



Early Childhood Provider Updates

November 3, 2022

Agenda

- Welcome
- COVID-19 Updates for Providers
- Child Care Assistance Program (CCAP) Updates
- Licensing Updates
- Teaching and Learning Updates
- Guest Speaker: Shanna Beber, Executive Director of Literacy, LDOE
- Upcoming Events



Welcome!

COVID-19 Updates for Providers



COVID-19 Resources



- LDOE COVID-19 [landing page](#) and [library](#)
- LDOE *BELIEVE!* [landing page](#) and [library](#)
- COVID-19 [FAQ](#) for early childhood
- [Office of Public Health Guidelines for Child Care](#)
- Questions regarding COVID-19, contact LDOECOVID19Support@la.gov



Child Care Assistance Program (CCAP) Updates



Child Care Assistance Program (CCAP) Updates

CCAP Backlog

CCAP staff is working diligently to complete all applications submitted prior to October 1.

- The Scanning Team is uploading received documents within three to five business days.
- The Eligibility Team is processing more than 500 cases weekly.
- The Provider Help Desk Regional Program Specialists are addressing 200 tickets weekly. Tickets are processed in the order received. Please refrain from submitting multiple tickets with the same issue.
- Updates are provided in the Ticket System upon completion of research.

Child Care Assistance Program (CCAP) Updates

CCAP Waitlist – Fall 2022

In order to maximize the benefits of CCAP for Louisiana families, providers, and communities, the Department has instated a CCAP waitlist for families that applied on or after October 1, 2022.

- The waitlist ensures eligible Louisiana families have access to CCAP on a first-come, first-served basis and that families receive benefits as soon as funding is available.
- Families are placed on the waitlist if they submit a completed CCAP application with all documentation and are determined eligible.
- Families remain on the waitlist for up to one year before having to reapply for assistance.
- Children who are experiencing homelessness, children of families participating in TANF/STEP or Early Head Start-Child Care Partnerships, children in foster care, and eligible children with disabilities are not placed on the waitlist.

Child Care Assistance Program Updates

Frequently Asked Questions (FAQs)

The Department published a FAQs document to support families throughout the CCAP application process.

The [Frequently Asked Questions](#) document provides key insight on questions including:

- **Is there a limit to the number of families that can be placed on the waitlist?**

Not at this time.

- **What verification documents are needed to be removed from the waitlist?**

If it has been 30 days or more, families will be required to provide updated verification.

- **How long does the family have to return the requested verification?**

The requested verification must be returned within ten business days of the date on the notice.



Licensing Updates

Licensing Updates

Orientation

Prior to assuming sole responsibility for children, each staff member shall receive orientation.

Within seven calendar days of date of hire, and prior to assuming sole responsibility for any children, each staff member shall:

- complete center-specific orientation regarding the policies and practices of the center
- complete the LDOE Key Training Module 1
- complete the DCFS online Mandated Reporter Training

Within 30 calendar days of date of hire, each staff member shall:

- complete LDOE Key Orientation Training Modules 2 and 3

Prior to assuming transportation duties, all staff members responsible for transporting children shall receive additional orientation training.

For more information, please see *Bulletin 137* Section §1719 “Orientation Training.”

Licensing Updates

Continuing Education

Staff members who are left alone with children or who have supervisory or disciplinary authority over children shall obtain a minimum of 12 clock hours of continuing education per center's anniversary year.

Continuing education hours shall be in the following areas:

Child Development	Child Guidance	Child Abuse Prevention	Emergency Preparation
Licensing Regulations	Learning Activities	Health and Safety	Shaken Baby Prevention
CPR	First Aid	Management / Administration Education	College Courses in Child Care, Child Development, and/or Early Childhood

Licensing Updates

EdLink

EdLink training materials are now available on the Louisiana Believes website at <https://www.louisianabelieves.com/early-childhood/edlink-training>

The screenshot displays the Louisiana Department of Education website. The header includes the department's name and logo, a language selection dropdown, and a search bar. A navigation bar lists various sections: EDUCATORS, EARLY CHILDHOOD, TEACHING + LEARNING, MEASURING RESULTS, GRADUATION PATHWAYS, SCHOOL CHOICES, and FUNDING. The left sidebar contains a list of categories, with 'EDLINK TRAINING' highlighted in yellow. The main content area is titled 'EDLINK TRAINING' and is divided into three sections: 'GENERAL EDLINK TRAINING' with a list of links, 'LICENSING' with a list of links, and 'PROVIDER CERTIFICATION' with a list of links. A 'HOT TOPICS' box is also present on the right side of the main content area.

DEPARTMENT of EDUCATION
Louisiana Believes

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EDUCATORS • **EARLY CHILDHOOD** • TEACHING + LEARNING • MEASURING RESULTS • GRADUATION PATHWAYS • SCHOOL CHOICES • FUNDING

ACADEMIC APPROVAL
ADMINISTRATIVE SUPPORT
CHILD CARE ASSISTANCE PROGRAM FOR FAMILIES
CHILD CARE FACILITY LICENSING INFORMATION
CLASS OBSERVATIONS
CLASSROOM RESOURCES AND INITIATIVES
CONTINUING PROFESSIONAL DEVELOPMENT
COORDINATED ENROLLMENT AND FUNDING
EDLINK TRAINING
FAMILY CHILD CARE (FCC) PROVIDERS
HOME-BASED CHILD CARE CENTERS
LELA INITIATIVE
PERFORMANCE PROFILES
PUBLICLY-FUNDED PROVIDERS
PREPARING AND

EDLINK TRAINING

GENERAL EDLINK TRAINING

- [Navigating Edlink](#)
- [Accessing Edlink](#)
- [Edlink Provider Training for Staff Entry](#)
- [Edlink Provider Training for Staff Entry Audio Only](#)
- [Edlink Provider Training Part I](#)
- [Edlink Provider Training Part II](#)
- [Entity Roles](#)

LICENSING

- [Edlink Access Video with Written Instructions](#)
- [Edlink Access Video](#)
- [Entity Information Change Application Instructions for Providers](#)
- [Type I Application Instructions](#)
- [Type II Application Instructions](#)
- [Type III Application Instructions](#)
- [Extended Day Care Application Instructions for Providers](#)

PROVIDER CERTIFICATION

- [PC Instructions for Renewal Application for In Home, Finding Previous Applications, and Withdrawing Applications](#)
- [Family Home Renewal Application Instructions for Providers](#)
- [New In Home/Family Home Application Instructions](#)

HOT TOPICS FOR YOUR INFORMATION YOU MIGHT ALSO LIKE

Licensing Updates

Licensing Consultant Contact Information

Each center has an assigned consultant. You can find your consultant below by the first letter of the center's name, excluding "A," "An," and "The."

Alicia.Brown@la.gov - M, S	Alicia.Bourgeois2@la.gov - L,T
Autumn.Sullivan@la.gov -K, D, J	Curieni.Jackson2@la.gov - A, N, O, U, V, W
Daryneshia.Weaver2@la.gov - C, I, Y, Z	Phyllis.Politz@la.gov - P, G, R
Stacie.Griffin@la.gov - B, E, F, H, Q, X	

If you have any questions regarding Bulletin 137, please contact your licensing consultant.

Teaching and Learning Updates



Teaching and Learning Updates

Business Supports

Business supports for Type III child care centers and CCAP-certified family child care providers are still available at no charge. Taking advantage of these 100% confidential services can have a high impact on businesses.

One-on-One Business Consultation

Can help to strengthen HR practices by:

- clarifying employee expectations
- supporting staff recruitment and retention

Can help grow businesses through:

- building marketing tools
- understanding the market

Tax Consultation

Can help improve bottom lines and sustainability of an EC business by:

- informing/educating providers on tax law
- using Quickbooks (or other means) to manage P&L
- inform providers on implications around accepting state and federal grants

CCMSi (Automation)

Can help by:

- having a standard process for billing families
- having a standard process for communicating with families

Note: The LDOE funds 80% of first year

Teaching and Learning Updates

Business Supports: How To Participate

Type III centers and CCAP-certified family child care providers can easily participate in these services to support the utilization of these services and support the goal of building business acumen of providers.

One-on-One Business Consultation

Kari Statelman with First Children's Finance is ready to serve you!

Please use/share [this link](#) to sign up.

All services are 100% confidential and FREE!

Tax Consultation

Andrea Royston with JWRA, Inc is ready to answer any tax questions in a secure and confidential manner!

Please use/share [this link](#) to learn more or to sign up.

CCMSi (Automation)

Ready to save time and money through the use of automation? Review The LDOE's [CCMSi Guidebook](#) and contact one of the listed Tier I vendors for questions, to view demos, and to purchase CCMS. Then visit the local CCR&R to seek reimbursement.

Please email shallan.jones@la.gov with any questions related to these supports.

Federal Student Debt Relief Application Now Available

Student loan borrowers across the country are now able to apply for federal student debt relief online. Please share this information with staff, families, and friends.

The [application](#) for Federal Student Debt Relief is now available online.

This Federal Student Debt Relief program provides eligible borrowers with full or partial discharge of loans up to \$20,000 to Federal Pell Grant recipients and up to \$10,000 to non-Pell Grant recipients.

Qualification:

- individuals who made less than \$125,000 in 2021 or 2020
- families who made less than \$250,000 in 2021 or 2020

The deadline to apply is December 31, 2023. Loan servicers will notify recipients when relief has been processed.

Early Childhood Teacher and Leader of the Year Application Now Live

*The application has been released to all nominated teachers and leaders as of October 1.
Please support your colleagues as they apply for the award.*

Please download the [Teacher of the Year Guidance](#) and [Leader of the Year Guidance](#) to support your colleagues.

Candidates will be asked to submit the following:

- Video(s) of teaching (TOY) or leadership (LOY) activities
- Essay responses
- CLASS[®] scores
- Work history
- Personal information

Teaching and Learning Updates

School Readiness Tax Credits (SRTC)

SRTC forms for directors, teachers, and parents will be sent in the coming months.

Director and staff member tax forms will be mailed by January 2023.

- For re-leveling with Louisiana Pathways Career ladders, new credentials and certifications should be submitted **immediately** to [Louisiana Pathways](#).
- Directors and Teachers with an expiring Early Childhood Ancillary Certificate must renew it nine weeks before expiration via the [Louisiana Department of Education's Educator Certification Portal](#).

Parent School Readiness Tax Credit forms will be mailed to Type III centers by December 2022.

For more information about School Readiness Tax Credits contact demita.walker@la.gov.

Teaching and Learning Updates

Early Childhood Ancillary Certificate

When should I submit my renewal or application for the ECAC to continue to be eligible for SRTC?

Expiration	October	Submit your renewal or initial application through Teach LA Live! immediately.	Allow 4-5 weeks processing time. If you submitted your application by September 15, you should have received your certificate or further feedback by November 1.
	November	Submit your renewal or initial application through Teach LA Live! immediately.	Allow 4-5 weeks processing time. If you submitted your application by October 15, you should have received your certificate or further feedback by November 19.
	December	Submit your renewal or initial application through Teach LA Live! no later than November 15.	Allow 4-6 weeks processing time. You should receive your certificate or further feedback by December 31.
	January	Please wait to submit your renewal application until after 1/1/2023.	If your certificate is valid on 1/1/2023, you will be eligible for SRTC on your 2022 Louisiana tax return.

Teaching and Learning Updates

Early Childhood Ancillary Certificate

Things to note and do once you have submitted an application:

- **Please check your email regularly for replies from the LDOE.**
- You can also verify your application submission and check for any new messages using the “History” option on [Teach LA Live!](#). If your application is submitted by your Director, please follow-up with your Director to check for updates sent to their email or their own [Teach LA Live!](#) History.

Once your application is processed, additional feedback is provided or the certificate issued:

- Case feedback is usually provided via email with instructions on how to correct the application.
- Certificate information can be reviewed on [TeachLouisiana.net](#). On the right side, choose “Verify a Certificate” or “Teaching Authorization.”

Please submit any questions regarding the processing of your application using “Ask a Question” at the top of [Teach LA Live!](#).



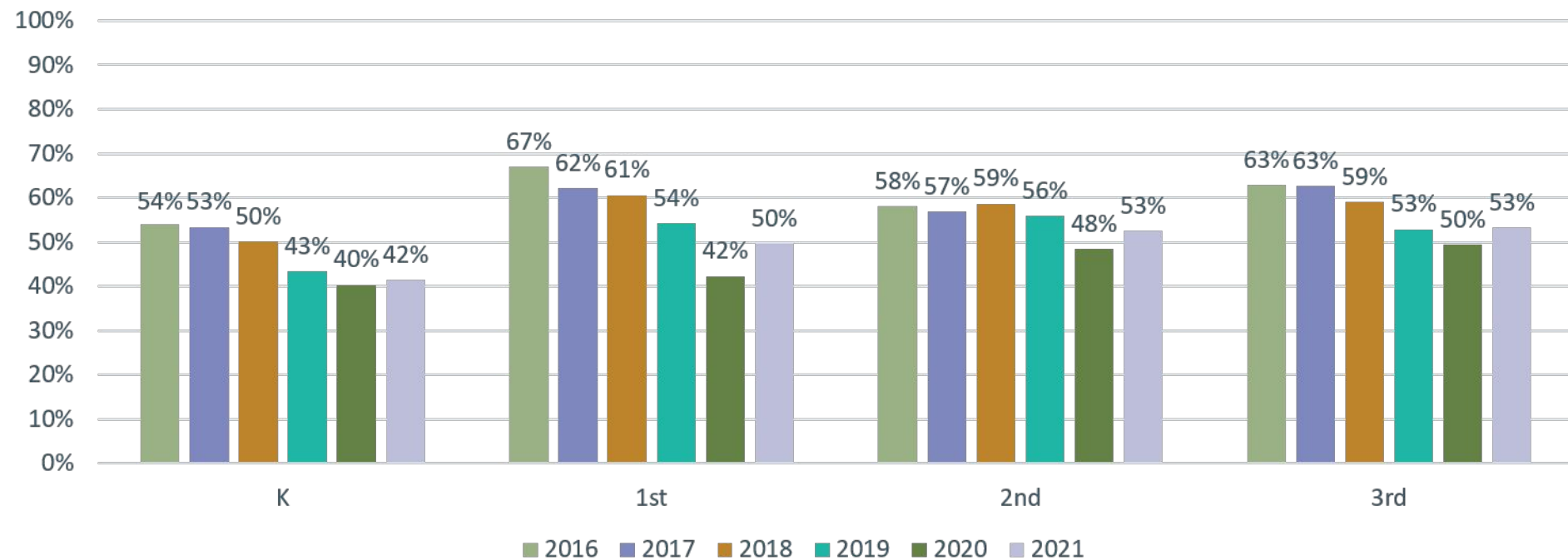
Guest Speaker:
Shanna Beber
Executive Director of Literacy

Mission: Louisiana students will have improved literacy outcomes through high-quality instruction and interactions from an effective teacher who is supported by leaders and families.



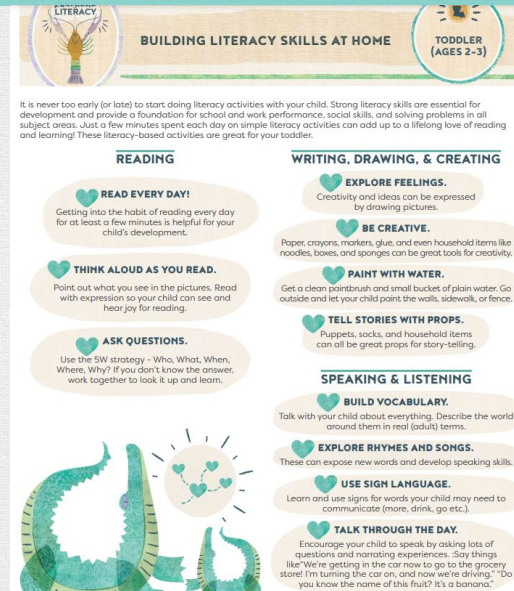
Background and Goals

2021 Fall Reading Report: Students Reading On/Above Level



Updates on Engaging Families Pillar Foundational Literacy Plans

The Department has released resources, many translated to home languages, to support schools and school systems in engaging with families.



Overview of Literacy Work

Key Pillars of the Louisiana Comprehensive Literacy Plan



Student literacy outcomes will increase when schools create and monitor **LITERACY GOALS**.



Literacy outcomes will improve when students are provided high-quality core instruction together with **EXPLICIT LITERACY INTERVENTIONS AND EXTENSIONS** based on individual student needs.



ONGOING PROFESSIONAL GROWTH is an essential component of effective teaching and literacy development.



FAMILIES play an essential role in the literacy development of children at all ages and stages.

Updates on Engaging Families Pillar

Louisiana R.E.A.D. Program

In response to Act 395, the Department will implement the Reading Enrichment and Academic Development Program (R.E.A.D.).

- Released in January
- Any PreK - 5th grade student that scores below grade level is eligible to receive three books per quarter for their home library.
- The legislature has provided a \$5 million state appropriation to fund this support.
- This initiative includes online support materials to assist families in developing their child's literacy skills.

Upcoming Events



Early Childhood Providers Upcoming Webinar

The Department hosts monthly webinars for early childhood providers. These webinars will include important updates and reminders for all provider types.

Providers can access the next provider webinar using the information below:

- **Webinar Date/Time:** Thursday, December 1 at 1 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/93597745872>
- **Phone Number:** 1-312-626-6799
- **Meeting ID:** 935 9774 5872

Contact Info

Child Care Licensing

- Call 225-342-9905
- Email ldelicensing@la.gov or email licensing consultants directly

Child Care Assistance Program

- Call 225-250-7635 or 225-252-9543
- Email ldeccap@la.gov or enter a [ticket](#) at the Provider Help Desk
- TOTS Assistance: Jackie.Droddy2@la.gov

Child Care Provider Certification

- Email providercertification@la.gov

Child Care Criminal Background Checks

- Call 225-342-2716 or 225-342-5311 or email LDEchildcareCBC@la.gov

General Early Childhood Support

- Email earlychildhood@la.gov

