



Early Learning Program

Puget Sound Educational Service District

Center Director Meeting Notes

Feb 26, 2015

EL website: www.earlylearningwa.org

Welcome, Introductions - Talena

Welcomed group and started group on Activation Strategy

PLC Focus – School Readiness Goals – PPT

- Discussed, in their PLC groups, School Readiness Goals using the TS GOLD data that Directors brought with them

ERSEA – Recruitment - PPT- Verda and Nicole

- Community Assessment – data can be used for recruitment. Current Community Assessment is available on the [EL website](#)
- Centers should have a plan around recruitment for targeted populations
- Whole community should know about EL programs and what is available
- Staff need to understand Selection and Enrollment process
- If possible, designate a staff person to do enrollment
- For HS/ECEAP – the child needs to **attend** to be counted as enrolled
- No more than 30 days can pass to fill open slots
- After April 15th, open slots do not need to be filled at part-day programs before the end of the school year
- Centers need to have a viable waitlist that is constantly being updated so that when a slot becomes available you have a child waiting to fill that slot
- Twice a year, or more, family support staff should be calling the families on their waitlist to see if they are ready, or still interested, if a slot becomes available
- Survey was sent out a couple of months ago. Results were discussed – see PPT
- Capacity of staff at PD centers during the summer is very limited

Q: Can we look at timeline to begin earlier enrollment?

A: We had hoped that timeline would be earlier this year. We may need to align with other preschools that start enrolling in Feb. We also do not want earlier enrollment to disrupt what family support staff are doing to support their current families.

Q: When will new recruitment materials be available?

A: After center staff have been trained, which starts next week in Pierce County and King the week after. March 15th will be the latest.



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Comment: the longer that staff have to recruit the more likely they will have a good waitlist

- ERSEA committee meets once a month and discusses ERSEA issues. If you would like to be part of that committee, please contact Nicole Chu nchu@psesd.org.
- Centers should have a list of children ready to be enrolled so that they will be ready June 30th and fully enrolled by the first day of class. This is mandated by our funders.
- Concerns about the June 30th date:
 - High priority on homeless families, can a certain percentage be set aside for these families?
 - Work with your senior regional coordinator
- Fully enrolled means that all paperwork to enroll is complete. Additional paperwork can happen later.
- Checklist is being created to let you know what needs to be completed by June 30th to have your waitlist ready and when enrollment can happen for you can be fully enrolled
- Verda and Nicole were not able to get through all of PPT presentation. They will be here doing Learning Labs until 2pm today.
- ECEAP Extended Day - we are waiting on direction from DEL in regards to full enrollment date for this model

Updates – PPT

Self-Assessment – Nathalie

- Methodology:
 - Survey
 - Regional discussion groups
 - In-depth site samples
 - Targeted information group discussion
- Nathalie and Gene will be contacting centers about the in-depth site samples

ELMS – actual state dates once they begin attending

ChildPlus application entry

- new person starting next week that will do application entry so that centers can have information more timely

USDA

- Any subcontractor that has classrooms on our USDA contract
- OSPI will be doing unannounced visits – information in the Connector
- Don't know how many sites or what sites



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- Now – end of May
- Any calendar changes need to be sent in to Sue, Colette or your HN coordinator ahead of time, cannot make the change after the fact
- Please let us know when classes will be on field trips

Learning Labs

- ERSEA
- Curriculum
- SOAR Academy
- ECEAP Expansion
- ChildPlus – Monitoring Suite/Reports

Next Meeting:

Thursday, March 19, 2015

1pm to 4pm

Cedar/Duwamish/Nisqually rooms