

On-Line Event!

Exploring Infant & Toddler Development: Meeting the Requirements of the Head Start Act

October 1, 2009 - June 30, 2010

Section 648A of The Improving Head Start for School Readiness Act addresses Staff Qualifications and Development and requires that every Early Head Start teacher attend no fewer than 15 hours of professional development per year. The Act states that such professional development should be "...high quality, sustained, intensive, and classroom-focused in order to have a positive and lasting impact on classroom instruction and the teacher's performance in the classroom."

Exploring Infant & Toddler Development: Meeting the Requirements of the Head Start Act provides Early Head Start teachers the opportunity to complete all 15 hours of required professional development through a special series of on-line training opportunities on topics related to infant and toddler development. In addition to satisfying the staff development requirements of Section 648A, the training topics also reinforce the infant-toddler training mandated by the Early Start staff qualifications of Section 645A(h) and the Home Visitor Staff Standards set forth in Section 645A(i). In addition, the training is designed to meet the requirements of state licensing agencies for on-going training for licensed programs. This event will also be of great benefit to Early Head Start Home Visitors.

Exploring Infant & Toddler Development will be presented in five modules. Because the training is conducted on-line, your program incurs *no hotel expenses, no travel, and you may do the work from your office or home at a time that is convenient to your*

personal work schedule. Sessions will be conducted in October and December of 2009 and February, April and June of 2010. The on-line training topics will address: ***Understanding Pre-Natal Development; Infant-Toddler Development; Managing Behaviors in the Infant-Toddler Classroom; Health, Safety, and Nutrition; and Relationships with Families.***

Each training segment will include discussion via listserv and an on-line chat forum, and participants will have up to one month to complete their on-line participation and written assignments for each module. The total time requirement for completing each of the five modules is three hours. Due to the requirements of the Information Technology administrators, **registrations must be received no later than 10 working days before each session.** Registrations received less than 10 working days before the session will be returned.

The Standard Registration Fee is \$250 per person for all five segments of the training. Members of *T/TAS@Your Service* may qualify for the Subscriber Rate of \$240 per person. (Some restrictions may apply based on level of subscription; visit www.ttas.org/ays.html for information on how to become a subscriber.) Registrations received less than 10 working days before the event will be returned. For details on registering, including information on earning 1.5 Continuing Education Units (CEUs) to help keep your CDA current, please see page 3.



Participants may also choose to register for one or more individual sessions instead of registering for all five. The Standard Registration Fee for each individual session is \$75 per person. Members of *T/TAS@Your Service* may qualify for the Subscriber Rate of \$65 per person. CEU credits are not available for individual sessions.

Important Participation Considerations

- This is an “individual participation” event. Participants must register individually and must have a **current, valid and active personal e-mail address** to participate. Groups of individuals cannot participate using a single e-mail address.
- Participants may experience delays in accessing the training based upon the speed and reliability of their Internet access.

Your Presenters



Amy Hooten, Infant/Toddler & Early Childhood Specialist, has a B.S. in Child Development, a Master’s in Early Childhood, and a doctorate in Child and Youth Studies. She is also an expert on Early Head Start, a faculty member at Western Kentucky University, and the Professional Development Specialist for the WKU Child Care Resource & Referral.



Connie Jo Smith, Instructional Design Specialist, designs instructional materials; is a faculty member at Western Kentucky University; and serves as Director of the WKU Child Care Resource & Referral. She holds an Ed.D. in Instructional Technology & Distance Education, an Ed. S. in Elementary & Early Curriculum & Instruction, and an M.A. in Elementary Education. Connie has been on the staff of T/TAS for over 30 years.

(T/TAS reserves the right to substitute or reduce the number of presenters as circumstances warrant.)

Learning Outcomes by Module

- ★ **Understanding Pre-Natal Development:** Participants will recognize the importance of health and well-being of the expectant family on pre-natal development.
- ★ **Infant-Toddler Development:** Participants will examine the overall development of infants and toddlers, review developmental milestones, and examine developmentally appropriate practices.
- ★ **Managing Behaviors in the Infant-Toddler Classroom:** Participants will explore the behaviors of infants and toddler and examine strategies for working appropriately with children and families.
- ★ **Health, Safety, and Nutrition:** Participants will identify best practices to be used in Early Head Start classrooms in the areas of health, safety, and nutrition.
- ★ **Relationships with Families:** Participants will investigate strategies for enhancing relationships with families, including expectant families and families with children aged birth to three years.

Agenda
October 1-31, 2009
Session 1: Understanding Pre-Natal Development
December 1-31, 2009
Session 2: Infant-Toddler Development
February 1-28, 2010
Session 3: Managing Behaviors in the Infant-Toddler Classroom
April 1-30, 2010
Session 4: Health, Safety, and Nutrition
June 1-30, 2010
Session 5: Relationships with Families

Registering for T/TAS Events

It is easy to register for events sponsored by T/TAS. There are three methods for registering:

- ★ **To Register On-Line:** To register for any T/TAS event, please go to our web site at www.ttas.org/calendar.html, locate the event you wish to register for, and then click on the **Register** button.
- ★ **To Register By Mail:** Complete and return the attached Registration Form with check, money order, or Purchase Order (made out to T/TAS), or with Credit Card info (Visa, MasterCard, or Discover) to: **T/TAS, 1906 College Heights Boulevard, #11031, Bowling Green, Kentucky 42101-1031.**
- ★ **To Register By Fax:** Complete and fax the attached Registration Form with Purchase Order or Credit Card (Visa, MasterCard, or Discover) information to our office at 270-745-3340 or 270-745-2142.

Registration forms will not be processed unless accompanied by payment, credit card info, or Purchase Order. Registrations will be accepted until events fill.

Enrollment is Limited: T/TAS cannot guarantee enrollment at events. In the event that available enrollment slots fill, you will have the option of being placed on a waiting list in case space reopens due to cancellations. We recommend you do not make hotel or travel arrangements until you receive your registration confirmation. T/TAS is not liable for any hotel or travel penalties or fees that may be incurred by participants or registrants.

Confirmation of Registration: Registrations can only be confirmed by e-mail. Please provide your e-mail address on the registration form if you wish to receive a confirmation. If you do not receive a confirmation within five days of registering for the event, please contact Mike Hartz at 800-882-7482.

Cancellations/Substitutions Policy: If you cancel your registration in writing 10 or more business days before the event, registration fees will be refunded, less a \$25 enrollment charge. No refunds will be made less than 10 business days prior to the event; however, you may designate a substitute to attend in your place. T/TAS reserves the right to cancel the event if enrollment criteria are not met or when conditions beyond our control prevail. In the event of cancellation, each registrant will be contacted. The liability of T/TAS is limited to the refund of registration fees only.

Continuing Education Units (CEUs): Western Kentucky University offers Continuing Education Units (CEUs) for participants successfully completing a T/TAS training seminar. To apply for CEUs, please complete the appropriate section of the attached registration form and include an additional fee of \$25 per person. Consult the event registration form to learn how many CEUs will be offered for each event.

T/TAS Also Brings the Training to You

T/TAS is a leading provider of on-site professional development training and technical assistance. Our knowledgeable experts deliver the same high-quality training and materials in your local program setting, reaching **all** of your staff at a cost competitive with the cost of sending just a few to a conference or seminar. **Most of the events in our annual and quarterly training catalogs can be adapted for presentation in your local program or cluster.**

T/TAS also specializes in designing training specifically for delivery on-site in your local program, including such titles as *Preparing for An On-Site Federal Review*; *Program Governance: Road Map to Success for Decision-Makers*; *Positive Guidance: Making A Place for Everyone*; *Self-Assessment*; *The Supervisor/Mentor Coach Institute*; *Five Parenting Behaviors That Predict Success in School*; *Supporting the Involvement of Fathers in the Lives of Young Children*; and *Ongoing Monitoring: The Key to Quality in Head Start*. To learn more or to schedule training, call 800-882-7482.



Event Registration Form

PLEASE COMPLETE ALL FIELDS AND PRINT NAME & POSITION of person attending exactly as it should appear on the name tag. Copy form as necessary for registering additional persons.

Name: _____ Position: _____
 E-Mail Address: _____
 Agency/Program: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Phone: _____ Fax: _____

Enrollment is Limited: T/TAS cannot guarantee enrollment in any event. In the event that available enrollment slots fill, you will have the option of being placed on a waiting list in case space reopens due to cancellations. We recommend you do not make hotel or travel arrangements until you receive your registration confirmation. There will be no on-site registration.

EVENT	SELECT FEE(S)
<p>EXPLORING INFANT & TODDLER DEVELOPMENT: MEETING THE REQUIREMENTS OF THE HEAD START ACT (ON-LINE EVENT)</p> <p><input type="checkbox"/> ALL FIVE SESSIONS, OCTOBER 1, 2009 - JUNE 30, 2010</p> <p><input type="checkbox"/> Session 1: Understanding Pre-Natal Development, Oct. 1-31, 2009</p> <p><input type="checkbox"/> Session 2: Infant-Toddler Development, Dec. 1-31, 2009</p> <p><input type="checkbox"/> Session 3: Managing Behaviors in the Infant-Toddler Classroom, Feb. 1-28, 2010</p> <p><input type="checkbox"/> Session 4: Health, Safety & Nutrition, Apr. 1-30, 2010</p> <p><input type="checkbox"/> Session 5: Relationships with Families, Jun. 1-30, 2010</p>	<p>ALL FIVE SESSIONS:</p> <p><input type="checkbox"/> Standard Registration: \$250</p> <p><input type="checkbox"/> TTAS@Your Service Subscribers: \$240 *</p> <p>1 OR MORE INDIVIDUAL SESSIONS:</p> <p><input type="checkbox"/> Standard Registration: \$75 each</p> <p><input type="checkbox"/> TTAS@Your Service Subscribers: \$65 each *</p> <p><input type="checkbox"/> Check if attending all five sessions and requesting 1.5 CEUs (15 contact hours) from Western Kentucky University and include an additional \$25 in payment. CEUs are not available for individual sessions.</p>

* Subscribers, please include **T/TAS@Your Service** Enrollment No. _____. Some restrictions may apply; visit www.ttas.org/ays.html for information on becoming a subscriber.

Room blocks often fill quickly; please make your hotel reservations by the date listed in the conference descriptions.

CHECK METHOD OF PAYMENT (Forms will not be processed unless accompanied by payment):

Check payable to T/TAS.

Purchase Order No. _____ payable to T/TAS.

Credit Card (Mastercard, Visa, Discover only): _____ - _____ - _____ - _____
 Expiration Date: _____ Signature: _____
Visa Card Users, please include 3-digit V number from back of card: _ _ _

Return to: T/TAS
 1906 College Heights Boulevard #11031
 Bowling Green, Kentucky 42101-1031
 Fax: 270-745-3340 or 270-745-2142
 Call 800-882-7482 for more information

ACCESSIBILITY NEEDS:

Do you have any disability that requires special materials or services?

Do you have a special dietary need?

Cancellations: To obtain a refund of registration fees (less \$25 enrollment charge), cancellations must be received **in writing** 10 working days prior to the start of the event. EIN61-1358086