



Washington State Department of Early Learning

# ECEAP

## Reminders and Links

### October 2016

#### Fall ECEAP Directors Meeting

We are looking forward to seeing you at the ECEAP Directors Meeting on October 5 and 6 at the DoubleTree Spokane City Center. At this meeting, you will receive important informational updates and participate in discussions to shape the future direction of ECEAP.

#### 30 Years of ECEAP!

We're happy to celebrate 30 years of ECEAP in Washington State! Please join us at the Spokane DoubleTree by Hilton on Tuesday, October 4 from 5:30 - 7:30 p.m., the night before the ECEAP Director's Meeting, for a dinner and celebration of the past 30 years and a look toward the future of early learning in Washington State. Speakers include Director Ross Hunter, Senator Andy Billig, ECEAP Teachers Sean Golob and Teri Garcia and retired ECEAP Director Sandy Nelson. There is currently a cap of two guests per registration. Register [here](#) so we have an accurate count for dinner. For more information, contact [ECEAP@del.wa.gov](mailto:ECEAP@del.wa.gov).

#### DEL ECEAP Website

See the latest improvements to the DEL ECEAP website at [www.del.wa.gov/eceap](http://www.del.wa.gov/eceap). This shorter URL was recently implemented to make it easier for you to remember.

#### ELMS Updates

- By October 15, in ELMS, enroll children in classes for all funded slots, including known children with future class start dates. (Exception: For ECEAP classes that share classrooms with Migrant/Seasonal Head Start, Contractors must complete ELMS enrollments by October 30.)
  - Enter children's actual class start dates on the Bulk Updates or class Monthly Report page
  - Exit all children who are not attending
- For assistance with ELMS, email [elms@del.wa.gov](mailto:elms@del.wa.gov).

### Important Dates

**By October 1:** Submit staff compensation data on the template provided by DEL.

**By October 15:** In ELMS, enroll children in classes for all funded slots, including known children with future class start dates.

**By November 15:** Finalize checkpoints for all enrolled children in *GOLD*®.

**Want to know more?  
Follow us here:**

[DEL ECEAP Website](#)

[DEL Facebook Page](#)   [DEL Blog](#)

[DEL Twitter](#)

### **ECEAP Staff Qualifications**

ECEAP Contractors must monitor that all ECEAP lead teachers, assistant teachers, and family support staff complete ECEAP staff qualifications applications in MERIT. Staff registered in MERIT in the “Grantee/Contractor” role can monitor applications and also enter employment dates using the instructions [here](#).

- As you hire ECEAP lead teachers, assistant teachers, and family support staff, ensure that they enter the education that qualifies them for their ECEAP role into the MERIT system.
- There is a substantial [financial award](#) to the individual staff member based on the education entered (unless the staff person has already received their full award).
- The verification process requires that staff send official transcripts or copies of official transcripts. If you send copies of unofficial transcripts, grade reports, or documents printed from the web, they will not be processed and it will delay your staff qualifications verification and your education award. If you are copying two-sided documents, be sure to copy and send both sides.
- Read the full instructions on entering staff qualifications in MERIT [here](#).

### **Funding Opportunity for Group-based Parenting Education and Family Support Programming**

DEL’s [Strengthening Families Washington](#) in partnership with the Washington Department of Social and Health Services (DSHS), Economic Services Administration is pleased to announce that funding is available for group-based parenting education and family support programming. We are requesting Letters of Interest from Washington State organizations currently offering parenting education and family support services for families with incomes at or below 200 percent of the federal poverty level (FPL). This funding opportunity builds access to high quality parent support that strengthens families for prevention of child abuse and includes education to promote healthy eating, physical activity, and wellness.

- The Letter of Interest form and application cover sheet is attached and more information is available on our website [here](#). This website will be updated with an FAQ and updated every Friday. Final day to submit questions is October 6, 2016 at 5:00 PM.
- Please share this opportunity with community partners and organizations throughout the state. We are really hoping to have great reach throughout the state. Deadline is Friday, October 14, 2016 by 5:00 PM. Questions? Email [strengtheningfamilies@del.wa.gov](mailto:strengtheningfamilies@del.wa.gov).

## ECEAP Portable Background Check (PBC) Update and Important Tips

ECEAP staff who may have unsupervised access to children are required to obtain a DEL Portable Background Check (PBC) through DEL's MERIT system.

- For staff employed during the 2015-16 school year and continuing, the background check application process must be completed by October 1, 2016. This means fingerprints must be completed and DEL must receive the application and payment by this date.
- All applicants applying to work, volunteer or who reside in a child care setting with unsupervised access to children must submit a completed background check within seven days of hire.
- Electronic payments are now accepted for the \$12 DEL background check application fee.
  - Automated Clearing House (ACH) is an electronic withdrawal directly from your checking or savings account. A bank account (checking or savings) and bank routing number are required for ACH electronic payments.
  - DEL will continue to accept check, money order or cashier's checks through the mail. Purchase orders are not an acceptable method of payment.
  - DEL plans to accept debit and credit card transactions in the near future.
- These resources will help you with the process:
  - [DEL Background Check Requirements](#)
  - [Frequently Asked Questions](#)
  - A 6-minute [tutorial](#) on how to submit a PBC application
- Here is some ECEAP-specific information to support PBC implementation:
  - ECEAP staff must create an employment record in MERIT associated with an ECEAP [site](#) and an ECEAP job role, before they can request a PBC.
  - Contractor-level staff that monitor sites can request a PBC now:
    - First they must create an employment record with the job role "ECEAP Contractor Staff"
    - Then they must select one of the sites they monitor or visit for this employment record
    - The employment dates do not matter, because in the future we will replace this with your actual employment record with the ECEAP contractor
  - DEL contracts with [IdentoGO byMorphoTrust](#) to conduct the fingerprint process. This website has a list of the 40 locations where the fingerprint process is conducted statewide, with some evening and Saturday hours. When fingerprints are required, an individual will receive a fingerprint appointment form via email or, when no email is available, via U.S. Postal Services. If MorphoTrust cannot meet your time and location needs, please have your ECEAP Director contact your Pre-K Specialist and give us specific information.
  - Your ID and MERIT names must match, in order to proceed with fingerprints. Make sure to use your legal name that is on your state ID as your name in MERIT.
  - ECEAP Contractors can currently monitor staff background check completions in MERIT on the Facility/Site tab. By mid-October, you will be able to monitor this in an ELMS report.
  - If a staff person is "disqualified" they will receive a certified letter from DEL explaining the reason why and next steps. The DEL Pre-K Specialist will also contact the ECEAP Director or his/her designee. By law, DEL does not disclose the reason or reasons for the disqualification with anyone other than the applicant.

## Teaching Strategies GOLD®

- GOLD® checkpoints must be finalized by November 15.
- Contact [del.wa@teachingstrategies.com](mailto:del.wa@teachingstrategies.com) with all GOLD® issues or requests for additional portfolios.
  - You may cc [elms@del.wa.gov](mailto:elms@del.wa.gov) so we can help with follow-up.
  - For generic (non ECEAP) GOLD® assistance only, such as help with your login, you may use the email above or call 1-866-736-5913 between 4:00 AM and 6:00 PM Pacific Time.
- Known Issues:
  - If you have any enrolled ECEAP children who are not in GOLD®, first make sure you've entered their "actual start date" in ELMS. If they are not in GOLD® 36 hours after you did this, email the ELMS Child IDs and Class Names to [del.wa@teachingstrategies.com](mailto:del.wa@teachingstrategies.com).
  - The Comparative Report for 2015-16 may not be pulling all of your ECEAP children. Teaching Strategies is actively working to resolve this.
  - All 2015-16 ECEAP children should now be archived by GOLD®, unless they have re-enrolled. If you have any outliers, send the ELMS ID numbers and class name to [del.wa@teachingstrategies.com](mailto:del.wa@teachingstrategies.com).
- Reminders:
  - Enter all ECEAP child, teacher, class, and site information into ELMS. It will export into GOLD® by the end of the next day.
  - Then you must enter the child's actual start date in ELMS before they will export to GOLD®.
  - If a child has a previous record in GOLD®, make sure that original record has the exact legal name of the child and birthdate entered into ELMS; then the records will merge.
- Changes you can make manually in GOLD®:
  - Add a co-teacher or assistant teacher and assign them access to a class. ELMS must add the lead teachers.
  - Disable accounts for teachers no longer associated with your organization.
- GOLD® Interrater Reliability (IRR)
  - Lead teachers must complete the *Teaching Strategies GOLD®* IRR certification online within six months of hire and renew every three years thereafter.
- GOLD® Documentation App
  - Teachers can use the GOLD® Documentation app to easily capture documentation in the moment using a mobile device. This user-friendly app is free for all GOLD® users and can save teachers time in the classroom. With the GOLD® Documentation app, you can:
    - Capture documentation in real time using audio, video, photo, and text notes;
    - Set preliminary levels directly from the app, saving valuable time without compromising security, quality, or accuracy;
    - Quickly and easily tag documentation with children's names, objectives, and dimensions, then assign levels and upload to GOLD® with just a few taps;
    - Count on the highest level of security – all documentation is accessible only from within the app and GOLD®; and
    - Assess with confidence – more high-quality documentation better prepares you to assess a child's growth and development.

You can download the app onto your Apple mobile devices from the [App Store](#), or onto your Android mobile devices from the [Google Play™ Store](#) or [Amazon Appstore for Android](#).

- **GOLDplus®**
  - Teachers in ECEAP classrooms that use the *Creative Curriculum*® now have access to *GOLDplus*®. This added feature helps teachers save time and plan intentional learning experiences to support each child’s development and learning. You can begin exploring the features of *GOLDplus*® in the Frequently Asked Questions document [here](#).
  - You can find free support, video tutorials, and companion articles at the Teaching Strategies new *GOLDplus*® support page [here](#).
  - To access *GOLDplus*®:
    - 1. Login to your *GOLD*® account [here](#).
    - 2. Go to the “Planning” tab.
    - 3. Select “*GOLDplus*®” from the drop-down menu.
  - Select the *GOLDplus*® topic and link below to access videos and self-help articles to support your use of *GOLDplus*®:
    - Review video tutorials on how to modify and customize your weekly calendar in *GOLDplus*® [here](#).
    - Learn how to use the supportive features offered on each Intentional Teaching experience to guide your instruction [here](#).
    - Explore how to access children’s skills, knowledge, and behaviors while teaching with Intentional Teaching experiences by adding documentation with preliminary levels [here](#).

### Annual Immunization Reporting

- By November 1, all licensed child care centers, preschools, and ECEAP and Head Start programs must complete a [Preschool and Child Care Center Immunization Status Report](#) and email it to [oi cpschools@doh.wa.gov](mailto:oi cpschools@doh.wa.gov) or mail to Washington State Department of Health Office of Immunization and Child Profile, PO Box 47843, Olympia, WA 98504-7843 per [WAC 246-105-060](#).
- Visit [here](#) for general information about child care reporting.
- Email all questions related to reporting to [oi cpschools@doh.wa.gov](mailto:oi cpschools@doh.wa.gov).
- Immunization Requirements Resources:
  - Parents can request a copy of their child’s Certificate of Immunization Status from our Immunization Information System (IIS). Click [here](#) for more information.
  - A new Certificate of Immunization Status will be available in the IIS around the end of September. We will send more information before it is released.
  - [Vaccines Required for Child Care/Preschool Attendance](#) chart shows all the vaccines required for child care.
  - [Individual Vaccine Requirements Summary](#) is a detailed clinical companion to the Vaccines Required chart.
  - [Immunization Manual for Schools, Preschools, and Child Care Facilities](#) provides general information on immunization and reporting requirements.
  - [Exemption law information](#) includes Frequently Asked Questions about the exemption law and the Certificate of Exemption form.

## Updates to Enrolling Kinship Care Families

DEL is providing new guidance for enrolling kinship care families. This affects how you collect family size and family income information for some families. Please read below for important enrollment information:

- What is kinship care?  
Kinship care is a relative (aunt, uncle, grandparent, etc.) who is caring for a child in place of a parent.
- What types of kinship care are common in ECEAP?  
Formal kinship care is a situation that most of the time has legal documentation to establish guardianship of the ECEAP child. This could be documentation like placement from Child Protective Services (CPS) or Indian Child Welfare (ICW), sometimes with a grant from DSHS; a court ordered non-parental custody agreement, or a relative that is a licensed foster care provider for the child.  
Informal kinship care is a situation where there may not be formal documentation, but a relative is acting as a guardian for the ECEAP child. These families may not be involved in CPS or ICW, and may or may not have an agreement between parties that is legally binding.
- How do we enroll these families into ECEAP?  
If a relative has a grant from DSHS to care for the child:
  - Count the child as a family of one
  - Count the grant amount for the childIf a relative does not have a grant:
  - Count the family size as if the relative is a guardian of the child, following the regular directions for counting family size in Performance Standard B-103
  - Count the income of the guardian(s) according to Performance Standard B-104 and B-105
- Additional information:  
There will rarely be a situation where a child is homeless without a legal guardian.
  - When determining if a child is homeless, contractors must look at the federal definition of homelessness according to the [McKinney Vento Act](#), which says that children are homeless if they “lack a fixed, regular, and adequate nighttime residence.” For the most recent guidance from the Department of Education on the McKinney Vento act, click [here](#).
  - When determining if a child lacks a legal guardian, contractors must use the definition of *in loco parentis* used by DSHS. This is an adult who intentionally assumes the duties of a parent, and is responsible for exercising the day-to-day care and control of a child.
  - We understand this may result in more kinship families being eligible as an over income family. These family situations are a key example of how to use over income slots to serve needy families that do not meet the income guidelines for eligibility.
- If you have questions about this new guidance, please contact your assigned Pre-K Specialist. In addition, for questions about how to identify and serve homeless families, we encourage you to reach out to the homeless liaison in your local school district. You can find a contact list [here](#).

## DEL ECEAP Trainings

### Teaching Strategies GOLD® Online for Teachers

This two-day introductory training is for staff new to *Teaching Strategies GOLD*® with a priority for new ECEAP lead teachers.

- October 3-4, 2016 – 8:30 AM to 4:00 PM, Educational Service District 101, Spokane, WA
- October 13-14, 2016 – 8:30 AM to 4:00 PM, Wilburton Instructional Service Center, Bellevue, WA
- November 1-2, 2016 – 8:30 AM to 4:00 PM, Kennewick School District Classroom 9, Kennewick, WA
- Register using this [link](#)

### Early Achievers Orientation Webinar

This orientation is an overview of Early Achievers, including the components covered in the rating, and the role of the Head Start grantee or ECEAP contractor. Participants will gain a deeper understanding of Washington's quality rating and improvement system (QRIS) and also have an opportunity for Q & A. Attending an orientation is required for those assigned as the Primary QRIS contact; but the information provided is helpful to anyone who wants to know more about Early Achievers.

- October 6, 2016 – 9:00 AM
- For questions regarding Early Achievers, send an e-mail to [minnette.mason@del.wa.gov](mailto:minnette.mason@del.wa.gov) or call (360) 407-3685.
- Register using this [link](#)

### Creative Curriculum® for Teachers

This two-day introductory training is for staff new to the *Creative Curriculum*® with a priority for ECEAP lead teachers in the curriculum pilot study.

- October 11-12, 2016 – Longview Community College, Longview, WA
- October 24-25, 2016 – Wilburton Instructional Service Center, Bellevue, WA
- October 26-27, 2016 – Marysville School District Board Room, Marysville, WA
- Register using this [link](#)

### Early Achievers MERIT Applications Overview Webinar

This webinar is for the Site/Contact Manager at your Head Start or ECEAP site and you are participating in Early Achievers on the HS/ECEAP Pathway. We will “walk through” the necessary steps in MERIT to help ensure you are familiar with the Level 3, as well as the Request for On-Site Evaluation application. We will also cover your role in managing the ‘Employees Information’ tab, as well as the ‘Account Management’ tab. New Primary and Secondary Early Achievers contacts are highly encouraged to attend, and MERIT users who have access to the ‘Grantee/Contractor’ tab are also welcome.

- November 3, 2016 – 9:00 AM
- For questions regarding Early Achievers, send an e-mail to [minnette.mason@del.wa.gov](mailto:minnette.mason@del.wa.gov) or call (360) 407-3685.
- Register using this [link](#)

## Other Training Opportunities

### Teaching Strategies GOLD®

- Free Q&A Webinar for *Teaching Strategies GOLD®* Teachers and Administrators  
Join this free webinar discussing best practices for a successful fall checkpoint. *GOLD®* experts will be on hand to answer your questions – so make sure to submit your questions when you register [here](#).
  - Tuesday, October 18, 2016 – 12:30 PM to 1:30 PM
  - Wednesday, October 26, 2016 – 2:00 PM to 3:00 PM
- The free *Teaching Strategies GOLD®* Basic Course is available to Contractor staff with a *GOLD®* username can access. In four self-paced interactive modules, you can type in reflections, view video clips, and complete short activities and quizzes. A certification of completion is available when all four modules are completed. To access this course:
  - Sign in [here](#)
  - Go to Dashboard>Professional Development>Courses
  - Select Teaching Strategies *GOLD®* Basic
- *GOLD®* “How-To” [Videos](#) walk you through topics such as changing or resetting teacher passwords, entering checkpoints for multiple children, uploading photos and videos, using the weekly planning form, and using the *Teaching Strategies GOLD®* documentation app.
- *GOLD®* Administrators and Teachers can access free [online support](#) including a variety of tips and training to support positive child outcomes.
- Teaching Strategies Webinar – Building Your Classroom Community  
Administrators and Teachers can watch an archived recording of the Building Your Classroom Community webinar.
  - This free webcast explores how the first six weeks of school present an opportunity for teachers to support children’s social-emotional development as they become comfortable in their new environment.
  - You can visit the [Teaching Strategies® Webcasts and Webinars page](#) to view this and other past webcasts.

### Pre-K CLASS

Coaches from CCA, ECEAP and Head Start, TAS, and Licensors are encouraged to attend. Participants will receive a copy of the Pre-K CLASS Manual and access to a Teachstone account, as well as reliability testing upon completion of the training.

- November 16-17 – 9:00 AM to 4:30 PM, Tyee Yacht Club, Seattle, WA
- Registration Deadline is Wednesday, October 26 at 5:00 PM. Participants will be responsible to arrange their own travel/accommodations and meals
- Register using this [link](#)

### Classroom Assessment Scoring System (CLASS)

You can explore [resources](#) for teachers, coaches, and observers about CLASS on this blog. Recent blog topics include *How To Get Your Child to Listen: Finding Parallels with CLASS Dimensions* or *Teacher Tips: Balancing Regard and Organization*. Select this [link](#) to view these coach tips and many other topics.



## **Creative Curriculum®**

Teaching Strategies provides online resources to help with successful implementation of the *Creative Curriculum®* [here](#). Topics include:

- Professional Support from YouTube
- Classroom Ideas from our Teaching Partners
- Ideas and Inspiration from the Teaching Strategies Blog
- Social Media Channels: Pinterest, Facebook, Twitter
- Online Discussions with the Teaching Strategies Community
- Support for Online Training

## **Professional Development Modules for Early Care and Education Providers**

Washington State Department of Health developed three online, self-directed [training modules](#) for ECE providers. The modules focus on screen time, healthy eating and physical activity. All of the modules are accredited by DEL.

# **Resources**

## **Racial Equity**

### **Early Learning in Native Language Helps English Skills**

New [research](#) from the University of Missouri indicates Spanish-speaking preschoolers experience significant improvements in their English skills when they have a good grasp of Spanish letters and numbers.

### **Racial Segregation in New York Schools**

This [report](#) found that in the first year of the major prekindergarten expansion in 2014-15, prekindergarten classrooms tended to be more racially homogeneous than even the city's public kindergarten classrooms.

### **U.S. Department of Education Releases Guidance on English Learners**

This [non-regulatory guidance document](#) can help states, districts and schools provide effective services to improve the English language proficiency and academic achievement of English learners through Title III of the Elementary and Secondary Education Act, as amended by the Every Student Succeeds Act.

### **WASCLA Summit on Language Access: It's a Family Matter**

Attend this [conference](#) on Friday, October 21 and Saturday, October 22, 2016, for WASCLA's 11<sup>th</sup> annual Language Access Summit in Shoreline, WA. The multi-disciplinary conference dedicated to language access, will examine critical language access issues facing parents/guardians, children and youth, service providers, and communities.

## Health

### Emergencies and Disasters Preparedness

This updated [AAP Family Readiness Kit](#) assists families to get disaster-ready. Consider sharing this kit with families as a way to encourage families in planning for emergencies.

### Obesity Health and Wellness

Nearly 60 percent of our youngest children spend time in child care, which means providers play an important part in modeling healthy behaviors. Click [here](#) for a full tip sheet to share with parents for quick and easy lessons and activities about health and wellness for kids. Check out lessons from [Smart from the Start's Enrichment Zone \(EZ\)](#), and incorporate them into your center of family home. More resources and information can be found [Smart from the Start's website](#). Below are one-page summaries of the updated infant, children, and adult meal patterns, as well as a one-page summary of optional best practices:

- [Infant Meals One-Page Summary](#)
- [Children and Adult Meals One-Page Summary](#)
- [Best Practices](#)
- [Child and Adult Care Food Program: Using the Updated Meal Patterns to Lower Costs](#)

### Socioeconomic Status and Health

This [article](#) talks about how numerous studies have shown that children who receive high-quality care in the first five years of life have better outcomes in both socioeconomic status and health as adults. The Iowa Department of Public Health says during children's first five years of life, their brains develop to 90 percent of their capacity.

### Washington State Immunization Summit

The first state Immunization Summit will be on April 26, 2017 at the Conference Center at Sea-Tac Airport. The goal is to enhance the effectiveness of health care professionals and systems to promote and deliver immunizations in Washington State. Topics will include vaccine hesitancy, the use of data and systems to improve rates, and reaching underserved populations. The cost to register is \$100 (including free parking and complimentary lunch) at the early bird rate (1/31/17). Register [here](#).

## Early Education

### Absenteeism

For information on the importance of children's regular attendance, and tips to support consistent attendance patterns, click [here](#).

### Afterschool and Summer Enrichment

Start planning robust learning experiences for next summer. Summer learning is a key solution to closing academic and opportunity gaps. When children continue to learn during the summer, they are healthier, safer, and smarter, and their schools and communities are more successful. The [NCASE Summer Learning Brief](#) links to the Summer Program Master Planning Timeline as well as other valuable resources that support reflection and program planning and implementation.

## Public Policy

### **Failing to Invest in Children**

This [article](#) indicates that in 2014, the US had one of the lowest enrollment rates for children in early childhood and pre-primary programs among the world's richest 35 countries. Only three do worse than the US at offering programs for kids aged three and four: Turkey, Switzerland and Greece. In the US only 42 percent of three-year olds and 68 percent of four-year olds were enrolled; among countries in the Organization for Economic Cooperation the average is 71 percent and 86 percent, respectively.

### **New Affordable, Outdoor Preschool in Seattle**

This [article](#) highlights Tiny Trees Preschool, Seattle's new outdoor-education that is almost half the price of other preschools.

### **Report on Federal Expenditures on Children**

This [report](#) offers detailed analysis on federal expenditures for children. Kids' Share 2016 projects that absent any policy change, children's share of the budget will continue to decline. The projected federal expenditures on children will drop from 10 percent and that spending on interest on the debt is projected to exceed spending on children from 2019 onward, by larger amounts every year.