The Family Partnership Agreement Institute:
Putting the Pieces Together

March 16-17, 2016
Hilton Garden Inn Charleston Waterfront/Downtown
Charleston, South Carolina

Head Start and Early Head Start staff members who partner with families need a variety of skills to develop the life-changing relationships that ensure success for families. The Family Partnership Agreement Institute has been designed and developed exclusively for Head Start and Early Head Start staff who work directly with or who supervise staff working in the area of Family and Community Partnerships... including, but not limited to, Family Service Workers, Family Advocates, and Family/Community Partnership managers, specialists, and coordinators.

The work that Head Start and Early Head Start programs do with families can be described as life changing. Partnering with families to address interests and concerns leads to goal setting which, in turn, helps strengthen families beyond their time in the program. Staff members responsible for partnering with families need an array of skills to nurture this life-changing relationship. The Family Partnership Agreement Institute demonstrates that a Family Partnership Agreement is more than just a set of completed forms; it is a continuous, ever-changing and on-going relationship between the program and the family.

The Standard Registration Fee is $405 per person. Members of T/TAS@Your Service may qualify for the Subscriber Rate of $375 per person. (Some restrictions may apply based on the level of your subscription; please visit www.ttas.org for information on how to become a subscriber.) For details on registering, including information on earning 1.1 Continuing Education Units (CEUs) for this event, please see page 3.

Learning Outcomes

★ Participants will focus on understanding how to partner with families.
★ Participants will examine strategies to develop relationships with families.
★ Participants will explore ways to use family strengths to develop goals.
★ Participants will explore appropriate ways to use the family needs assessment that are consistent with the requirements of The Improving Head Start for School Readiness Act of 2007.
★ Participants will examine the Family Partnership Agreement as a process.
★ Participants will review strategies for documenting partnerships with parents.
★ Participants will become more familiar with the PFCE framework in the context of family partnerships.
Your Presenters

Robin Gadsden-Dupree, Family and Community Partnership Specialist, is a native New Yorker and comes from a family of strong community activists. Her career has been devoted to working with children and families by reaffirming their strengths, values, culture, and community. Since 1977, Robin has worked in the Early Childhood profession as a preschool teacher, day care director, infant/toddler family home provider, college campus child care director, college adjunct professor, Head Start home visitor, and Head Start Director. Robin has an Ed.D. in Organizational Leadership and Higher Educational Leadership and holds B.S. and M.S. degrees in Early Childhood Education. She is a certified teacher in nursery and K-6 in New York and Tennessee, and is CLASS reliable.

Jennifer Pecot, Family and Community Partnerships Specialist, provides training and technical assistance in the areas of parent and community involvement, family partnership agreements, ERSEA, fatherhood initiatives and health and nutrition in family services. She has extensive experience training Head Start/EHS Boards and Policy Councils. Jennifer has a BS degree in Human Development from Seattle University, and is certified in all four modules of the PITC program for infant/toddler services. She served as the Lead for the development of the Head Start Social Services Training Guides under the auspices of the National Alliance for Business, and has provided training and technical assistance to Head Start programs and groups across the country for over 25 years. From 2003 to 2005, Jennifer provided leadership for a special fatherhood project at the National Practitioners Network for Fathers and Families in Washington, DC.

(T/TAS reserves the right to substitute presenters.)

Hotel Accommodations

The Hilton Garden Inn Charleston Waterfront/Downtown is located at 45 Lockwood Drive, Charleston, South Carolina. Hotel accommodations are available at the special conference rate of $149 per night, single or double occupancy (plus applicable taxes). Hotel fee includes breakfast buffet for up to 2 guests per room. To qualify for the special conference rate, please request the room block for the Head Start WKU. Reservations must be made no later than February 13, 2016 by contacting the hotel directly at 843-637-4074 or make your reservation online at http://tinyurl.com/p5hxoec. 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, to learn about additional charges that may apply to hotel guests (i.e., parking fees, local phone charges, internet access fee, etc.), and to learn about available amenities, such as room service, in-house dining, and additional area attractions.

Set on the picturesque Ashley Marina, by the banks of the Ashley River, the stylish Hilton Garden Inn Charleston Waterfront/Downtown hotel is in the heart of downtown Charleston, SC. Enjoy easy access to Charleston's Historic District, The Medical University of South Carolina, The Citadel, College of Charleston, South Carolina Aquarium, as well as Historic Plantations, shops, restaurants, and beaches. A complimentary shuttle service runs to and from the hotel to Charleston’s Historic District, just 1.5 miles away.

Tentative Agenda

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<tr>
<th>March 16, 2016</th>
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<tbody>
<tr>
<td>8:00 - 8:30 a.m.</td>
<td>8:15 a.m. - Noon</td>
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<tr>
<td>Registration</td>
<td>The Family Partnership Agreement Process</td>
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<tr>
<td>8:30 a.m. - Noon</td>
<td>Selling the Process to Families</td>
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<tr>
<td>Training Overview</td>
<td>Documenting the Process</td>
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<tr>
<td>Developing Relationships with Families</td>
<td>Noon - 1:00 p.m.</td>
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<tr>
<td>Understanding Family Strengths</td>
<td>Lunch on Your Own</td>
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<td>Reframing as a Tool to View Strengths</td>
<td>1:00 - 3:00 p.m.</td>
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<tr>
<td>Noon - 1:30 p.m.</td>
<td>Documenting the Process (continued)</td>
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<tr>
<td>Networking Luncheon</td>
<td>Looking Within &amp; Next Steps Planning</td>
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<td>1:30 - 4:00 p.m.</td>
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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, visit our web site at www.ttas.org, 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. Please do not send certified or express mail registration forms as it will delay your registration. Please call if you need assistance.

- **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. Recording this event with electronic devices is not permitted.

**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 any non-refundable 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.

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**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 on our training schedule 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.
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.

Participant 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 any non-refundable travel arrangements until you receive your registration confirmation. There will be no on-site registration.

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<th>EVENT</th>
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| The Family Partnership Agreement Institute: Putting the Pieces Together, March 16-17, 2016, Hilton Garden Inn Charleston Waterfront/Downtown, Charleston, South Carolina | □ Standard Registration: $405  
□ TTAS@Your Service Subscribers: $375*  
□ Check if requesting 1.1 CEUs (11 contact hours) from Western Kentucky University and include an additional $25 in payment. |

* Subscribers, please include TTAS@Your Service Enrollment No._____________________________________________. Some restrictions may apply; visit www.ttas.org 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 CV 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