

Early Care and Education Partners Webinar Update

*Reunión En Línea para Socios de
Educación y Cuidado Temprano*

April 2023



BOOKClub



Program Description

The Children's Trust Book Club mails free books to all parents with children ages birth through their 5th birthday living in Miami-Dade County. All book club members receive a new book every month in English or Spanish along with a guide for parents with activities, information and suggestions about how to share the book with their children. All books are selected specifically to help children develop their early reading skills for school readiness.

How to register for The Children's Trust Book Club?

Parents may register by text or visiting The Children's Trust Website which includes all the information regarding this program:

Text:

**“Read” for Books in English, or
“Leer” for Books in Spanish
to 786.460.CLUB (2582)**

www.TheChildrensTrust.org/BookClub





Eligibility

Open Enrollment



For additional information,
call (305) 646-7220 or
visit www.elcmdm.org

Eligible families are selected every two weeks

- School Readiness applications are reviewed with a quick turnaround.
 - If an application is “*rejected*” the application is “incomplete” but family has 30 calendar days to upload requested documents

Sample reasons applications are rejected:

- missing documents (pay stubs)
 - there is a lack of information to process application
 - family is over income
 - family doesn't meet purpose for care
- Inquiries can be sent to Waitlist@elcmdm.org



Questions/ Preguntas

Please email us at: info@elcmdm.org

Favor comuníquese a: info@elcmdm.org

Thank you

The image features a central blue speech bubble with a white outline and a small tail pointing downwards. Inside the bubble, the text "A Couple of Reminders from the Payments team" is written in white, sans-serif font. The background is white with several concentric green circles of varying radii, some solid and some dashed, creating a ripple effect around the bubble.

A Couple of Reminders
from the Payments team

School Readiness Program

- The School Readiness Attendance and Reimbursement process is governed by **RULE 6M-4.500** of the Florida Administrative Code

Florida Department of State
FLORIDA ADMINISTRATIVE CODE & FLORIDA ADMINISTRATIVE REGISTER

Home | Advanced Search | MyFLRules | Rules Open for Comments

Rule: **6M-4.500** [Prev.](#) [Up.](#) [Next](#)



Rule Title: Child Attendance and Provider Reimbursements

Department: [DEPARTMENT OF EDUCATION](#)

Division: [Office of Early Learning](#) [Add to MyFLRules Favorites](#)

Chapter: [Office of Early Learning - School Readiness Program](#)

Latest version of the final adopted rule presented in Florida Administrative Code (FAC):

 [VIEW RULE](#) 

Effective Date: 6/23/2019

History Notes: Rulemaking Authority [1001.213\(2\)](#), [1002.895 FS.](#) Law Implemented [1002.82\(2\)\(c\)](#), [1002.82\(2\)\(f\)1.a.\(III\)](#), [1002.82\(2\)\(k\)](#), (o), (p), [1002.87\(8\)](#), (9), [1002.895 FS.](#) History-New 2-2-05, Formerly 60BB-4.500, Amended 1-1-15, 5-28-17, 6-23-19.

References in this version: [Ref-07457 Health and Safety Checklists, Handbooks and Forms](#)

School Readiness Attendance Coding & Processing

Recording Absences under Section 4 (a-b) of Rule 6M-4.500

- **Effective 7/1/2022**, reimbursement shall be authorized for no more than ***three (3) absences per calendar month per child*** except in the event of extraordinary circumstances in which case the coalition shall document approval for payment based on ***written documentation provided by the parent*** justifying the excessive absence for an additional ten (**10**) days.
- Extraordinary circumstances does not include vacation or recreational time.
- Total monthly reimbursed absences shall not exceed thirteen (**13**) calendar days.

(4) Absences.

(a) Reimbursement shall be authorized for no more than three (3) absences per calendar month per child except in the event of extraordinary circumstances in which case the coalition or its designee shall document approval for payment based on written documentation provided by the parent justifying the excessive absence for an additional ten (10) days. Extraordinary circumstances does not include vacation or recreational time.

Examples of extraordinary circumstances include but are not limited to the following:

1. Hospitalization of the child or parent with appropriate documentation (i.e., doctor's note, hospital admission),
2. Illness requiring home-stay as documented (i.e., doctor's note, parent statement),
3. Death in the immediate family with appropriate documentation (i.e., obituary, death certificate, parent statement),
4. Court ordered visitation with appropriate documentation (i.e., court order),
5. Unforeseen documented military deployment or exercise of the parent(s) (i.e., military orders of deployment, reserve duty),
6. Doctor appointments or other health related appointments (i.e., therapy, routine).

(b) Total monthly reimbursed absences shall not exceed thirteen (13) calendar days.

School Readiness Required Reporting of Consecutive Absences

Reporting of Consecutive Absences under Section 4 (c) of Rule 6M-4.500

- Effective **7/1/2022**, if a child has ***five (5) consecutive days of absences during the child's regularly scheduled attendance or ten (10) unexplained absences***, during a calendar month, with no contact from the parent, the provider shall submit written notification to the coalition who in turn shall determine the need for continued care.
- If a determination is made that school readiness services are no longer needed, the coalition shall send a notice of termination to the parent and school readiness provider at least 2 weeks prior to disenrollment pursuant to Rule 6M-4.200, F.A.C.

School Readiness Reporting Unexcused Absences for “At Risk Children”

Required Reporting of At-Risk Child Unexcused Absences under Section 4 (c-2, e) of Rule 6M-4.500

- Effective **7/1/2022**, when an at-risk child under the age of school entry has ***one (1) unexcused absence or seven (7) consecutive days of excused absences***, the school readiness partner shall notify the Department of Children and Families or community-based lead agency and the early learning coalition prior to the close of business on the day of the absence.
- The partners shall maintain documentation of the notification.

Early Learning Coalition of Miami-Dade/Monroe AT RISK CHILD UNEXCUSED AT RISK CHILD ABSENCE REPORT

The Rilya Wilson Act, F.S. 39.604
Children who are in the care of the state due to abuse, neglect or abandonment must participate in a licensed early education or child care program 5 days a week. If a child covered by this law is absent from the program on a day when he or she is supposed to be present, the person with whom the child resides must report the absence to the program by the end of the business day. Children who are subject to this law may not withdraw from the program without the prior written approval of the responsible agency. All absences shall be reported the following business day to the Family Safety Program Office of the Department of Children and Family Services or its designee (Our Kids, Inc.).

FAX THE COMPLETED FORM TO (305)455-6210

To: _____
Case worker/Protective Investigator

From: _____
Director Name of Center

Center Phone _____ Center Fax _____

Date: _____ Time: _____
MM/DD/YY AM/PM

Child: _____
LAST NAME, First name

Birthdate: _____ ID#: _____
MM/DD/YY Social Security Number

The above child did not attend our program on _____
MM/DD/YY

The caregiver reported the absence on _____
MM/DD/YY
Time

The caregiver did not report the absence, as required.

**Any
Questions?**

Cecil Gonzalez
Lead Supervisor
(305) 646-7220 Ext. 2347
Email: cgonzalez@elcmdm.org

Sydell Nelson
Lead Supervisor
(305) 646-7220 Ext. 2302
Email: snelson@elcmdm.org

Jose I. Hernandez,
Senior Director of Provider Payments
(305) 646-7220 Ext. 2257
Email: jhernandez@elcmdm.org



The background features several concentric, curved lines in a light green color, some solid and some dashed, creating a sense of depth and movement. A prominent blue callout box is centered on the page, containing the word "Contracts" in white text. The callout box has a rectangular top and a pointed bottom, resembling a speech bubble or a notification box.

Contracts

Contracts

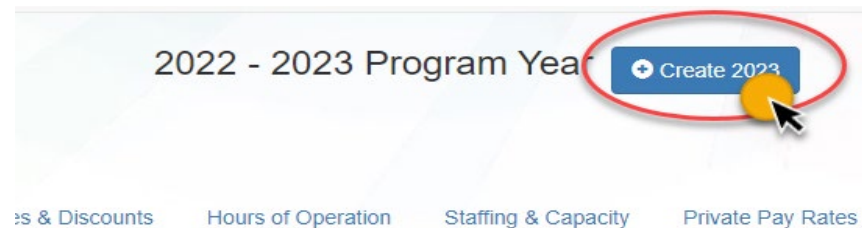
- 2023-2024 profiles are now available
- Email blast with specific instructions including a step by step is being sent out a few times a week.
- Summer VPK

Creating Profiles Steps

- Log into DEL provider profile:
<https://providerservices.floridaearlylearning.com/Account/Login>
- Click Profile, then provider profile to open current profile year



- Click the blue create 2023



Creating Profiles Steps

- Click each tab in order to review and update information.



- In the documents tab, upload the most recent documents as listed below:

- 2023-2024 rate sheet
- 2023-2024 holiday schedule
- W9
- 2024 Sunbiz
- Certificate of Liability Insurance
- Worker's Compensation Insurance
- E-Verify notarized affidavit

- Certify and submit profile

👏 You Have Successfully Completed and Submitted your Provider Profile!

Your early learning coalition will process your profile.
Please check your email for important information about your profile.

VPK Summer Application

- Upload to Provider Profile:
 - Current DCF License or License Exemption
 - Gold Seal Certificate (if applicable)
 - Accreditation Certificate (if applicable)
- Create and upload in the VPK APP:
 - Summer Calendar with exactly 300 hours
 - Summer Classroom using the summer calendar
 - Required documents for VPK personnel
 - Credential
 - Level 2 Background Screening
 - Attestation of Good Moral

VPK Summer Instructor Credential Requirements

- A Temporary or Professional Florida Educator Certificate
 - certification may be in any area
- A bachelor's or higher degree in
 - early childhood education
 - prekindergarten or primary education
 - preschool education
 - family and consumer science
- A bachelor's or higher degree in elementary education if the prekindergarten instructor has been certified to teach children any age from birth through 6th grade
 - certificate need not be current
 - certificate need not be from Florida, but may not be suspended or revoked

The logo for the Professional Development Institute is a blue speech bubble with a white outline. It has a rectangular top section and a larger, rounded bottom section with a small triangular tail pointing downwards. The text "Professional Development Institute" is centered in white. The background features several concentric, overlapping circles in shades of light green and grey, some solid and some dashed, creating a dynamic, circular pattern.

Professional
Development Institute

Super Saturday on the Road

Centering Families and Communities

Speakers • Panels • Raffles • Vendor Fair

When: Saturday, April 29, 2023, 8:00 a.m. - 1:00 p.m.

Where: Miami Edison Senior High School, 6161 NW 5th Ct., Miami, FL 33127



**Free
In-Person**



Register Today!

<https://trainings.elcmdm.org/CourseView.aspx?ID=1323358>

The background features several concentric, curved lines in shades of green and light green, creating a sense of motion or a circular path. A solid blue callout box is centered on the page, containing the text.

Build a World Class
Workforce

Applications are open for the ARPA Workforce grants/bonuses

Use this link directly
https://elccore.webauthor.com/go/fx_arpa/

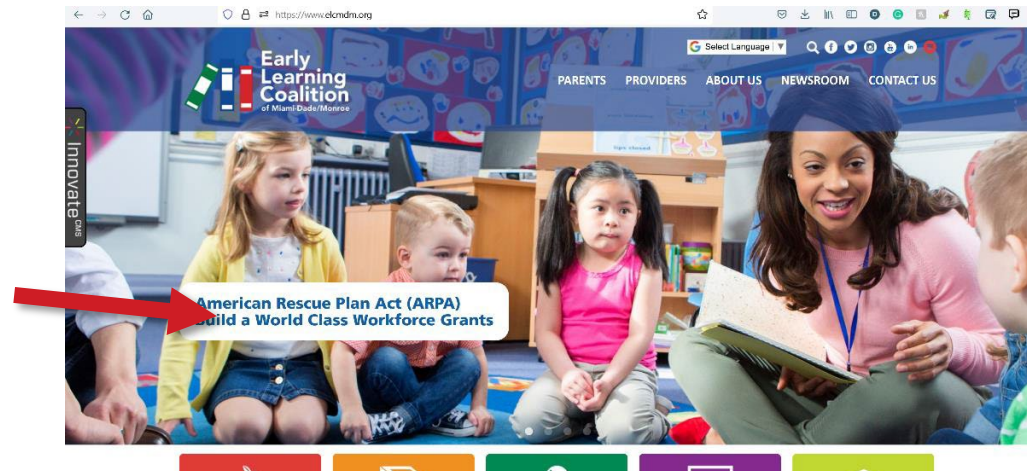
Visit
www.elcmdm.org and
click on the first main
image shown

Go to the [Provider's Corner](#) and select
[ARPA Workforce](#)

Sign In Register

Complete the form below to create an account on this website. If you've already created an account, click on Sign In above.

Register





AMERICAN RESCUE PLAN ACT BUILD A WORLD CLASS WORKFORCE

Ready Set Learn

- By now you should have already started your training on MyTeachstone at <https://teachstone.com/myteachstone/>
- We encourage you to move through the training as quickly as you can so you can receive your Bonus.
- If you have completed your courses, you should give your certificates to your director/owner so they can upload them to the [ARPA system](#) at as soon as possible.
- Once you do that, your BONUS will begin to be processed.

Upcoming Deadlines

- April 30, 2023
 - Deadline to **apply** for
 - CLASS[®] Bonus PreK and Infant/Toddler
 - UpSkill Director
 - Child Success Grant
 - Continuous Quality Improvement Grant



Upcoming Deadlines

- June 30, 2023
 - Deadline to **apply** for
 - Health and Safety
 - New Recruitment
 - Deadline to **complete**
 - CLASS[®] Bonus PreK and Infant/Toddler
 - UpSkill Director
 - Child Success Grant
 - Continuous Quality Improvement Grant



How Can You Get More Information?

- Early Learning Coalition Website:
 - <https://www.elcmdm.org/providers/providers-corner/arpa-work-force-grants>
- Email us at arpa@elcmdm.org
- Call us 305-359-5552
- View video training sessions on the Early Learning Coalition's YouTube Channel -- Information Session Playlist (https://youtube.com/playlist?list=PLu9D2MN_u_2UdxtEAu_afI7oeDIKMhc)
- **Remember, we will keep you informed through email.**



**Spanish Portion will begin
at 1:30 pm**

**La porción en español comenzará
a la 1:30 p. m.**

Reunión En Línea para Socios de Educación y Cuidado Temprano

Abril 2023



BOOKClub



¿Cómo Inscribirte en el Children's Trust Book Club?

Los padres pueden inscribirse por mensaje de texto o visitando la dirección web abajo, que incluye toda la información sobre este programa:

Enviar por Mensaje de Texto:

“Leer” para recibir libros en español, o

“Read” para recibir libros en inglés

al 786.460.CLUB (2582)

www.TheChildrensTrust.org/BookClub

Descripción del Programa

El Children's Trust Book Club envía libros gratis a todos los padres con niños desde el nacimiento hasta los 5 años que viven en el condado de Miami-Dade. Todos los miembros del Book Club reciben un libro nuevo cada mes en inglés o español junto con una guía para padres con actividades, información y sugerencias sobre cómo compartir el libro con sus hijos.

Todos los libros se seleccionan específicamente para ayudar a los niños a desarrollar sus habilidades de lectura temprana para la preparación para comenzar la escuela.





Elegibilidad

Inscripción Abierta



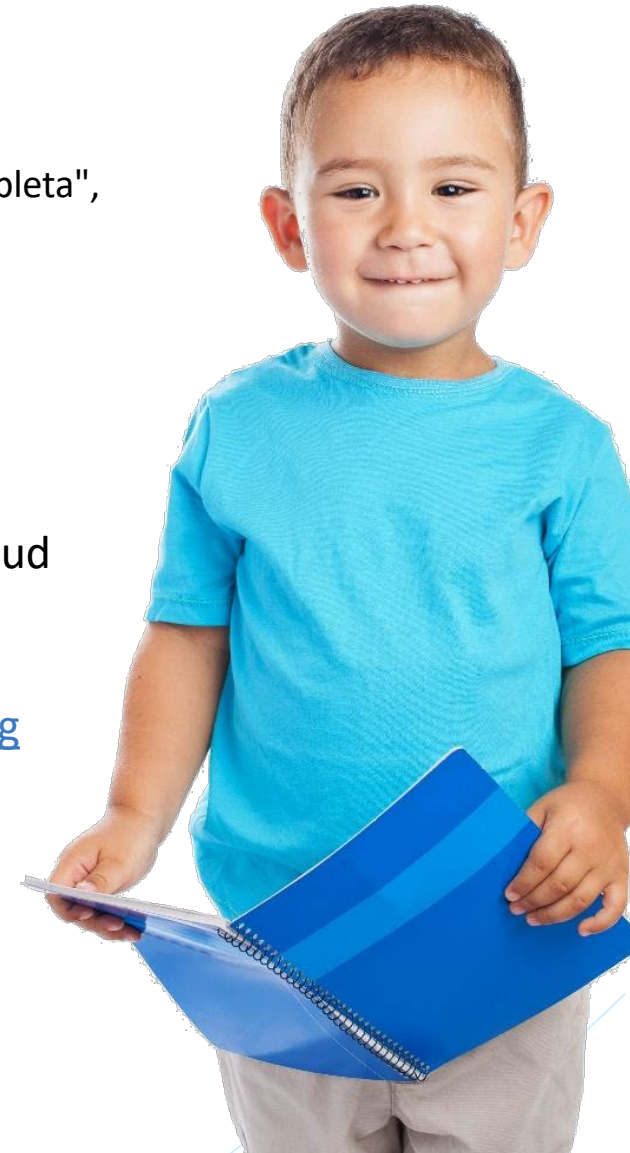
Para información adicional,
llame al (305) 646-7220 o
visite www.elcmdm.org

Las familias elegibles se seleccionan cada dos semanas.

- School Readiness las solicitudes se revisan con una respuesta rápida.
 - Si una solicitud es "rechazada", la solicitud está "incompleta", pero la familia tiene 30 días calendario para cargar los documentos solicitados.

Ejemplos de razones por las que se rechazan las solicitudes:

- documentos faltantes (talones de pago)
- hay una falta de información para procesar la solicitud
- la familia está por encima de los ingresos
- la familia no cumple con el propósito del cuidado
- Se pueden enviar preguntas a Waitlist@elcmdm.org



Questions/ Preguntas

Please email us at: info@elcmdm.org

Favor comuníquese a: info@elcmdm.org

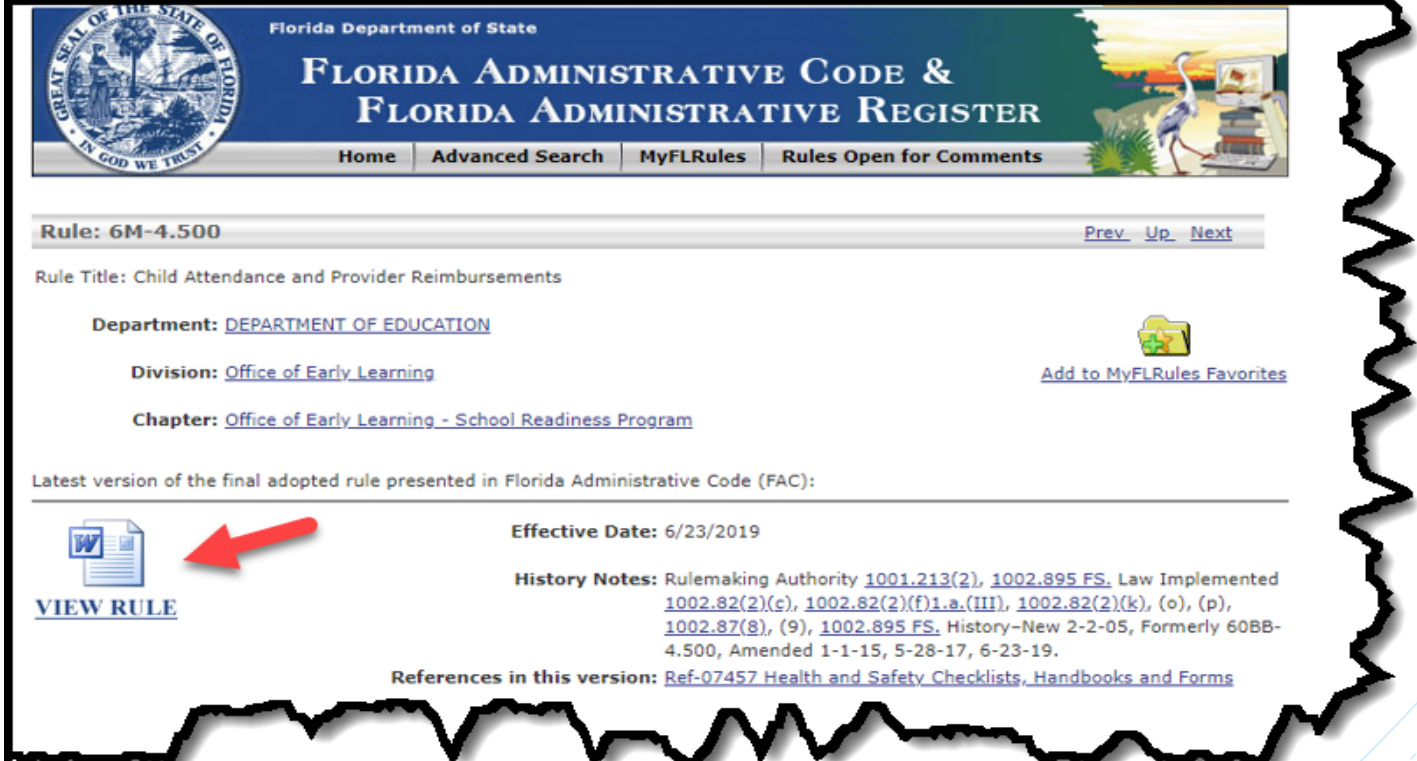
Gracias

The background features several concentric, curved lines in shades of green, some solid and some dashed, creating a sense of motion or a signal. A prominent blue callout box with a downward-pointing tail is centered on the page.

Recordatorios del Equipo de Pagos

Programa de School Readiness

- El proceso de Asistencia y Reembolso de Preparación Escolar se rige por la **REGLA 6M-4.500** del Código Administrativo de Florida



Florida Department of State
FLORIDA ADMINISTRATIVE CODE & FLORIDA ADMINISTRATIVE REGISTER

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Chapter: [Office of Early Learning - School Readiness Program](#)

Latest version of the final adopted rule presented in Florida Administrative Code (FAC):

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References in this version: [Ref-07457 Health and Safety Checklists, Handbooks and Forms](#)

Codificación y Procesamiento de Asistencia

Registro de Ausencias bajo la Sección 4 (a-b) de la Regla 6M-4.500

- **A partir del 7/1/2022**, se autorizará el reembolso por no más de **tres (3) ausencias** por mes calendario por niño, excepto en el caso de circunstancias extraordinarias, en cuyo caso la coalición documentará la aprobación del pago en base a la documentación escrita proporcionada por el padre, justificando la ausencia excesiva por diez **(10) días adicionales**.
- Circunstancias extraordinarias no incluye vacaciones ni tiempo de recreación.
- El total de ausencias mensuales reembolsadas no deberá exceder **los trece (13) días calendario**.

(4) Absences.

(a) Reimbursement shall be authorized for no more than three (3) absences per calendar month per child except in the event of extraordinary circumstances in which case the coalition or its designee shall document approval for payment based on written documentation provided by the parent justifying the excessive absence for an additional ten (10) days. Extraordinary circumstances does not include vacation or recreational time.

Examples of extraordinary circumstances include but are not limited to the following:

1. Hospitalization of the child or parent with appropriate documentation (i.e., doctor's note, hospital admission),
2. Illness requiring home-stay as documented (i.e., doctor's note, parent statement),
3. Death in the immediate family with appropriate documentation (i.e., obituary, death certificate, parent statement),
4. Court ordered visitation with appropriate documentation (i.e., court order),
5. Unforeseen documented military deployment or exercise of the parent(s) (i.e., military orders of deployment, reserve duty),
6. Doctor appointments or other health related appointments (i.e., therapy, routine).

(b) Total monthly reimbursed absences shall not exceed thirteen (13) calendar days.

Reporte Requerido de Ausencias Consecutivas del Programa

Reporte de Ausencias Consecutivas bajo la Sección 4 (c) de la Regla 6M-4.500

- A partir del 1 de Julio de 2022, si un niño tiene *cinco (5) días consecutivos de ausencias durante la asistencia programada regular del niño o diez (10) ausencias injustificadas*, durante un mes calendario, sin contacto de los padres, el proveedor deberá presentar por escrito notificación a la coalición que a su vez determinará la necesidad de atención continua.
- Si se determina que los servicios de preparación escolar ya no son necesarios, la coalición enviará un aviso de finalización a los padres y al proveedor de preparación escolar al menos 2 semanas antes de la cancelación de la inscripción de conformidad con la Regla 6M-4.200, F.A.C.

Informe Obligatorio de Ausencias Injustificadas para "Niños en Riesgo"

Reporte Requerido de Ausencias Injustificadas de Niños en Riesgo bajo la Sección 4 (c-2, e) de la Regla 6M-4.500

- A partir del 1ro de Julio de 2022, cuando un niño en riesgo menor de edad para ingresar a la escuela tiene ***una (1) ausencia injustificada o siete (7) días consecutivos de ausencias justificadas***, el socio de preparación escolar deberá notificar al Departamento de Niños y Familias o la agencia líder comunitaria y la coalición de aprendizaje temprano antes del cierre de actividades el día de la ausencia.
- Los socios tienen que conservar la documentación de la notificación.

Early Learning Coalition of Miami-Dade/Monroe
AT RISK CHILD
UNEXCUSED AT RISK CHILD
ABSENCE REPORT

The Riva Wilson Act, F.S. 39.604
Children who are in the care of the state due to abuse, neglect or abandonment must participate in a licensed early education or child care program 5 days a week. If a child covered by this law is absent from the program on a day when he or she is supposed to be present, the person with whom the child resides must report the absence to the program by the end of the business day. Children who are subject to this law may not withdraw from the program without the prior written approval of the responsible agency. All absences shall be reported the following business day to the Family Safety Program Office of the Department of Children and Family Services or its designee (Our Kids, Inc.).

FAX THE COMPLETED FORM TO (305) 455-6210

To: _____
Case worker/Protective Investigator

From: _____
Director Name of Center

Center Phone _____ Center Fax _____

Date: _____ MM/DD/YY Time: _____ AM/PM

Child: _____
LAST NAME, First name

Birthdate: _____ MM/DD/YY ID#: _____
Social Security Number

The above child did not attend our program on _____ MM/DD/YY

The caregiver reported the absence on _____ MM/DD/YY
Time

The caregiver did not report the absence, as required.

¿Preguntas?

Cecil Gonzalez

Lead Supervisor

(305) 646-7220 Ext. 2347

Email: cgonzalez@elcmdm.org

Sydell Nelson

Lead Supervisor

(305) 646-7220 Ext. 2302

Email: snelson@elcmdm.org

Jose I. Hernandez,

Senior Director of Provider Payments

(305) 646-7220 Ext. 2257

Email: jhernandez@elcmdm.org



感谢你

Danke

Gracias

grazie

Merci

Thanks!

**THANK
YOU!**



Contratos

Contratos

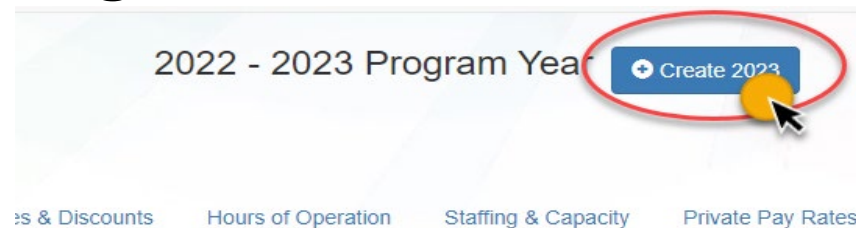
- Los perfiles 2022-2023 ya están disponibles
- Se envía un correo electrónico con instrucciones específicas, incluyendo un paso a paso varias veces por semana.
- Ahora estamos aceptando aplicaciones de verano de VPK.

Pasos para crear Perfil

- Inicie sesión en el perfil del proveedor DEL:
- <https://providerservices.floridaearlylearning.com/Account/Login>
- Haga clic en Perfil, luego en el perfil del proveedor para abrir el año del perfil actual



- Haga clic en el botón azul -- crear 2023



Pasos para crear Perfil

- Haga clic en cada pestaña para revisar y actualizar la información



- En la pestaña de documentos, cargue los documentos más recientes como se indica a continuación:
 - Hoja de tarifas
 - Horario de vacaciones
 - W9
 - Sunbiz
 - Certificado de seguro de responsabilidad
 - Seguro de compensación de trabajadores
 - Declaración jurada notariada de E-Verify

- Certificar y enviar perfil

🔔 You Have Successfully Completed and Submitted your Provider Profile!

Your early learning coalition will process your profile.

Please check your email for important information about your profile.

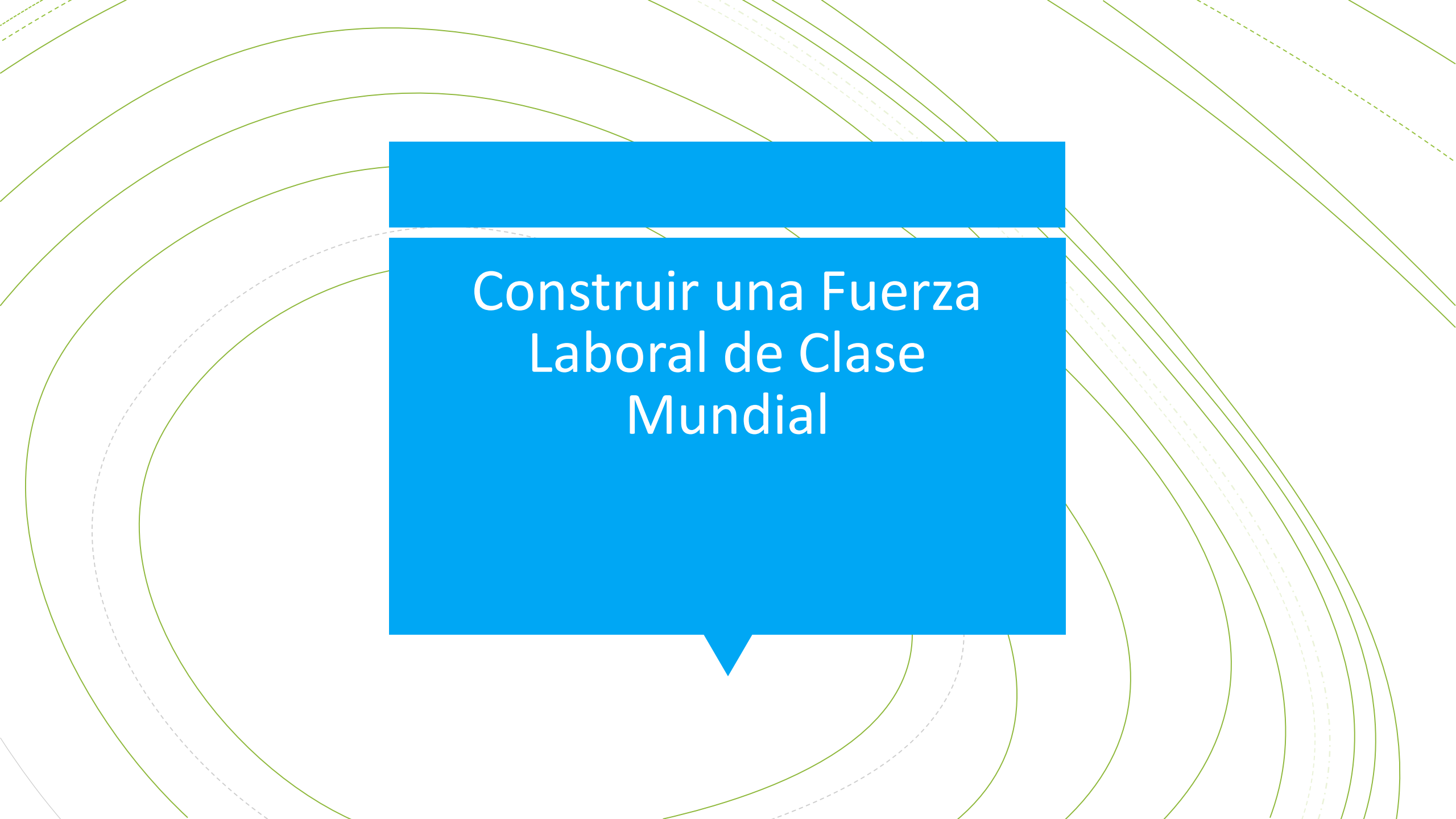


Aplicación de Verano VPK

- Subir al perfil del proveedor:
 - Licencia de DCF actual o exención de licencia
 - Certificado de sello de oro (si corresponde)
 - Certificado de acreditación (si aplica)
- Crear y subir documentos en la APLICACIÓN de VPK:
 - Calendario de verano con exactamente 300 horas
 - Aula de verano usando el calendario de verano
 - Documentos necesarios para el personal de VPK
 - Credenciales
 - antecedentes de nivel 2 (huellas)
 - Atestación de buena moral

Requisitos de los credenciales de instructor de verano de VPK

- Un certificado de educador de el estado de la Florida temporal o profesional
 - la certificación puede estar en cualquier área
- Una licenciatura o un título superior en
 - educación de la primera infancia
 - pre-kindergarten o educación primaria
 - educación preescolar
 - ciencia de la familia y del consumidor
- Una licenciatura o un título superior en educación primaria si el instructor de pre-kindergarten ha sido certificado para enseñar a niños de cualquier edad desde el nacimiento hasta el sexto grado.
 - el certificado no necesita estar actualizado
 - No es necesario que el certificado sea de Florida, pero no puede estar suspendido ni revocado.

The background features several concentric, curved lines in shades of green, some solid and some dashed, creating a sense of movement and depth. A prominent blue callout box is centered on the page, containing the main text.

Construir una Fuerza Laboral de Clase Mundial

Cómo Llegar al Sitio de la Aplicación

Utilice este enlace https://elccore.webauthor.com/go/fx_arpa/

Visite www.elcmdm.org y haga clic en la primera imagen principal que se muestra

Visite el [Provider's Corner](#) y haga clic [ARPA Workforce](#)

Sign In Register

Complete the form below to create an account on this website. If you've already created an account, click on Sign In above.

Register





AMERICAN RESCUE PLAN ACT BUILD A WORLD CLASS WORKFORCE

Ready Set Learn

- Usted ya debe de haber iniciado sus entrenamientos en MyTeachstone en el enlace: <https://teachstone.com/myteachstone/>
- Le recomendamos que complete los entrenamientos tan pronto le sea posible para que pueda recibir su Bono.
- Si usted ya completó los cursos, entrégale los certificados a tu directora/dueña para que los suban al sistema de ARPA tan pronto les sea posible.
- Una vez que recibamos los certificados, iniciaremos el proceso de pago para su Bono.

Próximas Fechas Límite

- Abril 30, 2023
 - Fecha límite para solicitar
 - CLASS® Bonus PreK and Infant/Toddler
 - UpSkill Director
 - Child Success Grant
 - Continuous Quality Improvement Grant



Próximas Fechas Límite



- Junio 30, 2023
 - Fecha límite para **solicitar**
 - Health and Safety
 - New Recruitment
 - Fecha límite para **completar**
 - CLASS[®] Bonus PreK and Infant/Toddler
 - UpSkill Director
 - Child Success Grant
 - Continuous Quality Improvement Grant

¿Cómo Puede Obtener Más Información?

- Sitio Web del Early Learning Coalition:
 - <https://www.elcmdm.org/providers/providers-corner/arpa-work-force-grants>
- Mándenos un correo electrónico a arpa@elcmdm.org
- Llame al 305-359-5552
- Vea videos de información en el canal de YouTube del (https://youtube.com/playlist?list=PLu9D2MN_u_2UdxtEAu_afI7oeDIKMhc)
- **Recuerde, les informaremos por correo electrónico.**