

ERSEA: A Deeper Dive

October 8-9, 2019

Hilton Garden Inn French Quarter/CBD
New Orleans, Louisiana



ERSEA: A Deeper Dive is designed to go beyond the basics of Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA) in Head Start and identify how Head Start and Early Head Start Managers, Coordinators, Directors, and Family Services staff can utilize ERSEA fundamental knowledge, data, and resources to best support program needs. If your program is considering expanding the use of an eligibility category, increasing or decreasing the number of slots, converting slots, or other scenarios impacting ERSEA, you don't want to miss this Institute.

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The increasing requirements and challenges of ERSEA staff and leadership—Full Enrollment Initiative, Pre-K prioritization, other preschool options—means that basic ERSEA knowledge and skills may not be enough to support program planning and decision-making. This training will build on the fundamentals of the Federal Regulations regarding Eligibility, Selection, Enrollment, Recruitment and Attendance in Head Start/Early Head Start introduced in *Finding the Keys to ERSEA* presented by WKU T/TAS. It is designed to help staff and leadership develop a better understanding of how to utilize ERSEA data and resources to support effective and innovative program planning. **ERSEA: A Deeper Dive** supports experienced ERSEA staff and leadership, as well as those who have recently completed *the Finding the Keys to ERSEA* training. Specific areas addressed include identifying good data, analyzing data to provide a foundation for decision-making, considerations for enrolling families from the 101 to 130 percent of the poverty guidelines, and other considerations supporting program planning.

ERSEA: A Deeper Dive is a full 2-day event for advanced review and discussion of Eligibility, Recruitment, Selection, Enrollment and Attendance. The training supports effective program planning by further exploring the interplay of data and data analysis in the administration of an effective ERSEA system. This event will also dedicate more time to formative discussion and activities which support program planning and implementation strategies.

The Institute will be delivered in a relaxed, interactive setting combining small and large group activities. Institute participants will receive the *Finding the Keys to ERSEA* workbook, which includes relevant regulations and other useful resources, as well as handouts supporting the activities and discussions covered in the training.

The Standard Registration Fee is \$410 per person. Members of **T/TAS@Your Service** may qualify for the Subscriber Rate of \$375 per person. (Please visit www.ttas.org for information on how to become a subscriber.) For details on registering, including information on earning 1.075 Continuing Education Units (CEUs) for this event, please see page 3.

Learning Outcomes

- ★ Participants will expand basic ERSEA knowledge, appropriate for staff experienced with ERSEA and participants of Keys to ERSEA training;
- ★ Participants will expand their understanding of the practical application of the *Head Start Program Performance Standards: Subpart A – Eligibility, Recruitment, Selection, Enrollment and Attendance*;
- ★ Participants will develop a better understanding of the relationship of the Community Needs Assessment and its impact on program planning and strategic planning; and
- ★ Participants will enhance their understanding of how ERSEA and data driven decision-making impacts all services areas as they relate to ERSEA.

Your Presenters



Robin Gadsden-Dupree, Ed.D, Family & Community Partnership Specialist, 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 pre-school 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.



Krystal Heinzen Lindsey, Management Specialist, holds a JD degree and a BA in Journalism with a minor in Spanish from Howard University in Washington DC. She is certified in mediation and is a Registered Parliamentarian. Krystal's varied professional experience, along with her work in journalism and in the legal field, provides her with a strong background for working with Head Start programs. As a law student, she was also a Head Start parent. Therefore, her perspective is not only learned, but also personal. She brings a detailed and personable approach to assisting programs with deciphering and complying with Federal Regulations.

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

Hotel Accommodations

The **Hilton Garden Inn New Orleans French Quarter/CBD** is located at 821 Gravier Street, New Orleans, Louisiana. Hotel accommodations are available at the special conference rate of \$169 per night, single or double occupancy (plus applicable taxes and fees). To qualify for the special conference rate, please request the room block for **Head Start WKU**. Reservations must be made no later than **September 7, 2019** by contacting the hotel directly at 504-324-6000, toll free at 1-877-782-9444, or online at <https://tinyurl.com/2019-10-Dive-Deep>.

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.



Hilton Garden Inn New Orleans French Quarter/CBD is located in the heart of the New Orleans downtown Central Business District. Exciting French Quarter activities and other fun things to do in New Orleans are minutes from the hotel. The New Orleans Arena, Louisiana Superdome, New Orleans Museum of Art, New Orleans Ernest N. Morial Convention Center and Tulane and LSU medical centers are a short cab ride away. Hotel guests also enjoy convenient access to the Saint Charles Street car line located just a 1/2 block away. Armstrong International Airport is 17 miles from the hotel.

Tentative Agenda Central Time Zone

October 8, 2019

8:00 – 9:00 a.m.	Registration
9:00 – Noon	Overview of Training
	Diving Into: The Community Assessment
	Diving Into: Data
	Diving Into: Eligibility (Basics Overview)
Noon – 1:15 p.m.	Lunch on your own
1:15 – 4:30 p.m.	Diving Into: Eligibility (Over-income & other considerations)
	Eligibility and data-driven decision making

October 9, 2019

8:30 a.m. – Noon	Diving Into: Selection
	Diving Into: Enrollment
Noon – 1:15 p.m.	Lunch on your own
1:15 – 3:00 p.m.	Diving Into: Attendance Implementation Strategies

Registering for T/TAS Events

Payment Policy: Payment or Purchase Order is due at time of registration. *If a purchase order, or payment by check or credit card is not received 10 (ten) business days prior to the enrolled event start date, the registration fee will be increased by 25% and full payment will be due from participant unless cancellation is received in writing per cancellation policy. POs not paid after 45 days from original invoice date, will be charged 2% of balance per month until paid.*

It is easy to register for events sponsored by T/TAS.

- ★ **To Register Online:** To register for any T/TAS event, visit our web site at www.ttas.org, locate the event for which you wish to register, and then click on the Register button.
- ★ **To Register By Mail:** Complete and return the Registration Form with check, money order, or Purchase Order (made out to WKU, 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 Registration Form with Purchase Order or credit card (Visa, MasterCard, or Discover) information to our office at 270-745-3340 or 270-745-2142.
- ★ **To Register By PDF:** Complete the Registration Form with Purchase Order or credit card (Visa, MasterCard, or Discover) information and save it as a PDF. Email your saved PDF to our office to ttas.register@wku.edu.

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 a unique email address for the participant. If an administrator needs to receive a copy of the confirmation, please include administrative email address. If you do not receive a confirmation within five days of registering for the event, please contact the T/TAS office at ttas.register@wku.edu or call 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.

Photo/Video/Recording Policies: Recording this event with electronic devices is not permitted. Participants at this event may be photographed, videotaped and/or audiotaped. By registering for the event, authorization is given to being the subject of photographs, videotapes and/or audiotapes at the event, in connection with T/TAS' programs, publications, the Internet and public web sites. T/TAS and any employees, officers and associates, as well as any assignees, are released from any and all claims for damages for libel, slander, invasion of privacy, right of publicity, or any other claim based on use of the above-described material(s).

T/TAS Also Brings the Training to You

Did you know that T/TAS is also a leading provider of **onsite** 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.

Participant Name: _____ Position: _____

Participant E-Mail Address: _____

(Optional) Administrative E-Mail Address: _____

Will get copied on any communication sent to the Participant

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.

EVENT	SELECT FEE(S)
<p>ERSEA: A Deeper Dive October 8-9, 2019 Hilton Garden Inn French Quarter/CBD</p> <p><i>New Orleans, Louisiana Participants at this event may be photographed, videotaped and/or audiotaped. By registering for the event, authorization is given to being the subject of photographs, videotapes and/or audiotapes at the event, in connection with T/TAS' programs, publications, the Internet and public web sites.</i></p>	<p><input type="checkbox"/> Standard Registration: \$410</p> <p><input type="checkbox"/> T/TAS@Your Service Subscribers: \$375*</p> <p><input type="checkbox"/> Check if requesting 1.075 CEUs (10.75 contact hours) from Western Kentucky University and include an additional \$25 in payment.</p>

*Subscribers, please include **T/TAS@Your Service** Enrollment No. _____.

Visit www.ttas.org for information on becoming a subscriber.

Payment Policy: Payment or Purchase Order is due at time of registration. *If a purchase order, or payment by check or credit card is not received 10 (ten) business days prior to the enrolled event start date, the registration fee will be increased by 25% and full payment will be due from participant unless cancellation is received in writing per cancellation policy. POs not paid after 45 days from original invoice date, will be charged 2% of balance per month until paid.*

CHECK METHOD OF PAYMENT:

Check payable to T/TAS.

Purchase Order No. _____ payable to **WKU, T/TAS**. Send or attach PO with your registration.

Credit Card (Mastercard, Visa, Discover only): _____ - _____ - _____ - _____

Expiration Date _____ Name on Card _____

Billing Zip Code _____ 3-digit CV number on back of card _____

RETURN...

By Mail: **Do not send certified or express mail**

T/TAS

1906 College Heights Boulevard #11031

Bowling Green, KY 42101-1031

By Fax: 270-745-3340 or 270-745-2142

By Email PDF: Save completed form as a PDF and email PDF to ttas.register@wku.edu

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. EIN 61-6055628.

ACCESSIBILITY NEEDS:

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