

**Form C-2**

**Administrative Plan of Action**  
**Complete one page for each Infant/Toddler Classroom**

Classroom Name:  
Caregiver Names:

Age of children:

Write a detailed plan of what administration will do to orient new staff in best practices:

(If you need additional space you may attach a plan on another piece of paper)

What activities will the administration use to help caregivers understand the ITERS?

How did the administrator involve caregiver's in selecting goals or get "buy in" on the goals put forth in this proposal?

How is the administrator willing to work with the Infant/Toddler Specialist to develop new skills?

Will any funding be required to carry out this plan? If so, how much will be allocated?