



## Early Learning Coalition Plan

This Plan describes the early learning activities developed by the  
Early Learning Coalition of Palm Beach County, Inc. for July 2006-June 2009.

**Plan Approval Date: 1/3/07**  
**Amendments: 1.9.2; 2.4.1; 2.5.1; 2.5.2; 2.5.3**  
**Approved by ELC Board: 6/3/08**  
**Approved by OEL: 7/22/08**

**Approved By:** \_\_\_\_\_

**TABLE OF CONTENTS**

**PART 1 COALITION IDENTIFICATION AND INFORMATION** **Pg. 5**

**PART 2 COMMUNITY PLAN**

Section 1	Vision	Pg. 6
Section 2	Mission	Pg. 6
Section 3	Community Needs Assessment	Pg. 6
Section 4	Coalition Priorities	Pg. 11

**PART 3 COALITION GOVERNANCE** **Pg. 12**

Section 1	Coalition Governance	Pg. 12
0.1	Board Membership	Pg.12
0.2	Bylaws and Articles of Incorporation	Pg.12
0.3	Board and Personnel Complaints	Pg.12

**PART 4 PROGRAM ELEMENTS** **Pg.13**

Section 1	Program Administration	Pg.13
1.1	Support Services	Pg.13
1.2	Single Point of Entry and Unified Waiting List	Pg.14
1.3	Eligibility and Enrollment Process	Pg.14
1.4	Voluntary Prekindergarten and School Readiness Verification of Attendance Procedures	Pg.15
1.5	Payment Rates	Pg.16
1.6	Sliding Fee Scale	Pg.16
1.7	Extended Day and Extended Year Services to	Pg.16

	Support Self- Sufficiency	
1.8	<u>Provider Eligibility</u>	Pg.18
1.9	<u>Program and Service Evaluation</u>	Pg.19
1.10	<u>Grievance Policies</u>	Pg.23
Section 2	Community Coordination	Pg.24
2.1	<u>School-age Care</u>	Pg.24
2.2	<u>Coordination with Public Schools</u>	Pg.24
2.3	<u>Coordination with the Department of Children and Families</u>	Pg.25
2.4	<u>Coordinated Staff Development and Training</u>	Pg.25
2.5	<u>Collaboration and Coordination of Services with Other Entities</u>	Pg.29
Section 3	Processes with Parents	Pg.34
3.1	<u>Consumer Education</u>	Pg.34
3.2	<u>Choice of Settings and Voluntary Prekindergarten Provider Profiles</u>	Pg.34
3.3	<u>Parent Access</u>	Pg.35
3.4	<u>Parent Involvement and Skill-building</u>	Pg.35
3.5	<u>Family Support Services</u>	Pg.41
3.6	<u>Unique Population Groups</u>	Pg.44
Section 4	Processes with Providers	Pg.46
4.1	<u>Health Screening</u>	Pg.46
4.2	<u>Age-appropriate Screening and Assessment</u>	Pg.47
4.3	<u>Developmentally Appropriate Curriculum</u>	Pg.52
4.4	<u>Confidentiality of Records</u>	Pg.56

Section 5	Quality Activities and Services	Pg.56
5.1	Quality Activities	Pg.56
5.2	Discretionary Funds Related to Early Learning Resource and Referral and School-age Care	Pg.61
5.3	Discretionary Funds Related to Infant and Toddler Early Learning	Pg.62
5.4	Discretionary Funds Related to Quality Expansion	Pg.65

**THE COMPLETION OF THIS EARLY LEARNING COALITION PLAN MUST BE ACCOMPLISHED IN CONJUNCTION WITH THE EARLY LEARNING COALITION PLAN GUIDANCE AND INSTRUCTION PUBLISHED BY THE AGENCY FOR WORKFORCE ALLIANCE INNOVATION’S OFFICE OF EARLY LEARNING.**

**Part 1. Coalition Identification and Information**

Coalition Name:	Early Learning Coalition of Palm Beach County, Inc.	FEIN #:	65-0974035
Address:	3111 South Dixie Highway, Suite 244, West Palm Beach, Florida 33405	Mailing Address (if different):	
Phone:	561-214-8000	Fax:	561-214-7450
E-mail Address:	warren.eldridge@elcpalmbeach.org		

Chairperson's Name: Traver Gruen-Kennedy  
 Address (if different than above): DayJet, Inc. 1801 S. Federal Highway, Suite 100, Delray Beach, FL 33483

Executive Director's Name: Warren Eldridge

Counties represented by Coalition: Palm Beach County

I hereby attest that all information provided in this plan is accurate and complete to the best of my belief and knowledge, and once approved, ensure that all services will be conducted in accordance with the approved plan. I also ensure that the local services will be in compliance with all applicable Florida Statutes and Regulations, Florida Administrative Codes, Federal Statutes and Regulations, and any other requirements as stipulated by the Agency for Workforce Innovation/Office of Early Learning.

Chair Signature:	_____	Executive Director:	_____
Printed Name:	Traver Gruen-Kennedy	Printed Name:	Warren Eldridge
Date Signed:	_____	Date Signed:	_____



**Part 2. Community Plan****Community Plan (s. 411.01(5)(c)1.g., F.S.)****Section 1. Vision****Response Assessment: Information Only**

A comprehensive, integrated system of early education and care, including but not limited to, Voluntary Prekindergarten, that prepares children for success in school and responds to the needs of children and families of Palm Beach County. All early education and care services will be accessible, affordable, of the highest quality and will support parents in their role as the primary influence in their child's learning and development.

**Section 2. Mission****Response Assessment: Information Only**

To manage, improve, and evaluate an integrated and quality seamless service delivery system for all publicly-funded early care and education programs serving children from birth to five years of age, or until the child enters kindergarten.

**Section 3. Community Needs Assessment****Response Assessment: Evaluation**

Award winning collaboration of early care and education partners, beautiful beaches and wetlands, as well as a colorful and diverse mixture of cultures are some of the characteristics which make Palm Beach County a wonderfully unique community. In 2006-07 the community's collaboration efforts will be formalized through partnership agreements.

In 2004, the Early Learning Coalition of Palm Beach County received statewide recognition for its collaboration efforts. The early care and education partners in Palm Beach County have come together to collaborate and coordinate in the development of a comprehensive early education system. Through the leadership efforts and funding from the Children's Services Council, the Coalition has been able to have many of the School Readiness and Voluntary Prekindergarten legislative mandates implemented. This unique collaboration has allowed the Coalition to be able to spend more dollars providing direct child care services to children at risk of abuse and neglect, children of families working to gain economic self-sufficiency, children whose family income is 150% or less of the federal poverty level and other eligibility priorities. Without the leadership provided by the Children's Services Council, the Coalition would be required to take at least seven percent of its budget away from direct child care services to fund the quality initiatives mandated by legislation. The early care and education partners include the Children's Services Council, Palm Beach Community College, Florida Atlantic University, Palm Beach Atlantic University, the School District, Family Central, Inc., the Health Care District, Redlands Christian Migrant Association, Workforce Alliance and Head Start.

Palm Beach County has one of the largest populations of Florida's 67 counties (*2005 Charting the Progress – Child Care & Early Education in Florida*). It is as varied in population as it is in geography. The eastern county is well known for its 45 miles of shoreline, beautiful beaches and thriving urban population. The western county is rural with wetlands covering the southwest and agriculture dominating the northwestern area. The western portion of the County is home to agricultural lands producing nearly 11% of the sugar in the United States.

There are more than 1.3 million people who call Palm Beach County home. Palm Beach County is one of Florida's fastest growing counties. Nationally, Palm Beach County ranked 30<sup>th</sup> of the 100 largest counties and 15<sup>th</sup> of the 500 largest public school districts in the nation. The population ages birth to four grew by 11.3% between 2000 and 2005, from 62,913 to 70,013 (*2006 State of the Child in Palm Beach County Early Care and Education*).

Tourism, construction and agriculture are the three major billion dollar industries in Palm Beach County. There are also many high-tech industries which contribute to our growing economy. Major private employers include the producers of jet engines, computers and sugar (Florida KIDS COUNT Data Book 2004). More than 60,000 people are employed in jobs related to the tourism industry. The School District of Palm Beach County is the largest employer in Palm Beach County with more than 19,200 employees.

In October 2004, the median home price in Palm Beach County was \$355,100 (up 36% from \$246,000 in October 2003). The median family income was \$53,701 in 2000 and more than half of residents (56.8%) had incomes below \$49,999. Only sixteen percent of all households had earnings of \$100,000 or more. These facts lead to a need to determine the potential impact on the cost of land and land/space usage on child care. This has been identified as a priority in Section 4, page 10 of this plan.

### **DEMOGRAPHIC MAKE-UP OF ELIGIBLE FAMILIES**

An estimated 126,072 individuals lived in poverty in 2004, of which 10.3% (12,992) were children under age five. Of all children ages birth to four, 17.9% were living in poverty in 2004 (*2006 State of the Child in Palm Beach County Early Care and Education*).

Palm Beach County has a diverse ethnic and racial population. Of the birth to four population category, 53% is black non-Hispanic, Hispanic, or some other race or ethnicity which is 3.5% higher than the rate for the State. According to an estimate, the white non-Hispanic population decreased by 5.4% between 2000 and 2005 while the Hispanic population increased by 42.8% , the "other" category increased by 28.9% and black non-Hispanics increased by 22.9%. In 2004-05 school-based Prekindergarten programs, 29.2% of children attending had parents who spoke 46 languages other than English (*2006 State of the Child in Palm Beach County Early Care and Education*).

This data depicts the fact that the community has unique needs and assets which are based on the race and ethnicity of our citizens. In Palm Beach County there are children from each of seven racial and ethnic categories used by the U.S. Census. A child placed under the description of Black includes cultures from Haiti, Jamaica, the Dominican Republic and American. The Hispanic population represents both black and white children from nations such as Mexico, Cuba, Brazil, Guatemala and Colombia.

### **OTHER CHILD DEVELOPMENT AND EARLY LEARNING PROGRAMS**

Other child development and early learning programs which serve School Readiness eligible children include Head Start, Early Head Start, HIPPY (Home Instruction for Parents of Preschool Youngsters), PEPPi (Preschool Enrichment Program with Parent Involvement) and Early Steps. These programs work with low-income families from a variety of ethnic and cultural backgrounds. Early Head Start enhances the development of children from birth. Head Start serves children from ages three to five. As of November 2005, 2,285 children were enrolled in the Head Start programs. Palm Beach County Head Start is only one Head Start/Early Head Start agency. In 2005 there were a total of 27 Head Start programs and seven Early Head Start programs in Palm Beach County.

The Department of Exceptional Student Education (ESE) at the School District of Palm Beach County serves approximately 2000 children in Prekindergarten programs each year. This department provides educational interventions based on the needs identified in the individual education plan of each child. The ESE department also provides a continuum of services through contracted services to the community and classrooms at public school sites. Currently, they are serving children in 78 child care facilities by providing speech and language interventions. The ESE department also has two contracts that enable them to provide a full educational program.

### **EDUCATION, HEALTH, NUTRITION & SOCIAL SERVICE NEEDS OF ELIGIBLE FAMILIES**

According to the 2004 Florida Kids Count Data Book sixteen percent of persons age 25 and over did not graduate from high school and 27 percent graduated with no further education indicated. Twenty-eight percent obtained a bachelor's degree or higher. In 2004, 65.9% of high school seniors graduated.

For the month of August 2005, as reported in the Enhanced Field System (statewide child care management information system) there were 233 licensed family child care homes, 216 licensed centers and 10 licensed exempt centers serving approximately 9,000 children in state-funded School Readiness programs. The legal child care capacity as of August 31, 2005 was 27,536. The School District has an additional 121 School Readiness programs (most of which offer exclusively school age care) with a legal capacity of 5,775. Palm Beach County served 9,156 children in subsidized child care for August 2005. More than half (61.3% or 5,612) were under the age of five. In August 2005 almost as many children (5,238) were on the wait list for child care assistance as the children receiving assistance under age five. In comparison to six other counties similar in size, Palm Beach County had the third highest

number of children on the waiting list. Additional funds are needed to reduce the number of children who are on the waiting list. And this has been identified as a priority by the Coalition.

As of September 2005 of all children ages birth to 12 receiving subsidized care in Palm Beach County only 5.6% were infants. This statistic may suggest that either there are less need for infant care or that there are fewer providers serving infants. The latter has been suggested as another potential barrier to receiving care. During March 2005 there were 382 school readiness providers serving infants/toddlers. For the same month in 2006 there were 347 providers or 35 fewer than the previous year, offering infant/toddler care. Additionally of the 347 providers 102 providers also offer Voluntary Prekindergarten. This data begs the question which care level (age) was supplanted in order to accommodate the Voluntary Prekindergarten program? The accessibility and availability of infant/toddler care has been identified as a Coalition priority.

Studies such as the High/Scope Perry Preschool study have proven that high quality early childhood experiences are a major factor in children's development and ability to succeed once they reach school and later in life. The High/Scope Perry Preschool model showed a \$17 return on every dollar invested 40 years later. Based on this and other research the Children's Services Council funded and implemented the Quality Rating System, later named the Quality Improvement System. This four star rating system was finalized in 2003 with the following goals:

1. To produce positive outcomes for children,
2. To provide consumer education to help parents recognize, expect and seek out quality in a child care setting, and
3. To define, advocate for and obtain the resources necessary to encourage, support and promote quality early care and education.

As of March 30, 2006, 67 providers were listed in the Enhanced Field System as being active in the Quality Improvement System: 41 centers, 13 school-based sites and 13 family child care homes. Since the implementation of the Quality Improvement System the following data has been received: 31.3% of Quality Improvement System sites increased their star rating between 1 to 3 stars; 47% maintained a 4 star rating; and 12.5% decreased by 1 star and 9.4% demonstrated no change. As of March 30, 2006 there were 640 School Readiness providers which include licensed family child care homes, licensed centers, licensed exempt centers, informal care and school district sites. Based on the positive outcomes of the Quality Improvement System providers and the fact that 90% of school readiness providers are not in the Quality Improvement System, another Coalition priority is the expansion of the Quality Improvement System.

The Voluntary Prekindergarten program was implemented by the Early Learning Coalition of Palm Beach County in August 2005. The *Florida Voluntary Prekindergarten Education Standards* were formally adopted by the State Board of Education in March 2005. This early learning guide describes what four year old children should know and be able to do by the end of their prekindergarten year

and is designed to guide instructors in designing and implementing appropriate early learning environments. It is of utmost importance that all Voluntary Prekindergarten providers receive training on these standards. Therefore training on the Voluntary Prekindergarten standards has been identified as a Coalition priority.

The Coalition's direct service contractor, Family Central, Inc., provides Child Care Resource and Referral services to the general public interested in information about the types of early care and education that is available in the community. Services include assistance in locating child care and preschool programs that best meet family needs, as well as customized lists that match a family's specific needs for family child care homes, centers, preschools and school-age child care programs. Additional services include information and referrals for social services in the community, financial assistance, Florida KidCare Insurance, employer initiatives and other related services.

In an effort to learn about the Early Childhood community first-hand, and not only from data, Coalition board members are committing time to visit early care and education providers on a regular basis. These site visits help Coalition members learn the needs and challenges of the early childhood community.

The Health Care District provides a source of funding for low-income residents to gain access to health care. Because of the Health Care District, over 100,000 children have health insurance their families could not otherwise afford; 170,000 children in public schools have access to health care services and 40,000 children in public schools have access to behavioral health evaluations and interventions.

Florida Kid Care grew rapidly from 1999 to 2003. In Palm Beach County as of June 2004 there were 98,450 children covered by Florida Kidcare including 70,399 in the Medicaid program, 24,873 in Healthy Kids, 2,639 in Medikids and 539 in the Children's Medical Services program. It is estimated that 11.7% of children in Palm Beach County between ages 0-4 are uninsured.

**Section 4. Coalition Priorities**  
**Response Assessment: Information Only**

Priority	Description	Priority Addresses this Community Need	Element Where the Priority is Addressed
1	The Coalition will collaborate with early care and education partners to assure that child care licensing requirements and municipal ordinances are aligned with meeting child care needs related to urbanization and a rapidly growing population.	This priority addresses the realities of a rapidly growing urban community with rapidly increasing property values, the potential impact of these phenomenons on child care and ensuring alignment of the two.	2.3.1 2.5.1 4.1.2
2	The Coalition will provide resources for health screening (vision, hearing and speech assessments) for birth through five years of age.	This priority addresses the community’s need to coordinate and identify available community resources to provide adequate health screening of all children receiving school readiness services.	2.5.1, 4.1.1 4.1.2
3	The Coalition will support the expansion of Quality Improvement System.	This priority addresses the need for the provision of properly trained early care and education practitioners who are able to deliver a quality early education to the community’s children.	2.4.1
4	The Coalition will offer training on Early Learning Standards to every Voluntary Prekindergarten instructor.	This priority ensures the implementation of a uniform standard of education for all Voluntary Prekindergarten children to ensure school readiness.	2.4.1
5	The Coalition will ensure accessibility and availability of infant/ toddler child care services.	This priority addresses the need to ensure adequate child care space to meet the community’s demand for infant/toddler child care services	5.3.1
**	These are not in order of priority.		

\*Add more fields as needed.

**Part 3. Coalition Governance**

**Section 0.1 Board Operation**

**0.1.1.** Does the Board membership (included in **Attachment 0.1.1A**) adhere to statute and policy requirements? (s. 411.01(5)(a)4-7., F.S.)(OEL File # 206.01, OEL File # 206.02 , OEL file # 206.03, OEL file # 206.04)

**Response Assessment: Evaluation**

Yes

No, and the following describes how the Coalition will completely conform to the requirement:

**0.2.1.** Is the Coalition organized as a corporation? (s. 411.01(5)(d)4.i, F.S.) (OEL File # 206.10)

**Response Assessment: Bylaws and Articles of Incorporation/ Evaluation, Organizational Chart/ Information Only**

Yes, and copies of the bylaws, articles of incorporation, and organizational chart are included in **Attachment 0.2.1A and 0.2.1B and 0.2.1C.**

No

**0.3.1.** Does the Coalition have a process in place to address board and personnel complaints?

**Response Assessment: Demonstration**

Yes

No, and the following describes how the Coalition will develop a process:

**Part 4. Program Elements**

**Section 1. Program Administration**

**1.1 Support Services**

**1.1.1** Does the Coalition directly provide for or does the Coalition contract for the following services: systems support services, such as, an early learning resource and referral, eligibility determinations, training of providers, Inclusion Warm Line and parent support and involvement?(s. 411.01(5)(d)4.g., F.S.) (s. 402.3018(2), F.S.)

**Response Assessment: Evaluation**

Yes, the Coalition maintains overall control of systems support services provided by the Coalition or other entity (ies).

No, and the following describes how the Coalition will completely conform to the requirement:

Service	Provided by Coalition	Provided by other Entity(ies), (NAME)s
Resource and Referral	<input type="checkbox"/>	Family Central, Inc.
Eligibility Determination	<input type="checkbox"/>	Family Central, Inc.
Provider Training	<input type="checkbox"/>	Family Central, Inc.
Parent Support and Involvement	<input type="checkbox"/>	Family Central, Inc.
Inclusion Warm Line	<input type="checkbox"/>	Family Central, Inc.
Reimbursement	<input type="checkbox"/>	Family Central, Inc.
Other (List all) (1)School Age Services (2)Voluntary Prekindergarten Eligibility, Registration and Payment	<input type="checkbox"/>	Family Central, Inc.

**1.2 Single Point of Entry and Unified Waiting List**

**1.2.1.** Does the Coalition adhere to the single point of entry and unified wait list established in statute and rule? (S. 411.01(5)(c)1.e., F.S.; s. 1002.53(4)(a), F.S.)(60BB-4.300)

**Response Assessment: Evaluation**

Yes

No, and the following describes how the Coalition will completely conform to the requirement:

**1.2.2.** Do parents apply for Voluntary Prekindergarten and School Readiness services for their children through the single point of entry system? (s. 411.01(5)(c)1.e., F.S.; s. 1002.53(4)(a), F.S.)

**Response Assessment: Evaluation**

Yes

No, and the following describes other points of entry and how the Coalition will completely conform to the single point of entry requirement.

**1.3 Eligibility and Enrollment Processes**

**1.3.1.** Does the Coalition adhere to eligibility priorities established in statute and rule? (s. 411.01(5)(d)4.d., F.S.; s. 411.01(6), F.S.)(60BB-4.200-207,209)

**Response Assessment: Evaluation**

Yes

No, and the following describes how the Coalition will completely conform to the requirement:

**1.3.2.** Has the Coalition established additional eligibility priorities?

**Response Assessment: Demonstration**

Yes, and the priorities are included in **Attachment 1.3.2A.**

No

**1.3.3.** Does the Coalition adhere to the **Voluntary Prekindergarten** eligibility documentation requirements as outlined in policy OEL-PI-0013-05?

**Response Assessment: Evaluation**

Yes

No, and the following describes how the Coalition will completely conform to the requirement:

**1.3.4.** Has the Coalition established **Voluntary Prekindergarten** eligibility determination and enrollment procedures? (OEL-PI-0014-05)

**Response Assessment: Demonstration**

Yes, and the procedures are included in **Attachment 1.3.4A.**

No, and the following describes why:

**1.4 Voluntary Prekindergarten Verification of Attendance Procedures**

**1.4.1.** Does the Coalition adhere to statutes and policy regarding verification of attendance for Voluntary Prekindergarten? (s.1002.71(6)(b), F.S.)(OEL File # 510.04)

**Response Assessment: Evaluation**

Yes

No, and the following describes how the Coalition will completely conform to the requirement:

**1.5 Payment Rates**

**1.5.1.** Coalitions are required to establish payment rates that encompass all programs funded by the Coalition and take into consideration the most current market rate survey. A copy of the most current payment rate is included in Attachment **1.5.1A.** (s. 411.01(5)(e)2, F.S.)(OEL File # 400.02)

**Response Assessment: Evaluation**

**1.6 Sliding Fee Scale**

**1.6.1.** A sliding fee scale, which is used to determine each family's contribution to the cost of early learning, must vary based on income and the size of the family. A copy of this sliding fee scale for early learning services is provided as **Attachment**

**1.6.1A.** (s. 411.01(5)(d)4.a, F.S.)(45 CFR 98.42)

**Response Assessment: Evaluation**

Does the Coalition use factors in addition to income and the size of the family to determine the Sliding Fee Scale?

Yes, and the following describe any additional factors that will be used:

No

**1.7 Extended Day and Extended Year Services to Support Self-Sufficiency**

**1.7.1.** Describe the Coalition process for providing, coordinating, and increasing the availability of extended day and extended year services. (s. 411.01(5)(c)1.b., F.S.)

**Response Assessment: Evaluation**

The Early Learning Coalition of Palm Beach County provides extended day and extended year services through a contract with Family Central, Inc., for direct child care services. The Coalition coordinates the need for increased care of this type through close work with the contracted agency Family Central, Inc., and through regular reviews of resource and referral reports. In addition to the reports and reviews received from Family Central, Inc a measurement instrument has been developed to capture the number of requests received through Resource and Referral for Extended care and the number of enrollments that occur on a quarterly basis. A specific code was added to EFS to track the requests for these services. The Coalition partners with Family Central Inc., which is the contracted agency providing school readiness and VPK services. The Coalition will

complete a survey of a statistically significant sample of families requesting such service to determine whether need was met and to inform future outreach services. Family Central, Inc. will develop an outreach plan to include the results of the survey.

Identify expected results relative to this element in the chart below:

Required Element	Current Situation	Objective	Activities	Outcome
<p>1.7.1. Extended Day and Extended Year Services</p>	<p>As of March 31, 2006, a total of 269 providers offered extended day (evening, over night and weekend) services and 373 providers offered extended year (school age) services to children up to age 12. There were 100 school-age only programs with a total capacity of 9,684 as of this same time period.</p>	<p>1. The Coalition will make available extended day and extended year services.</p>	<p>1a. The Coalition will determine availability and location of extended day and extended year services and will direct Family Central, Inc. to develop and implement a written procedure/ outreach plan to meet identified needs.</p> <p>1b. The Coalition will continue to provide extended day services for eligible families.</p> <p>1c. Family Central, Inc. will continue to enroll school age siblings of eligible families with children ages 0-5 to serve the family as a whole, based on availability of funds.</p>	<p>1. An average of at least 75% of requests for extended day and extended year care will result in an enrollment.</p>

			<p>1d. Family Central, Inc. will maintain an updated outreach plan to identify and meet the needs of hard-to-serve, under-served, and specialty populations, such as such as special needs, low income, migrants and teenage parents.</p>	
--	--	--	---	--

**1.8 Provider Eligibility and Provider Files**

**1.8.1.** Does the Coalition adhere to provider eligibility verification requirements? (s.1002.55(3), F.S.) (AWI-Voluntary Prekindergarten Form 10)

**Response Assessment: Demonstration**

Yes, and the following describes the process:

Family Central, Inc., is the contracted provider for all Voluntary Prekindergarten services. Family Central, Inc. will provide information and technical assistance to providers in order to ensure they understand the requirements as outlined in Office of Early Learning policies. During orientations new providers will be advised of the following provider eligibility verification requirements:

**School Year Program:** Completed Voluntary Prekindergarten 10 forms, and Voluntary Prekindergarten 11 forms for each classroom; verification that the program offers at least 540 instructional hours; maintains Voluntary Prekindergarten classes with at least four and no more than 18 children (but not to exceed license capacity); has a Prekindergarten director credential (or a child care director credential, if completed before October, 2006); has a developmentally appropriate curriculum; has for each Voluntary Prekindergarten class at least one instructor who holds a minimum of a Child Development Associate (CDA) credential issued by an approved entity, and has completed a five-hour emergent literacy training course or holds an appropriate educational credential as provided in the Voluntary Prekindergarten statute; has at least one additional instructor for each class of 11 or more children; employs instructors of good moral character and completes level two background screening for all instructors.

**Summer Program:** Offers at least 300 instructional hours between May 1 and the start of the school year in August or September; delivers to children no earlier than the summer before the school year for which the children are eligible to enter kindergarten; maintains Voluntary Prekindergarten classes with at least four and no more than 10 children (but not to exceed licensed capacity); has a developmentally appropriate curriculum; and for each class has an instructor who holds a valid Florida Educator Certificate or has one of the credentials identified in the Voluntary Prekindergarten statute.

Upon receipt of the documentation Family Central, Inc., will review the documentation for accuracy and completeness. When all the correct documentation is received the provider will then be notified of their acceptance as a Voluntary Prekindergarten provider and an agreement will be completed. Both the school year and summer programs require that a provider has executed a provider agreement (Form AWI-Voluntary Prekindergarten 20) before the provider is paid for services.

No, and the following describes how the Coalition will completely conform to the requirement:

**1.9 Program and Service Evaluation**

**1.9.1.** Does the Coalition adhere to Voluntary Prekindergarten program verification requirements? (s. 1002.75(2)(e), F.S.)

**Response Assessment: Demonstration**

Yes, and attached is a sample of the monitoring process included as **Attachment 1.9.1A.**

No, and the following describes how the Coalition will completely conform to the requirement:

**1.9.2.** Describe how the Coalition evaluates the effectiveness of School Readiness programs and services. (s. 411.01(5)(g), F.S.)

The Coalition evaluates the effectiveness of School Readiness programs and services in the following ways:

- The Board and Executive Director both participate in determining the critical programmatic elements in the Early Learning plan. The Board’s involvement is through presentation and discussion of items during board meetings, workshops and committee involvement. The executive director provides ongoing day-to-day guidance and direction to Coalition staff in the development of plan.

The Children’s Services Council/Early Learning Coalition Evaluation Steering Committee, composed of members of the Boards of the Coalition and Children's Services Council, meets every six months to review progress towards

the plan outcomes. Based on changes in community assessment needs, child/family needs, and/or board direction Coalition staff make recommendations to amend plan priorities and content.

- The Coalition monitors Family Central, Inc., the contracted direct services provider, at a minimum annually. The monitoring allows the Coalition to determine Family Central's adherence to School Readiness and Voluntary Prekindergarten policies, procedures, contract terms and conditions. If deficiencies are identified the Coalition and Family Central work together to develop a corrective action plan to address the deficiencies. The Coalition provides follow-up to determine that the corrective actions have been implemented.
- The Coalition will coordinate with Family Central and/or the Palm Beach County Health Department, the local licensing agency, to monitor providers to determine adherence to statutory and programmatic requirements. These requirements include but are not limited to instructional staff training, licensure status, healthy and safe environments and teacher-child ratios.
- Coalition staff who monitor school readiness providers will receive training at least annually. Training will include but is not limited to developmentally appropriate curriculum and practice, developmental screening and assessment.

The Coalition will also use the following to evaluate the effectiveness of school readiness programs and services.

- The results of the School Readiness Uniform Screening System will be used as an indicator to evaluate the effectiveness of school readiness services. An analysis of the annual results will be tracked based on data from the implementation of the screening. Areas where additional focus is needed will be identified.
- The pre and post child assessment results will be used to evaluate effectiveness of School Readiness programs and services.

An independent evaluation of the effectiveness of School Readiness programs and services will be conducted.

**Response Assessment: Evaluation**

Identify expected results relative to this element in the chart below:

Required Element	Current Situation	Objective	Activities	Outcome
<p>1.9.2. Evaluation Plan</p>	<p>The Local Plan is reviewed bi-annually by the CSC/ELC Evaluation Steering Committee. School Readiness services are monitored in three ways</p> <ol style="list-style-type: none"> <li>1. Through review of monthly and quarterly data submitted regarding elements in the Planning Implementation and Evaluation (P.I.E.) Program Evaluation Model.</li> <li>2. Through the CSC/ELC Evaluation Steering Committee.</li> <li>3. Through the Coalition’s monitoring of the Contractor, Family Central, Inc. and the monitoring of child care providers by the Contractor .</li> </ol>	<p>1. To evaluate the effectiveness of School Readiness and Voluntary Prekindergarten Programs.</p>	<p>1a. The Coalition Board provides input into development of programmatic elements in the Early learning plan through workshops, Board meetings and committees.</p> <p>1b. The Evaluation Steering Committee reviews progress toward plan outcomes twice yearly.</p> <p>1c. Based on progress in 1b and if necessary , the Board will amend its priorities and Coalition plan.</p> <p>1d. The Coalition in coordination with Family Central and or the Palm Beach County Health Department, the local licensing agency, will verify, through</p>	<ol style="list-style-type: none"> <li>1. 100% of plan programmatic activities and amendments will be presented to the Board for approval and/or adoption as documented by Board agendas and minutes.</li> <li>2. At least 85% of outcomes in the Early Learning Plan will be met or exceeded.</li> <li>3. 100 % of the Contractor’s staff who receive training will show an increase in knowledge after receiving training.</li> <li>4. The Coalition will continue to meet and/or exceed the average Florida kindergarten readiness screening tool scores for the State.</li> <li>5. 85% of post assessment and screening</li> </ol>

			<p>monitoring of providers, performance of program requirements including but not limited to required training, licensure status, healthy and safe environments and teacher-child ratio.</p> <p>1e. Contractor staff who monitor school readiness providers will receive initial training and the managers will observe them before they are released to monitor on their own.</p> <p>1f. Contractor staff will be observed by their manager a minimum of twice each year and additional observations will be conducted as needed. The manager will meet monthly with staff to review any questions and to give updates.</p> <p>1g. The Coalition will review the scores of the Florida kindergarten</p>	<p>tests will result in improved results.</p>
--	--	--	--	---

			<p>readiness screening tool currently being used by the State to evaluate School Readiness Programs to ensure the scores meet or exceed the State’s average scores.</p> <p>Ih. Pre and Post tests will be given as a component of the implementation of assessment and screening to School Readiness children in all age groups.</p>	
--	--	--	--	--

**1.10 Grievance Policies**

**1.10.1.** Does the Coalition have grievance policies or procedures to address parent, provider, and Coalition staff issues?

**Response Assessment: Information Only**

Yes, and attached is a sample of the grievance policies or procedures included as **Attachment 1.10.1A and 1.10.1B.**

No, and the following describes how the collations will develop a procedure(s):

**Section 2. Community Coordination**

**2.1 School-age Care**

**2.1.1.** Does the Coalition coordinate with other community agencies to address the need for school-age care? (45 CFR 98.20(a)(1))

**Response Assessment: Demonstration**

Yes, and the following describes the Coalition’s partner agencies and the services provided:

The Coalition works in coordination with Prime Time, Inc., a non-profit organization, with a mission to strengthen community capacity to provide a range of quality after-school programs to all of its children and youth through an integrated system of standards and supports. Coordination is demonstrated by both organizations contracting with the same entity, Family Central, Inc., to provide services. In addition, the Coalition’s Executive Director currently serves on Prime Time, Inc.’s Board of Directors. Management of both organizations are scheduled to meet twice a year.

The Coalition will enter into a partnership agreement with Prime Time, Inc.

No, and the following describes why:

**2.2 Coordination with Public Schools**

**2.2.1.** Does the Coalition coordinate with each school district within the Coalition’s county(ies) or region for each school-year and/or summer Voluntary Prekindergarten program? (s. 1002.53(4)(c), F.S.)

**Response Assessment: Demonstration**

Yes

No, and the following describes how the Coalition will completely conform to the requirement:

**2.3 Coordination with the Department of Children and Families**

**2.3.1.** Does the Coalition coordinate monitoring activities with the Department of Children and Families to minimize duplication, including adherence to the Standard Levels of Service? (s. 1002.67(3)(d), F.S.)(s. 411.01(2)(c), F.S.)

**Response Assessment: Demonstration**

Yes, and the following describe coordination efforts:

Florida's child care law [§402.301-319, Florida Statutes], provides for any county whose licensing standards meet or exceed the state minimum standards [Chapters 65C-20, 65C-22 and 65C-25, Florida Administrative Code], to designate by ordinance, a local licensing agency in their county. Palm Beach County is a local child care licensing county. In Palm Beach County inspection, regulation and licensing of child care and family child care facilities is administered by the Palm Beach County Health Department.

The Coalition works in collaboration with the Environmental Health Child Care Office of the Palm Beach County Health Department and holds regularly-scheduled meetings to discuss coordinating efforts to minimize duplication.

No, and the following describes how the Coalition will completely conform to the requirement:

**2.4 Coordinated Staff Development and Training**

**2.4.1.** Describe how the Coalition ensures the provision of coordinated staff development and training (s. 411.01(5)(c)1.c., F.S.), including helping Voluntary Prekindergarten providers meet educational goals. (s.1002.65, F.S.)

The Coalition ensures the provision of coordinated staff development and training through;

1. Training provided by its contractor, Family Central, Inc.,
2. Participation on committees which address staff development and training (listed below).

Children’s Services Council funds the Palm Beach County Early Childhood Registry, administered by the Institute of Excellence in Early Care and Education at Palm Beach Community College. The Institute of Excellence also has developed and will implement trainer and training standards for all quality noncredit, informal training listed in its interactive online training calendar. The Registry will track and verify all education, training and work experience of practitioners who are Registry members.

Family Central, Inc., offers a minimum of six trainings, available in English and Spanish at different locations throughout the county, per quarter. Each of the trainings is approved by the Registry and in-service training hours are offered.

A variety of community-based training classes and college credit courses are offered throughout the year and at locations throughout Palm Beach County. Most training provided by Palm Beach Community College and Family Central, Inc., will be related to the core competencies for practitioners, which are under development, and to the Voluntary Prekindergarten standards where appropriate.

Early Childhood Education community partners are participating in a long term project funded by Children's Services Council, to implement a community plan and strategy for a cohesive system of early care and education and professional development linking formal and informal training and educational paths.

Career Development in Child Development (CD<sup>2</sup>), a Toppel Family Foundation and Children's Services Council initiative has helped to facilitate the development of an articulated academic career path. The Children's Services Council has funded and implemented the Quality Improvement System. Professional development and training is one of the six pathways to quality.

The Palm Beach Community College Institute of Excellence in Early Care and Education provides the following professional development supports and enhancements to participants in the Quality Improvement System: Financial aid to defray cost of college classes, workshops and conferences for all practitioners who work in centers that hold a rate agreement with Family Central, Inc., to serve low income children; The following supports are available only to Quality Improvement Participants: one-on-one career advisement to directors and staff, and special incentive programs which reward academic achievement through annual bonuses and salary enhancements

**Response Assessment: Demonstration**

Identify expected results relative to this element in the **chart A** below:

Required Element	Current Situation	Objective	Activities	Outcome
<p>2.4.1. Coordinated Staff Development and Training</p>	<p>The Registry is open to all providers as of January 25, 2006. Prior to that it was open to QIS providers only. 104 applications from QIS practitioners were received and processed prior to that date.</p> <p>The School District career academy classes can articulate into 9 credit hours at the community college. Florida Atlantic University is developing a BA in Early Childhood Education which will focus on children birth to five and will articulate to Palm Beach Community College's A.S. degree program in early childhood education.</p>	<p>1. Increase the number of practitioners who join the Registry.</p> <p>2. Ensure that the Coalition has full participation and involvement in the professional development project.</p>	<p>1.a. Voluntary Prekindergarten trainers will give all practitioners participating in the VPK Standards training an opportunity to join the registry, although it will be voluntary.</p> <p>1b. Family Central, Inc. will include information on the Registry to providers who have executed rate agreements, during monthly provider meetings and through the provider newsletter.</p> <p>1c. Participate in Professional Development planning, and assist in coordination of meetings.</p> <p>1d. Palm Beach College in accordance with</p>	<p>1. By June 30, 2007, the number of practitioners in the county who will join the registry will increase by 25%.</p> <p>2. Within 18 months the community will begin implementation of a well-articulated and cohesive professional development plan.</p> <p>3. 100% of VPK providers will have access to VPK standards training.</p> <p>4. For the period through June 30, 2008 establish a baseline of VPK providers that show an improvement in knowledge of VPK standards.</p> <p>5. For the period 7/1/08 through 6/30/09</p>

			<p>contract agreements will provide VPK Standards training to VPK providers.</p> <p>1e. Track VPK providers who show an improvement in knowledge of VPK standards.</p>	<p>increase the number of VPK providers that show an improvement in knowledge of VPK standards.</p>
--	--	--	--	---

Identify the elements of the Coalition’s coordinated staff development and training plan in **Chart B** below:

<b>Does the Coalition’s coordinated staff development and training plan include:</b>	<b>Yes</b>	<b>No</b>	<b>Responsible Entity *</b>	<b>Which Groups Participate</b>
A link to Early Learning Guidelines	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Palm Beach Community College Family Central, Inc.	School Readiness (SR)/ Voluntary Pre-kindergarten (Voluntary Pre-kindergarten Providers)
Continuum of training and education to form a career path	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PBCC, PBCSD, FAU	SR/ VPK Providers
Articulation from one type of training to the next	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PBCC, PBCSD, FAU	SR/ VPK

Does the Coalition’s coordinated staff development and training plan include:	Yes	No	Responsible Entity *	Which Groups Participate
				Providers
Quality assurance through approval of trainers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PBCC	SR/VPK Providers
Quality assurance through approval of training content	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PBCC	SR/VPK Providers
A system to track practitioners’ training	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PBCC	SR/VPK Providers
Assessment or evaluation of training effectiveness	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PBCC Family Central, Inc.	SR/VPK Providers
Administrator’s Credential	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PBCC	SR/VPK Providers
Specialized strategies to reach informal providers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Family Central Inc.	SR Providers
Other (explain):	<input type="checkbox"/>	<input type="checkbox"/>		

\* Please designate whether the entity is performing services for Voluntary Prekindergarten and /or School Readiness.

**2.5 Collaboration and Coordination of Services with Other Entities**

**2.5.1.** Does the Coalition consult with representatives of local governments, health agencies and organizations, employment agencies and organizations, public education, child welfare agencies and organizations, Head Start, programs that promote inclusion of children with special needs, and other local private entities providing early childhood development services in developing and implementing programs?

**Response Assessment: Demonstration**

Yes, and the following describes with which agencies the Coalition consults and the collaboration and coordination that results:

- **Local Governments:** Palm Beach County provides matching dollars for child care direct services provided to working poor families with initial eligibility of family income which is not greater than 150% of the Federal Poverty Level.

The Coalition in partnership with the Children's Services Council and Family Central, Inc., has begun to research child care licensing requirements as it relates to land/space usage. Other collaborations would include but not be limited to municipalities, planning and zoning agencies, realtors and child care providers. This research will be completed by February 2007. Based on the research results the Coalition Board will adopt recommendations to be submitted to the Child Care Advisory Council. The Child Care Advisory Council is designated by the Board of County Commissioners of Palm Beach County, Florida to act on the Board's behalf. The Council shall advise the Board and make recommendations as to the issuance and revocation of licenses and as to rules and regulations necessary to protect the health and safety of persons in child care facilities, child boarding homes or family day care facilities. (Chapter 59-1698, Special Acts, Laws of Florida, as amended by Chapter 77-620, Special Acts, Laws of Florida)

- **Health Agencies:** The Palm Beach County Health Department provides immunizations and physicals to the families of School Readiness eligible children. It is also the local child care licensing entity.
- The Comprehensive Services Program is funded 90% by the Children's Services Council of Palm Beach County and 10% by the Health Care District of Palm Beach County. Vision, hearing, dental and body mass index screening services are provided to 80 designated child care centers and family child care homes in Targeted Geographical areas (TGAs). Services are delivered by multidisciplinary teams that consist of 2 social workers, a nurse, and an outreach coordinator. Also in each TGA there will be one developmental specialist, who works with the team to administer the screenings mentioned above. The Comprehensive Services contract ends on September 9, 2008. An alternative service delivery model is being explored.
- **Employment Agencies:** In some parts of the county Contractor staff are housed in the same office complex with Workforce staff.
- **School District:** The School District provides school age care as well as school year and summer Voluntary Prekindergarten programs.
- **Child Welfare Agencies:** The Coalition works in collaboration with the Department of Children and Families to serve at risk children.
- **Head Start program** is one of the Early Learning Coalition's partners working collaboratively to include children with special needs and disabilities.

- **Other local private entities providing early childhood development services would include:** In addition to the Children's Services Council, the Toppel Foundation and the Community Foundation funded the development and implementation of the Career Development in Child Development (CD2) program. The CD2 initiative transitioned to the Personal Professional Development initiative. The Redland Christian Migrant Association which provides for literacy-based services and child care services for migrant families. Through the Child Care Executive Program, non-child care businesses provide matching funds to assist in providing child care for their employees.

No, and these are the agencies that are not consulted with and why:

**2.5.2.** Describe Coalition activities to encourage private partnerships that promote private-sector involvement in meeting early care and education needs. (45 CFR 98.16(d))

**Child Care Executive Partnership Program:** The Early Learning Coalition works in coordination with Family Central, Inc., to conduct outreach activities to expand business participation in the Child Care Executive Partnership. Through a unique partnership with the Children's Services Council, private businesses are able to further leverage their funds by receiving a dollar of local Children's Services Council funds for every dollar contributed by the business. The two dollars then receive a match from the Child Care Executive Partnership Program.

**Response Assessment: Demonstration**

Identify expected results relative to the promotion of private-sector involvement in meeting early learning needs in the chart below:

Required Element	Current Situation	Objective	Activities	Outcome
2.5.2. Coordination of Services – Public-private partnerships	CCEP: The Coalition currently contracts with Family Central, Inc. to provide outreach to the business community for their involvement in meeting early learning needs. Because of this unique model, and the additional matching options, fifty-nine businesses currently participate in the Child Care Executive Partnership Program. These businesses assist 368 employees in meeting their child care needs.	1. To increase the number of new employers establishing child care supports for their employees.	1a. Family Central, Inc. will continue outreach activities in the business community. This includes attending Chambers of Commerce, the Economic Development Council and other business organization meetings.  1b. Family Central, Inc. will work in partnership with Workforce Alliance to develop a plan to market the Child Care Executive Partnership Program to employers that have low-income working parents.	Maintain the 2006-07 level of category 1 business sector contributions in the Child Care Executive Partnership Program.

**2.5.3. Describe Coalition efforts and activities to meet Match requirements?**

The Coalition currently (through June 30, 2006) maintains responsibility for raising local match funding for low-income working parents. Local matching funds are currently received from the Children’s Services Council, Palm Beach County and local municipalities. Beginning on July 1, 2006, Family Central, Inc., will begin duties associated with raising the local match. Family Central, Inc. will use forecast methods to make projections regarding the amount of matching funds which need to be raised. The projection is based on a review of the current enrollments, historical data, and expected trends.

**Response Assessment: Information Only**

Identify expected results relative to securing match in the chart below:

Required Element	Current Situation	Objective	Activities	Outcome
2.5.3. Coordination of Services – match	The Early Learning Coalition is responsible for securing approximately \$1.2 million in local matching funds. For the 2005-06 fiscal year local matching funds were secured dfrom the Children’s Services Council, Palm Beach County government, the City of Boynton Beach and the City of Delray Beach. Staff actively requests matching funds from all local municipalities.	1. Increase the number of municipalities which provide matching funding.	1a. Family Central, Inc. will actively participate in the local municipal budget process by securing information on the budget process, including the budget calendar and by attending budget meetings  1b. Family Central, Inc. will meet with individual municipal and county commission members to educate them about the importance of providing child care local matching funds to serve low-income working families.	1. Continue to meet a minimum of 6% local matching funds to serve low-income working families.

### Section 3. Processes with Parents

#### 3.1 Consumer Education

**3.1.1.** Does the Coalition ensure that early learning Resource and Referral Services identified in the *Standard Levels of Service* provide consumer education to promote informed early education and care choices by parents, as identified in the Standard Levels of Service? (s. 411.01(5)(c)2.g., F.S.)(45 CFR 98.33)

**Response Assessment: Evaluation**

Yes

No, and the following describes how the Coalition will completely conform to the requirement:

#### 3.2 Choice of Settings

**3.2.1.** Does the Coalition ensure that parents are offered a choice of settings in legally operating programs; licensed, registered, religious-exempt, school-based, and informal programs, including access through certificate options, as identified in the *Standard Levels of Service*? (s. 411.01(5)(d)4.b, F.S.; s. 411.01(7)(a), F.S.)(45 CFR 98.1 & 98.30)

**Response Assessment: Evaluation**

Yes

No, and the following describes how the Coalition will completely conform to the requirement:

**3.2.2.** Does the Coalition assist parents in finding eligible Voluntary Prekindergarten providers? (s. 1002.53(5), F. S.)

**Response Assessment: Demonstration**

Yes

No, and the following describes how the Coalition will completely conform to the requirement:

**3.3 Parent Access**

**3.3.1.** Does the Coalition have an established policy that ensures parents have unlimited access to their children whenever children are in the care of School Readiness providers? (CFR 45 Part 98.31)

**Response Assessment: Evaluation**

Yes

No, and the following describes how the Coalition will completely conform to the requirement:

**3.4 Parent Involvement and Skill-building**

**3.4.1.** Describe how the Coalition ensures the provision of parent involvement and skill-building/education opportunities. (s. 411.01(4)(o), F.S.)

**The Coalition in collaboration with Early Care and Education Partners provides opportunities for parent skill building.**

The Family Central, Inc.’s Resource Library provides parents with the opportunity to encourage a love for books and reading in their children. The library is stocked with parent-skill building information, child appropriate toys, books, activities, educational material and parent-child story telling time in English and Spanish. These activities support the Coalition’s effort to involve parents as their child’s first teacher. The Family Central Resource Mobile serves as a library on wheels for users who live in remote or isolated locations. This unit is available to providers who, in turn, are able to provide parents with skill-building activities.

Parent involvement is provided through each phase of the Developmental Assessment and Screening Process. Parents must give informed consent for the screening to be conducted. Parents also participate in the assessments by completing a portion of the Ages and Stages Questionnaire (ASQ) tool. Parents are provided with the results and also an explanation of the results. If follow-up services are indicated, parents are provided with referrals and linkages of their choice. This year there will be a new outreach position that will work with Family Central, Inc., to enhance the education of parents and families about screenings. This position will also work with parents to complete the ASQ and Early Screening Inventory Kindergarten (ESI-

K). This also helps parents to become more involved as they understand more about the screening process. The sum total of these services provides for in depth parental involvement and a healthy child ready and able to participate in school. .

Parent involvement is one of the six Pathways to Quality in the Quality Improvement System, funded and implemented by the Children's Services Council. Providers in the Quality Improvement System are offered several parent involvement standards and suggestions to assist centers with defining and implementing appropriate practices. Some of these parent involvement standards include group parent meetings, parent handbooks stating current policies, updated bulletin boards, parent involvement in the classroom, parent council that meets a minimum of once a year and individual parent/teacher conferences.

**Response Assessment: Evaluation**

Identify expected results relative to this element in the chart below:

Required Element	Current Situation	Objective	Activities	Outcome
<p>3.4.1. Parent Involvement and Skill-building</p>	<p>Parents are involved in developmental screening/assessment process administered through collaboration with Family Central, Inc., and the Health Care District’s Comprehensive Services.</p> <p>One hundred percent of the child care providers in the Quality Improvement System provided at least one parent activity. The Quality Improvement System requires open door policy to children at the basic level of the Quality Improvement System participation.</p> <p>Parental involvement is one of the six pathways in the Quality Improvement System. Child care programs must work effectively with parents; and the Parent Involvement Pathway accounts for 10% of the Quality Improvement System Rating Scale. Parent Involvement occurs in a variety of ways as an ongoing process.</p>	<ol style="list-style-type: none"> <li>1. Maintain parental involvement in completing developmental screening of children enrolled in School Readiness programs.</li> <li>2. School Readiness providers participating in the Quality Improvement System program will earn 10% (4 points) for the parent involvement activity when rated.</li> <li>3. Establish a baseline of parents who are able to name at least three domains in the Voluntary Prekindergarten developmental standards as of June 30, 2007.</li> </ol>	<ol style="list-style-type: none"> <li>1a. Family Central, Inc., mails a parent guardian letter to the child care provider regarding developmental screening.</li> <li>1b. If additional services are needed once screens are scored, the provider will obtain parent/guardian permission to schedule a parent-conference with the Director, primary caregiver and Comprehensive Services staff before further evaluation or services are rendered.</li> <li>2. Family Central’s Quality Rating Assessors will compile a report on Quality Improvement System centers that are rated from July to June of each year. Family Central will forward the report with scores earned to the Coalition quarterly.</li> </ol>	<ol style="list-style-type: none"> <li>1. 100% of parents will be notified of the screening data within 45 days after the completion of the data analysis.</li> <li>2. If referral is noted, 100% of the parents are given the opportunity for a face to face meeting to discuss results and the next steps.</li> <li>3. 90% of Quality Improvement System providers who are rated July 1, 2006 through June 30, 2007 will earn 10% on the parent involvement pathway. 93% by 2007-08; 95% by 2008-09.</li> <li>4. By June 30, 2008 the number of parents who can identify at least three Voluntary Prekindergarten domains will increase by 5% over the baseline.</li> <li>5. By June 30, 2009 the number of parents who can identify at least three Voluntary Prekindergarten domains will increase by at least 5% over the January 31, 2008 number.</li> </ol>

Required Element	Current Situation	Objective	Activities	Outcome
			<p>3a. Provide parent education during all parent contact on VPK areas of development as outlined in the 2005 Florida Voluntary Pre-K education standards.</p> <p>3.b Provide parent education on using the Florida Birth to Three Learning and Development Standards and the Florida School Readiness Standards for Three and Five Year Old Children in conjunction with parent training on screening and assessment.</p>	

**3.4.2.** Describe how the Coalition provides family literacy opportunities. (s. 411.01(4)(o), F.S.)

The Coalition in collaboration with early care and education partner Redland Christian Migrant Association provides family literacy opportunities through the Even Start Grant. This family literacy program aims to help break the cycle of poverty and illiteracy in low-income families by improving educational opportunities through the integration of early childhood education, adult literacy or adult basic education, and parenting education in a unified family literacy program.

The “Care to Read Program” of the Palm Beach County Literacy Coalition trains 150 child care providers annually on strategies to foster the language and literacy development of young children. The training is done in child care centers, family care homes and with visiting nurses. The program distributes 3,600 books to more than 1,200 individual children and places 3,500 books into 100 childcare classroom libraries and 15 family care homes. The program also distributes 7,000 new board books to young children and their families in partnership with the Healthy Start/Healthy Families visiting nurses

**Response Assessment: Evaluation**

Identify expected results relative to this element in the chart below:

Required Element	Current Situation	Objective	Activities	Outcome
3.4.2. Family Literacy	<p>From October 2005 through March 2006 the “Care to Read Program” provided 2,754 books to more than 2,500 individual children and placed 764 books into child care libraries and family care homes.</p> <p>Even Start Grant funding was received for 2005-2006.</p> <p>Family Central Inc.,</p>	<p>1. Maintain the number of children receiving age-appropriate reading material in the Care to Read program.</p> <p>2. Maintain family literacy activities as outlined in the Even Start Project</p>	<p>1. Care to Read program will distribute books to targeted sites.</p> <p>2. Redlands Christian Migrant Association will provide Parent and Child Together (PACT) adult literacy instruction, individual counseling, testing and ESOL classes according to specifications of the Even Start Grant.</p>	<p>1. An average of 1000 children will receive books per quarter.</p> <p>2. In the 2006-2007 grant year, Even Start will provide services for at least 16 families by June 30, 2007.</p> <p>3. Provide number of family literacy hours as specified by the Even Start grant by June 2007.</p>

	<p>operates a library accessible to providers, community members and parents. The library houses skill building resources for parents, children and providers.</p>		<p>2a. Redlands Christian Migrant Association will continue collaboration with the School District’s existing Literacy programs.</p> <p>2b. Redlands Christian Migrant Association will collaborate with the Literacy Coalition for supervision and training of AmeriCorps volunteers.</p> <p>2c. Redlands Christian Migrant Association will collaborate with the Parenting Center for provision of parenting workshops and counseling to the families served by the Even Start Grant.</p> <p>2d. Redlands Christian Migrant Association will provide a variety of literacy based programs for children and families served by the Even Start grant such as the provision of early child-</p>	<p>4. At least 75% of families enrolled in the Even Start Project will complete the program.</p> <p>5. The average attendance of families to Even Start literacy activities would be at a minimum of 80% and client satisfaction with service provision will be 85% according to periodic surveys completed by Redlands Christian Migrant Association.</p>
--	--	--	--	--

			hood education, adult education, parenting education, and interactive literacy activities between parent and children at home.	
--	--	--	--	--

**3.5 Family Support Services**

**3.5.1.** Describe how the Coalition ensures the provision of family support services to help achieve economic self-sufficiency. (s. 411.01(5)(c)1.d., F.S.)

The Children's Services Council provides funding to the Coalition to offer eligible families assistance with the cost of child care. This allows families to continue their education, continue working, and use their salary toward other necessities. The money provided by the Children's Services Council is allocated to the Child Care Purchasing Pool and Child Care Executive Partnership, which allows the Coalition to receive matching funds from the state, which, in turn, allows more families to receive services. The Children's Services Council also provides funding through the "Continue to Care" program which allows eligible families (whose children participate in centers in the Quality Improvement System) to continue receiving child care until their child enters kindergarten.

The Workforce Alliance is responsible for coordinating resources in the community which assist in building a skilled workforce. Through a variety of employment and training initiatives, they assist community members in job seeking skills, securing gainful employment and becoming self-sufficient. Transitional Child Care is one of the child-care related support services offered by Workforce Alliance to help customers achieve economic self sufficiency. Transitional Child Care is a main stay of support services for families who received some form of cash assistance including Temporary Assistance to Needy Families, Upfront Diversion or Relocation Assistance. Each group has specific eligibility criteria. They are all required to demonstrate financial need. Once an individual is eligible to receive Transitional Child Care, services may be provided for up to two years, provided certain conditions are met. The Coalition works in coordination with Workforce Alliance to provide child care to Workforce Alliance clients.

Resource and Referral is a free service provided by Family Central, Inc. Family Central, Inc. parent counselors are dedicated to helping families find community resources such as housing, food, employment, counseling and other support service that

would assist families to become self sufficient. Family Central, Inc staff refers families to Workforce Alliance, Palm Beach Community College and other community resources to assist with job search and job training. Family Central, Inc. also provides subsidize child care to families meeting the income requirements that are mandated by the federal government. Families enter the subsidized program below 150% of the poverty guidelines. Once a family exceeds 150% FPL the family automatically rollover into the Child Care Purchasing Pool (CCPP 200% above poverty) income bracket. Families must continue to work at least 20 per week and maintain services.

**Response Assessment: Evaluation**

Identify expected results relative to this element in the chart below:

Required Element	Current Situation	Objective	Activities	Outcome
<p>3.5.1. Family Support Services</p>	<p>As of April 18, 2006, 275 children are receiving child care in Quality Improvement Centers through “Continue to Care” funds from the Children’s Services Council.</p> <p>Transitional Child Care provides support services to participants who leave government assistance through employment, Upfront Diversion, or Relocation Assistance.</p>	<p>1. Maintain support services to help families achieve economic self sufficiency.</p>	<p>1a. The Coalition and Family Central, Inc. will work with partners to identify strategies to integrate services for families served by School Readiness providers.</p> <p>1b Family Central’s Resource and Referral Parent Counselors will continue to make the necessary referrals and linkages for services.</p> <p>1c. The Coalition will coordinate with Workforce Alliance to provide information regarding job fairs and training to families receiving School Readiness services.</p> <p>1d. The coalition will survey parents who received family support service referrals to determine if the services received met their needs.</p>	<p>1. At least 85% of parents who respond to parents surveys conducted annually will report that their needs were met through direct services or referrals.</p>

### 3.6 Unique Population Groups

**3.6.1.** Describe how the Coalition ensures that support services are provided to families from unique population groups, as identified in the Standard Levels of Service. (s. 411.01(5)(d)4.j., F.S.)(45 CFR 98.44; 45 CFR 98.50(a))

Many community early care and education initiatives focus on targeted geographical areas. These are areas that have been determined to have a high percentage of economically disadvantaged children and families. In addition, the Coalition works with community partners including Children's Services Council, Family Central, Inc., and the School District to identify and reach migrant families in the western county area. The Coalition receives funding from the Even Start Grant to partner with Redlands Christian Migrant Association to address literacy needs in the migrant community. The Coalition also contracts with the School District to provide child care services to teenage parents.

A local consortium of concerned educators and early childhood advocates began a community outreach initiative to a special population of Guatemala Maya Indians living in exile in Lake Worth, Florida. The consortium included the School District of Palm Beach County, (Early Childhood, Career Academy and Multicultural Offices), specific public school sites (Highland Elementary and Lake Worth High School), the Education Commission of Palm Beach County Palm Beach Community College, the Guatemala Maya Center, Academia Maya Foundation and the Early Learning Coalition of Palm Beach County. This population is significantly at risk for school failure, speaking only regional Mayan dialects (K'anjobal and Mum), and entering kindergarten unprepared to begin school to the extent that their teachers report a community hallmark of not knowing how to hold a crayon or other writing implements.

The local consortia worked together to identify a small cohort of eight Mayan children who were enrolled into the Highland Elementary Voluntary Prekindergarten program. Planning is underway to expand this community outreach initiative to include parent support skills (ESOL, job training, interpretive cultural facilitation and parenting skills) to help parent help their children by supporting them throughout the educational experience of the child.

**Response Assessment: Evaluation**

Identify expected results relative to this element in the chart below:

Required Element	Current Situation	Objective	Activities	Outcome
<p>3.6.1. Unique Population Groups</p>	<p>The Coalition currently serves more than 100 children of migrant families who are designated as such by the Lead Education Agency (School District)</p> <p>One hundred ninety children of teen parents are currently enrolled in the Teenage Parent Program</p> <p>Sixteen families participate in the Even Start program.</p>	<p>1. Continue to expand services to hard-to-serve and previously under-served families.</p> <p>2. Establish the number of providers who serve children with special needs.</p>	<p>1a. Family Central, Inc. will develop and implement an outreach plan to identify and meet the needs of hard-to-serve and speciality populations including children with developmental delays and disabilities.</p> <p>1b. The Coalition in coordination with Family Central, Inc. will engage key community agencies with expertise in meeting needs of specialty populations in culturally relevant ways.</p> <p>1c. Family Central, Inc. will work in coordination with the School District to ensure that children of migrant families receive certificates and children of teenage parents are placed in care.</p>	<p>1. Increase the number of children of migrant families receiving child care assistance by 20, as of June 30, 2007.</p> <p>2. Increase the number of Guatemalan Maya children in the Voluntary Prekindergarten program by 100% by June 30, 2007.</p> <p>3. Enroll at least 8 Guatemalan Maya children ages birth to four by June 30, 2008.</p> <p>4. Provide services to 100% of children of teenage parents who are referred to Family Central, Inc. for services.</p>

**Section 4. Processes with Providers**

**4.1 Health Screenings**

**4.1.1.** Does the Coalition conduct health screenings and referrals or coordinate with an entity (ies) to conduct health screenings and referrals on School Readiness children including license exempt and faith-based providers? ( s. 411.01(2)(a), F.S)(45 CFR 98.41)

**Response Assessment: Demonstration**

Yes, and those entities include:

Entity(ies)	Immunization Requirements	Type(s) of Screening Administered (For Demonstration Purposes Only)	Referral Method (For Demonstration Purposes Only)
Health Care District of Palm Beach County	<input checked="" type="checkbox"/>	Vision and hearing screening, body mass index, dental screening and the review of immunization records.	Completed through the Comprehensive Services program. Children are also assessed for any other issues impairing School Readiness. Comprehensive Services follows up with parents by giving them referrals to appropriate sources.
Palm Beach County Health Department	<input checked="" type="checkbox"/>	Provides immunizations	Every child has to have immunizations prior to entering child care centers and public schools.

No, and the following describes how the Coalition will completely conform to these requirements:

**4.1.2.** Does the Coalition require registered and informal providers to adhere to health and safety requirements in addition to the state required child abuse and neglect screenings? (45 CFR 98.41)(s.411.01(5)(c)2.f., F.S.)

**Response Assessment: Demonstration**

Yes, and the following describes the requirements established by the Coalition within the following health and safety categories:

- **The prevention and control of infectious disease (including age-appropriate immunizations)**

All child care providers, including informal providers, are required by the rate/voucher agreement to comply with all applicable federal, state and local laws and regulations, including but not limited to, requirements of local fire and building codes, the Palm Beach County Child Care Ordinance and Chapters, 65C-20, 65C-21 and 65C-22, Florida Administrative Code.

- **Building and physical premises safety**

All child care providers, including informal providers, are required by the rate/voucher agreement to comply with all applicable federal, state and local laws and regulations. including but not limited to, requirements of local fire and health authorities, the Palm Beach County Child Care Ordinance and Chapters, 65C-20, 65C-21 and 65C-22, Florida Administrative Code.

- **Health and safety training**

All child care providers, including informal providers, are required by the rate/voucher agreement to comply with all applicable federal, state and local laws and regulations, including but not limited to, requirements of local fire and health authorities, the Palm Beach County Child Care Ordinance and Chapters, 65C-20, 65C-21 and 65C-22, Florida Administrative Code.

No, and the following describes how the Coalition will completely conform to the requirement:

**4.2 Age-appropriate Screening and Assessments**

**4.2.1** Describe how the Coalition ensures that all children birth to five years old in School Readiness programs receive an age-appropriate developmental assessment(screening) (s. 411.01(5)(c)2.c., F.S.) The description should also include information on how children with screening results outside the developmental norm receive further evaluation and services, if needed.

The Coalition works with community partners including the Health Care District and Family Central, Inc., to train and administer developmental screening and assessments. By partnering with the Health Care District, the Coalition is able to benefit from the additional expertise of the Comprehensive Services' teams, consisting of social workers and nurses. For the past three years the Coalition has used the "Ages and Stages Questionnaire" as the screening instrument. Results are entered into a locally-developed management information system (Welligent). Children who are identified as needing additional services are provided the appropriate referrals.

**Response Assessment: Evaluation**

Identify expected results relative to this element in the chart below:

Required Element	Current Situation	Objective	Activities	Outcome
<p>4.2.1. Age-appropriate screening</p>	<p>Family Central and the Comprehensive Services program work in collaboration to provide screening and assessment to children receiving school readiness services.</p> <p>The Coalition has adopted the Devereaux Early Childhood Assessment (DECA) tool and will continue use of the “Ages and Stages Questionnaire” screening tool.</p> <p>In the 2005-2006 fiscal year, 9546 screenings were distributed and 41% were completed with consent given.</p>	<p>1. Increase developmental screening of children, ages 0-5 enrolled in School Readiness child care programs.</p>	<p>1. Family Central, Inc. will mail a consent and tracking form and a parent/guardian letter to the child care provider.</p> <p>2. Provider distributes a Parent/Guardian letter and a consent form and the appropriate screening tool to those parents /guardians whose child(ren) appear on the Tracking Form provided by Family Central.</p> <p>3. Provider collects screening tool and consent forms returns within two weeks.</p>	<p>1. Increase the number of screens completed annually by 10% each year.</p> <p>2. 100% of parents will be notified of the screening data within 45 days after the completion of the data analysis.</p> <p>3. If a referral is noted, 100% of the parents are given the opportunity for a face to face meeting to discuss results and the next steps.</p>

**4.2.2** Describe how the Coalition ensures that a pre-test (child assessment) is administered to children when they enter a program and a post-test (child assessment) is administered to children when they leave the program. (s. 411.01(5)(c)2.d., F.S.)

The Coalition completed a pilot study to determine the most appropriate assessment tool to use with Palm Beach County children. The results of the pilot study were assessed and the Devereux Early Childhood Assessment (DECA) assessment tool was chosen. The next step is to develop a process to conduct assessments on children within each age group 2-5. A pre and post assessment will be conducted for children ages birth to 23 months using The Infant/Toddler DECA when the tool becomes available. The expected date of availability for the Infant Toddler DECA is February 2007. A pre-test will be administered in the first quarter and a post-test in the last quarter.

**Response Assessment: Evaluation**

Identify expected results relative to this element in the chart below:

Required Element	Current Situation	Objective	Activities	Outcome
4.2.2 Pre-test and Post-test	<p>A pilot program to determine the most appropriate assessment tool has been completed. The Devereux Early Childhood Assessment (DECA) was the tool chosen after the pilot program was completed.</p> <p>This instrument was chosen as the assessment tool that would provide the most useful data to help parents and child care providers. In</p>	<p>1. To initiate a phase in process for implementing the DECA assessment tool to test a sample of children ages 2-5.</p> <p>2. To use the data from the DECA pre test and incorporate the child outcomes to inform instruction.</p>	<p>1a. The Coalition will procure a provider to implement the phase in process.</p> <p>1b. The Coalition will initiate a phase in process to include testing of children within each age group, ages 2-5 by June 30, 2007.</p> <p>1c. The Coalition will involve the child's parent in the process prior to testing and provide and</p>	<p>1. A statistically significant sample of children ages 2-5 will receive a pre and post-test beginning September 1, 2006.</p> <p>2. After testing, if needed, a referral for services will be provided to 100% of children where indicated.</p> <p>3. Prior to the test being administered 100% of the parents will receive information about the</p>

	<p>addition, evaluation data from the Health Care District of Palm Beach County’s Behavioral Health Program shows that a focus on social-emotional development leads to decreased disciplinary referrals, increased attendance and improved social and emotional behavioral development.</p>		<p>explain results, as well as any referrals, linkages and follow up as needed.</p> <p>1d. The Coalition will work with community partners to implement a procedure that will provide parents and providers with results in a timely manner.</p> <p>2a. Pre test data will be assessed and scored by Comprehensive services to generate individual and classroom profiles.</p> <p>2b. Comprehensive services will use the child’s outcomes to generate any necessary follow up needed in regards to assisting parents with home activities.</p> <p>2c. The readiness specialists will work with teachers to implement changes instruction based on child outcomes from the pre DECA test.</p>	<p>testing process.</p> <p>4. Within 45days after the assessment is administered 100% of the parents and providers will be given the results with an explanation.</p>
--	--	--	---	---

### 4.3 Developmentally Appropriate Curriculum

**4.3.1.** Has the Coalition identified and implemented developmentally appropriate curricula? (s. 411.01(5)(c) 2.a., F.S.)  
**Response Assessment: Criteria/ Evaluation, Attachments/ Demonstration**

Yes, and the following describes the process for identifying, monitoring, and providing support to providers on developmentally appropriate curricula, as well as a process in place for a provider to submit a developmentally appropriate curriculum to the Coalition for evaluation and/or recommendation. **Attachment: 4.3.1A.**

A community Training and Curriculum Committee was convened over the past year to select approved curricula and to discuss future curricula training needs. One of the goals was to select curricula in addition to High Scope and Montessori for which training and support are currently being offered in this community. The committee selected six curricula that had been previously reviewed by the Florida Center Reading Research at Florida State University. After review of the six curricula and presentations on each, the committee selected Beyond Centers and Circle Time and Creative Curriculum.

The Coalition continues to identify the use of developmentally appropriate curricula by surveying providers on an annual basis. The Coalition will continue annual surveys. Monitoring of the use of developmentally appropriate curricula will be performed during the Coalition's annual monitoring of providers.

In April through June 2006, Palm Beach Community College, through Children's Services Council's funding, provided a pilot community-based curriculum training on High Scope and Creative Curriculum. The Coalition will continue to work with early care and education partners such as Children's Services Council, Family Central, Inc., Florida Atlantic University, Palm Beach Community College and the Palm Beach County School District to develop and provide continuous support to providers on developmentally-appropriate curricula.

The Coalition will establish a committee to develop a process, by September 30, 2006, which will allow a provider to submit a developmentally-appropriate curriculum to the coalition for evaluation and recommendation

No, and the following describes how the Coalition will completely conform to the requirement:

**4.3.2.** Has the Coalition identified and implemented character development program(s)? (s. 411.01(5)(c) 2.b., F.S.)

**Response Assessment: Criteria/ Evaluation, Attachments/ Demonstration**

Yes, and the following describes the process for identifying, monitoring, and providing support to providers on character developmental programs, as well as a process in place for a provider to submit a character development program to the Coalition for evaluation and/or recommendation. **Attachment: 4.3.2A**

The Coalition's philosophy is that a developmentally appropriate, research-based curriculum includes a character development component. All of the approved curricula contain character development components. Therefore, the Coalition has implemented a character development program in conjunction with the implementation of the developmentally-appropriate curriculum program.

No, and the following describes how the Coalition will completely conform to the requirement:

**4.3.3.** Describe how the Coalition ensures that School Readiness providers use developmentally appropriate curricula.

**Response Assessment: Demonstration**

Identify expected results relative to this element in the chart below:

Required Element	Current Situation	Objective	Activities	Outcome
<p>4.3.3. Developmentally appropriate curricula</p>	<p>A survey was sent to 511 School Readiness providers in December 2005. Of the 457 providers who responded, 265 reported using one of the four developmentally-appropriate curricula.</p>	<p>1. Increase the number of School Readiness providers who use developmentally-appropriate curricula.</p> <p>2. Fully implement developmentally-appropriate curricula and character-development programs by September 30, 2007.</p>	<p>1a. The Coalition will survey School Readiness providers annually to identify which providers report using developmentally-appropriate curricula.</p> <p>1b. The Coalition in coordination with Family Central, Inc., will monitor providers to determine that the reported curricula are being used by the provider.</p> <p>1c. The Coalition will collect data for character development in conjunction with the annual survey sent out to providers to determine use of developmentally-</p>	<p>1. Increase the number of School Readiness providers using a developmentally-appropriate curricula with a character development component from the baseline set.</p> <p>1a. At least 70 child care practitioners will receive curricula training by June 30, 2007.</p> <p>1b. Fifty percent of the modifiable issues identified in the Professional Quality Assessment will be accomplished after curriculum training.</p> <p>2. There will be a process in place by September 30, 2007, for</p>

			<p>appropriate curricula.</p> <p>1d. Palm Beach Community will provide at least four additional non-credit classes focusing on Coalition-approved curricula.</p> <p>1e. Palm Beach Community College instructors will administer the Professional Quality Assessment curriculum rating tool before and after training.</p> <p>2a. The Coalition will organize a committee to develop a process for providers to submit curricula to the Coalition for evaluation.</p>	<p>providers to submit curricula to the Coalition for evaluation.</p>
--	--	--	---	---

**4.4 Confidentiality of Records**

**4.4.1.** Has the Coalition established policy and procedures to ensure the confidentiality of individual child records and early learning provider records, as identified in the Standard Levels of Service? (s. 411.011, F.S.)(s.1002.72, F.S.)

**Response Assessment: Evaluation**

Yes

No, and the following describes how the Coalition will completely conform to these requirements:

**Section 5: Quality Activities and Services**

**5.1 Quality Activities**

**5.1.1.** Describe activities the Coalition will implement with quality funds utilizing the chart with descriptive headings listed below. Coalitions are **not** required to develop activities for each heading. (45 CFR 98.51)

Early Care and Education quality activities and services in Palm Beach County are mostly funded by the Children’s Services Council. This allows the Coalition to dedicate additional funding to reduce the wait list. It should be noted that these funds flow both directly through the Coalition and through direct services providers. The Coalition and the Children’s Services Council will enter into a partnership agreement to formalize this unique, collaborative approach to serving the families and children of Palm Beach County, while also meeting its legislative mandates.

**Response Assessment: Evaluation**

<b>Category</b>	<b>Description</b>
Comprehensive consumer education	Any parent who calls the Child Care Resource and Referral line receives comprehensive information on choosing a quality child care provider, referrals for services being requested, and a choice of providers and information on the variety of programs available to meet the parent's need. Consumer education is available at Family Central’s library, providing parents with a variety of resources to assist them in being their child's first teacher. Parent education materials are supplied, as well as opportunities for family literacy interactions.
Gold Seal Differential	The Coalition currently pays the maximum of 20% of Gold Seal differential which accounts for approximately 10% of the Coalition's budget.
Grants or loans to providers to assist in meeting State and local standards	Family Central Inc. provides mini-grants to improve the quality of child care in facilities. All operating providers in the county are eligible to apply for mini-grants. The maximum amount for each mini-grant is \$500.00. Mini-grants are approved in the spring each year. Mini-grants can be used for educational supplies or used towards the cost of accreditation.
Professional development, including training, education, and technical assistance	The Coalition works in coordination with community partners to foster the development of a comprehensive professional development system including working to increase compensation to child care staff.
Improving salaries and other compensation for early learning providers	The Coalition works in collaboration with community partners and Children’s Services Council to develop and implement a career ladder for child care staff to include promoting higher education, additional training and increase in compensation to child care staff.
Activities in support of early language, literacy, pre-reading and	The Coalition is the fiscal agent for the Even Start Grant provided to the Redlands Christian Migrant Association. This grant serves the migrant population and

early math concepts development	includes a variety of literacy activities for both child and parent.
Activities to promote inclusive early learning	<p>An Inclusion Specialist, on staff at Family Central, Inc., provides training and technical assistance in the areas of inclusion and behavioral issues to any legally operating provider in the county. The Specialist maintains a provider Warm Line so that providers may call with their questions and requests for assistance.</p> <p>The Early Steps program supports families to enhance the development of special needs infants and toddlers ages birth to 36 months. Services must be provided, to the maximum extent possible, in natural environments, which may include early care and education settings. Early Steps provides training and technical assistance on inclusion to providers serving children receiving Part C benefits.</p>
Health activities including those designed to promote the social and emotional development of children	<p>In conjunction with the administration of the DECA assessment tool, parents receive comprehensive education information regarding the tools and results of the assessment. Parents are also linked to appropriate services based on the results of the assessment. Currently this function is performed by the Health Care District.</p> <p>.</p>
Quality activities that increase parental choice and improve the quality and availability of early learning. (§98.51(a)(1) and (2))	<p>The Child Care Resource &amp; Referral Program (at Family Central, Inc.) provides comprehensive information on determining quality child care facilities. It provides customized child care center searches through telephone or in-person counseling. It addresses child care options, center openings, public subsidies, tax credits, financial aid, quality indicators, guidance on selecting child care, practical tips for a child care search, child care referrals, and any other referral a parent may request.</p>
Other	

Identify expected results relative to this element in the chart below:

Required Element	Current Situation	Objective	Activities	Outcome
<p>5.1.1. Quality and Availability Enhancement Activities</p>	<p>The Coalition currently pays the maximum 20% Gold Seal Differential.</p> <p>In collaboration with the Children’s Services Council quality enhancement payments are awarded to qualifying second-year Quality Improvement System participants to assist providers with expenses related to providing a quality child care program.</p>	<ol style="list-style-type: none"> <li>1. Continue to develop and implement activities that increase the quality and availability of child care services.</li> <li>2. Increase the number of providers participating in the Quality Improvement System.</li> <li>3. Maintain the provision of consumer education to parents and providers.</li> <li>4. Increase parent involvement activities.</li> </ol>	<p>1a. Family Central will process 100% of Gold Seal payments for qualifying School Readiness providers based on submission of attendance/invoices.</p> <p>1b. Family Central, Inc. will conduct aggressive outreach in targeted communities to recruit providers needed by families.</p> <p>2.a The Coalition, Family Central, Inc. and Children’s Services Council will coordinate efforts to publicize the Quality Improvement System through all School Readiness funded programs.</p> <p>3. Family Central, Inc., will develop and implement a marketing plan to publicize</p>	<p>1a. Gold Seal Payments will be documented monthly.</p> <p>1b. Forty hours per month of technical assistance will be provided to School Readiness providers by the Infant/Toddler Specialist.</p> <p>2. To increase providers participating in the Quality Improvement System by 20 centers and 10-15 homes annually</p> <p>3. Increase by 10% the number of parents who make an informed choice in child care facilities.</p> <p>3a. As a result of provision of consumer education the 2007 summer Voluntary Prekindergarten</p>

			<p>Voluntary Prekindergarten inclusive of consumer education to all segments of Palm Beach County.</p> <p>4. Family Central, Inc., will provide bi-monthly, community-wide parent orientations on Voluntary Prekindergarten quality elements, program structure, parent responsibility and purpose of Voluntary Prekindergarten.</p> <p>4a. Family Central, Inc., by completion of a survey will determine the baseline for the number of parents who currently can identify at least three of the Voluntary Prekindergarten standards.</p>	<p>enrollment will be at least 60% of the 2006-07 school year enrollment for Voluntary Prekindergarten.</p> <p>4. Increase the established baseline of parents who can identify at least three Voluntary Prekindergarten standards by five%.</p>
--	--	--	---	--

**5.2 Discretionary Funds Related to Early Learning Resource and Referral and School-age Care**

**5.2.1.** Describe activities the Coalition will implement to enhance the quality of early learning resource and referral and school-age care. (45 CFR 98.51(2)(i)) (ACYF-PI-CC-99-05)

**Response Assessment: Evaluation**

The Coalition contracts with Family Central, Inc. to provide Child Care Resource and Referral (CCR&R) services. These services are provided to parents regardless of income. Parents may receive customized referrals either through telephone consultations or in person by visiting Family Central, Inc.’s office. Family Central, Inc. ensures that the highest quality services are offered through the use of a continuous quality improvement program which includes monitoring, feedback and training.

As mentioned in an earlier section, the Coalition works in coordination with Prime Time, Inc., and other community partners, to enhance the quality and coordination of school-age services. Coalition staff will meet regularly with Prime Time staff to ensure that all efforts are being coordinated to the highest degree possible

Identify expected results relative to this element in the chart below:

Required Element	Current Situation	Objective	Activities	Outcome
5.2.1. CCR&R and School-age Quality Improvement Activities	<p>Family Central, Inc. provides customized referrals to more than 1,024 families each month.</p> <p>In addition, Family Central, Inc. is developing an outreach plan to ensure that the parents (regardless of income) are aware of and use child care resource and referral services.</p>	<p>1. Improve access to child care resource and referral services by parents, regardless of income.</p> <p>2. Meet the child care needs of under-served areas or populations.</p> <p>3. Increase the number of providers offering high-quality school age services</p>	<p>1a. Continue to provide parents with child care referrals through phone consultations or in-person interviews.</p> <p>1b. Conduct aggressive outreach in targeted communities to recruit providers needed by families.</p> <p>2a. Review supply and demand data to identify</p>	<p>1. Increase the number of parents using child care resource and referral services by 15 percent per year.</p> <p>2. Increase the quality and capacity of child care in areas identified as having the greatest need.</p> <p>3. Sign a partnership agreement with Prime Time, Inc., which will</p>

	<p>A customer survey is sent to parents to provide feedback on the quality and helpfulness of the services.</p> <p>Family Central, Inc. also regularly updates the child care database and analyzes it to determine areas of need.</p> <p>The Coalition Executive Director serves on the board of Prime Time, Inc. This helps to ensure that the Coalition is aware of the school-age initiatives being implemented in the community.</p>		<p>child care needs.</p> <p>2b. Recruit and provide support to new providers to address identified child care needs.</p> <p>3a. Continue partnerships with community partners to address the needs of school age children.</p> <p>3.b. The coalition will survey parents who received family support service referrals to determine if the services received met needs.</p>	<p>ensure coordination of services serving school age children.</p> <p>4. Increase coordination of services by 10% for school aged children.</p>
--	---	--	---	--

**5.3 Discretionary Funds Related to Infant and Toddler Early Learning**

**5.3.1.** Describe activities the Coalition will implement to enhance the quality of infant and toddler early learning. (ACYF-PI-CC-99-05)

It appears from anecdotal evidence that the Voluntary Prekindergarten program has caused a reduction in the availability of infant/toddler care. The community, led by Children’s Services Council, is undertaking a project that will help provide recommendations as to the best way to meet the needs of infants and toddlers.

The Coalition will be an active participant in a project led by Children’s Services Council which will determine the availability and quality of infant toddler/care in Palm Beach County. The project will include the impact the Voluntary Prekindergarten program has had on the availability of infant/toddler care and the cost of providing quality infant/toddler care.

**Response Assessment: Evaluation**

Identify expected results relative to this element in the chart below:

Required Element	Current Situation	Action	Activities	Outcome
<p>5.3.1. Infant and Toddler Quality Improvement Activities</p>	<p>Children’s Services Council provided WestEd Training in the Program for Infant/Toddler Caregivers (PITC) to all Early Learning Coaches who work with providers in the Quality Improvement System. Two Early Learning Coaches received training to become Infant Toddler trainers. These are dedicated coaches whose expertise is in infant toddler care.</p> <p>The Coalition funds an Infant Toddler Specialist position through Family Central, Inc. The Infant / Toddler Specialist is responsible for providing</p>	<p>1. Increase availability and quality of infant toddler care.</p> <p>2. Determine if infant toddler care is affected by Voluntary Prekindergarten.</p>	<p>1a. The Coalition will continue to meet with community partners to guide infant-toddler strategy and training plan to improve quality of infant toddler care.</p> <p>1b. Coalition will work under leadership of Children’s Services Council to identify supports needed by providers of Infant/Toddler care.</p> <p>1c. Coalition will work under leadership of the Children’s Services Council to explore developing proposals to obtain funding and services to address the</p>	<p>1. Increase retention of infant and toddler providers by ensuring training and technical assistance to a minimum of 10% of providers offering such service</p> <p>2. Infant and Toddler quality improvement program goals will be identified based on the findings of the Voluntary Prekindergarten Infant/Toddler Impact Study.</p> <p>3. By June 2009 recommendations from the findings will be implemented if</p>

	<p>training and technical assistance specializing in Infant and Toddler Care to providers in both the subsidized and non-subsidized settings. There are approximately 400 providers in Palm Beach that provide infant/toddler care</p>		<p>needs of infant/toddler care providers.</p> <p>1d. Coalition will participate in a strategic planning and discussion meeting with community partners to discuss indicators of quality infant toddler care</p> <p>2. Children’s Services Council will complete a survey of providers to determine if the implementation of Voluntary Prekindergarten had an impact on the provider’s decision to provide infant toddler care.</p>	<p>necessary.</p> <p>4. At least 85% of parents who respond to the survey regarding satisfaction with resource and referral provided by Family Central Inc. will report satisfaction with services.</p> <p>5. At least <u>85%</u> of families accessing services through Resource and referral for Family Support services will report needs being met</p> <p>6. 100% of approved priority 1 children will receive requested services.</p> <p>7. 100% of priority 2 children will receive requested services.</p>
--	--	--	---	---

**5.4 Discretionary Funds Related to Inclusive Early Learning**

**5.4.1.** Describe activities the Coalition will implement to enhance inclusive early learning. (ACYF-PI-CC-99-05)

**Response Assessment: Evaluation**

The Coalition contracts with the service provider, Family Central, Inc. (FCI) to provide Warm Line services and on-site technical assistance and training to providers interested in providing inclusive services as an integral part of their program.

Identify expected results relative to this element in the chart below:

Required Element	Current Situation	Objective	Activities	Outcome
5.4.1. Inclusive Early Learning Quality Improvement Opportunities	<p>The Inclusion Specialist helps child care providers be prepared to serve children with special needs.</p> <p>The Warm Line is available to child care providers Monday through Friday from 8:30 a.m. to 5:00 p.m.</p>	<p>1. Increase the availability of providers capable of caring for children with special needs.</p> <p>2. Establish baseline of the number of providers who use the Warm Line as of June 30, 2007.</p>	<p>1a. Provide inclusion training opportunities to child care providers.</p> <p>1b. Provide technical assistance to providers to meet behavioral needs of children.</p> <p>1c. Establish base line of the number of School Readiness providers who serve special needs children as of June 30, 2007.</p> <p>2. Provide immediate technical assistance to providers through the Warm Line.</p>	<p>1. The Coalition will participate in strategic planning to increase the special needs population served based on the base line established for the number of special needs children served.</p> <p>2. Increase awareness of Warm Line by 5% as demonstrated by number of calls received.</p>