



Eligibility Handbook





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CSC STAR AWARD Eligibility Handbook

The CSC STAR Award (Supporting Teacher Advancement & Retention) provides financial incentives to Early Child Care Educators who work with children ages birth through five in Palm Beach County. The CSC STAR Award has three primary purposes: (1) to recognize Early Childhood Educators' dedication and longevity in the early learning field, (2) to reduce the financial burden of the increasing cost of living and the low salaries in the field, (3) to acknowledge Early Childhood Educators' commitment to remain in the profession and pursue further education so that children can benefit from stable teacher-child relationships and quality care and education.

The CSC STAR Award is a salary supplement award for Early Childhood Educators employed at child care providers that meet the eligibility criteria. The CSC STAR Award rewards Early Childhood Educators by collectively recognizing education, ongoing professional development, teacher-child interactions and longevity as demonstrated pathways of competency in their roles. CSC STAR Award is funded by The Children's Services Council of Palm Beach County and administered by the Early Coalition of Palm Beach County with career advising support from the Institute of Excellence in Early Childhood Education at Palm Beach State College.

Children's Services Council of Palm Beach County's Early Childhood Registry

The CSC STAR Award salary supplement program relies on information contained in the Early Childhood Registry of Palm Beach County- Early Childhood Career Journey (ECCJ) when determining eligibility. The Early Childhood Registry of Palm Beach County is a database system that maintains information on its members documenting their professional development in the field of early childhood education, including credentials, college coursework, continuing education units (CEUs), employment history and wage information.

Once an educator becomes an Early Childhood Registry member, they can update their record with any changes to their name, address, phone number, email address, employment information and professional development activities (transcripts, credentials, certificates, e.g..).

It is a benefit to the educator to update and maintain their Registry profile. The educator's Registry information may be used to create a professional resume, apply for SEEK scholarship or enroll in local training sessions with the Early Learning Coalition or Palm Beach State College.

To become a member of the Early Childhood Registry of Palm Beach County or update your personal and professional development information, visit <https://registry.earlylearningpbc.org/Authentication/Landing>.

Educators that have questions regarding the Early Childhood Registry should contact the Early Learning Coalition's CSC STAR Award team at 561-214-8000, email CSCSTAR.Award@elcpalmbeach.org or visit The Early Learning Coalition of Palm Beach County's website at www.elcpalmbeach.org

General Information About the CSC STAR AWARD Program

1. CSC STAR Award is available for educators working with children ages birth to five years old in early learning programs that contract for either School Readiness, Early Head Start, Head Start or Title I funding. *(Staff working with VPK ONLY contracted child care providers are not eligible)*
2. CSC STAR Award is open to staff working directly with children a minimum of 30 hours a week and supporting classroom instruction. Educators must be earning \$25.00 per hour or less.
3. CSC STAR Award eligible positions include teacher, assistant teacher, floater, substitute, curriculum specialist, assistant director, director, family child home (FCCH) owner/operator and FCCH substitute* and/or a role that supports the classroom learning. *Excluded from eligibility: center owners, office staff, cooks, bus drivers, maintenance staff, etc.*
4. Family Child Care Home Substitute who works a minimum of 10 hours per month, earns \$25.00 per hour or less and is employed at site meeting the funding criteria may be eligible for the CSC STAR Award.
5. CSC STAR Award applications may be submitted either through the Early Childhood Registry Website, via the CSC STAR Award online website or via the CSC STAR Award mobile application (available via Apple Store or Google Play Store). For more detailed information about the process, please refer to the CSC STAR Award application instruction guide.
6. The CSC STAR Award application must be completed by the educator applicant to ensure all information is correct.
7. Applicant must meet all eligibility requirements at the time the application is submitted.
 - It is the educator's responsibility to ensure that their Early Childhood Registry Career Journey Record is accurate.
 - All supporting documentation including but not limited to W-9, bank account information, recent pay stubs, educational transcripts, or training certificates are uploaded through the Registry, CSC STAR Award mobile application or CSC STAR Award website.
8. CSC STAR Award is paid directly to the early childhood educator within 30 business days of the application approval date.
9. CSC STAR Award applicants are eligible to submit another application for a salary supplement payment any time after six months from the date the previous application was approved.
10. All award payments will come directly from The Early Learning Coalition of Palm Beach County, Inc. either via Electronic Funds Transfer (EFT)/ACH of payment or in the US Mail via paper check. Applicants have the option to enroll in EFT/ACH by adding bank account verification documents to their application.
11. College Credit Courses, Non-Credit courses and trainings offering either CEU's or in-service hours are only counted one time toward the education supplement criteria per application.
12. Salary Supplement eligible training must have been offered by one of the CSC STAR Award approved training agencies. Training certificates must include the issuing organization's name, the applicant's name, the name of the training, the date of the training and the amount of Continuing Education Units (CEUs) or in-service hours earned.

13. The Registry and CSC STAR Award application accepts CEU's, or in-service training completed within 10 years of the application submission date. Training history records that have been verified in the previous Registry system will be imported into the educator's record and will count towards the CSC STAR Award calculation regardless of the completion date. (There is no time limit on college course work or degrees or the required DCF 35 hours of FCCH required training or the DCF 45 hours of center employee required training.)
14. To earn the award for the FCCPC/ECPC/NECC certification the credential must be active at the time of application.
15. A review of approved training agencies will be conducted periodically to determine if additional sites should be added or removed.
16. Trainings that offer CEU's must be International Accreditor's for Continuing Education and Training (IACET) approved.
17. The CSC STAR Award includes two different salary supplement allocations for longevity. Longevity (years of experience) as an educator in the Early Care and Education field and longevity for years of employment at the current eligible employer.
18. The CSC STAR Award also includes a salary supplement allocation for the individual educator's CLASS Assessment composite score. (CLASS - Teachstone - The Classroom Assessment Scoring System®)
19. Awards are subject to change, are based on availability of funding and are issued in the order in which they are received.
20. Applicants have the option to select the amount of the CSC STAR Award they would like to receive during each open application period. Applicants that choose to receive less than the eligible award forfeit payment of any remainder reward amount for that period.
21. The Early Learning Coalition reserves the right to deny any CSC STAR Award allocation.

CSC STAR Award Income

- *Awards that are paid directly to an educator are reported to the Internal Revenue Services, under the Internal Revenue Code, if the total amount of the award exceeds \$599.00. A 1099 Form will be issued to you, the applicant and the amount of earned income will be reported to the Internal Revenue Service (IRS). Please consult with your tax advisor regarding how you report this income on your tax return.*
- *The CSC STAR Award salary supplement is additional income, and any income earned may count toward your annual family income. Changes in your total household income could cause changes to eligibility for public assistance programs such as TANF, SNAP (Food Assistance), Medicaid, Temporary Cash Assistance, Housing and/or subsidized child care.*

CSC STAR AWARD Eligibility Criteria

Eligibility for the CSC STAR Award Program is based on the following:

1. Educator must be working with children ages birth to five years old at an early learning program that has a contract for either School Readiness, Early Head Start, Head Start or Title I funding.
 - o Educator must be employed in a position that supports classroom learning with children ages birth-5 years.
 - o Staff employed with a provider that is only holds a DEL VPK Contract are not eligible.
2. Employment must be for at least one year (12 months) to be eligible for the employment longevity supplement at the same ECE Program.
 - o Staff must be working directly with children a minimum of 30 hours a week* and supporting classroom instruction.

Eligible Positions:

*Director, Assistant Director, Curriculum Specialist, Lead Teacher,
Assistant Teacher, Floater, Substitute, Family Child Care Home Provider, Large Family Child
Care Home Employee, *Family Child Care Home substitute (working 10 hours per month)*

Ineligible Positions:

*Non-Instructional Staff (cook, office staff, bus driver, etc.) and any employees working less than
30 hours per week.*

3. Educator must earn \$25.00 per hour or less as an early childhood professional.

General Rules for the CSC STAR AWARD Program

CSC STAR Award is granted based on a combination of education, which may include coursework and training, individual educator's CLASS observation composite scores, years working within the Early Childhood field and years working at current eligible childcare provider as outlined in the **CSC STAR Award Salary Supplement Award Levels** (see Appendix A).

The comprehensive pathway provides a variety of award options based on the type of professional development completed, including College Credit coursework, Continuous Education Units (CEUs) and/or In-Service Training hours. All professional development must be documented in either the educator's Registry - Early Childhood Career Journey record or with the CSC STAR Award application. Educators may be eligible for one or more components of the scale at each award point.

Note: In determining an award amount, if an educator meets the criteria of more than one level within the Knowledge/Training component of the CSC STAR Award pathway scale, the level chosen will be based on the higher monetary amount.

Employment & Income Verification

Applicants employed at eligible child care providers will need to submit verification of their hourly income to qualify for the CSC STAR Award Salary Supplement.

INCOME

Applicants are asked to submit their most recent paycheck stub to verify employment and hourly wage. Paycheck stubs must include name and address of employer, pay period and pay date, hourly rate, employee Social Security number or abbreviation and gross pay showing amounts withheld and net pay. If applicant is self-employed then the applicant must submit the DCF Background Clearance Letter or Child Care Personnel Employment History can submit IRS form 1040 and 1040 Schedule C, if applicable.

Employment Verification

Additional information regarding the IRS forms can be found using the links below.

<https://www.irs.gov/forms-pubs/about-form-1040>

<https://www.irs.gov/forms-pubs/about-schedule-c-form-1040>

CSC STAR Award Education and Training

In-Service Training hours

In-Service training is defined as training in the child care field that further an employee's skills working with children. Acceptable In-Service training hours must be in one of the following areas; Health & Safety, Pediatric CPR, First Aid, Nutrition, Child Development, Child Transportation and Safety, Behavior Management, Working with Families, Design and use of child-oriented space, Community, Health and Social Service Resources, Child Abuse, Child Care for Multilingual Children, Working with Children with Disabilities in Child Care, Safety in outdoor play, Literacy, Guidance and Discipline, Computer Technology, Leadership Development/Program Management and Child Care Personnel Supervision, Age-Appropriate Lesson Planning, Food Safety Training, Developing Special Interest Centers/Spaces and Environments, other areas related to child care or child care management.

The following Training agencies have been approved by the CSC STAR Award as acceptable for credit toward the education and training supplement.

Palm Beach State College (HEO Courses)	Gold Seal Approved Accreditation Agencies
Early Learning Coalition of Palm Beach County	Curriculum Publisher delivered trainings
Department of Children & Families (DCF)	CCEI (Child Care Education Institute)
UF Lastinger Center for Learning	Teaching Strategies/ Quorum
Teachstone, Inc.	

Continuous Education Units

A Continuous Education Unit (CEU) is a nationally recognized unit of measurement for participation in non-credit continuing education programs. CEUs may also be obtained as a measure used in continuing education programs to assist professionals to maintain their license within their profession. In accordance with the International Accreditors for Education and Training (IACET), one CEU equals 10 contact hours of learner interaction with the content of the learning activity which includes classroom, self-paced instruction, pre/post assignments and/or homework in support of a learning outcome. Contact implies connection is two-way, that is the instructor or learning source must monitor the learner's progress and/or provide some form of feedback to the learner. This definition applies for face-to-face interaction as well as distance learning programs. CEUs are not awarded for learning activities in which individuals are engaged in unplanned, unsupervised or non-sponsored learning.

For the CSC STAR Award, CEUs can be acquired through a(n):

- IACET approved institute
- Regionally accredited institution of higher education*

CEUs accepted for an CSC STAR Award must demonstrate building competencies within at least one of the following areas:

- Child development and learning in context
- Family-teacher partnerships and community connections
- Child observation, documentation and assessment
- Developmentally, culturally and linguistically appropriate teaching practices
- Knowledge, application and integration of content in Early Childhood curriculum
- Professionalism as an early childhood educator

Additional conditions accepted for CEUs:

- English language courses (for purposes of demonstrating English language proficiency)
- VPK trainings available through the Department of Children and Families website
- CEUs acquired to maintain active CDA, FCCPC or Florida Directors Credentials

CEUs will be accepted on trainings completed within a 10-year period to the application submission date. *Time limitation does not apply for verified CEU's that have been imported from the former Registry system.* If the same CEU appears more than once in a practitioner's record, the duplicate training will not count toward an award.

Trainings completed that are not designated as meeting the criteria identified above for CEUs may be documented in the Early Childhood Registry Career Journey record, however, they will not be counted for the CSC STAR Award.

College Credit Coursework

Early Childhood Education (ECE) college credits and degrees must be obtained from regionally accredited* colleges and universities. In addition to this, the following are also considerations for ECE Coursework:

- College Credit courses from regionally accredited colleges and universities that focus on the early stages of child growth and development from birth to age 5 years.
- Early Childhood Education course credits must have earned a passing grade to count toward the CSC STAR Award.
- If the same course/ training appears more than once in a practitioner's transcript, the duplicate training will not count toward an award.
- Degrees and credits earned from a non-regionally accredited college or university will not count toward a CSC STAR Award. Such degrees may be recorded in the Career Journey as part of the practitioner's educational history.
- Foreign college credits must be translated and evaluated by an agency accredited by the [National Association of Credential Evaluation Services \(NACES\)](#) prior to application for CSC STAR Award (SEEK Scholarships may be available to cover the costs associated with such translation).
<https://www.palmbeachstate.edu/ieece/financialsupport.aspx>
- College/University transcripts that are included in the applicant's CSC STAR Award application should include the institution logo, institution name and address, student full name and address, student ID, semester date, Course code and name, Credits/hours earned, Degree awarded.

Early Childhood Related Degrees include the following

Child Development	Early Childhood Education
Prekindergarten and Primary Education	Elementary Education
Preschool education	Family and Consumer Science
Family and Child Sciences	Exceptional Student Education or Special Education
Mental Disabilities, Mentally Handicapped or Mentally Impaired	Specific Learning Disabilities
Physically Impaired	Varying Exceptionalities
Emotional Disabilities	Deaf or Hard of Hearing or Hearing Impaired
Speech-Language Pathology	Speech-Language Impaired
Speech Correction	

**Accreditation must be from one of the following: Middle States Association of Colleges and Schools, New England Association of Schools and Colleges Higher Education, New England Association of Schools and Colleges Technical and Career Institutions, North Central Association of Colleges and Schools, Northwest Commission on Colleges and Universities, Southern Association of Colleges and Schools, Western Association of Schools, and Colleges.*

The education portion of the CSC STAR Award is based on the levels of education and training an applicant has completed. Various award options are available for applicants based on either earned college degrees in the Early Childhood Education field, related fields, or out of field degrees with completed hours of credits in ECE courses, or with completed credit hours of ECE Courses, active certifications, earned CEU's or In-Service hours of training from approved training agencies. Certifications, ECE Credits, CEU's or in-service hours may **not** be combined within award categories indicating "or" for Education and Training earned. (See **CSC STAR Award Salary Supplement Award Levels** (Appendix A)).

Classroom Assessment Scoring System

Teachstone's The Classroom Assessment Scoring System® (CLASS) is an observation instrument that assesses the quality of teacher-child interactions in the classroom. Three developmentally aligned versions of the CLASS Assessment Scoring System are accepted for the CSC STAR Award which includes the Infant CLASS, Toddler CLASS, and Pre-K CLASS each with their own structured domains and dimensions. Scores used will be based on the most recent CLASS assessment completed within the last 2 contract years. CLASS composite scores are calculated based on the average of the domain levels for the respective CLASS observation performed for an individual educator. The minimum qualification point for an incentive is a CLASS composite score is either 4.00 or 4.5 (Pre-K & Toddler minimum is 4.00, Infant minimum is 4.5) with the maximum being a 7.00 (see **Appendix A**).

Should the educator not have had a formal CLASS observation since July 1, 2023, future system enhancements will allow an educator to request an assessment via the Early Childhood Registry. CLASS observations are

conducted by CLASS certified reliable observers. When requesting an individual assessment with this new feature CLASS observations will be conducted and reported back to the educator within 90 days of the request. Once the CLASS score is finalized and sent to the CSC STAR Award system, the educator will be able to complete their salary supplement application and submit for review. CLASS observation scores will be valid until the educator has a more recent formal observation or two years, whichever comes first. Should the educator not wish to wait for the CLASS observation for the current award period, they may submit their application without the CLASS score element included. The observation would be considered for payment in the subsequent award.

If the educator had an assessment previously and the score is missing from the application, the educator must contact the CSC STAR Award team for assistance. This does not mean that another assessment will occur. Upon receipt of the request, the team will review the records to identify if the applicant has had a CLASS assessment within the eligibility period. The educator should not submit the application until the CLASS score is reflected should they wish to have that payment amount included in the award.

Longevity - Years of Experience in the same ECE Program

The 1st Longevity element of the CSC STAR Award salary supplement scale is determined by the number of years a participant has been employed as an educator at the **same** Early Childhood Education program. There are several ways that this information may be validated.

(only one validation method is required)

- Applicant's current employer's Organization Admin. verifies employment start date and position within the Registry's Program Portal.
- If current employer's Organization Admin. is unable to verify in employment in the Registry's Program Portal, Applicant can submit 5-year Child Care Personnel Employee History Check Form Attachment G (EHE-DC017) and ELC staff will verify accuracy.
- If current employer's Organization Admin. is unable to verify in Program Portal, applicant can submit DCF Background Screening letter showing current employer and dates of screening history from previous employers.
- If none of the above methods are available, the applicant can request that ELC Staff verify applicant's employment history record in the DCF CARES system and ELC Staff will add verification document to applicant's file.

The lowest qualification point for an incentive is 1 year to the highest qualification point of 5 years or more in the same ECE program. (see Appendix A).

Longevity - Years of Experience in the ECE Field

The 2nd Longevity element of the CSC STAR Award salary supplement scale is determined by the number of years a participant has worked within the Early Childhood field.

There are several ways that this information may be validated. *(only one validation method is required)*

- The applicant's current employer verifies hire date at their facility and the applicant submits completed 5-year child care personnel employee history check form(s)(EHE-DC-017 Attachment G) all pages. (More than one 5-year personnel form may be needed).
- The applicant's current employer validates hire date at their facility and the applicant submits the DCF Background Screening letter showing current employer and dates of screening history from previous employers.
- If none of the above methods are available, the applicant can request that ELC Staff verify applicant's employment history record in the DCF CARES system and ELC Staff will add verification document to applicant's file.

The lowest qualification point for an incentive is 2 years to the highest qualification point of 11 years or more in the Early Childhood field (see Appendix A).

Process for Inquires

The CSC Star Award staff are here to support applicants with the professional portal and CSC STAR Award applications as needed. Customer Support is available via **email** CSCSTAR.Award@elcpalmbeach.org, **phone** 561-214-8000 (select 2 then 5) and **text**.

CSC STAR Award Staff	Text number	Email address	
Celia Chavez	561-662-4895	CSCSTAR.Award@elcpalmbeach.org	Spanish
Mirejeanne Camille	561-489-4738		Creole
Nefertiti Howell	561-486-1575		
Karla McDonald	561-486-7914		Manager
Gina Carello	561-214-7451	Gina.Carello@elcpalmbeach.org	Director

Applicants can access instructional videos and support documents on www.elcpalmbeach.org

Process for Appeal of Eligibility Determination

The CSC STAR Award provides the following process to address any applicant eligibility award review regarding award determinations, and policies & procedures of the program. Inquiries must be submitted within the current contract cycle which runs October to September.

The CSC STAR Award program encourages educators to seek resolution to their concerns. As such, the CSC STAR Award staff is available to discuss inquiries and review all pertinent documentation to work toward answering any questions. Response to applicants will be within 10 business days of receipt of inquiry.

Grievance and Appeals inquires may only be accepted via email at CSCSTAR.AWARD@elcpalmbeach.org

The subject line should read: CSC STAR Award Inquiry

Submit the inquiry request in writing via email to the CSC STAR Award program. The request must include details of the concern and supporting documentation. If the inquiry is a request to review eligibility criteria, such as wages, hours worked, etc. the educator must complete the **CSC STAR Award Eligibility Review Form**. The Eligibility Review Form can be accessed www.elcpalmbeach.org.

Throughout the inquiry review, the CSC STAR Award program may request, in writing, additional information from the applicant. This additional documentation is to be received within five business days of the request from the CSC STAR Award program. If the additional documentation is not received within that time, the inquiry request will be closed. The CSC STAR Award program will respond within 15 business days of receipt of all required materials to review the inquiry and provide a decision.

Possible outcomes are:

- Approve the inquiry. The CSC STAR Award program will notify the applicant, in writing, within 15 business days of review.
- Approve the inquiry with specific requirements. The CSC STAR Award program will notify the applicant, in writing, within 15 business days of review.
- Deny the inquiry. The CSC STAR Award program will notify the applicant, in writing, within 15 business days of review.

Contact Information:

CSC STAR Award Program & Application Questions:

Email CSCSTAR.Award@elcpalmbeach.org or call 561-214-8000 (press 2 then 5)

- Use email subject line *CSC STAR Award Inquiry – Your Name*

Types of issues:

- CSC STAR Award Mobile App errors
- CSC STAR Award application error messages
- CLASS Observation score missing or calculation error
- Organizational Admin unable to verify staff employment

Early Childhood Registry Career Journey Questions:

Email CSCSTAR.Award@elcpalmbeach.org Call 561-214-8000 (press 2 then 5) or

- Use email subject line *Early Childhood Registry Inquiry – Your Name*

Types of Issues:

- Error messages or “No Career Journey Account Found”
- Early Childhood Registry account support
- Employment history verification support
- Education verification
- Site roster

Appendix A

Experience in the ECE Field		Education and Training	
Award Amount	Years Experience	Award Amount	Education and Training
\$600	11+ years in the ECE Field	\$700	Bachelor's Degree or higher with 24 Credits in ECE
\$450	8-10 years in the ECE Field	\$650	Bachelor's Degree or higher in Related field
\$350	5-7 years in the ECE Field	\$600	Associate's degree in ECE
\$250	2-4 years in the ECE Field	\$550	24 Credits in ECE
Longevity Years Experience in Same ECE Program		\$500	18 Credits in ECE
Award Amount	Years Experience	\$450	36 CEU's or 360 In-Service Hours or 12 Credits in ECE
\$500	5+ Years in Same ECE Program	\$400	27 CEU's or 270 In-Service Hours or 9 Credits in ECE or active FCCPC/ECPC/NECC
\$300	3 Years in Same ECE Program	\$350	Associate's degree with at least 6 Credits in ECE
\$200	2 Years in Same ECE Program	\$300	18 CEU's or 180 In-Service Hours or 6 credits in ECE
\$100	1 Year in Same ECE Program	\$250	9 CEU's or 90 In-Service Hours or 3 credits in ECE
CLASS Assessment Scores		\$200	45 DCF Hours and HS/GED (35 DCF Hours for FCCH)
Award Amount	Teacher CLASS Composite Score		
\$300	4.00-4.99 (Pre-K & Toddler) 4.50-5.59 (Infant)		
\$600	5.00-5.99 (Pre-K & Toddler) 5.60-6.59 (Infant)		
\$1,200	6.00-7.00 (Pre-K & Toddler) 6.60-7.00 (Infant)		

Appendix B

CSC STAR Award Program Terms and Conditions

This document serves as the Terms and Conditions for an educator's participation in Children's Services Council – CSC STAR Award Salary Supplement program administered by the Early Learning Coalition of Palm Beach County, Inc. The CSC STAR Award is the Children's Services Council Palm Beach County's salary supplement program for early learning educators in Palm Beach County that are employed at a child care program serving children ages Birth – Five which is contracted to serve children receiving School Readiness, Head Start, Early Head Start or Title I funding.

By participating in CSC STAR Award and accepting funding from The Early Learning Coalition of Palm Beach County Inc., an educator expressly agrees to:

- Adhere to all policies and procedures set forth in the CSC STAR Award Handbook.
- Provide an environment conducive to quality learning for children and engage in quality improvement activities in partnership with the Early Learning Coalition and School Readiness standards.
- Participate in Early Childhood Registry Career Journey and submit or update personal information, employment information (i.e., hourly wage, position title, hours worked, ages served), education, and credentials.
- Complete and submit all required or requested documents.
- Allow The ELC of Palm Beach County to periodically solicit feedback on the CSC STAR Award from participants in the program for the purpose of continuous quality improvement and system refinements.
- Cooperate and participate in all research evaluations of the CSC STAR Award.
- Comply with all applicable federal, state and local laws and regulations, including but not limited to background screenings, the Americans with Disabilities Act, as may be amended from time to time, and Section 504 of the Rehabilitation Act of 1973, as may be amended from time to time.
- If applicable, enroll in EFT (electronic funds transfer) deposit for payment of the salary supplement by The ELC of Palm Beach County using the CSC STAR Award application. The EFT enrollment terms and conditions are located at [The ELC of Palm Beach County EFT terms and conditions](#).
- Update bank account information associated with EFT account upon submission of CSC STAR Award application, if applicable.
- Permit The ELC of Palm Beach County to conduct periodic data quality reviews and on-site verification of employment.

By participating in CSC STAR Award, an educator expressly understands and agrees to the following:

- This agreement is subject to availability of funds, as determined by the sole discretion of the Early Learning Coalition of Palm Beach County.
- Applicants are eligible to apply for a distribution of the salary supplement every 6 months. Supplements are paid directly to teachers/staff.

- Eligible staff work a minimum of 30 hours weekly*, support classroom instruction and make \$25.00 per hour or less. **With the exception of Family Child Care Home Substitutes.*
- Training & Education, Longevity in the field and at the current employer along with the individual's CLASS Assessment score will be used to determine an educator's CSC STAR Award amount.
- Awards are based on information contained in Early Learning Career Journey system at the time of application submission.
- Classroom Assessment Scoring System (CLASS) scores based on a formal observation conducted by the Early Learning Coalition of PBC will be accepted for CLASS award amount.
- Longevity is determined through verified employment in the Early Childhood Registry Career Journey.
- Falsifying data is cause for an educator's termination in the CSC STAR Award program and repayment of funds to which the educator is not entitled.
- An educator is only a recipient of funding support and is not an employee, agent, or instrumentality of the Children's Services Council or The Early Learning Coalition of Palm Beach County.
- There are no intended or unintended third-party beneficiaries to this agreement.
- The Early Learning Coalition of Palm Beach County is a governmental agency and abides by the Public Records Law, Chapter 119, Florida Statutes, and as such, may be required to provide information about the CSC STAR Award program participants in response to a public records request absent a qualifying exemption of which the educator informs the Early Learning Coalition of Palm Beach County, Inc.

The educator may terminate their participation in the CSC STAR Award program with or without cause at any time by notifying The Early Learning Coalition of Palm Beach County via the CSC STAR Award application or in writing via email at CSCSTAR.AWARD@elcpalmbeach.org.

In the event an applicant fails to comply with any of the Terms and Conditions of this Agreement, at the sole determination of The Early Learning Coalition of Palm Beach County, Inc., The ELC may withhold or suspend payment and/or terminate an educator's participation in the CSC STAR Award.

Indemnification: An educator shall indemnify, defend and hold harmless The Early Learning Coalition of Palm Beach County, Inc. and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including reasonable attorney's fees and costs of defense, which The Early Learning Coalition of Palm Beach County, Inc. or its officers, employees, agents or instrumentalities may incur as a result of any claim, demand, suit, cause of action or proceeding of any kind or nature arising out of, relating to, or resulting from the performance of this contract by an educator.

An educator shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of The Early Learning Coalition of Palm Beach County, Inc., where applicable and in the discretion of The Early Learning Coalition of Palm Beach County, Inc., including appellate proceedings, and shall pay all costs, judgments and reasonable attorney's fees which may issue thereon. An educator agrees that any insurance protection required by this contract or otherwise provided by an educator shall in no way limit the responsibility to indemnify, keep and save harmless and defend, The Early Learning Coalition of Palm Beach County, Inc. or its officers, employees and agents.

The provisions of this section on indemnification shall survive the expiration or termination of this agreement.

All information provided on this application is true and accurate to the best of my knowledge.