



Head Start Weekly Bulletin

News and Info for Head Start

Week of January 11, 2010

1. Trainings are listed on page 2 of this bulletin.
2. Self Assessment scheduling: **Site/classroom Visits** – 1 per classroom (49 classrooms), preferably two visitors per classroom, PAS's contact volunteers, list available electronically on the network. **Bus Rides**- 12 routes, one visitor per route. **Focus child** – 1 per classroom, each PAS completes 3 focus children, each CDLT member completes 2 children. **File reviews** – 1 per classroom, completed for every focus child. **Home Visits** – completed for focus children, try to coordinate with scheduled January Home Visits. **Parent satisfaction** surveys – every child enrolled in the program receives a survey; parents complete the survey. **Enrollment Files** – 30% of the files, random selection. **HR/Personnel files** – 1 personnel file for each supervisor/manager, 3 per PAS/Transportation supervisor. **Facilities inspections** – 1 per site/classroom by Motus consultant. Electronic Binders for each component - Content Area Coordinators. **All information turned in by January 29.**
3. Monday January 18th is Martin Luther King Jr. day. No School. Courage, truth, justice, compassion, dignity and humility are all traits the late Rev. Martin Luther King Jr. exemplified. King's revolutionary spirit is celebrated through a variety of events in Portland and surrounding areas this coming week. Portland has one of the nations largest celebrations in the United States. The day could offer the opportunity to get involved, connect with community and may help answer what King once described as "life's most persistent and nagging question: What are you doing for others?".
4. Teachers: Please check the schedule to see when you will have self-assessment visitors in your classroom. You can go to the schedule by going to: hs-data\Common\Self Assessment 09-10\Self-Assessment 09-10\Self-Assessment Schedule. As soon as the bus rides are scheduled, you can check that schedule in the same file. Supervisors will be contacting teachers to schedule review for focus children. Please remember that you need to schedule a home visit for the focus child also. Send all completed forms to Elaine in the Hillsboro main office.
5. Thank you for your diligence. I am starting to receive parent surveys from some of the classrooms.



TRAININGS

DATE	DESCRIPTION	ADDRESS	TIME	EHS OR HS	COMMENTS
1/15	Infant/Toddler Module 1 - "Social Emotional Development within the Context of Relationships"	Beaverton Office	1:00-4:00pm	EHS Infant/Toddler Teachers & FST (CDC's, Coffee Creek & Home Based staff)	Learn how to incorporate the DECA-IT to guide planning
1/22	Module III Developing a Behavior Support Plan	Beaverton Office Vose Room	1:00 - 4:00pm	NEW HS teachers, and teachers who want a refresher.	Lori Balch, MaryBeth Bush, and Maddie Collias
1/29	1 st Aid/CPR	Village Baptist 330 SW Murray Beaverton	8:00-12:00	Any Staff HS/EHS who need new/renew training	Be Prompt - Late comers will not be allowed entry
1/29	Teachers teaching teachers	Village Baptist 330 SW Murray Beaverton	12:30-4:00pm	HS Teachers and FSTeachers	