

2022-2023 Preschool Training Plan

<i>Date</i>	<i>Training</i>	<i>Place</i>	<i>Who is Responsible</i>	<i>Budget</i>
July 6 th 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 Back pack program \$2000 -Brochures (\$0 from KCS Printing) -Location: \$0 Preschool classrooms
August 5 th 8:00	Core Team Policy Council Meeting	Roxalana	Policy Council Governing Body	\$50 from Policy Council/Parent Activity budget
August 10 th 8:00-3:00	New Staff Orientation <ul style="list-style-type: none"> • Policies/Procedures • Logins • TPOT- overview • CLASS - overview • Child Nutrition • Brigance • Creative Curriculum/Studies/PSTEPS • Growing Up Wild • PATHS/MIM • Parent Celebrations • Special Ed. Overview • Health and Safety checklist • Technology/IPads/Waterford • Grand Families • Parent Orientation Materials 	Roxalana	Management Staff	Notebooks
August 11 th 8:00-3:00	 Screener and Assessment/COS Video and Documentation PPT Brigance and ELRS (Early Learning Reporting System)	Roxalana		Budget Staff Materials, Curriculum, etc. -\$1100
August 16 th 9:00 1:00-3:00	Collaborative Director's Meeting Education Manager's Meeting	Conference rooms Oasis	Carol Lane Kristina Anderson	\$0
August 17 th 7:30-11:15	All Staff "Fun with TLC" PPT Policies, COS Modules Parent Involvement	Civic Center 2 rooms	Carol Lane Kristina Anderson Brandon Williams	Location: Civic Center \$2500 -Equipment - \$1100 -Guest speakers - \$3500 Materials \$2000
August 18 th	Mandatory Alice Training Safe Schools Online Training Mandatory *Ed. Manager's Training	Various Locations	Keith Vitioe	0\$
August 19 th TBA	Behavior Management and Safety for Preschool Bus Drivers and Aides	Riverside High School	Preschool Management Staff	\$300 for incentive supplies for drivers for students
August 19 th 9:00-11:00	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 	All regular preschool locations	Classroom teachers Social Workers Principals Bus drivers	-Literacy Back pack program \$4500 -Brochures (\$0 from KCS Printing)

	<ul style="list-style-type: none"> Literacy Backpack program Technology/IPads/Waterford Parent Celebrations Grandfamilies Information/Video 			-Location: \$0 – Preschool classrooms
August 22nd 11:00-12:30	Parent Assistants Training <ul style="list-style-type: none"> Goals and Responsibilities Confidentiality Forms 	Raglin Center	Preschool Management Team	Lunch
Sept. 2nd 8:00-2:00	Core Team Policy Council Meeting / Training Management Team Education Team Enrollment Team	Roxalana	Policy Council Governing Body	-Supplies and materials \$125 from Policy Council/Parent Activity budget
Sept. 20th 9:00	Collaborative Director's Meeting	Conference Room Roxalana	Carol Lane	\$0
Sept. 29th 1:00	Annual Self-Assessment Meeting/Training	Roxalana Conference	Carol Lane	\$0
Oct. 7th 8:00-2:00	Core Team Policy Council Meeting / Training Management Team Education Team Enrollment Team	Roxalana	Policy Council Governing Body	\$100 from Policy Council/Parent Activity budget
Oct. 12th TBD	PK Cohorts- 5 Groups 3 BCBA, Documentation,/Technology Tier 1/Classroom Management	Various Classrooms Union Mission	3 BCBA staff GJ/KBW	\$0
Oct. 18th 9:00	Collaborative Director's meeting	Roxalana Conference Rm	Carol Lane	\$0
Nov. 4th 8:00-2:00	Core Team Policy Council Meeting / Training Management Team Education Team Enrollment Team	Roxalana	Policy Council Governing Body	\$100 from Policy Council/Parent Activity budget
Nov. 10th 11:00	Community Meeting Community Partners	Roxalana	Johnny Ferrara Management Team	\$300
Nov. 15th 9:00	Collaborative Director's Meeting	Roxalana Conference Rm.	Carol Lane	\$0
Nov. 15th – 17th Management Team Only	WV Head Start Association meeting/Training TBA	Embassy Suite	Various Presenters	\$1475- Parent Activity budget -\$1500 management staff
Nov. 29th 1:00	Final Self-Assessment Results Review	Roxalana Conference Rm.	Carol Lane	\$0
Dec. 2nd 8:00-2:00	Core Team Policy Council Meeting / Training Management Team Education Team Enrollment Team	Roxalana	Policy Council Governing Body	\$2000 from Policy Council/Parent Activity budget
Dec. 14th TBA	PK Cohorts- 5 Groups 3 BCBA, Documentation,/Technology Tier 1/Classroom Management Faculty Senate	Various Locations YMCA	3 BCBA staff GJ/KBW	\$0
Jan. 6th 8:00-2:00	Core Team Policy Council Meeting / Training Management Team Education Team Enrollment Team	Roxalana	Policy Council Governing Body	\$500 from Policy Council/Parent Activity budget

Jan. 17th TBA	PK Cohorts- 5 Groups 3 BCBA, Documentation,/Technology Tier 1/Classroom Management	Various Locations Union Mission	3 BCBA staff GJ/KBW	\$0
Jan. 17th 9:00	Collaborative Director's Meeting/Training	Roxalana Conference Rm.	Carol Lane	\$0
Feb. 4th 8:00-2:00	Core Team Policy Council Meeting / Training Management Team Education Team Enrollment Team	Roxalana	Policy Council Governing Body	\$500 from Policy Council/Parent Activity budget
Feb. 13th Transition to Kindergarten TBA	Faculty Senate Transition to Kindergarten meeting ERSEA Training	Virtual	Preschool and Kindergarten teachers from every elementary school	-Materials and supplies \$1100 -Locations - \$0 -Location - \$1200 -materials - \$1449
Feb. 14th 8:00-3:00	Teacher-Pupil-Parent-Conferences	Various Locations	All Staff	\$0
Feb. 21st 9:00	Collaborative Director's Meeting/Training	Roxalana Conference Rm.	Carol Lane	\$0
March Application Fairs	Fair Dates: TBA	Various Locations	Management Staff	\$0
March 3rd 8:00-2:00	Core Team Policy Council Meeting / Training Management Team Education Team Enrollment Team	Roxalana	Policy Council Governing Body	\$1600 from Policy Council/Parent Activity budget
March 21st 9:00	Collaborative Director's Meeting/Training	Roxalana Conference Rm.	Carol Lane	\$0
April 10th TBA	TBA	Various Locations	Classroom Staff	\$0
April 14th 8:00-2:00	Core Team Policy Council Meeting / Training Management Team Education Team Enrollment Team	Roxalana	Policy Council Governing Body	\$2650 from Policy Council/Parent Activity budget
April 18th 9:00	Collaborative Director's Meeting/Training	Roxalana Conference Rm.	Carol Lane	\$0
May 5th 8:00-2:00	Core Team Policy Council Meeting / Training Management Team Education Team Enrollment Team	Roxalana	Policy Council Governing Body	\$1100 from Policy Council/Parent Activity budget
May 16th 9:00	Collaborative Director's Meeting/Training	Roxalana Conference Rm.	Carol Lane	\$0
May 18th	End of the Year Celebrations with Parents	Kanawha State Forest	All Preschool Staff	\$6500
June 5th-7th 9:00-4:00	WV Head Start Association meeting TBA	Embassy Suites	Management Staff Policy Council	\$2000

Core Team/ Policy Council Meeting/training dates: (Begin at 8:00 am)

August 5th
September 2nd
October 7th
November 4th
15th
December 2nd
January 6th
17th
February 4th
March 3rd
April 14th
May 5th

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

August 16th
September 20th
October 18th
November

January

February 21st
March 21st
April 18th
May 16th

Grandfamilies Trainings

1st Round

Sept. 15th
Sept. 22nd
Sept. 29th
Oct. 6th
Oct. 13th
Oct. 20th
Oct 27th
Nov. 3rd
Nov. 10th
Nov. 17th

Policy Council Parent Activities (10:00-2:00)

Sept. 21st
Oct. 19th
Nov. 16th
Dec. 21st
Jan. 18th
Feb. 15th
Mar. 8th
Apr. 19th
May 17th

Prek Team Meetings (1:00)

Aug. 30
Sept. 28
Oct. 26
Nov. 30
Dec. 14
Jan. 25
Feb. 22
Mar. 29
Apr. 26