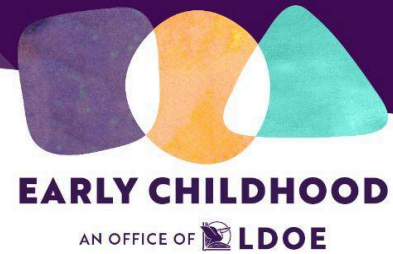


Early Childhood Newsletter



May 2025

Summer Learning Fun: Tips for Parents, Caregivers & Providers

As summer approaches, it is important to remember that learning should continue and steps can be taken to avoid summer slide. Children learn best when they have opportunities to build skills and knowledge across settings, including summer child care programs and time spent at home. Here are several helpful tips for keeping kids engaged and learning throughout the summer.

Families:

- **Before Summer:** Talk to children about their interests, review summer plans, and create a reading list. Meet with early childhood teachers to get book recommendations and identify developmental skills to focus on. Communicate with summer child care providers about goals and children's needs.
- **During Summer:** Make reading a daily routine, ask questions to boost comprehension, and play math games. Involve children in cooking to practice math skills. Turn everyday activities like drop-off and pick-up into learning opportunities. Stay active and balance screen time with educational games and apps.
- **End of Summer:** Celebrate children's successes and share the successes with the child care provider.



Early Learning Providers:

- **Before Summer:** Connect with families to understand their goals and their child(ren)'s interests. Create a summer plan with goals for academic and interpersonal development. Gather information on community events and collaborate with local organizations. Plan themed activities and projects to make summer special.
- **During Summer:** Build relationships with families and children. Share news and photos regularly. Encourage children to read daily and celebrate their reading achievements. Remember to use screen time sparingly. Engage children in literacy and math activities and games. Keep children healthy and active with outdoor play and gardening.
- **End of Summer:** Host an end-of-summer celebration with families to share children's summer learning experiences and how they lead to Kindergarten readiness.

By following these tips, parents and caregivers can ensure children have a fun, enriching, and academically stimulating summer!

References: Summer Learning Fun: Tips for Parents and Caregivers | Child Care Technical Assistance Network. (2025, April 18).

<https://childcareta.acf.hhs.gov/resource/summer-learning-fun-tips-parents-and-caregivers>

Summer Learning and Enrichment: Tips for School-Age Care Providers | Child Care Technical Assistance Network. (2025, April 18).

<https://childcareta.acf.hhs.gov/resource/summer-learning-and-enrichment-tips-school-age-care-providers>

Upcoming Deadlines

- May 15 Deadline to enter all spring CLASS® observations in the [EC CLASS® Portal](#)
- May 15 Deadline to complete the [Lead Teacher and TS GOLD® Survey](#)
- May 30 Deadline for Early/Head Start Grantees to complete the [Updated Needs Assessment Survey](#)
- May 31 Teaching Strategies GOLD® Spring Checkpoint due

Upcoming Events

- May 21 [KinderSystem CenterTrack Training](#)
- May 30 [New Director Office Hours](#)
- June 5 [Monthly Provider Webinar](#)
- September 13 Early Childhood Conference 2025 - Baton Rouge
- October 11 Early Childhood Conference 2025 - Shreveport

For more information about important dates, please see the [LDOE School System Support Calendar](#).

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UPCOMING EVENTS

NEW: 2025 Early Childhood Conference Registration

The 2025 Early Childhood Conferences will be held on Saturdays in two locations. This year's theme is "Early Foundations, Endless Possibilities."

- September 13: Raising Cane's River Center, Baton Rouge
- October 11: Shreveport Convention Center, Shreveport

Early bird registration will open for both events on June 4th. Registration information will be shared during June's Early Childhood Provider Webinar and on the [LDOE Early Childhood Conference landing page](#).

Please contact events@emergentmethod.com with questions.

NEW: Early Childhood Provider Update Webinar

The LDOE hosts monthly webinars for early childhood providers, which include essential reminders and updates for all provider types. Providers can access the upcoming June Provider Update Webinar using the information below:

- **Webinar Date/Time:** June 5 at 1 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/93597745872>
- **Meeting ID:** 935 9774 5872
- **Passcode:** 641464

The May 1 webinar presentation slides are available in the [Quality Providers Library](#) on the LDOE website.

For more information, please contact earlychildhood@la.gov.

New: KinderSystem May Webinar

CenterTrack is a Child Care Management System (CCMS) available at no cost to Louisiana child care providers. Participants who wish to attend an informational webinar can use the details below:

- **Webinar Date/Time:** May 21 at 12 p.m.
- **Webinar Link:** <https://kindersystems.zoomgov.com/j/1603144299?pwd=ZyiDw2S6gS3l0JjZUNv1Z2OFGSavYs.1>
- **Meeting ID:** 160 222 3739
- **Passcode:** 100

Please contact supportLA@KinderSystems.com with questions.

NEW: Office Hours for New Directors

The LDOE team conducts webinars on various topics related to early childhood quality and improving child care sites' administrative and operational functions. Through engaging sessions and monthly guest speakers, the office hours are designed to support directors seeking professional development training to facilitate effective ECE leadership development.

This month's topic is "Understanding the Child Care Criminal Background Check System." Participants will gain a better understanding of the system.

- **Webinar Date/Time:** May 30 at 12 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/93015014527>
- **Webinar Phone Number:** 1 346 248 7799
- **Meeting ID:** 930 1501 4527
- **Passcode:** 012444

Please contact tella.henderson@la.gov with questions.

UPDATES FOR FUNDING AND ENROLLMENT

REMINDER: Child Care Assistance Program (CCAP) Provider Mass Change Form (Summer Care)

The new Provider Mass Change form was designed for providers to submit Summer child care changes collectively on one form, versus using the individual Report of Changes form that parents generally complete.

- Parents are not required to send the old form once they sign the new Provider Mass Change form, giving permission for the summer change to occur.
- The LDOE emailed a copy of the form to all providers on April 17.

To timely process summer change requests, please complete the following sections on the new form:

- Provider Contact, Type of Care, Provider Name, and Number.
- Providers may ONLY document the child's First Initial, First 3 letters of the child's Last Name, Birth Day, Type of Care, Date of Change, and TA Number.
- The parent must document their own signature.
 - **The parent's consent and signature will be verified.**

- The provider will sign, date, and include address and contact number to affirm the following as noted on the form:

By signing below, I certify that I understand my rights and responsibilities as a CCAP Certified provider. I also certify that all information given on this form is true and correct, and I understand that willful omission or falsification of information and signatures required on this form is justification of denial of my request and possible disqualification from participation in this program for all individuals.

For assistance, please contact the CCAP Provider Help Desk at 225-250-7635 or 225-614-5917.

REMINDER: Child Care Assistance Program (CCAP) Overpayments/Underpayments

The CCAP Fraud Management Unit (FMU) has the responsibility of auditing Child Care and Development Fund (CCDF) payments to ensure integrity in the issuance of the funds.

The Louisiana Legislative Auditor (LLA), the Administration for Children and Families (ACF) Payment Audit, and all internal audits can view and sanction errors on cases as far back as 7 years. Providers are encouraged to keep records for this time span.

When discrepancies are found by either the auditor or the LDOE, the errors must be corrected. This may result in the issuance of additional funds or the recoupment of funds by CCAP. Providers receive a notice that explains the discrepancy.

Please contact Kawanda.Beauchamp@la.gov with questions about discrepancies.

UPDATES FOR LICENSED CENTERS

NEW: Bulletin 137 Revisions

A revised version of [Bulletin 137](#) is posted on the LDOE website. These revisions to Bulletin 137 will strengthen measures designed to protect children, provide additional clarity to early learning providers, and align BESE policy with federal and state regulations.

An email with the attached bulletin revisions was sent on May 6 to the center email addresses indicated in EdLink. The changes include the following:

Chapter	Brief Description of Revision
Chapter 15: Minimum General Requirements and Standards	Requires stock medication to be included in health-related policies
Chapter 17: Minimum Staffing Requirements and Standards	Updates approved trainers for continuing education and clarifies medication administration training
Chapter 18: Child Care Criminal Background Checks (CCCBC)	Clarifies persons ineligible for child care purposes
Chapter 19: Minimum Health, Safety, and Environment Requirements and Standards	Clarifies crib requirements and requirements for Stock Emergency Medication
Chapter 21: Minimum Transportation Requirements and Standards	Updates field trip requirement

Please contact ldelicensing@la.gov with questions.

NEW: Critical Incidents and Required Notification

As a reminder, a physical altercation between adults in the presence of children on the premises is a critical incident and requires notification.

The following must be notified immediately if applicable:

- Emergency personnel, when dealing with any medical incident
- Law enforcement
- Parent

The following must be notified within 24 hours or the next business day:

- LDOE
- DCFS

The reports must be submitted with an accurate description of what happened and include the number of children present.

Please contact an assigned [licensing consultant](#) with questions.

NEW: CPR and First Aid Certifications

It is imperative that ALL staff members on the premises of a center and accessible to children have the required current certification in CPR and Pediatric First Aid.

- This certification must be completed within 90 calendar days from the date of hire and prior to assuming sole responsibility for any children.
- During this 90 day period until training is completed, caregivers and teachers who provide direct care for children must be supervised.

There are many reasons that CCDF and the LDOE require this training.

- Prevent Complications and Long-Term Damage:
 - Prompt and effective first aid can minimize the severity of injuries, prevent complications, and improve the chances of recovery.
- Prevent Brain Damage:
 - CPR helps maintain blood flow to the brain, preventing or minimizing the potential for brain damage caused by oxygen deprivation.
- Save Lives:
 - By performing CPR, you can help maintain blood flow and oxygen delivery to vital organs until emergency medical services arrive.
 - First aid training equips individuals with the knowledge and skills to assess and respond to emergencies, particularly in the "golden hour" where immediate action can significantly impact outcomes, including saving lives.
- Increase Confidence and Preparedness:
 - Being trained in CPR and First Aid provides the knowledge and confidence to respond calmly and effectively during an emergency.

Please contact your [licensing consultant](#) with any questions.

NEW: Louisiana Head Start Collaboration Project - Updated Needs Assessment Survey

All Early/Head Start directors are asked to complete the [Louisiana Head Start Collaboration Project - Updated Needs Assessment Survey](#) sent on May 7. This needs assessment is to obtain information regarding the needs of the Early/Head Start agencies in the State with respect to collaboration, coordination, and alignment of services, and school readiness alignment. Input from grantees and stakeholders assists in identifying the strengths and needs of collaboration efforts.

Early/Head Start directors are asked to complete the [Louisiana Head Start Collaboration Project – Updated Needs Assessment Survey](#) by May 30.

Please contact earlychildhood@la.gov with questions.

REMINDER: Supervision: Preventing Smashed Fingers

An important part of proper supervision includes staff monitoring children near doors, to ensure they do not play with the doors and are aware of potential hazards.

In addition to supervision, some other ways to prevent children's fingers from getting caught in doors include the following:

- **Door Placement** - Avoid placing children near doors during activities, and instruct children to wait on the lock side, away from the hinge side of the door, when lining up.
- **Finger Pinch Guards** - These devices, often installed on the hinge side of doors, cover the gap between the door and frame, preventing fingers from getting caught.
- **Foam Door Stoppers** - These can be placed on the door to prevent it from slamming shut, reducing the risk of injuries.
- **Soft-Close Hinges** - These hinges allow doors to close slowly and gently, reducing the risk of pinch injuries.

Please contact your [licensing consultant](#) with questions.

REMINDER: Supervision: Preventing Escapes

A staff member must be assigned to supervise specific children, whose names and whereabouts the staff member shall know, and with whom the staff member shall be physically present. Staff must be aware of each child and be near enough to intervene if needed. Supervision requires physical presence with visual contact, accountability for care of the children, knowledge of activity requirements, and knowledge of the abilities and needs of the children.

Please contact your [licensing consultant](#) with questions.

UPDATES FOR LICENSED CENTERS, FAMILY CHILD CARE, AND IN-HOME PROVIDERS

NEW: 2025-2026 Type III and Family Child Care Program Partner Assurances for Academic Approval

2024-2025 Academic Approval certificates will expire on June 30. Type III Centers and Family Child Care sites opting into Academic Approval must renew their Academic Approval by submitting the 2025-2026 Program Partner Assurances to the LDOE by May 30. Signed Program Partner Assurances may only be submitted using the 2025-2026 Program Partner Assurance online form that was sent to all providers via e-mail on May 7. No paper forms will be accepted.

Following the successful submission of the assurances, 2025-2026 Academic Approval certificates will be automatically generated and emailed to the address provided in the online form. Providers should retain their Academic Assurance certificate copy for their records and post their 2025-2026 Academic Approval certificates at their sites starting July 1.

Please contact kishia.grayson@la.gov with questions regarding Academic Approval.

Family Child Care providers who would like to learn more about the benefits and requirements of Academic Approval should contact felicia.jackson3@la.gov.

NEW: Preliminary Informational Metrics

In preparation for Data Certification conducted by the Community Network Lead Agencies this summer, providers should do the following by the end of this month:

- Review the data in the [Early Childhood CLASS® Portal](#)
- Make any changes directly in the [Early Childhood CLASS® Portal](#)

Only the data in the [Early Childhood CLASS® Portal](#) will be used to generate Informational Metrics for network and site Performance Profiles.

Please contact your [Community Network Lead Agency](#) with questions.

NEW: Upcoming Early Childhood Curriculum Reviews and Updates to the Tier I Early Childhood Curriculum List

The LDOE has recently updated the state's Early Learning and Development Standards (ELDS) to reflect the latest research and best practices in early childhood education. In alignment with these updated standards, the LDOE has also released the "2025-2026 Instructional Materials Review (IMR) Rubric for Early Childhood Education (ECE), Ages Birth to Five."

To ensure a smooth and effective transition for early childhood providers and school systems across Louisiana, the LDOE will begin a new round of curriculum reviews in October 2025. These reviews are designed to evaluate the alignment of instructional materials with the revised ELDS and ensure that the materials used in classrooms support high-quality teaching and learning:

- A new Tier I Curriculum List for ECE will be published as reviews are completed. This updated list will only include instructional materials that are aligned with the 2025 ELDS and meet the criteria of the 2025-2026 IMR rubric.
- Currently-posted Tier I materials were reviewed using previous standards and do not fully align with the newly-updated ELDS. As a result, these materials will be archived and will no longer appear on the active Tier I list. (Note: The archived materials list will not count against site Performance Profiles.)
- Providers and school systems should anticipate updated guidance and recommendations based on the newly reviewed and approved Tier I curricula starting in late 2025.

The LDOE is committed to supporting providers and school systems through this transition. As new Tier I curricula are rated and approved, that information will be made available via this newsletter and webinars. These newly reviewed and approved resources will ensure that all early childhood classrooms are equipped with high-quality, standards-aligned instructional materials that support strong learning outcomes for every child, from birth to age five.

Providers and district leaders are encouraged to begin planning for the upcoming changes and to stay informed through regular updates from the LDOE. Detailed guidance will be shared in the coming months to assist with curriculum planning and adoption for the 2026-2027 academic year.

Please contact LouisianaCurriculumReview@la.gov with questions.

NEW: EC Learn Portal is Open For Continuing Education Training

EC Learn is the LDOE's free online training and learning resource for early childhood educators to enroll in and access new continuing education courses.

During the first phase of *EC Learn*, Health & Safety training, including "Medication Administration in Child Care," was launched to support the needs of the early childhood workforce in obtaining continuing education courses required by [Bulletin 137](#) and [Bulletin 139](#). The LDOE released its newest Health & Safety trainings, "Infectious Diseases in Child Care" and "Sanitation in Child Care." In the near future, the LDOE will release an additional Health & Safety Training on "Infant Care."

In addition to the Health & Safety training, the LDOE has launched its Early Childhood Professional Development Suite, which contains two new trainings: "Supporting Children through the Developmental Screening and Referral Process Course" and "The Importance of Developmental Screening in Early Childhood."

Educators can access and enroll in courses at <https://eclearn.doe.louisiana.gov/>. Within each individual's *EC Learn* account, educators can check progress on enrolled courses and access training transcripts or certificates on "My Dashboard." In addition, *EC Learn* participants will be emailed a copy of the training certificate within 24 hours of successfully completing the final course exam. Participants can also view and download training certificates or transcripts by clicking on their Student Dashboard's "Completed" tab.

Please contact eclearn@la.gov with questions.

REMINDER: Staffing Guidance for Hiring Student Workers

As the summer months approach, many providers hire student workers to assist in child care centers. To ensure smooth processing, please note the following essential guidelines:

- All consent and disclosure forms must include parent or guardian signatures, as many student workers are minors.
- Each application must be accompanied by valid government-issued identification.
- Ensure the position title accurately reflects the applicant's role.
- Prior to submission, carefully review all documentation for completeness and accuracy. Missing or incorrect information will require resubmission and may impact the applicant's start date.

Please contact LDECCBCprocessing@la.gov with any questions or for assistance.

NEW: Fingerprint Rejection Guidance

CCCBC applications remaining in "In Progress" status five business days after a fingerprint submission could possibly be due to fingerprint rejection. Applicants are notified via the applicant's email address of a fingerprint rejection. The status of a fingerprint submission can also be verified using [IDEMIA's appointment enrollment site](#).

Applicants whose fingerprints are rejected will be instructed via e-mail to schedule an appointment to resubmit fingerprints using the specified link listed on the appointment enrollment site. Additional fingerprint fees are not required if fingerprints are resubmitted within 30 days of the first fingerprint submission.

Please email the CCCBC Section before the fingerprinting appointment if an applicant has a condition that may cause fingerprinting issues.

Please contact LDECCBCprocessing@la.gov with questions.

NEW: Bulletin 137 Revisions-§1805. Persons Ineligible for Child Care Purposes

Recent Bulletin 137 changes have adjusted eligibility criteria for child care purposes. Previously, owners, directors, and director designees were all subject to fraud-related prohibitions and criminal background restrictions under R.S. 15:587.1(C), including comparable offenses from other states. With the new revisions, only owners are now subject to restrictions regarding fraud convictions. Specifically, to be eligible, an owner must not have been convicted of, or entered a guilty or nolo contendere plea to, any fraud-related felony under designated statutes within the past 10 years.

Eligibility decisions will continue to be determined according to the role indicated in the CCCBC application. Please note: staff members are only required to submit a new CCCBC application if they assume the role of owner at a child care center.

Please contact LDECCBCprocessing@la.gov with questions.

CONTACT US



- For questions regarding licensing or child health and safety, please contact LDElicensing@la.gov.
- For questions regarding the Child Care Assistance Program (CCAP), please contact the [Provider Ticket System](#).
- For questions regarding Child Care Criminal Background Check processing, please contact LDEcccbcprocessing@la.gov.
- For all other questions regarding early childhood, please contact earlychildhood@la.gov.

To subscribe to the Early Childhood Connection newsletter, please complete the [Newsletter Signup](#) form.