

# EOT&TA 2005 Training Schedule

## Examining Our Practice



**Early On<sup>®</sup> Training and Technical Assistance** serves the personnel development needs of *Early On<sup>®</sup> Michigan*. The following pages represent the training schedule for the 2004-05 year. We wish to thank those of you who requested the training listed here. We at EOT&TA want to assist each service area in planning to meet your specific training needs. Each training is open to *Early On Michigan* personnel, regardless of the location.

**Training offerings include:**

Examining Our Practice Through Reflection: a new series - six half-days (3 hours each) of training  
Infant Toddler Developmental Assessment Training - 3 days

Procedural Safeguards - 6 hours

Outcomes in Natural Environments - 5 hours

Transition - 3 hours

Service Coordination - 6 hours

*Early On Institute* - 2 days (no fee)

**State Board Continuing Education Units:** SB-CEUs are offered for some of the trainings. To receive SB-CEUs, full attendance and compliance with attendance verification procedures are mandatory.

Those who take the entire **Procedural Safeguards** training will receive a certificate of attendance indicating that they have received training and are considered to have basic expertise in this area. This fulfills the requirement of having trained persons in each service area.



## Registration:

All training participants must register through EOT&TA. Registration is available online ([eotta.ccrea.org](http://eotta.ccrea.org)), via fax (see attached form) and via telephone (toll-free 1-866-334-5437). Training is offered in various locations throughout the state. Please indicate the date and location of your preference.

## Fees:

Payment or a purchase order should accompany the mail-in registration form (see page14). If you are including a purchase order, please indicate the name of each participant. Payment for online registrations should arrive at CCRESA EOT&TA prior to the date of the training.

## Timelines:

Registrations will be accepted up to one week before the date of the training unless the training is filled to capacity earlier. When a training is full it will be indicated on the registration site on the web.

## Materials needed prior to the training:

Infant-Toddler Developmental Assessment (IDA) - an IDA kit with blank IDA Record, forms, and the manual. Information for ordering the IDA kit may be found at [eotta.ccrea.org](http://eotta.ccrea.org).



# IFSP Outcomes In Natural Environments

**Trainers:** Kyle Dymond, Kim Harris, Laura Fuciarelli

**Course Description:** 5 hours, 9:00AM - 3:00PM.

The purpose of this training is to develop skills that will enable participants to develop outcomes with families clearly, succinctly, and according to federal requirements. Outcomes must address the parents' concerns and the results of the developmental evaluation and family interview.

## 2004-05 Outcomes in Natural Environments:

October 19, 2004	Ludington
October 21, 2004	Corunna
February 8, 2004	Hillsdale
February 23, 2005	Midland
March 11, 2005	Howell
March 17, 2005	Kingsford

**Please check [eotta.ccrea.org](http://eotta.ccrea.org) for additional locations and dates.**

**Cost:** \$15 per person

**Continental breakfast (8:30AM) and lunch provided.**



# Transition

**Trainers:** Carol Spaman, Laura Fuciarelli

**Course Description:** Half Day 9:00AM - 12: 00PM or 1:00PM to 4:00PM

This training will provide participants with knowledge of the legal requirements for transitioning children out of *Early On* as well as methods and procedures which will assist in making this process family-friendly. Pertinent procedural safeguards and the content of the transition conference will be discussed.

## 2004-05 Transition:

October 20, 2004	Midland
October 26, 2004	Monroe
October 29, 2004	Alpena
November 9, 2004	Mason
December 17, 2004	Kingsford
April 26, 2005	Clare

**Please check [eotta.ccrea.org](http://eotta.ccrea.org) for additional locations and dates.**

**Cost:** \$10 per person

**Continental breakfast (8:30AM) or snack provided.**



# IDA Training

**Trainers:** Crystal Hickey, Gloria Halligan, Amy Mason, Jean Wassenaar

**Course Description:** three days, 9:00AM - 4:00PM

The Infant-Toddler Developmental Assessment (IDA) is a comprehensive, multidisciplinary, family-centered, infant and toddler evaluation process, which may be used to determine eligibility for *Early On*®. The IDA is for professionals from various disciplines who are responsible for assessing the development of infants and toddlers. Each three-day training series accommodate 12 two-person teams (24 participants total). Each team will be responsible for submitting a videotape of their administration of the IDA and the parent interview. Each team must bring to the training their own IDA kit, which includes manuals and assessment materials. Kits may be purchased through Riverside Publishing at 1-800-323-9540.

## 2004-05 IDA:

October 13 & 14 and December 7, 2004

October 26, 2004 (Day 3 for Aug. 26-27)

November 11 & 12, 2004 and January 13, 2005

December 15 & 16, 2004 and March 10, 2005

To be determined

Ann Arbor

St. Johns

Roscommon

Greenville

Escanaba

**Please check [eotta.ccrea.org](http://eotta.ccrea.org) for additional locations and dates.**

**Cost:** \$100 per person (covers all three days)

**Continental breakfast (8:30AM) and lunch provided.**



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## Day 4 IDA Training

**Trainers:** Crystal Hickey, Amy Mason, Gloria Halligan

**Course Description:** 5 hours 9:00AM - 3:00PM

This training is geared for users of the IDA. This is a refresher course that looks at the process of the IDA, application, scoring, interpretation and other questions and issues that arise during the use of the IDA. Participants are to bring their questions and concerns. Review of individual items and presentation will be addressed.

**2004-05 4th Day Refresher IDA**

**Please check [eotta.ccrea.org](http://eotta.ccrea.org) for additional locations and dates.**

**Cost:** \$15 per person

**Continental breakfast (8:30AM) and lunch provided.**





# Procedural Safeguards

**Trainers:** Kyle Dymond, Kim Harris, Amy Mason, Jean Wassenaar, Gloria Halligan

**Course Description:** 6 hours, 9:00AM - 4:00PM

The procedural safeguards required by Part C of IDEA are intended to protect both the interests of families with infants and toddlers with special needs and those of the *Early On*<sup>®</sup> system. Procedural safeguards are the checks and balances of the system, not a piece separate from the system. Anyone who works with infants and toddlers in the *Early On* system must have knowledge and an understanding of the purpose and application of procedural safeguards at each step of the *Early On* process.

## 2004-05 Procedural Safeguards:

October 7, 2004	Boyne City
October 13, 2004	Adrian
October 22, 2004	Saginaw
November 19, 2004	Tawas City
February 3, 2005	Lawrence
To be determined	Sault Ste. Marie

**Cost:** \$15 per person

**Continental breakfast (8:30AM) and lunch provided.**





# Examining Our Practice Through Reflection

**Trainers:** Trainers and TA staff in each Region

## **Course Description:**

A series of six opportunities to examine our practice is offered to seasoned *Early On*<sup>®</sup> personnel. This series will provide a unique experience for direct service providers to reflect on their practice and reconnect with a deeper understanding of the *Early On* process from relationship building with families through transition. Participants will consider the expertise needed as a service coordinator, the skill of building relationships, and how to engage in participatory activity with families. The series consists of six half-days extended over a few months. Participants will need to commit to all six sessions. This is not for new staff or those who are just learning about *Early On* (new personnel should attend the *Early On* Institute (offered twice per year) and the other trainings offered by EOT&TA). The total cost for the six half-days is \$30. Participants will be required to complete "between class" activities. Each series will reach capacity and close after 20 registrations.

## **2004-05 Examining Our Practice Through Reflection:**

Offered twice in each region.

**Please check [eotta.ccsesa.org](http://eotta.ccsesa.org) for dates, location and registration.**

**Cost:** \$30 for the total of six half-days



# Early On Institute

**Trainers:** Kyle Dymond, Kim Harris, Janice Fialka

**Course Description:** two days, 9:00AM - 4:00PM

The *Early On* Institute is designed for those new to *Early On* (it is not intended for veterans in the field). The first day includes: history of Part C of IDEA (*Early On*); the philosophy behind *Early On*; the IFSP process: timelines, eligibility, referral, evaluation, outcomes, early intervention services, and service coordination. Day 2 will focus on procedural safeguards, how they impact the *Early On* process, and the "Dance of Partnership." Persons registering for the Institute must register for both days.

## 2005 *Early On* Institutes:

April 13, 14, 2005    CCRESA EOT&TA Dewitt  
September 2005    To be determined

**Cost:** No fee

**Continental breakfast (8:30AM) and lunch provided.**



## Early On Seminar

**Trainers:** Sister Barbara Cline, Amy Mason, Carol Spaman

**Course Description:** four days, 9:00 a.m. to 4:00 p.m.

The *Early On Seminar* is designed to give participants an in-depth understanding of infant and toddler development and the role brain maturation plays in developmental sequences. Each domain of development will be studied along with "what's happening in the brain" during key stages of development. The nurturing environment and interactions that are needed for optimal development will be discussed as will the potential impact that early intervention may have on development.

**2004-05 *Early On Seminar*:**

**Please check [eotta.ccsesa.org](http://eotta.ccsesa.org) for dates, location and registration.**

**Cost:** \$75 for the four days.

SB-CEUs and graduate credit (through Central Michigan University) are available.

**Continental breakfast (8:30AM) and lunch provided each day.**



# Train the Trainers

## Ages and Stages Questionnaire (ASQ)

**Trainer:** Carol Spaman

The ASQ system addresses the dynamic nature of development by offering multiple assessment intervals. Inclusion of parents is ensured either by having parents actually complete the questionnaires or by having program staff assist parents. This Train-the-Trainers workshop will address 1) planning the screening program, 2) using and scoring the questionnaires, and 3) developing on-going referral or tracking programs. Participants are to bring the complete ASQ along with the User's Guide (available at Brookes Publishing [www.pbrookes.com](http://www.pbrookes.com)).

## Ages and Stages Questionnaire: Social Emotional (ASQ:SE)

**Trainer:** Carol Spaman

The ASQ:SE is targeted to assess social and emotional competence and/or problem behaviors in very young children. The ASQ:SE includes eight intervals covering three to 66 months age-span that can be used individually or as a series. This Train-the-Trainers workshop will address the setting/time, development, health and family/culture as four variables that should be addressed in

assessing social and emotional development. Participants will understand the span of the ASQ, its administration and scoring and the process of referral and/or follow-up.

Participants are to bring copies of the ASQ:SE along with the User's Guide (available at Brookes Publishing [www.pbrookes.com](http://www.pbrookes.com)).



# Train the Trainers

## Reaching Out to Your Health Care Professionals

**Trainers:** Gloria Halligan, Carol Spaman, Jean Wassenaar, Dr. Jed Megan

This 1/2-day training reviews the current *Early On* Resident Physician Training materials. This includes: advice on approaching physicians; presentation on early childhood development; activities involving vignettes to utilize with physicians; preparation of family presenters as liaisons with health care professionals; and a highlight of some service areas and their work in primary referrals from health care providers. The *Early On* resident physician training manual will be provided to participants.

## Training Available on Request

### Art: The Forgotten Language

**Trainer:** Mike Bobo

Group rate: \$50/3hrs

### Early On Professional Development Tools

**Trainers:** Jean Wassenaar, Carol Spaman

Group rate: \$50/3 hrs

### The Dance of Partnership or Why Do My Feet Hurt?

**Trainer:** Janice Fialka

Group rate: \$100/full day or \$50/3 hrs.

### Knowing Ourselves (series of four)

In partnership with MI-AIMH and the Unified System of Learning

**Trainers:** Janice Fialka, Sheryl Goldberg

Cost: \$120 (for series of four)



# Michigan Department of Education



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SUPERINTENDENT OF  
PUBLIC INSTRUCTION

Greetings!

On behalf of Governor Granholm, the Michigan Department of Education (MDE), and the State Board of Education (SBE), we are pleased to announce the 2004-2005 training schedule for *Early On* Michigan. These training sessions have been designed to meet the personnel development needs of the individuals who work with infants, toddlers, and their families, who are served under Part C of the Individuals with Disabilities Education Act (IDEA).

We understand the importance of taking time out from daily responsibilities in order to contemplate how we do business; we support the theme of *Examining Our Practice* in order to improve services to children and their families. Please take advantage of the training opportunities described here. We hope that these opportunities will provide some of the support and guidance that you need in order to best serve the children and families in your areas.

Thank you for all your efforts on behalf of Michigan's youngest children and their families. We recognize and appreciate your work.

Sincerely,

Tom Watkins  
Superintendent of Public Instruction

Kathleen N. Straus, President  
Michigan State Board of Education

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## 2004-2005 EOT&TA Training Schedule Registration

Register Online at <http://eotta.ccrea.org>

Name:				
Title:		Organization:		
Service Area:				
Address:				
City:		State:		Zip:
Work Phone:		Home Phone requested for emergency and cancellation purposes only:		
Email:				
Special Accommodations:			Dietary Needs:	
Select a Training:				
<input type="checkbox"/> IFSP Outcomes	<input type="checkbox"/> IDA	<input type="checkbox"/> Procedural Safeguards	<input type="checkbox"/> <i>Early On</i> Institute	<input type="checkbox"/> Train the Trainer: ASQ
<input type="checkbox"/> Transition	<input type="checkbox"/> IDA Day 4	<input type="checkbox"/> Examining Our Practice	<input type="checkbox"/> Summer Seminar	<input type="checkbox"/> Train the Trainer: ASQ:SE
Dates of Training:			Location:	
Fee:				
<input type="checkbox"/> Enclosed <input type="checkbox"/> Purchase Order Please make sure that the name of each participant is listed on each purchase order.				



**Mail, Fax, or Call-in Registration:**  
CCRESA *Early On*® Training and TA  
13109 Schavey Road, Suite 4  
DeWitt, MI 48820  
Phone: 1-866-334-KIDS(5437)  
Fax: 517-668-0446





# ***EARLY ON***<sup>®</sup> TRAINING & TA

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