training	Roxalana	Policy Council Governing Body	\$2650 from Policy Council/Parent Activity budget
April 12 th Early Out	Tier Training Minds In Motion/Teaming/Behavior Management/Embedding CSO's/Health Management/Family Style meals/Home visits-Conferences/HSPPS/Preschool Social Workers/CPR/CPI/CLASS/ESL/Technology/Parent Involvement/Science& Math/GUW/PATHS/Language & Literacy/Classroom Management/SAT Faculty Senate	Various Locations with Ed. managers Raglin, Morris, King Center, Vista View,, Crede, Roxalana, Edison, Gateway YMCA, CCUM	Peer Teaching	-Materials and supplies \$1100 -Locations - \$0
May 3rd 10:00-12:00	Policy Council Meeting / Training Core Team	Roxalana	Policy Council Governing Body	\$1100 from Policy Council/Parent Activity budget
May 10th 8:00 - 12:00	All Staff/Parent Training Creative Curriculum Study Starters End of the Year Celebration Faculty Senate	Beni Kedem	Management Staff	-Location- \$2500 -Supplies and materials - \$10,000
May 23 rd	End of the Year Celebrations with Parents	Kanawha State Forest	All Preschool Staff	\$6500

June 4-6 9:00-4:00	WV Head Start Association meeting	Embassy Suites	Management Staff Policy Council	\$2000
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Core Team/ Policy Council Meeting/training dates: (Begin at 8:00 am)

Pre-k Collaborative Child Care Director's training (9:00)

July 6th
 August 3rd
 September 7th
 October 5th
 October 12th
 November 2nd
 December 7th
 January 4th
 February 1st
 March 1st
 April 5th
 May 3rd

August 28st
 September 18th
 October 16th
 November 6th
 January 15th
 February 19th
 March 19th
 April 23rd
 May 14th