



# Attention Supervisors of New Parents as Teachers Programs

## Have You Completed the Preliminary *Born to Learn*<sup>®</sup> Program Plan?

Parents as Teachers National Center (PATNC) requires approval of your Preliminary Program Plan prior to registration. If you have not completed this plan, it is imperative that you contact Jan Watson, the Technical Assistance Manager, at Parents as Teachers National Center at (314) 432-4330 x 259 or Jan.Watson@ParentsAsTeachers.org. This plan can be downloaded from our website, [www.ParentsAsTeachers.org](http://www.ParentsAsTeachers.org).

## Information Regarding Your Status as a Supervisor

The Parents as Teachers National Center **requires all supervisors of new PAT programs to attend the first two days** of the *Born to Learn*<sup>®</sup> Institute Prenatal to 3 Years. During the second afternoon of the Institute, supervisors attend a special breakout session called the *Introduction to Supervision*. Supervisors are encouraged to attend all five days for the 5 Day training fee.

Only Supervisors who serve families need to purchase curriculum; however, it is available for purchase by all supervisors.

Supervisor registration must be received two weeks prior to the Institute. **The fee for this two day session is \$150.00**, but if registration is received after the Institute deadline date, a \$30 late fee will be assessed.

### **There are two ways to access the Supervisor Registration packet:**

1. Contact your State Training Team. A listing of State Training Teams can be found on our website at [www.ParentsAsTeachers.org](http://www.ParentsAsTeachers.org), after clicking on PAT University.
2. Contact Lisa Rivers at the Parents as Teachers National Center at (314) 432-4330 ext. 264 or [Lisa.Rivers@ParentsAsTeachers.org](mailto:Lisa.Rivers@ParentsAsTeachers.org).

## Information Regarding Your Parent Educators at Training

Each parent educator attending the *Born to Learn*<sup>®</sup> Institute Prenatal to 3 Years **must come with a copy of your program's completed Preliminary Program Plan**. If a new parent educator comes to training without the new plan, he or she will be asked to contact you Monday morning and arrange for the plan to be faxed to the Institute that day. All participants need their own plan to refer to throughout the Institute week. Without the completed plan, they are working at a great disadvantage.

Prior to Institute, review your completed Preliminary Program Plan with staff who will be attending the Institute. **The more participants know about their own program, the better prepared they are to understand how their program "fits" with the PAT philosophy and model**. Your parent educator will be more engaged in the training and will ask more specific questions about his or her new role.

A two-page Final Program Plan will be distributed at the Institute. Its purpose is to document parent educator information and any revisions to the Preliminary Program Plan. There will be an opportunity to submit the Final Program Plan at the end of the training week.