

# The 21st Annual Head Start & Early Head Start Home-Based Institute

September 22-23, 2010  
River Terrace Resort & Convention Center  
Gatlinburg, Tennessee

The **Head Start & Early Head Start Home-Based Institute** is a unique training event designed for new and veteran home visitors and other staff working in programs using the home-based model for delivery of preschool Head Start or Early Head Start services. The Institute also welcomes those programs and staff who are interested in learning more about the Head Start home-based option or who are considering a home-based model as a temporary option.



This year, the National Home Visitor Resource Center and T/TAS have scheduled new workshop topics and presenters, and the opening session of the event will focus on working effectively with families. We will look at learning styles and how they affect the home visit interactions and we will also review principles of adult learning and explore how they apply in the home visit situation. As a result of ongoing requests for time to share ideas, forms, and home teaching aids made by home visitors, we will use the entire Institute as a “sharing” session. **Each participant is asked to bring a favorite home visitor teaching aid or examples of your home visit planning forms.** Time will be allotted during the Opening Session to share these forms and techniques.

The Standard Registration Fee for this event is \$225 per person. Members of **T/TAS@Your Service** may qualify for the Subscriber Rate of \$210 per person. (Some restrictions may apply based on the level of your subscription; please visit [www.ttas.org/ays.html](http://www.ttas.org/ays.html) for information on becoming a subscriber.) For details on registering for this event, including information on earning .825 Continuing Education Units (CEUs), see page 4.

You may register on-line by visiting [www.ttas.org/calendar.html](http://www.ttas.org/calendar.html), locating the event title, and clicking on the Register button OR you can complete the **Registration Form** on page 5. You must also complete the **Workshop Selection Form** by choosing a First and Second Choice for each time slot. Space is limited for each session, so if your First Choice is full, you will automatically be registered for your Second Choice. If no Second Choice has been selected, we will assign you to a session based on available space.

**Please Note:** New home visitors and home visitors who would like a refresher course on the Home-Based program option may also wish to attend the Institute’s pre-session, **An Introduction & Orientation to Home-Based Head Start**. To learn more about or to register for the Orientation, visit [www.ttas.org/calendar.html](http://www.ttas.org/calendar.html), locate the event title, and click on the Register button.)

## Learning Outcomes

- ★ Participants will receive practical information and materials specific to the Home-Based program option.
- ★ Participants will share strategies and techniques for working with families in Home-Based Head Start and Early Head Start.
- ★ Participants will increase their professional knowledge of appropriate methods and materials to use in the Head Start and/or Early Head Start Home-Based option.

## Your Presenters



**Janet Buckley**, Special Projects Specialist, has over 25 years of leadership experience in a variety of Head Start and other non-profit programs. Her training materials on the home-based option have been disseminated nationally. She has a BA in Communications, a Master's in Education, and a Certificate in Non-Profit Management. Ms. Buckley founded and manages the National Home Visitor Resource Center.



**Christopher Watkins**, Management Specialist & Finance Specialist, has over 15 years experience in providing training and consultation to Head Start grantees. He has developed and presented hundreds of management and supervision workshops. He has a Certificate in Non-Profit Management, an MA in Economics, and an MBA and a BA in Government.



**Michael Gramling**, Human Development Specialist, has worked in a variety of capacities for Head Start since 1979 including classroom teacher, bus driver, cook, disability coordinator, center supervisor, and trainer. He holds a Master's in Human Development and is a primary author of the Head Start Family Literacy Project training as well as The Supervisor/Mentor Coach Handbook.



**Dr. Amy S. Hooten**, Infant/Toddler & Early Childhood Specialist, has worked with Head Start and child care since 1988. She has an extensive educational background in early childhood development, with a BS in Child Development, an MA in Early Childhood, and a PhD in Child and Youth Studies. In addition to her work in Head Start, Dr. Hooten teaches at Western Kentucky University.



**Janie Sailors**, RN, NCSN, Health & Early Childhood Education Specialist, has a solid foundation of more than 30 years of community and pediatric nursing experience, including over 15 years of work with Head Start/Early Head Start children, staff, and families. She is uniquely qualified to address the comprehensive health issues facing the early childhood community, and works to develop and refine the skills of Head Start Health Managers.

*(TTAS reserves the right to substitute presenters as circumstances warrant.)*

## Hotel Accommodations

**An introduction & Orientation to Home-Based Head Start and The Head Start & Early Head Start Home-Based Institute** will be held at the River Terrace Resort & Convention Center located at 240 River Road in Gatlinburg, Tennessee. Hotel accommodations are available at the special conference rate of \$75 per night, single or double occupancy (plus applicable state and local taxes of 12.5 percent).

To qualify for the special conference rate, please state that you will be attending **Head Start Home-Based Conference/Western Kentucky University** when making your reservations. Please make your reservations **no later than August 21, 2010** by calling 800-251-2040.

The room block will be held until the stated deadline or until the block is sold out, whichever comes first. Reservations are accepted on a space and rate availability basis by the hotel, and room blocks often fill quickly. Please consult the hotel for information on their specific cancellation policies, and to learn about additional charges that may apply to hotel guests (i.e., parking fees, local phone charges, internet access fee, etc.). Ask the hotel for additional information on available amenities, such as room service, in-house dining, and additional area attractions.

The area is served by the Knoxville airport, 45 miles away and (about a 75 minute drive). Book your flights with Delta, American, Northwest, or United. Information about car rentals and ground transportation from the Knoxville airport to Gatlinburg is available at the web site for the Knoxville airport at <http://www.tys.org>.

Gatlinburg is a charming mountainside community that provides a wide assortment of antique shops, arts and crafts, dining and entertainment for the whole family. The River Terrace Resort is just a short drive from Pigeon Forge, Dollywood and other local tourist attractions and activities including nature hiking, golf, tennis, and white water rafting, as well as skiing in the winter. Gatlinburg is the gateway to the Great Smoky Mountains National Park.



## Tentative Agenda: Head Start & Early Head Start Home-Based Institute

### Tuesday, September 21, 2010

5:00 - 7:00 p.m. Early Bird Registration

### Wednesday, September 22, 2010

8:00 - 9:00 a.m. Registration

9:00 - 10:00 a.m. **Welcome, Introductions**

**General Session** - Working Effectively with Familiesk

10:15 - 11:30 a.m. **General Session** (Cont'd)

11:30 a.m.-1:00 p.m. Lunch On Your Own

1:00 - 2:30 p.m. **Workshop Session I:**

Home-Based Head Start: The Foundation of School Success, Part 1

Enhancing Family Relationships

Key Home-Based Health Issues

Family Literacy for Home-Based Head Start

Presenting the Home-Based Option in the Community Assessment

2:45 - 4:15 p.m. **Workshop Session II:**

Home-Based Head Start: The Foundation of School Readiness, Part 2

Child Development Zero to Three

Talking About Childhood Obesity to Home-Based Families

Linking Home Visit Activities with Socialization Activities

Directors and Supervisors Forum: Issues and Challenges in Home-Based



To register for the event and your individual Workshop Selections, complete the forms on pages 7-8 and fax to 270-745-3340. OR you may go to [www.ttas.org/calendar.html](http://www.ttas.org/calendar.html), locate the event title, and click on the Register button.

You must complete the **Workshop Selection Form** by choosing a First and Second Choice for each time slot. Space is limited for each session, so if your First Choice is full, you will automatically be registered for your Second Choice.

### Thursday, September 23, 2010

9:00 - 10:30 a.m.

**Workshop Session III:**

The CLASS: It *Does* Matter in a Home-Based Setting

Setting Up Environments for Early Head Start Socializations

They're Not Just Smaller: Early Head Start is Different!

Using Nursery Rhymes for Language Development

Conducting the Self-Assessment in the Home-Based Option

10:45 a.m.-12:15 p.m.

**Workshop Session IV:**

Supporting Brain Development Through Home Experiences

Infant and Toddler Temperaments: How They Affect Interactions

Talking About Childhood Obesity to Home-Based Families

Linking Home Visit Activities with Socialization Activities

Presenting the Home-Based Option in the Community Assessment

12:15 - 1:15 p.m.

Luncheon and Closing Session



# Registering for T/TAS Events

- ★ **To Register On-Line:** Go to [www.ttas.org/calendar.html](http://www.ttas.org/calendar.html), locate the event for which you wish to register, and then click on the **Register** button. OR you can visit our home page at [www.ttas.org](http://www.ttas.org), click on the **On-Line Registration** link, and select the event for which you wish to register.
- ★ **To Register By Mail:** Copy the Registration Form in this catalog; OR go to [www.ttas.org/calendar.html](http://www.ttas.org/calendar.html), click on title of the event for which you wish to register, and print the Registration Form from the on-line post; OR call 800-882-7482 and we will send the form you need by mail, fax, or e-mail. Complete the form, and return 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:** Copy the Registration Form in this catalog; OR go to [www.ttas.org/calendar.html](http://www.ttas.org/calendar.html), click on title of the event for which you wish to register, and print the Registration Form from the on-line post; OR call 800-882-7482 and we will send the form you need by mail, fax, or e-mail. Complete the form, and fax your Registration Form with Purchase Order or Credit Card info (Visa, MasterCard, or Discover) 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. ***Due to the requirements of the Information Technology administrators, registrations for all on-line events must be received 10 days prior to the start of the event.***

**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 your registration form and include an additional fee of \$25 per person. Consult the event description to learn how many CEUs are offered for each event.

## T/TAS Also Brings the Training to You

Did you know that T/TAS is also a leading provider of **on-site** professional development opportunities? 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 training catalogs can be adapted for presentation to your local program or to a cluster of programs in your geographic area. T/TAS also specializes in adapting our training style and content to meet the specific needs of your program, staff, and colleagues. To learn more, to discuss your local training needs, or to schedule training, call **800-882-7482!**



# 21st Annual Home-Based Institute Registration Form

## September 22-23, 2010, River Terrace Resort & Convention Center, Gatlinburg, TN

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

**WORKSHOP SELECTION:** Each person must select a 1st and 2nd Choice for workshops in each of the four time blocks below. (All participants are automatically enrolled in the General Sessions from 9:00-11:30 a.m. on Wednesday.) **Place a 1 or 2 in the space next to your chosen sessions in the grid below.** If your 1st Choice is full, you will automatically be registered for your 2nd Choice. If a 2nd Choice has not been selected, we will assign you to a session based on available space.

WEDNESDAY, SEPTEMBER 22, 2010	THURSDAY, SEPTEMBER 23, 2010
<p><b>1:00 - 2:30 P.M. WORKSHOP SESSION I</b></p> <p><input type="checkbox"/> Home-Based Head Start: The Foundation of School Success, Part 1</p> <p><input type="checkbox"/> Enhancing Family Relationships</p> <p><input type="checkbox"/> Key Home-Based Health Issues</p> <p><input type="checkbox"/> Family Literacy for Home-Based Head Start</p> <p><input type="checkbox"/> Presenting the Home-Based Option in the Community Assessment</p>	<p><b>9:00 - 10:30 A.M. WORKSHOP SESSION III</b></p> <p><input type="checkbox"/> The CLASS: It <i>Does</i> matter in a Home-Based Setting</p> <p><input type="checkbox"/> Setting Up Environments for Early Head Start Socializations</p> <p><input type="checkbox"/> They're Not Just Smaller: Early Head Start is Different!</p> <p><input type="checkbox"/> Using Nursery Rhymes for Language Development</p> <p><input type="checkbox"/> Conducting the Self-Assessment in the Home-Based Option</p>
<p><b>2:45 - 4:15 P.M. WORKSHOP SESSION II</b></p> <p><input type="checkbox"/> Home-Based Head Start: The Foundation of School Success, Part 2</p> <p><input type="checkbox"/> Child Development: Zero to Three</p> <p><input type="checkbox"/> Talking About Childhood Obesity to Home-Based Families</p> <p><input type="checkbox"/> Linking Home Visit Activities with Socialization Activities</p> <p><input type="checkbox"/> Directors &amp; Supervisors Forum: Issues and Challenges in Home-Based</p>	<p><b>10:45 A.M. - 12:15 P.M. WORKSHOP SESSION IV:</b></p> <p><input type="checkbox"/> Supporting Brain Development Through Home Experiences</p> <p><input type="checkbox"/> Infant and Toddler Temperaments: How They Affect Interactions</p> <p><input type="checkbox"/> Talking About Childhood Obesity to Home-Based Families</p> <p><input type="checkbox"/> Linking Home Visit Activities with Socialization Activities</p> <p><input type="checkbox"/> Presenting the Home-Based Option in the Community Assessment</p>

**SELECT FEE:**

- Standard Registration: \$225
- TTAS@Your Service** Subscribers: \$210. Please include **TTAS@Your Service** Enrollment No. \_\_\_\_\_. Some restrictions may apply; visit [www.ttas.org/ays.html](http://www.ttas.org/ays.html) for information on becoming a subscriber.
- Check if requesting .825 CEUs (8.25 contact hours) from Western Kentucky University and include an additional \$25 in payment.

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

- Check payable to T/TAS.
  - Purchase Order Number \_\_\_\_\_ 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 completed form 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

**To learn more about or to register for the Introduction & Orientation to Home-Based Head Start, visit [www.ttas.org/calendar.html](http://www.ttas.org/calendar.html), locate the event title, and click on the Register button.**