

ERSEA: (Eligibility, Recruitment, Selection, Enrollment, Attendance) A systems approach and understanding the fundamentals.

ERSEA: A Systems Approach and Understanding the Fundamentals is designed to bolster knowledge and provide an understanding of the fundamentals of the ERSEA management systems and how to use an integrated systems approach for the ERSEA requirements. This In-depth training designed for staff new to ERSEA and for experienced staff seeking a refresher lays the groundwork for accurately determining, verifying, certifying, and documenting eligibility, and strengthening the knowledge and skills for meeting the regulations governing ERSEA as outlined in Section 1302 in the Head Start Performance Standards.



The training will be delivered in an interactive setting combining individual, small and large group activities, interactive projects, and discussions. Participants will receive resources that supports the training and the relevant regulations for ERSEA. This training will explore how the selection criteria and recruitment practices impact enrollment; ERSEA updates including using SNAP as eligibility, and the new OHS priorities of serving children and families experiencing homelessness; and provide strategies for optimizing technology, boost recruitment and reach and engage with families. At the end of the 3-day session, participants will complete an ERSEA assessment and receive a certificate once their individual score is 80% or higher.

Learning Outcomes:

- Participants will increase their knowledge and understand the fundamentals of ERSEA;
- Participants will develop an understanding of the relationship between the Community Assessment and ERSEA;
- Participants will learn the groundwork for accurately determining, verifying, certifying, and documenting eligibility.
- Participants will learn strategies for working with families experiencing homelessness, identifying kinship care situations and how it relates to eligibility, including techniques for conversations on sensitive topics and engaging families.
- Participants will enhance their knowledge for the practical application of regulations from the Head Start Performance Standards: Subpart A - Eligibility, Recruitment, Selection, Enrollment and Attendance.
- Participants will gain an understanding of how the ERSEA system intersect with family engagement and how to use the application process to engage families.

AGENDA

Day One: ERSEA Management System

- Overview of how ERSEA management system supports program goals, objectives, and operations
- Systems outlook and approach to ERSEA
- Community Assessment requirements
- Review of Program Information Report data as it relates to ERSEA
- Key definitions for understanding the ERSEA process

Day Two: Eligibility, Recruitment, Selection, Enrollment,

Eligibility

- Age Requirements
- Family Income Eligibility
- Income Eligibility Process
- Homeless Eligibility
- Income calculation
- Eligibility determination records
- Verifying Eligibility

- Verifying Age
- Eligibility Duration Transitions

Recruitment

- Recruitment process
- Recruitment plan
- Recruitment strategies
- Record keeping and documentation

Selection

- Determining Strengths and Needs in the Community.
- Reviewing the community assessment
- Identifying selection criteria and the selection Process.
- Maintaining a waitlist
- Monitoring the selection process

Enrollment

- Maintaining enrollment
- Transition
- Monitoring enrollment
- Vacancies

Day Three (1/2 day) : Attendance

Attendance

- Attendance process
- Monitoring attendance
- Absenteeism
- Procedures for systematic and chronic absenteeism
- Processes for withdrawal and vacating slots

Training Location

The Head Start and Early Head Start ERSEA Institute will be held at The Frontier, 800 Park Office Drive, Research Triangle Park, Morrisville, NC 27560. Only 11 minutes from Raleigh Durham Airport and several hotels less than 3 miles.

Registration Information for ERSEA Institute

Registration for the ERSEA training institute can be completed online by clicking this link www.dicabi.com/ersea-registration and click on the Register button or by visiting our website at www.dicabi.com and locate the ERSEA training on the Training/Workshops under Services and click the Register button. The standard registration fee for this event is \$649.99 per person.

Unless the event fills first, registration must be received by March 15th, 2024.

Enrollment is limited. In the event that the training is full, you will have the option of being placed on a waiting list in case of cancellations.

Registration Confirmation: Registrations will be confirmed by emails. Please provide an email address for each participant.

Payment Policy: Payment or Purchase order is due at time of registration.

Cancellation/Substitutions Policy: You may cancel your registration in writing 20 or more business days before the training. Registration fee will be refunded less a \$30.00 enrollment charge. No refunds will be made less than 15 business days prior to the training, however you may designate someone else to attend in your place. Dicabi Solutions reserves the right to cancel the event if enrollment criteria are not met or due to conditions beyond our control. In the event of a cancellation, Dicabi Solution will contact each registrant by email. Dicabi Solutions is only liable for refunding the registration fees.

We continue to provide this training because of the impact it has on programs. Many of the grant recipients that have received it once has since added it to their ongoing professional development as an annual training. A few quotes from individuals who have been through the training:

“This training was one of the most informative that I have been in for ERSEA. I feel this training should be completed yearly for staff in the family services role for the program to ensure ongoing compliance.” – Program Director at time of training, currently a federal reviewer.

“The training was very informative, improved my knowledge and gave me the confidence in my job. Much wisdom and insight – in order for me to do my job in an excellent manner. I really appreciate her skills and knowledge.” – Program Director

“The sessions were very informative and provided knowledge-based material that was very helpful, and trainer is superb!”

“All content was very helpful to improve my services to families and children.”

“These trainings are incredibly informative and helpful. The structure of the trainings was great. I was able to absorb more information because it was a mix of group chatting, group activities, power point slides, and multiple chances to review and discuss any questions we had. It is a very helpful and appreciated training that I hope to have again next year.”

“This training is always so informative and is well done every time. The presenter was the best! Answered all my questions and I walked away with more knowledge about my job. Overall wonderful training!!!”

“As always enjoyed and learned something new. Thank you for being so supportive.”

“The presenter makes this worthwhile. She makes you figure out what the answer is on your own.”

“The Presenter was very hands on. She is very detailed and ensures that you know the meaning of ERSEA, and she ensures that you understand ERSEA and the reason that ERSEA is important. She gave me many tools that can be used when working in Family Services and ERSEA.”

“I loved everything about the sessions and has learned so much about ERSEA.”

“Sessions were very unique and different. The reflection and conversation was great. Her positive attitude should be bottled and put on the market.”

“The presenter is clearly very knowledgeable about the ERSEA information and presented it a way that was easy to understand. I liked how she would refer us back to policies when we asked questions rather than just say the answer. Great training – best I have experienced in Head Start.”

“The sessions were very information and gave everyone an opportunity to learn and reflect on new material. The activities were engaging and applicable to real world scenarios. The presenter was very respectful and maintained a positive atmosphere. I truly appreciate this training!”