

Polk County Board of Education

Polk County Schools Preschool Program

2026-2027 T/TA Plan Grant #04CH013150

T/TA Plan Preparation and Development:

Polk County Schools Preschool staff reviewed the previous T/TA plan and analyzed progress toward goals. Staff reviewed Head Start Program Performance Standards and self-assessment data sources to determine training needs, goals, and objectives.

For the 2025-2026 school year, the program welcomed one new, full-time lead teacher at Polk Central, one teacher transferred sites, and we maintained our two part-time floaters at our larger sites (Forbes and Polk Central Elementary School). Additionally, a new PreSchool director, Lori Byars, was hired and former preschool teacher, Shelley Upton, became the Preschool Education Specialist moving from the classroom to the district office.

Our professional development opportunities (both online and in-person) have expanded during 2025-2026, with teachers, assistants, and leadership team staff participating in extensive onsite training opportunities focused on learning our new curriculum—as our program shifted from using *High Scope* curriculum to *Creative Curriculum for Preschool (7th Edition)* at the start of the 2023-2024 School Year. Formal professional development in our curriculum will continue for the current school year (and 2026-2027 school year), as empirically-based research supports it takes programs and individuals at least three years to reach curriculum implementation fidelity. The 2025-2026 School Year represents Year 3 in our journey toward curriculum fidelity. As of February, 2026, each staff member has already exceeded the 15 hour annual training requirement. Due to staffing changes within the Preschool department at the Central Office, training will be provided for staff as related to their new position.

Our program has continued to enroll all staff in the online ProSolutions platform during the 2025-2026 school year to better align with the North Carolina Division of Child Development (licensing), Head Start and North Carolina Pre-Kindergarten program required Health and Safety trainings—as well as to provide staff the opportunity to seek professional development of interest to them within and across annual, individualized professional development goals. All classroom staff have opportunities for additional training through the Quorum Learning Hub on the *Teaching Strategies Gold* platform—including those pursuing Child Development Associate Credentials. ProSolutions and Quorum Learning Hub platforms also allow for enhanced system-wide oversight of professional development topics and annual training hours required for all funding sources.

Program Goal 1: Polk County Schools Preschool Program will be a model preschool program committed to providing excellent care and services to all eligible children and their families.		
Expected Outcomes	Indicators	Documentation/Frequency of Measurement
Children will participate in daily developmentally appropriate activities and routines that support learning, and will exhibit growth in all HSELOF domains during the school year.	Teaching Strategies GOLD data	Three assessment periods per school year–Fall, Winter and Spring
Teaching staff will implement the <i>Creative Curriculum for Preschool</i> (7th Edition) with fidelity.	Lesson Plans Observations by Director, Preschool Education Specialist or other PreK Office staff	Curriculum Fidelity Checklist completed two times per year in every classroom.
Adult interactions with children in the classroom will be nurturing, supportive and include high-quality teaching/learning	CLASS observations	Formal CLASS observations/coaching at least 2x per year (Fall and Spring); informal observations as needed by the Preschool Education Specialist and preschool staff.
Teacher assistants will have at a minimum, either their CDA or be enrolled in a program leading to a degree in Early Childhood.	Transcripts CDA certificates	Fall, Winter, Spring–review CDA status and/or progress toward completion of degree in Early Childhood
The program will build relationships with families, engage them in their child’s education and empower them to be advocates for their child.	Enrollment appointment Conferences Parent Engagement Activities Head Start Compliance Visits	Family Outcomes Survey 2x year, Parent Questionnaire at enrollment; teacher documentation of progress report conferences, initial parent/teacher interaction for all children; sign in sheets for parent engagement activities.

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Expected Outcomes	Indicators	Documentation/Frequency of Measurement
The program will comply with all federal and state guidelines governing the program.	Licensing Compliance Visits; Sanitation Compliance Visits	Various compliance documents; star-rated license; sanitation score sheet and grade.

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T/TA Strategies, Events/Activities	T/TA Resource	Target Audience	Responsible Manager	Timeline	Estimated Cost
<p>1. Teaching staff will be provided continued training and resources to enable them to implement all parts of the <i>Creative Curriculum for Preschool (7th Edition)</i>, as well as the Teaching Strategies GOLD assessment, with fidelity, including online <i>Creative Curriculum</i> courses, <i>Creative Curriculum</i> books, coaching, online TSG courses, etc. Teaching staff will also receive training on ECERS-3.</p>	<p>TSG/Creative Curriculum, Preschool Education Specialist, Director, ECLKC, NCQTL</p>	<p>Teaching staff</p>	<p>Preschool Education Specialist</p>	<p>August 2026 and ongoing</p>	<p>\$6347</p>
<p>2. Monthly observations and/or Preschool Education Specialist to monitor for curriculum implementation with fidelity.</p>	<p>TSG/Creative Curriculum, Preschool Education Specialist, Director, ECLKC, NCQTL</p>	<p>Teaching staff</p>	<p>Director, Preschool Education Specialist</p>	<p>August 2026 and ongoing</p>	

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T/TA Strategies, Events/Activities	T/TA Resource	Target Audience	Responsible Manager	Timeline	Estimated Cost
3. Lesson plans are reviewed formally three times per year (Fall, Winter, Spring) by Preschool Education Specialist; informal reviews occur weekly.	TSG/Creative Curriculum, Preschool Education Specialist, Director, ECLKC, NCQTL	Teaching staff	Preschool Education Specialist	August 2026 and ongoing At least 3x year	
4. All staff members who are certified CLASS observers will be recertified.	SG/Creative Curriculum, Preschool Education Specialist, Director, ECLKC, NCQTL; Teachstone	Teaching Staff/Preschool Education Specialist	Director & Preschool Education Specialist	Annually	\$180 per person
5. Professional development and other resources will be provided to teaching staff related to improving CLASS scores.	Director MyTeachingStrategies/Quorum (NC DCDEE)	Teaching Staff/Preschool Education Specialist	Director; Preschool Education Specialist	Fall and Spring, with individualized coaching as needed.	
6. Teacher assistants will be supported in CDA certification.	RIVHSA T/TAS	Teaching assistants	Director, Family Services Specialist	August 2026 and ongoing	\$250 Renewal Fee (x 2 staff)

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T/TA Strategies, Events/Activities	T/TA Resource	Target Audience	Responsible Manager	Timeline	Estimated Cost
<p>7. The Family Services Specialist will continue to seek opportunities for training on family engagement, ERSEA, GoEngage, working with families in poverty and increasing involvement of fathers in the program.</p>	<p>PreK Staff Teachers</p>	<p>Fam Svcs Specialist Parents/Families</p>	<p>Director, Family Services Specialist</p>	<p>August 2026 and ongoing</p>	
<p>8. Families will have opportunities to engage with PreK staff/teachers to learn about their child's education and about resources to strengthen their family, including enrollment, initial parent-teacher interaction, conferences, Parent Café events, various family engagement events, health...etc. and as needed or requested by parents.</p>	<p>TSG; Google voice, GoEngage, etc. messaging feature; Ready Rosie; Dojo; Infinite Campus</p>	<p>Parents/ Families</p>	<p>Fam Svcs Specialist; Preschool Education Specialist; Disabilities/Health/Men tal Health</p>	<p>August 2026 and ongoing</p>	<p>\$2000</p>

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T/TA Strategies, Events/Activities	T/TA Resource	Target Audience	Responsible Manager	Timeline	Estimated Cost
<p>9. Families will receive communication from the program (office & classroom) about their child, the program, available resources, etc. via various means, including phone calls, texts, emails, newsletters (electronic and/or paper), face-to-face, etc.</p>	<p>RIVHSA T/TAS</p>	<p>Parents/ Families</p>	<p>Director Fiscal Officer Director Health & Disabilities Coordinator Preschool Education Specialist</p>	<p>Ongoing</p>	<p>\$250</p>
<p>10. Policy Council, Board of Education and fiscal staff will have opportunities to be trained on OMB's Uniform Guidance, HSPPS, school readiness and other topics necessary to govern the program.</p>	<p>Polk Schools ARC & AHA ECLKC Quorum</p>	<p>Policy Council Bd of Ed Fiscal Officer Fiscal staff</p>		<p>Ongoing</p>	<p>\$1000</p>

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T/TA Strategies, Events/Activities	T/TA Resource	Target Audience	Responsible Manager	Timeline	Estimated Cost
<p>11. PreK staff will receive all required trainings, including identification and reporting of child abuse and neglect, CPR & first aid, transition into and out of the program, working with ELL children & families, required services & goals of Head Start, bus & pedestrian safety and other topics as required and/or needed.</p>	<p>Polk Schools Feldsman Training Solutions for PreK Central Office Staff</p>	<p>All PreK staff</p>	<p>Director, Health & Disabilities Coordinator, Personnel Director, Transportation Director, Preschool Education Specialist</p>	<p>Ongoing Feldsman (2026)</p>	<p>\$1900</p>

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T/TA Strategies, Events/Activities	T/TA Resource	Target Audience	Responsible Manager	Timeline	Estimated Cost
<p>12. Appropriate orientation will be conducted for all new staff, consultants, substitutes and volunteers. All Leadership Team Staff will receive additional Go Engage Training to enhance and expand existing systems. Performance standards proposed changed training-related to ERSEA, and additional as needed.</p>	<p>T/TA; ECLKC, Feldsman Training Solutions ProSolutions Training</p>	<p>New staff, consultants, volunteers and substitutes</p>		<p>Ongoing</p>	<p>\$1900 (amount already included earlier)</p>
<p>13. The Health and Disabilities Coordinator will receive orientation training specific to their job. We will seek out opportunities through the Office of Head Start.</p>	<p>Feldsman Training Solutions</p>	<p>Health & Disabilities Coordinator</p>			<p>\$1900 (amount already included earlier)</p>

Program Goal 2: Polk County Schools Preschool Program will ensure that children are ready for success in Kindergarten and beyond.		
Expected Outcomes	Indicators	Documentation/Frequency of Measurement
1. Families will partner with the preschool program and with teachers to support their child's development and growth	Enrollment activities Home visits/Conferences Family Engagement activities	Enrollment paperwork Conference Documentation 3x yearly & Initial Parent/Teacher Interaction/Home Visit Activity sign in sheets
2. Teachers will support children's growth in all domains through the use of daily developmentally appropriate activities and routines.	Lesson Plans Observations	Checked informally weekly by Preschool Education Specialist. Formally three times per year (Fall, Winter, Spring) per classroom by Preschool Education Specialist
3. Instruction will be individualized for each child based on their development, needs, interests and abilities.	Lesson Plans Observations	Checked formally by Preschool Education Specialist in Fall, Winter, Spring; (weekly informal sample lesson plans for individualization).
4. Children's growth will be monitored through daily collection of anecdotal evidence and ongoing informal assessment.	Teaching Strategies GOLD data	Checked in Fall, Winter, and Spring by Preschool Education Specialist. Three assessment periods per year with reports shared with families and goals updated as needed. Teachers collect anecdotal notes, photographs, videos, work samples...etc.

Program Goal 2: Polk County Schools Preschool Program will ensure that children are ready for success in Kindergarten and beyond.

Expected Outcomes	Indicators	Documentation/Frequency of Measurement
<p>5. Families will receive information about their child and/or services and resources for the family from teachers, the preschool nurse, the Family Services Specialist or other PreK and/or school staff as needed about education, attendance, health related issues, transition, etc.</p>	<p>GoEngage Child file Weekly newsletters and/or communication from teachers</p>	<p>Staff notes re: family contact Sign in sheets Copies of newsletters, notes home, etc.</p>

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T/TA Strategies, Events/Activities	T/TA Resource	Target Audience	Responsible Manager	Timeline	Estimated Cost
<p>1. PreK office staff will begin the relationship-building process with families at enrollment, sharing information, asking and answering questions, providing a family handbook and encouraging parent participation in the PreK program and their child's classroom.</p>	<p>PreK Office staff Family Handbook</p>	<p>Families</p>	<p>Director, Family Services Specialist</p>	<p>Ongoing</p>	
<p>2. Teachers will build relationships with families and seek information about the child through the initial parent-teacher interaction and/or conferences. They will welcome families in their classrooms and encourage parents to participate in their child's PreK experience to the extent possible.</p>	<p>Teachers</p>	<p>Families</p>	<p>Director, Family Services Specialist</p>	<p>August 2026 and ongoing</p>	

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T/TA Strategies, Events/Activities	T/TA Resource	Target Audience	Responsible Manager	Timeline	Estimated Cost
<p>3. Teachers will implement the <i>Creative Curriculum for Preschool (7th Edition)</i> with fidelity, planning activities and routines that support school readiness in all learning domains.</p>	<p><i>Creative Curriculum for Preschool</i>, TSG, Quorum Hub</p>	<p>Students</p>	<p>Preschool Education Specialist</p>	<p>August 2026 and ongoing</p>	
<p>4. Preschool Education Specialist will review lesson plans for individualization.</p>	<p>Preschool Education Specialist</p>	<p>Students</p>	<p>Preschool Education Specialist</p>	<p>Ongoing</p>	

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T/TA Strategies, Events/Activities	T/TA Resource	Target Audience	Responsible Manager	Timeline	Estimated Cost
<p>5. Teachers will collect anecdotes re: student skills and abilities and enter anecdotes in Teaching Strategies GOLD—scoring them in a timely manner. When possible, every student will have a minimum of one piece of assessment information for every objective entered in Teaching Strategies GOLD. Preschool Education Specialist will aggregate and analyze Teaching Strategies GOLD assessment data and share/review this information with teachers.</p>	TS GOLD	Students	Preschool Education Specialist	August 2026 and ongoing	

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T/TA Strategies, Events/Activities	T/TA Resource	Target Audience	Responsible Manager	Timeline	Estimated Cost
<p>6. Staff will communicate and collaborate regarding the needs of individual families and offer/provide resources to support families as necessary.</p>	<p>Teachers, PreK Office Staff, Community Resources</p>	<p>Teachers</p>	<p>Family Services Specialist</p>	<p>August 2026 and ongoing</p>	
<p>7. Families will have opportunities to enhance their parenting skills, knowledge and understanding of the educational and developmental needs of their children.</p>	<p>Family Services Specialist, Preschool Education Specialist</p>	<p>Families</p>	<p>Family Services Specialist</p>	<p>August 2026 and ongoing</p>	

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T/TA Strategies, Events/Activities	T/TA Resource	Target Audience	Responsible Manager	Timeline	Estimated Cost
<p>8. Families will be provided resources and training on various topics, including how to be the primary teacher for their child, how to be full partners in their child's education, preventing child abuse & neglect, their rights & responsibilities concerning the education of their child in the school setting, bus & pedestrian safety, health & nutrition & mental health issues, and other topics as required, desired and/or needed.</p>	<p>Family Services Specialist, Preschool Education Specialist, PCANC</p>	<p>Families</p>	<p>Director, Family Services Specialist, PreK Nurse, Preschool Education Specialist</p>	<p>Ongoing</p>	

Program Goal 3: Polk County Schools Preschool Program will maintain a structure of shared governance between the Polk County Board of Education and the Head Start Policy Council. The Polk County Board of Education will comply with Head Start Performance Standards, as well as Federal and North Carolina State cost principle regulations.

Expected Outcomes	Indicators	Documentation/Frequency of Measurement
Increase the knowledge of the Polk County Schools Board of Education, Policy Council and Finance Officer in Head Start requirements.	Training Certificates	Annually

T/TA Strategies, Events/Activities	T/TA Resource	Target Audience	Responsible Manager	Timeline	Estimated Cost
1 The Finance Officer will seek opportunities to attend Head Start specific training, take online courses, and view webinars.	RIVHSA T/TAS NCDPI	Bd of Ed Policy Council Finance Officer	Director Finance Officer	Ongoing	\$650
2 The Board of Education, Policy Council and Finance Officer will be provided opportunities to be trained on Head Start fiscal requirements.	Feldsman Training Solutions	Bd of Ed Policy Council Finance Officer	Director Finance Officer	2026	\$1900 (amount already included earlier)

Program Goal 4: Polk County Schools Preschool Program will ensure all children are fully prepared for Kindergarten and future academic success by fostering their cognitive, social-emotional, physical, language, literacy and math skills through high-quality early childhood experiences and following all required state and federal licensing guidelines.

Expected Outcomes	Indicators	Documentation/Frequency of Measurement
Each PreK site/classroom will receive a 5-star license.	DCDEE star-rated license	Compliance visit reports/Annually

T/TA Strategies, Events/Activities	T/TA Resource	Target Audience	Responsible Manager	Timeline
1. Teachers will perform ECERS-3 self-assessments at the beginning of the school year as they set up their classrooms.	ECERS, Preschool Education Specialist, Licensing Consultant	Teachers	Director, Preschool Education Specialist, Support Coach	Beginning of each school year
2. Preschool Education Specialist and Support Coach will perform ECERS-3 spot checks 2 times per year to check for compliance with ECERS-3 requirements.	ECERS Preschool Education Specialist & Support Coach	Program, Director, Classrooms	Preschool Education Specialist	2x/yr
3. Staff will be highly qualified per DCDEE requirements and maintain appropriate certifications, education levels, and training requirements.	DCDEE, Licensing Consultant, Director	Program, Director	Director	Ongoing
4. Sanitation requirements will be followed/maintained. PreK office staff will complete spot checks during weekly visits. Sanitation inspections will be passed with minimal demerits.	DCDEE, Sanitation Consultant	Program	Director	Ongoing