



Tennessee Early Childhood Training Alliance  
Southwest Tennessee Community College Site  
737 Union Avenue, M 316  
Memphis, TN 38103  
Phone: (901) 333-5541  
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[www.tecta.info](http://www.tecta.info)

December 8, 2022

Greetings Educators,

It is with great excitement that I take this time to introduce myself, Janura Bonds (Jan), as the new site Director for TECTA at Southwest! I have been with TECTA for nearly 6 years as the CDA Coordinator and Instructor for the Administrator Orientation. Since starting my career in Early Childhood Education over 22 years ago, I have remained passionate in my commitment in maximizing student performance and success, in addition to providing quality training and technical assistance. It is my honor to lead a talented team of TECTA Specialists as we continue to assist you through your educational journey.

I am attaching a copy of our Orientation schedule for January through May 2023. We will be providing 5 Orientations this spring semester; Administrator, Center- Based, Family Child Care, Infant-Toddler, and School-Age. All orientations will be in person; however, the Administrator Orientation will have a hybrid format with 3 in-person dates, and the remaining modules will be online through our eLearn format. We will send a different schedule this summer containing additional training options for early Fall. We have also included information about the college scholarships TECTA offers to educators who have completed an Orientation. Whether you've never been to college or it's been a long time since you were enrolled, we can work with you to figure out the best options, even if you are currently enrolled. We offer scholarships for CDA courses, Technical Certificate, Associate Degrees and Bachelor Degrees.

Please notate that all Southwest operations will continue to be remote on Fridays. The TECTA Team office hours will remain Monday-Thursday from 8am to 4pm, and we are located on the 3<sup>rd</sup> floor of the M building on the Union campus. We are available to set up meeting times, either virtual or face- to- face, and/or assist you with any of your technical assistance needs. If you have completed an Orientation and are interested in a scholarship packet, please email our office at [tecta@southwest.tn.edu](mailto:tecta@southwest.tn.edu). My information is also listed below.

TECTA is committed to being a partner in your professional and academic success. Enclosed in this letter are our upcoming Spring 2023 Orientation schedule and more information regarding TECTA services. You can find additional information about TECTA by visiting our website at [www.tecta.info](http://www.tecta.info), emailing us at [tecta@southwest.tn.edu](mailto:tecta@southwest.tn.edu), or by calling our office at 901-333-5541.

In continued support of your work with children,

*Janura R. Bonds*

Director, TECTA Southwest  
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Memphis TN 38013  
Office: M314  
Phone: 901-333-5189  
Email: [jrbonds@southwest.tn.edu](mailto:jrbonds@southwest.tn.edu)



# Southwest Tennessee Community College Spring 2024 TECTA Orientation Schedule

TYPE	LOCATION	DATES	TIMES
<p><b>Administrator</b> (For owners, directors, program coordinators, and other administrative staff ONLY)</p>	<p><b>Hybrid (In-person &amp; eLearn)</b></p> <p><b>Southwest Tennessee Community College</b> Macon Cove Campus 5983 Macon Cove, Memphis, TN 38134</p> <p><b>Computer Required</b> (You must have an email address and access to a computer with internet to take this course.)</p>	<p><b>This orientation will meet two times in person:</b></p> <p><b>March 2 and April 20</b></p> <p><b>The remaining six modules will be taught online through eLearn.</b></p>	<p><b>In-person dates:</b></p> <p><b>Saturdays</b> 8:15am-11:15am, 12:00pm - 3:00pm (45-minute lunch break)</p> <p><b>eLearn (online) modules will open on Wednesdays and close on Tuesdays during the weeks of March 6- April 16.</b></p>
<p><b>Center-Based</b> (For teachers of children 3-5 years ONLY)</p>	<p><b>Southwest Tennessee Community College</b> Whitehaven Campus 737 Union Avenue, Memphis, TN 38103</p>	<p><b>February 3, 10, 17, 24 and March 2</b></p>	<p><b>Saturdays</b> 8:15 am- 11:15am, 12:00pm - 3:00pm (45-minute lunch break)</p>
<p><b>Infant-Toddler</b> (For teachers of children birth to 36 months ONLY)</p>	<p><b>Southwest Tennessee Community College</b> Macon Cove Campus 5983 Macon Cove, Memphis, TN 38134</p>	<p><b>April 6, 13, 20, 27 and May 4</b></p>	<p><b>Saturdays</b> 8:15 am -11:15am, 12:00pm - 3:00 pm (45-minute lunch break)</p>

Choose the Orientation type based on the ages of the children you teach or type of program.

You **MUST COMPLETE** all the training dates (30 hours total) for the Orientation to receive a TECTA Certificate!

Each Orientation section is limited to 3 participants per child care program.

Space is limited and enrollment is on a "FIRST COME" Basis.

The 2024 Fall-1 schedule will include Center-Based, Family Child Care, School-Age and Infant-Toddler Orientations.



# TECTA Orientation Enrollment Form

Center Of Excellence for Learning Sciences

Spring 2024

Complete this form and email it or fax it back to (901) 333-5750 or [tecta@southwest.tn.edu](mailto:tecta@southwest.tn.edu).

Phone: (901) 333-5541  
Fax: (901) 333-5750  
Email: [tecta@southwest.tn.edu](mailto:tecta@southwest.tn.edu).

Failure to complete all information on this form will result in your application not being processed.

92062 Administrator  
92063 Center-Based (R)  
92064 Infant-Toddler

Southwest: Hybrid, Macon Cove Campus, Saturdays (Computer Required)   
Southwest: Whitehaven Campus, Saturdays   
Southwest: Macon Cove Campus, Saturdays

Please remember:

\* Choose the Orientation type for the age group you teach.

\* Only choose one Orientation section.

\*Each Orientation is limited to 3 participants per early childhood program.

Once we receive your application, we will send you a confirmation or waiting list postcard. If you do not receive a postcard, we probably did not receive your application. Please email [tecta@southwest.tn.edu](mailto:tecta@southwest.tn.edu) or call 901-333-5541 to find out your enrollment status.

Name: Last \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_

Social Security Number \_\_\_\_ - \_\_\_\_ - \_\_\_\_ Gender  Male  Female

Citizenship:  United States  Other E-mail \_\_\_\_\_ Date Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Ethnicity:  Hispanic  Non-Hispanic

Race:  Asian Pacific Islander  Black  Native American Indian/Alaska Native  Other  
 Two or more races  White

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home County \_\_\_\_\_ Home Phone (\_\_\_\_) \_\_\_\_\_ Cell Phone (\_\_\_\_) \_\_\_\_\_

Emergency Contact Person \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Your Place of Employment \_\_\_\_\_ County where you Work \_\_\_\_\_

Work Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Name of Director: Last \_\_\_\_\_ First \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_ E-mail \_\_\_\_\_

Agency Type  Center  Dept of Education  Home Visitor  Family  Group Home  
 High School  Higher Education  Registered  Unregulated

I understand that I am enrolling in a 30-hour class and will be responsible for completing the training. I understand that it is my responsibility to let the TECTA office know if I choose to not attend the class. I further acknowledge that I am willing to participate in a professional manner. If at any time my behavior is inappropriate, the trainer has the right to ask me to leave and I will not receive credit for that module. I understand each orientation is designed for a specific age group and I am enrolling in the orientation that will meet the needs of the children I currently work with.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**NOTICE: If you have changed your name and/or address since you last enrolled in a TECTA-sponsored course, please fill out a TECTA Student Change of Information Form and return it as soon as possible to your local TECTA site.**



The TECTA program is funded through a contract with the Tennessee Department of Human Services and Tennessee State University, Center of Excellence for Learning Sciences.



## *TECTA Scholarships*

TECTA provides tuition assistance for early childhood providers who have completed a TECTA Orientation or 3 credits of early childhood coursework toward an ECE degree, work in a licensed early childhood program, and are taking courses toward the CDA or an early childhood certificate or degree. As funds are available, TECTA provides 85% of the public tuition rate for one or two classes per semester. *Let us help your college dreams come true!*

### *Spring 2024 Tuition Assistance Amounts*

<i>Student Seeking</i>	<i>Student portion per course</i>	<i>TECTA portion per course</i>
Child Development Associate Credential (CDA)	\$50 Total \$200 (\$100 per semester)	\$579**
Associate Degree	15%* \$95.00**	85% \$534.00**
Bachelor Degree	15%* \$194**	85% \$1099**
Graduate Degree	Limited funds are available. Please contact the TECTA office to let us know you would like to receive additional information.	

For more information or a scholarship application, please contact the TECTA office at 901-333-5541.

#### *Semester Information:*

Spring Semester - Registration started October 16<sup>th</sup>- January 15<sup>th</sup> - Classes will start on January 16, 2024.

Summer Semester - Registration started October 16<sup>th</sup>-May 27<sup>th</sup> -Scholarship packets for the summer session will be available in April.

\*Students receiving Pell grants may not be eligible for full TECTA support based on the level of federal assistance.

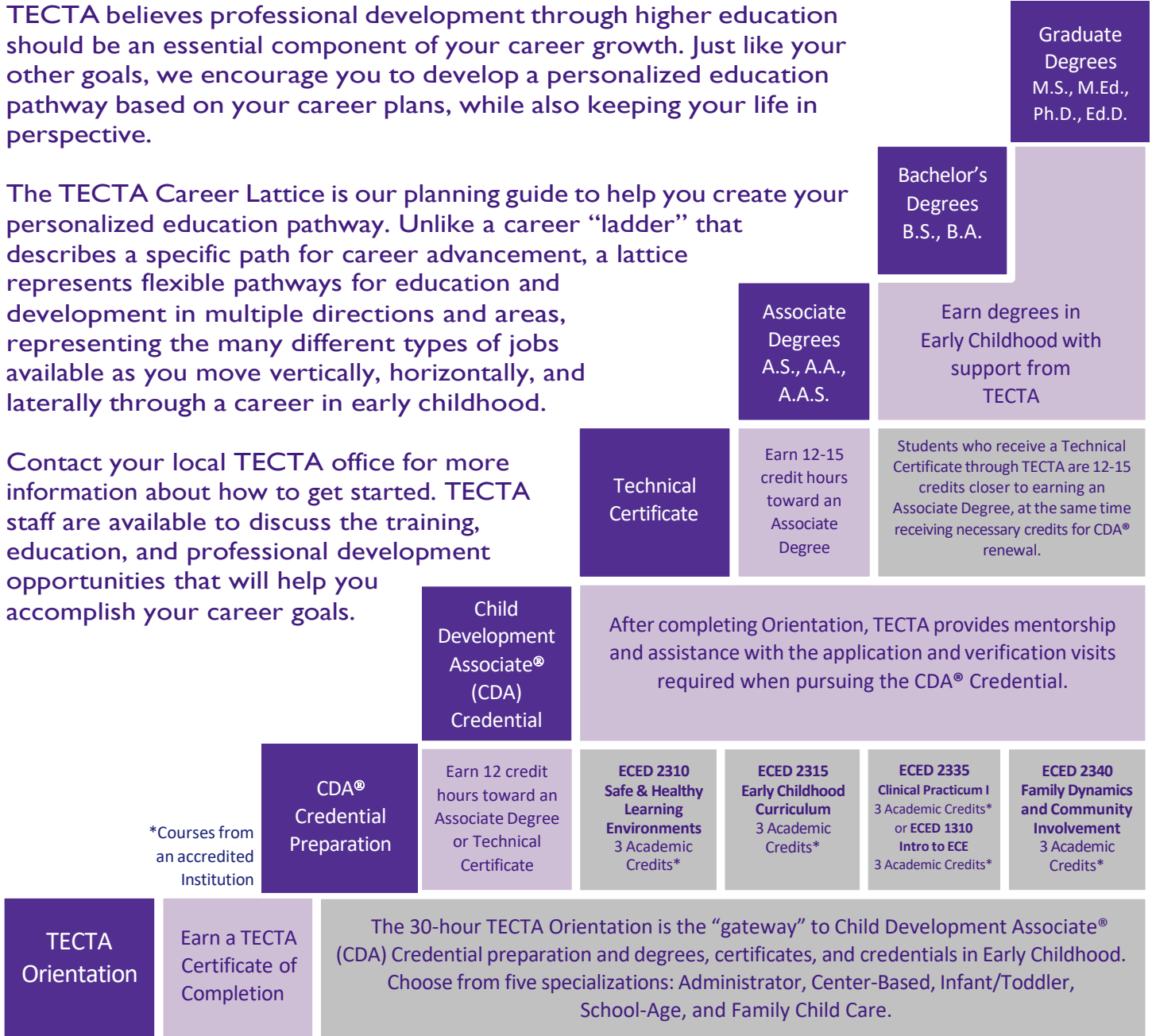
\*\* Tuition amounts listed are estimates and may vary based on tuition increases, actual fees charged, and the number of courses taken.

# The TECTA Career Lattice

TECTA believes professional development through higher education should be an essential component of your career growth. Just like your other goals, we encourage you to develop a personalized education pathway based on your career plans, while also keeping your life in perspective.

The TECTA Career Lattice is our planning guide to help you create your personalized education pathway. Unlike a career “ladder” that describes a specific path for career advancement, a lattice represents flexible pathways for education and development in multiple directions and areas, representing the many different types of jobs available as you move vertically, horizontally, and laterally through a career in early childhood.

Contact your local TECTA office for more information about how to get started. TECTA staff are available to discuss the training, education, and professional development opportunities that will help you accomplish your career goals.



*Promoting Professionalism and High Quality Child Care in Tennessee*

This Project is funded by the Center of Excellence of Learning Sciences at Tennessee State University through a contract with the Tennessee Department of Human Services.

TSU-14-0160(A)-7e-61085 – Tennessee State University is an AA/EEO employer.

## Child Development Associate (CDA) ®

If you have completed a TECTA Orientation, you are eligible for college scholarships toward the Child Development Associate Credential (CDA) or other early childhood education degrees.


For more information or to receive a scholarship form, please contact the TECTA office at Southwest Tennessee Community College, 901-333-5541.

visit our websites [www.tecta.info](http://www.tecta.info)  
[www.southwest.tn.edu/tecta](http://www.southwest.tn.edu/tecta)

## Do you or your teachers need to earn the CDA?

We are offering college classes at the Union Avenue Campus, Macon Cove Campus, and Whitehaven Center of Southwest Tennessee Community College.

## TECTA at Southwest Site Contact Information

<p>Jan Bonds Director <a href="mailto:jrbonds@southwest.tn.edu">jrbonds@southwest.tn.edu</a> (901) 333-5189</p>	<p>Demetria Anderson Professional Development Coordinator <a href="mailto:danderson39@southwest.tn.edu">danderson39@southwest.tn.edu</a> (901) 333-5202</p>
<p>Carla Turner Infant/Toddler Coordinator <a href="mailto:crtturner@southwest.tn.edu">crtturner@southwest.tn.edu</a> (901) 333-5068</p>	<p>Quanisha McClain CDA Coordinator <a href="mailto:gdjohnson2@southwest.tn.edu">gdjohnson2@southwest.tn.edu</a> (901) 333-5133</p>
<p>Shirley Oliver Data Coordinator <a href="mailto:shicks@southwest.tn.edu">shicks@southwest.tn.edu</a> (901) 333-5541</p>	 <p>TENNESSEE EARLY CHILDHOOD TRAINING ALLIANCE <i>Southwest Tennessee Community College</i></p>
<p>TECTA Office Phone Number: (901) 333-5541 TECTA Email Address: <a href="mailto:tecta@southwest.tn.edu">tecta@southwest.tn.edu</a> Fax: (901) 333-5750 Website: <a href="http://www.southwest.tn.edu/tecta">www.southwest.tn.edu/tecta</a> Facebook Page: <a href="http://www.facebook.com/tectaatsouthwest">www.facebook.com/tectaatsouthwest</a></p>	