

UMATILLA-MORROW COUNTY HEAD START, INC. Professional Development & Training Plan

Staff _____ Job Title _____ Transcripts reviewed by: _____ Date: _____

Current Degree _____ Related Field Yes No Currently Enrolled in Degree Program? Yes No

Certificate _____

Plans to Enroll in Degree Program by _____ CDA Yes No (Infant Toddler or Preschool) CDA Renewal due date _____

Plans to Enroll in CDA Program Yes No

Education staff with related degrees (staff must have at least 3 courses in addition to the 3 core courses for a minimum of 6 courses, totaling 24 quarter hrs or at least 18 semester hours.)

Education staff completing course work as a part of an existing degree plan

Staff taking course work to maintain a current CDA (must be a three credit course in early childhood)

Required Core Courses: (minimum of 2 credits each)	Course Completed?		Target Completion Date	College/University	Credits	Date Completed	Course Name/ Number	Documentation Received	
	Yes	No						Yes	No
Child Growth and Development									
Guidance and Classroom Management									
Observation, Assessment, and Recording									

Additional Required Courses for related field degrees: May be chosen from topics such as: Language Development; Creative Curriculum; Child Abuse and Neglect (for credit only); Family and Child Relationships; Curriculum Development; Technology in the Classroom; Motor Development; Science and Exploration; Music, Art and Creativity for Young Children; Literature for Young Children; Working with Special Needs; Feeding Relationships; Foods and Nutrition; Social Services Competency Training/Ages and Stages (Module 3)

Course/Trainings/Goals	Target Completion Date	College/University	Credits/ Clock Hours	Date Completed	Course Description	Documentation Received	
						Yes	No
S.S.C.B.T.							
Motivational Interviewing							
First Aid Card							
CPR Card							
Food Handler's Card							
Total Credits							
Total Clock Hours							

