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IN THIS ISSUE:

- [Superintendent's Message](#)
- [Important Dates for Early Childhood Programs](#)
- [Teaching and Learning](#)
- [Funding and Enrollment](#)
- [Child Safety and Welfare](#)
- [Director Support](#)
- [Lead Agency Support](#)
- [Other](#)

## SUPERINTENDENT'S MESSAGE

Dear Colleagues,

As communities begin scheduling and conducting CLASS® observations in early childhood classrooms for the fall semester, we want to call your attention to newly available resources that will support your community. To Louisiana's publicly funded early childhood programs, the Louisiana Department of Education, along with the Cecil J. Picard Center at the University of Louisiana at Lafayette, has developed two video libraries featuring Louisiana classrooms. These libraries provide access to authentic classroom videos and accompanying text focused on the teacher-child interactions that help increase learning.

- [Louisiana Believes CLASS® Video Library](#): Available at the Louisiana Believes website, these short-format video clips for teachers are quality examples of CLASS® domains and dimensions from the Pre-K and Toddler versions of the CLASS® tool. A summary of each clip as related to the categorized CLASS® dimension is hyperlinked below the video.
- [Early Childhood CLASS® Portal Calibration Video Library](#): Full-length videos can be used by observers as calibration activities and to promote deeper understanding of the Pre-K and Toddler CLASS® tools. Each video includes a hyperlinked code book that provides scoring for each dimension, with notes and descriptions of the interactions at the indicator level. This library is accessible only to individuals with a log-in for the LDOE CLASS® Portal System.

Effective teacher-child interactions are the key to increasing children's learning and development. These video libraries are designed to promote a deeper understanding of the Pre-K and Toddler CLASS® tools and support teachers and child care providers to interact more intentionally and effectively with children. Please email any questions to [Taylor Dunn](#).

As always, thank you for all you do for our children.

John

John White  
Louisiana Department of Education  
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## UPCOMING EVENTS AND DEADLINES

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- All staff must submit a Child Care Criminal Background Check (CCCBC) - September 30
- [The Process for Reimbursements of CCCBC Webinar](#) - October 2 at 12:00 p.m.
- Lead Agency Webinar/Conference Call (*lead agencies only*) - October 2 and 9 at 3:00 p.m.
- Lead Agency RFA Deadline - October 8

## TEACHING AND LEARNING

### TEACHER AND ADMINISTRATOR GUIDES FOR GOLD® 2018-2019

On July 1, 2018, the Abbreviated Pilot licenses (AB1 and AB2) shut down, and all users returned to using the original 'Comprehensive' license of TS GOLD for the 2018-2019 school year.

- For general information about the transition to one license, review the [2018-2019 GOLD Guidance](#) or watch the [2018-2019: Next Steps for Early Childhood GOLD Users](#) webinar.
- [TeachingStrategies®](#) released new step-by-step guidance for teachers and administrators. These guides will be especially helpful if a site chooses to complete a checkpoint using more or less than the 70% default license.

- [GOLD® Administrator Guide](#)
- [GOLD® Teacher Guide](#)

If you have any questions about using GOLD in 2018-2019, contact [Taylor Dunn](#).

### USING CLASS FOR COMPASS IN 2018-2019

Local Education Agencies and Charter Organizations are encouraged to use CLASS™ as the rubric for evaluating professional practice of public school pre-K teachers in all or some of their schools. For more information please see the [Compass Choices for Early Childhood Networks 2018-2019](#). LEAs that choose to use CLASS™ as the Teacher Professional Practice Rubric for public school pre-K teachers for 2018-2019 must complete the waiver and [Compass@la.gov](#) by September 30, 2018.

## FUNDING AND ENROLLMENT

### OCTOBER 1 CHILD COUNT

Bulletin 140 requires that all publicly-funded children are counted as they were enrolled on October 1, and that the count must be submitted to the Department by October 31. For the purposes of these counts, children are counted as part of the age cohort they belong to on September 30, for the entire 2018-2019 school year. For example, if a child is three on September 30, but turns four on November 22, that child is counted as part of the three-year-old cohort for the 2018-2019 school year. Please work with your Lead Agency to submit accurate October 1 child counts.

For questions please contact [Lindsey Bradford](#).

### LOUISIANA DEPARTMENT OF EDUCATION FORUMS FOR CHILD CARE PROVIDERS

The Louisiana Department of Education will be hosting a series of forums across the state. The forums will begin at the end of September and cover several topics across divisions within The Department. Such topics will include [Child Care Assistance Program Waiting List](#), [Provider Payment Calculations](#), [TOTS](#), [Provider Help Desk](#) and [Provider Certification Merge](#), [Registration Fees/Graduated Phase Out](#), and [the Complete Application Process](#). An email will be sent to all providers informing them of the date, location, and time of each forum within their region. For more information, contact the Provider Help Desk at (225) 342-1879 or (225) 342-7414.

### CCAP REGISTRATION FEE PAYMENT

Louisiana Department of Education Child Care Assistance Program (LDOE/CCAP), in accordance with Child Care Development Fund (CCDF) Final Rule and State Bulletin 139, will begin to pay registration fees for CCAP child care. Registration fee payments will be made to providers on behalf of all eligible households once per annual certification period. Allowable registration fees are based on the amount recorded in the Provider Certification Agreement at the current market rate, whichever is lower. If no fee is listed by the provider in the agreement, no fee will be paid. Changes to the provider agreement must be completed through the Provider Help Desk and Provider Certification...

visit this [link](#) on the LDOE website for rate agreement information.

The federal regulation at §98.45(l)(3)(ii) limits the required payment to mandatory registration fees, which includes initial and annual registration fees, rather than including other types of fees such as school field trips, fund-raiser diaper fees, etc.

Registration will be paid beginning October 15, 2018 for cases that had an initial certification or re-determination in September 2018. When a family changes providers, during the certification period, another fee will not be paid until the next annual registration fee date. When changes occur during a certification period, including the addition of new children, another registration fee will not be paid until the annual date of the certification period. For additional questions, or to complete any changes, providers should contact their regional specialist or the Provider Help Desk at (225) 342-1879 or (225) 342-7414.

### CHILD CARE ASSISTANCE GRADUATED PHASE OUT EFFECTIVE APRIL 2018

Louisiana Department of Education is required to establish a Graduated Phase Out, (GPO) for families whose income exceeds the eligibility threshold to qualify for CCAP assistance, but does not exceed 85 percent of State Income (SMI), pursuant to 45 CFR § 98.21 Child Care Development Block Grant (CCDBG)

The design of the GPO period is specifically to help families whose income rises, and allows for appropriate co-payment adjustments. In accordance with the Federal Law and Regulation, it is equally important to ensure that sharing not be a barrier to Louisiana families receiving CCDF assistance. The Department began implementing the GPO final rule at re-determination in April 2018 as outlined in Bulletin 139 Section 512 (B).

In accordance, with the Louisiana Administrative Code at the time of re-determination, households whose income has risen above the initial state threshold for eligibility but remain below the federal threshold for eligibility of 85 percent of state median income, shall be eligible for 12 additional months of child care services under a second eligibility tier. Co-payments will be adjusted and split between two income levels within second eligibility tier. The second tier co-payments will be \$8 and \$10. The change in co-payment will begin in October. If you have any questions, please contact the Provider Help Desk at (225) 342-1879 or (225) 342-7414.

### Sliding Fee Scale 85% SMI and Graduated Phase-out Copayment Tiers

No. in HH	2 Persons		3 Persons		4 Persons		5 Persons		Family Co-Pay Tier
Income	\$2,404 -	\$3,058	\$2,685 -	\$3,417	\$3,258 -	\$4,146	\$3,779 -	\$4,805	\$8
	\$3,059	\$3,713	\$3,418 -	\$4,148	\$4,147 -	\$5,033	\$4,806 -	\$5,838	\$10
No. in HH	6 Persons		7 Persons		8 Persons		9 Persons		Family Co-Pay Tier
Income	\$4,300	\$5,472	\$4,398	\$5,597	\$4,496	\$5,721	\$4,593	\$5,845	\$8
	\$5,473	\$6,644	\$5,598	\$6,795	\$5,722	\$6,946	\$5,846	\$7,097	\$10
No. in HH	10 Persons		11 Persons		12 Persons				Family Co-Pay Tier
Income	\$4,691 -	\$5,867	\$4,789 -	\$6,094	\$4,837 -	\$6,194			\$8
	\$5,868	\$7,282	\$6,095	\$7,399	\$6,195	\$7,550			\$10

Co-payment adjusted at mid-point of phase-out

## CHILD SAFETY AND WELFARE

### BULLETIN 137 ROADSHOW

There will be [updates](#) made to Bulletin 137 that will be effective on October 20, 2018.

We're taking our training session on the road to get the word out and make sure that licensed centers are aware of the upcoming changes. This training is for Director Designees, Directors, and Owners. All attendees must attend.

The Roadshow dates and locations are as follows:

Date	Location	Time	Register
Friday, September 28, 2018	<b>Lafayette</b> Lafayette Public Library (Main Branch), 301 West Congress Street, Lafayette, LA 70501	10:00 a.m. -12:00 p.m.	<b>FULL</b>
Thursday, October 4, 2018	<b>Chalmette</b> Chalmette Elementary, 75 E Chalmette Circle, Chalmette, LA 70043	1:00 p.m. - 3:00 p.m.	<b>FULL</b>
Wednesday, October 10, 2018	<b>Baton Rouge</b> Claiborne Building, 1201 N. 3rd Street, Baton Rouge, LA 70802	1:00 p.m. - 3:00 p.m.	<a href="#">Click here to register for this course.</a>

If you have questions, please contact Kishia Grayson at 225-342-9905 or email [LDELicensing@la.gov](mailto:LDELicensing@la.gov).

### REQUIRED NOTIFICATION

Critical Incidents related to the health, safety, or well-being of a child must be reported to the Division of Licensing and Child Welfare as well other appropriate agencies, if applicable. The [Critical Incident Report Form](#) is in the [Licensing Library](#). You may also fill out this form online and e-mail to [LDELicensing@la.gov](mailto:LDELicensing@la.gov). In the event that a child's primary emergency contact cannot be reached, the next emergency contact designated should be notified. Efforts to reach an emergency contact should continue until you speak with someone in regards to the child's condition.

For questions, please call your Licensing Consultant at 225-342-9905 or e-mail [LDELicensing@la.gov](mailto:LDELicensing@la.gov).

### REST TIME CHILD TO STAFF RATIO VS. REST TIME SUPERVISION

During rest time, sufficient staffing needs to be present on the premises to satisfy child to staff ratio, staff should be available to assist as needed. There can be 1 staff present in each room while children ages one and older are grouped together at rest time. Please keep in mind infants are not included in nap time ratios. [Bulletin 137](#) §1711.H.1. and H.2.

Children must be supervised at ALL times in the center, on the playground, on field trips, on non-vehicular excursions, and during all water activities and water play activities. [Bulletin 137](#) §1713.A. Children shall not be left alone in any room. [Bulletin 137](#) §1713.B. Staff must be assigned to supervise specific children whose names and whereabouts that staff person shall know and with whom the staff person shall be physically present. [Bulletin 137](#) §1713.C.

If two rooms share a common doorway, one staff member may supervise the resting children in both rooms. If the view of the staff supervising the children is obstructed by an object such as a low shelving unit, children shall be checked by sight by staff circulating among the resting children. [Bulletin 137](#) §1713.J.

### STAFF MUST SUBMIT A CHILD CARE CRIMINAL BACKGROUND CHECK BY SEPTEMBER 30<sup>th</sup>

The Louisiana Department of Education requires staff to apply for the CCCBC is September 30<sup>th</sup>. Send your staff for fingerprints as soon as possible to avoid delays. An additional \$25 fee for searching the State Central Registry (SCR) will be applied to applications submitted after September 30, 2018.

For more information about Child Care Criminal Background Checks, visit the [website](#) or email [Valerie Black](mailto:Valerie.Black).

### WEBINAR: THE PROCESS FOR REIMBURSEMENTS OF CHILD CARE CRIMINAL BACKGROUND CHECKS

Reimbursement for CCCBCs will only apply to CCCBC applications completed and submitted by September 30, 2018. Please read our [FAQ](#) for details on who qualifies for reimbursement. Reimbursement Forms will be released on October 1, 2018. The webinar information is:

**Meeting Name:** The Process for Reimbursements of Child Care Criminal Background Checks

**Date:** Tuesday October 2, 2018, 12:00 p.m. - 1 p.m.

**URL:** <https://ldoe.zoom.us/j/283540241>

### CHOOSE SAFE PLACES FOR EARLY CARE AND EDUCATION

The Louisiana Department of Health's Section of Environmental Epidemiology and Toxicology (SEET) has partnered with the federal Agency for Toxic Substances and Disease Registry (ATSDR) to reduce children's risk of exposure to dangerous chemicals during their care through a program called Choose Safe Places for Early Care and Education (CSPECE). The goal is to protect children in early care and education programs from exposure to chemicals such as arsenic, lead, pesticides, and volatile organic compounds (VOCs). By educating child care professionals about the risks of exposure and by providing guidance to child care professionals, we hope to reduce children's exposure to these chemicals. SEET has developed a [questionnaire](#) for child care providers to use as they consider possible locations for their facility. Please click on the [link](#) to access the survey.

## DIRECTOR SUPPORT

### DIRECTORS' CORNER

Starting in October, the Department will be guiding a focus group of high performing directors to learn more about what strategies they use to continually improve. The dialogue will be similar to the Directors' Panel on Instructional Leadership at the Teacher Leader Summit. This information will be used to build out the Director's Corner. If you have specific challenges and questions that you would like addressed or if you run a center with a rating of Excellent and want to participate, please reach out to [Emmy O'Dwyer](#).

#### \*REMINDER\* EARLY CHILDHOOD SITE LEADER SURVEY

Early Childhood Site Leaders: RAND Corporation needs your help! RAND ("Research AND Development") is a nonprofit organization offering research to understand how Louisiana's education policies affect people like you, with early childhood teachers and children every day. Please take 15-20 minutes out of your day to complete RAND's Early Childhood Site Leader Survey. After you complete the survey, RAND will send you an electronic li Amazon gift card as a thank you for your time. If you would be willing to take the survey, please click on this [link](#). Your valuable input will help RAND provide a well-rounded picture of how the state is supporting early childhood education. Make your voice heard!

## LEAD AGENCY SUPPORT

### WEEKLY WEBINAR/CONFERENCE CALL FOR LEAD AGENCIES

The Early Childhood Team holds weekly webinar/conference call question and answer sessions for lead agencies. The sessions are held on most Tuesdays from **3:00 p.m. to 4:00 p.m.** The Early Childhood Team will provide 15-30 minutes of question and answer time. Additional topics will be determined by caller questions. A meeting invitation containing the connecting information to the new Zoom webinar account has been sent to all lead agency contacts. Contact [Kaye](#) if you have questions.

#### Upcoming Schedule for Weekly Webinar/Conference Call for Lead Agencies

- October 2
- October 9

### NEW OPPORTUNITY FOR EARLY CHILDHOOD COMMUNITY NETWORKS

Louisiana has worked to establish a foundation of fundamental quality standards in early childhood care and education. To address the challenges of access and quality, the Department released a [Request for Applications](#) for 10-15 seeking community networks ready to lead the state with new ideas for improving quality and access through collaborative governance. Applications are due October 8. Please contact [Kaye Eichler](#) with any questions or for more information.

## OTHER

### EARLY CHILDHOOD CARE AND EDUCATION COMMISSION

The Early Childhood Care and Education Commission, established through [Act 639](#) of the 2018 Legislative Session, has been charged with creating a vision and framework for the future of early childhood care and education in Louisiana.

The next meeting will take place on Wednesday, October 3, 2018, at 12:00 p.m. in the Claiborne Building, located at 1201 N. Third Street in Baton Rouge. You will be able to view a live stream of the meeting [here](#). A schedule of 2018 Early Childhood Care and Education Commission meeting dates and a list of advisory council members can be found [here](#). For additional information, please email [earlychildhood@la.gov](mailto:earlychildhood@la.gov).

### IN CASE YOU MISSED IT

[LOUISIANA SHOULD FOCUS ON CHILD CARE FOR YOUNGEST CHILDREN](#) (*American Press*, September 13, 2018)

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