

LOUISIANA DEPARTMENT OF EDUCATION





Early Childhood Care and Education Advisory Council

February 15, 2023


Agenda




- I. Call to Order
- II. Roll Call
- III. Approval of the Minutes of November 16, 2022 Advisory Council Meeting
- IV. Consideration of proposed revisions to Bulletin 137, *Louisiana Early Learning Center Licensing Regulations* and Bulletin 139, *Louisiana Child Care and Development Fund Programs* regarding child safety
- V. Consideration of the Early Childhood Care and Education Advisory Council Quarterly Report – Quarter 4



I. Call to Order




II. Roll Call





**III. Approval of the Minutes of
November 16, 2022 Advisory
Council Meeting**

**IV. Proposed Revisions to
Bulletins 137 and 139**



Proposed Revisions to Bulletin 137, Louisiana Early Learning Center Licensing Regulations

Bulletin 137 Updates

In response to federal monitoring, the Department is recommending Bulletin 137 be updated to include information on biocontaminants.

§103. Definitions

Biocontaminants – any biological contaminant that includes blood and any bodily fluids, excretions, or waste that may spread infectious disease.

§1901. General Safety Requirements

S. Biocontaminants. Staff shall properly dispose of all biocontaminants to safeguard against the spread of infectious disease.

1. Discard disposable rubber gloves that come into contact with a biocontaminant after each use.
2. Discard tissues, paper towels, disposable wipes, and similar products that come into contact with a biocontaminant after each use.
3. Place soiled disposable diapers in a closed container that is lined with a leak-proof or impervious lining, remove the soiled disposable diapers from the facility, and place them in a closed garbage receptacle outside the building on a daily basis.
4. Place soiled non-disposable diapers in a sealed plastic container that has been labeled with the child's name and return the diapers to the child's parent/guardian at the end of the day.
5. Place soiled clothes in a sealed plastic container that has been labeled with the child's name and return the clothes to the child's parent/guardian at the end of the day or launder the clothes at the facility.

Proposed Revisions to Bulletin 139, Louisiana Child Care and Development Fund Programs

Bulletin 139 Updates: Family Child Care Providers

In response to federal monitoring, the Department is recommending Bulletin 139 be updated to include information on biocontaminants.

§103. Definitions

Biocontaminants – any biological contaminant that includes blood and any bodily fluids, excretions, or waste that may spread infectious disease.

§309. Specific Certification and Registration Requirements for Family Child Care Providers

29. Biocontaminants. Staff shall properly dispose of all biocontaminants to safeguard against the spread of infectious disease.

- a. Discard disposable rubber gloves that come into contact with a biocontaminant after each use.
- b. Discard tissues, paper towels, disposable wipes, and similar products that come into contact with a biocontaminant after each use.
- c. Place soiled disposable diapers in a closed container that is lined with a leak-proof or impervious lining, remove the soiled disposable diapers from the facility, and place them in a closed garbage receptacle outside the building on a daily basis.
- d. Place soiled non-disposable diapers in a sealed plastic container that has been labeled with the child's name and return the diapers to the child's parent/guardian at the end of the day.
- e. Place soiled clothes in a sealed plastic container that has been labeled with the child's name and return the clothes to the child's parent/guardian at the end of the day or launder the clothes at the facility.
- f. Sheets and coverings shall be changed immediately when soiled or wet.

Bulletin 139 Updates: Family Child Care Providers

In response to federal monitoring, the Department is recommending Bulletin 139 be updated to include information on the Cumulative File.

30. Cumulative File. A cumulative file that shall include an information form, written authorization for emergency medical treatment, individuals to whom the child may be released, and special dietary requirements shall be maintained on each child.

- a. The information form shall be signed and dated by the parent and updated as changes occur. It shall contain the name of the child, date of birth, sex, date of admission, the name of parents, the home address of both child and parents, the phone numbers where parents may be reached while the child is in care, the name and phone number of the person to contact in an emergency if parents cannot be located promptly, any special concerns, including but not limited to allergies, chronic illnesses, and any special needs of the child, if applicable, and any special dietary needs, restrictions or food allergies, or intolerances, if applicable.
- b. Emergency medical treatment written authorization shall be signed and dated by the parent to secure emergency medical treatment.

Bulletin 139 Updates: Family Child Care Providers

- c. Written authorization for child release shall be signed and dated by the parent noting the first and last names of individuals to whom the child may be released other than the parents, and any person or persons who may remove the child from the home.
 - i. The parent may further authorize additional individuals via a text message, fax, or email to the provider in unplanned situations and follow it with written authorization.
 - ii. A child shall never be released to anyone unless authorized in writing by the parent.
 - iii. Any additions and deletions to the list of authorized individuals shall be signed and dated by the parent.
 - iv. The provider shall verify the identity of the authorized person prior to releasing the child.
- d. Special diets.
 - i. Unless the program is officially on the Child and Adult Care Food Program (CACFP), a parent may request in writing special diet adjustments (i.e. no milk on a particular day).
 - ii. If a center is on the CACFP, a written statement from a health care provider and the parent is required when the child requires a special diet for medical reasons.
 - iii. Information regarding food allergies and special diets of children shall be posted in the food preparation area with special care taken to ensure that individual names of children are not in public view. If a parent chooses to allow the provider to post the child's name and allergy information in public view, a signed and dated authorization from the parent shall be obtained.

Bulletin 139 Updates: Family Child Care Providers

In response to federal monitoring, the Department is recommending Bulletin 139 be updated to include information on the Shaken Baby Syndrome, Abusive Head Trauma, and Child Maltreatment.

31. Shaken Baby Syndrome, Abusive Head Trauma, and Child Maltreatment. The provider shall maintain policy and procedure to identify, prevent, and respond to shaken baby syndrome, abusive head trauma, and child maltreatment.

Bulletin 139 Updates: Family Child Care Providers

Additionally, the Department is recommending a clean up of language.

17. Hazardous Materials and Other Items that Can Be Harmful to Children. Keep items that can be harmful to children. Items such as medications, poisons, cleaning supplies and chemicals, and equipment, tools, knives and other potentially dangerous utensils that can be harmful to children shall be kept in a locked cabinet or other in a secure place that ensures items are is inaccessible to children.

29. Items that Can Be Harmful to Children. Items such as medications, poisons, cleaning supplies and chemicals, and equipment, tools, knives and other potentially dangerous utensils that can be harmful to children shall kept in a locked cabinet or other secure place that ensures items are inaccessible to children.

Bulletin 139 Updates: In-Home Child Care Providers

In response to federal monitoring, the Department is recommending Bulletin 139 be updated to include information on biocontaminants.

§311. Specific Certification and Registration Requirements for In-Home Child Care Providers

28. Biocontaminants. Staff shall properly dispose of all biocontaminants to safeguard against the spread of infectious disease.

1. Discard disposable rubber gloves that come into contact with a biocontaminant after each use.
2. Discard tissues, paper towels, disposable wipes, and similar products that come into contact with a biocontaminant after each use.
3. Place soiled disposable diapers in a closed container that is lined with a leak-proof or impervious lining, remove the soiled disposable diapers from the facility, and place them in a closed garbage receptacle outside the building on a daily basis.
4. Place soiled non-disposable diapers in a sealed plastic container that has been labeled with the child's name and return the diapers to the child's parent/guardian at the end of the day.
5. Place soiled clothes in a sealed plastic container that has been labeled with the child's name and return the clothes to the child's parent/guardian at the end of the day or launder the clothes at the facility.
6. Sheets and coverings shall be changed immediately when soiled or wet.

Bulletin 139 Updates: In-Home Child Care Providers

In response to federal monitoring, the Department is recommending Bulletin 139 be updated to include information on the Cumulative File.

29. Cumulative File. A cumulative file that shall include an information form, written authorization for emergency medical treatment, individuals to whom the child may be released, and special dietary requirements shall be maintained on each child.

- a. The information form shall be signed and dated by the parent and updated as changes occur. It shall contain the name of the child, date of birth, sex, date of admission, the name of parents, the home address of both child and parents, the phone numbers where parents may be reached while the child is in care, the name and phone number of the person to contact in an emergency if parents cannot be located promptly, any special concerns, including but not limited to allergies, chronic illnesses, and any special needs of the child, if applicable, and any special dietary needs, restrictions or food allergies, or intolerances, if applicable.
- b. Emergency medical treatment written authorization shall be signed and dated by the parent to secure emergency medical treatment.

Bulletin 139 Updates: In-Home Child Care Providers

- c. Written authorization for child release shall be signed and dated by the parent noting the first and last names of individuals to whom the child may be released other than the parents, and any person or persons who may remove the child from the home.
 - i. The parent may further authorize additional individuals via a text message, fax, or email to the provider in unplanned situations and follow it with written authorization.
 - ii. A child shall never be released to anyone unless authorized in writing by the parent.
 - iii. Any additions and deletions to the list of authorized individuals shall be signed and dated by the parent.
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Bulletin 139 Updates: In-Home Child Care Providers

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Bulletin 139 Updates: In-Home Child Care Providers

Additionally, the Department is recommending a clean up of language.

16. Hazardous Materials and Other Items that Can Be Harmful to Children. Keep items that can be harmful to children. Items such as medications, poisons, cleaning supplies and chemicals, and equipment, tools, knives and other potentially dangerous utensils that can be harmful to children shall be kept in a locked cabinet or other in a secure place that ensures items are is inaccessible to children.

28. Items that Can Be Harmful to Children. Items such as medications, poisons, cleaning supplies and chemicals, and equipment, tools, knives and other potentially dangerous utensils that can be harmful to children shall kept in a locked cabinet or other secure place that ensures items are inaccessible to children.

Bulletin 139 Updates: School Providers

In response to federal monitoring, the Department is recommending Bulletin 139 be updated to include information on biocontaminants.

§313. Specific Certification and Registration Requirements for Public School and BESE-Approved Nonpublic School Child Care Providers

26. Biocontaminants. Staff shall properly dispose of all biocontaminants to safeguard against the spread of infectious disease.

1. Discard disposable rubber gloves that come into contact with a biocontaminant after each use.
2. Discard tissues, paper towels, disposable wipes, and similar products that come into contact with a biocontaminant after each use.
3. Place soiled disposable diapers in a closed container that is lined with a leak-proof or impervious lining, remove the soiled disposable diapers from the facility, and place them in a closed garbage receptacle outside the building on a daily basis.
4. Place soiled non-disposable diapers in a sealed plastic container that has been labeled with the child's name and return these diapers to the child's parent/guardian at the end of the day.
5. Place soiled clothes in a sealed plastic container that has been labeled with the child's name and return the clothes to the child's parent/guardian at the end of the day or launder the clothes at the facility.

Bulletin 139 Updates: School Providers

In response to federal monitoring, the Department is recommending Bulletin 139 be updated to include information on the Cumulative File.

27. Cumulative File. A cumulative file that shall include an information form, written authorization for emergency medical treatment, individuals to whom the child may be released, and special dietary requirements shall be maintained on each child.

1. The information form shall be signed and dated by the parent and updated as changes occur. It shall contain the name of the child, date of birth, sex, date of admission, the name of parents, the home address of both child and parents, the phone numbers where parents may be reached while the child is in care, the name and phone number of the person to contact in an emergency if parents cannot be located promptly, any special concerns, including but not limited to allergies, chronic illnesses, and any special needs of the child, if applicable, and any special dietary needs, restrictions or food allergies, or intolerances, if applicable.
2. Emergency medical treatment written authorization shall be signed and dated by the parent to secure emergency medical treatment.

Bulletin 139 Updates: School Providers

3. Written authorization for child release shall be signed and dated by the parent noting the first and last names of individuals to whom the child may be released other than the parents, and any person or persons who may remove the child from the home.
 - a. The parent may further authorize additional individuals via a text message, fax, or email to the provider in unplanned situations and follow it with written authorization.
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 - c. Any additions and deletions to the list of authorized individuals shall be signed and dated by the parent.
 - d. The provider shall verify the identity of the authorized person prior to releasing the child.
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 - b. If a center is on the CACFP, a written statement from a health care provider and the parent is required when the child requires a special diet for medical reasons.
 - c. Information regarding food allergies and special diets of children shall be posted in the food preparation area with special care taken to ensure that individual names of children are not in public view. If a parent chooses to allow the provider to post the child's name and allergy information in public view, a signed and dated authorization from the parent shall be obtained.

Bulletin 139 Updates: School Providers

In response to federal monitoring, the Department is recommending Bulletin 139 be updated to include information on the Shaken Baby Syndrome, Abusive Head Trauma, and Child Maltreatment.

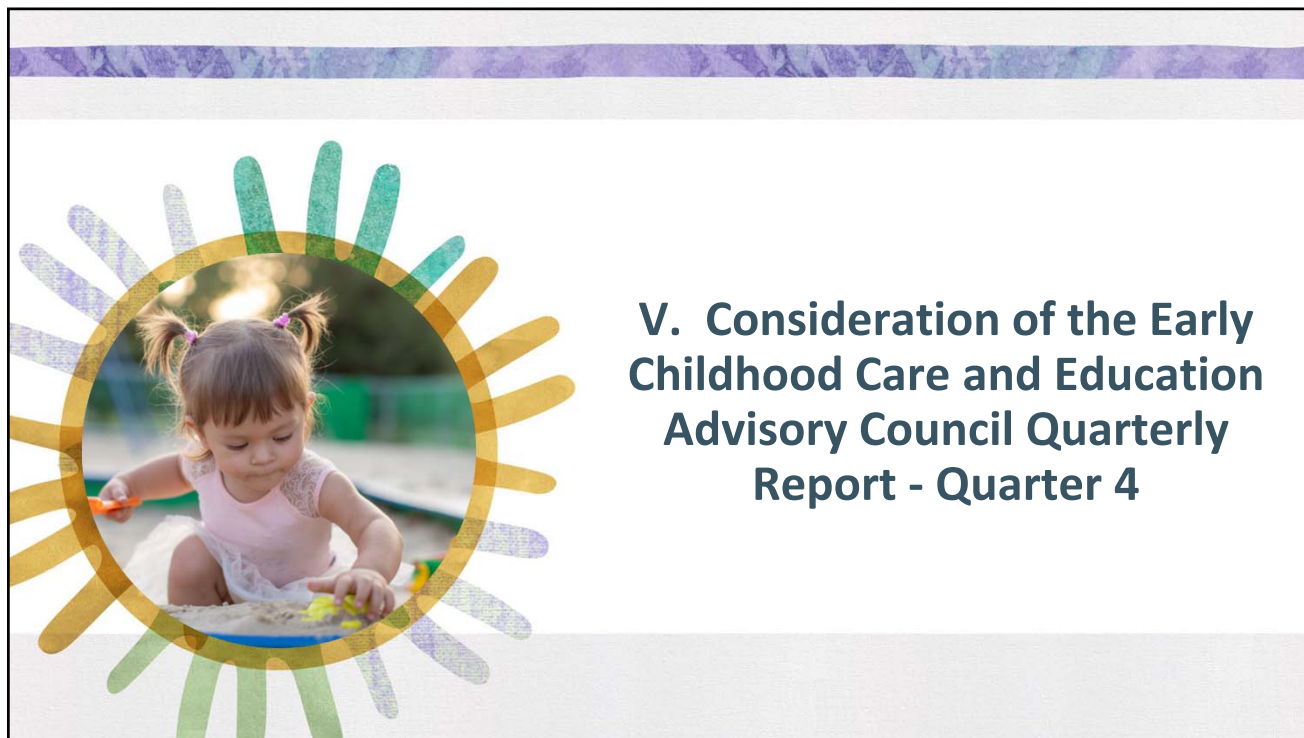
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Bulletin 139 Updates: School Providers

Additionally, the Department is recommending a clean up of language.

~~13. Hazardous Materials. Keep items that can be harmful to children, such as medications, poisons, cleaning supplies and chemicals, and equipment, tools, knives and other potentially dangerous utensils in a secure place that is inaccessible to children.~~

23. Hazardous Materials and Other Items that Can Be Harmful to Children. Items such as medications, poisons, cleaning supplies and chemicals, ~~and~~ equipment, tools, knives, and other potentially dangerous utensils that can be harmful to children shall be kept in a locked cabinet or other secure place that ensures they are inaccessible to children.



V. Consideration of the Early Childhood Care and Education Advisory Council Quarterly Report - Quarter 4

Key Activities in Quarter 4 Early Childhood Community Networks

The Department facilitated collaboration with Community Network Lead Agencies and sites to implement October 2022 Child Count, Fall CLASS® observations, and coordinated enrollment.

Community Network Lead Agencies:

- worked with sites to complete the October 1 Child Count, counting every publicly-funded child enrolled at each site within the network
- worked with sites to complete the Fall *GOLD*® checkpoint, provided technical assistance where needed such as setting up students' *GOLD*® portfolios and classrooms in the online system, and demonstrating how to use the *GOLD*® platform
- began planning for the coordinated enrollment process for the 2023-2024 year

Key Activities in Quarter 4 Early Childhood Community Networks

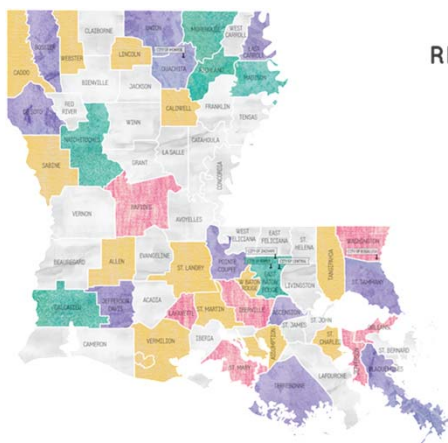
The Department and Community Networks continued to support local sites to implement the early childhood accountability system.

Community Networks coordinated with program partners to observe all sites, including Family Child Care sites with Academic Approval, for the Fall 2022 observation period.

- Observations were conducted at **1,726 sites** during the Fall 2022 semester.
- Community Network Lead Agencies coordinated over **8,560 observations**, observing over 685,000 minutes of early childhood instruction.
- Community Network Lead Agencies conducted 1,450 Infant CLASS® observations, 2,600 Toddler CLASS® observations, and 4,500 Pre-K CLASS® observations.
- The Department processed 54 classroom-level waiver requests where, despite lead agencies' best efforts, classrooms could not be observed.

Key Activities in Quarter 4 Ready Start Networks

RSNs continue to support local demand for access, update strategic plans to quality ECE, strengthen their coalitions and local governance structures, and identify and develop local funding for expansion and sustainability.



READY START NETWORK

- COHORT 1
- COHORT 2
- COHORT 3
- COHORT 4

Key Activities in Quarter 4 Ready Start Networks

Twenty-seven networks continued work to increase access to high-quality care and education at the local level through the Community Supply Building and Access Expansion Grant .

The Community Supply Building and Access Expansion Grant was executed in two cohorts:

- Cohort 2 grantees completed a multi-factored community access analysis and utilized the findings to begin developing strategic plans for access expansion in the communities they serve.
- Cohort 1 grantees began implementing the access expansion strategies that were developed in the prior quarter. These strategies included increasing the number of seats at existing sites by providing furnishings and materials for new classrooms; increasing access and supports for non-English speaking families; initiating workforce development efforts focused on creating and recruiting new teachers; and increasing wrap-around services for families to address children's developmental and physical needs.

Key Activities in Quarter 4 Supporting Teachers to Be Successful

The Department provided professional development for early childhood sites across the state.

Child Care Resource & Referral agencies provided ongoing professional development opportunities to teachers in Type III and Family Child Care sites, inclusive of:

- 4,187 hours of coaching provided
- 379 training sessions
- Trainings sessions focused on topics such as high-quality teacher-child interactions, child development, curriculum implementation, and health and safety
- CCR&Rs were also requested to increase supports for new teachers and Family Child Care sites that recently opted into the Academic Approval process

Key Activities in Quarter 4

Supporting Young Children with Disabilities (YCWD)

The Department continued to expand support for young children with disabilities at both the state and local levels.

Various professional development opportunities focused on supporting young children with disabilities were provided across the state.

- The Young Children with Disabilities Community of Practice webinars continued to be held monthly and focused on the following topics:
 - Using CLASS in the Early Childhood Setting
 - Louisiana's Educational Rights of Children with Disabilities
 - Strategies for Success
- In October, 21 participants across the state attended an Ages & Stages Questionnaires® (ASQ) Train the Trainer seminar to build capacity to train their teachers in the use of a diagnostic screening tool for children birth to age five.

Key Activities in Quarter 4

Adverse Childhood Experiences Education

ACT 563 passed into law in 2022 requires the LDOE to implement Adverse Childhood Experiences (ACEs) education and outreach to families.

The Department partnered with Child Care Resource & Referral Agencies (CCR&Rs) to provide training and support to child care providers focused on family education and outreach related to Adverse Childhood Experiences (ACEs). As part of these efforts:

- 21 trainings were held from November 14 - December 31, 2022, with a total of 269 child care directors and teachers receiving the training.
- As part of these trainings, child care providers received materials and resources that can be shared with families related to ACEs.
- Participants also completed a survey at the end of each training, enabling the Department to track the family outreach impact.
- The Department has requested that CCR&Rs continue to offer ACEs trainings at least once per month.

Key Activities in Quarter 4 Child Care Assistance Program (CCAP)

The Department has continued to support child care providers and families through the Child Care Assistance Program (CCAP).

In response to the pandemic, the Department has

- Reimbursed all authorized children on enrollment rather than attendance and
- Paid CCAP at the maximum daily rate.

CCAP Children Served in Quarter 4		
October 2022	November 2022	December 2022
21,905	21,186	20,670

Key Activities in Quarter 4 Publicly-Funded Early Learning Sites

Site Type

	Type I	Type II	Type III	FCC	In-Home
October 2022	206	168	1112	311	12
November 2022	206	167	1145	303	10
December 2022	212	172	1150	314	13

Star Ratings:

	0 Star	1 Star	2 Star	3 Star	4 Star	5 Star
2022	412*	6	52	307	304	32

*This includes new, unrated sites.

Upcoming Meetings



Early Childhood Care and Education Advisory Council Calendar of Meetings

2023 Meetings
February 15, 2023
May 17, 2023
July 19, 2023
September 20, 2023
November 15, 2023

Adjournment

