

Update - Effective August 1, 2005

Family Child Care Annual Participation Requirements 2005 – 2006 STAR Application



In order to be eligible for the STAR application that available October 2005 you must:

ENTRY ELIGIBILITY DECLARATION

- Complete and return an Entry Eligibility Declaration form (enclosed). All STAR applicants wishing to apply for a FY 05-06 stipend must complete an eligibility declaration form. See enclosed document and instructions. Return form by Monday, September 12, 2005.

EMPLOYMENT REQUIREMENT

- Be directly working with 2 or more unrelated children ages 0-5 in a licensed Family Child Care or DOD Family Child Care for 15 hours or more per week as a paid aide, assistant, teacher/owner-operator at the time of application AND at the time of the stipend award.
- Show proof of being **employed with or in business for 9 months** between **January 1, 2005 – December 31, 2005**.
 - Applicants may also be required to show proof of employment/operation at time of stipend disbursement.



NOTE: Applicants that work or operate a FCC in an identified priority zone (low API school, school readiness or low child care supply area) will be considered first for funding.

EARNING REQUIREMENT

- Earn less than \$60,000 net annually in child care



EDUCATION REQUIREMENT

- Intro Level 1 applicants must have completed CCIP level II training (minimum 18 CCIP training hours) or 3 ECE units during Fall 2004, Spring 2005, Summer 2005 or Fall 2005. All grades must a C grade or better
- Intro Level 2 or higher must complete 3 units in ECE or general education during Fall 2004, Spring 2005, Summer 2005 or Fall 2005. All grades must a C grade or better.
 - Applicants will be required to submit a transcript showing proof of completion and grade.
- Applicants who have a BA degree, 24 ECE units (including core courses), 6 administration units and 2 adult supervision units may show proof of completing 18 hours of professional development between Sept 1, 2004 and December 31, 2005.
 - Acceptable hours will be limited to category 1 or 2 of the Child Development Professional Growth Plan "categories of acceptable activities" (college or university courses, conferences, workshops, institutes, academies or symposiums) and the STAR First 5 Professional Development Activity Standards (See attachment A). The STAR project will NOT accept mandated attendance training hours that were offered by the employer during work time. All hours must be approved by the applicant's PGA and directly related to the applicant's professional growth plan and goals. Plans and certificates of attendance will be required as proof of completion.
 - Applicants will be required to submit a copy of a transcript, certificate or Verification of Hours spent on a Professional Growth Activity (Copy provided)



**If you have not met the educational requirements
Enroll NOW in a FALL 2005 class!**

CHILD DEVELOPMENT PERMIT REQUIREMENT

- Applicants that have 6 or more ECE units must show proof of holding or applying for a child development permit.
 - The Office of Early Care and Education STAR project will accept only current and valid California Commission on Teacher Credentialing Permits/Credentials that allow holder to teach in a self-contained preschool classroom and require professional growth hours or units as a condition of permit/credential renewal.
 - Applicants must submit a copy of the permit, a copy of a temporary county certificate, or letter from Child Development Training Consortium.

Call the OEC&E for a permit packet or to arrange for application technical assistance.

Don't Delay, Apply for Your Permit TODAY!



RATING SCALE TRAINING REQUIREMENT

- Show proof of having completed a 4 – hour environmental rating scale training. The training must include scoring instruction and video practice sessions.
 - Proof of training includes a transcript, certificate or other instructor written verification.

Call the OEC&E or visit our website at www.countyofsb.org/cao/ece/ece.asp for upcoming rating scale workshops or classes.

New Requirement

RATING SCALE SELF ASSESSMENT / IMPROVEMENT PLAN REQUIREMENT

- Complete and submit a Family Child Care Environmental Rating Scale program self- assessment that was conducted between May 1, 2005 and December 31, 2005. Applicants are required to minimally score subscale: Space and Furnishings for Care and Learning and Basic Care **OR**
 - If applicant is applying for Spruce Up for Kids funding in 2006, submit a copy of the completed 2006 Quality Self-Assessment tool.
- Develop and submit a Quality Improvement Plan based on self-assessment results.
 - Applicants that are applying for Spruce Up for Kids will submit a copy of the project plan by March 13, 2006 prior to stipend release.
 - Other applicants will use the STAR Quality Improvement Plan form (enclosed)

*Copies of Environmental Rating Scale score sheet, STAR quality improvement plan form can be found on the OEC&E website at www.countyofsb.org/cao/ece/ece.asp.
Spruce Up for Kids Quality Self Assessment Tool can be obtained through
Children's Resource and Referral Program*

EDUCATION /PROFESSIONAL GROWTH PLAN REQUIREMENT

- Applicants who have less than 6 ECE units are required to meet with a STAR advisor
- Applicants who hold an Assistant or Associate Teacher Permit are required to meet with a college academic advisor and submit a copy of a student education plan.
- Applicants who hold a Teacher Permit or higher and do not have an AA or BA degree are required to submit a copy of the Professional Growth Plan and Record signed by a PGA advisor and a Student Education Plan.
- Applicants who hold a Master Teacher Permit or higher and have an AA or BA degree are required to submit a copy of the Professional Growth Plan and Record signed by a PGA advisor.

New Requirement



Copies of the Professional Growth Plan and Record can be found on the OEC&E website at www.countyofsb.org/cao/ece/ece.asp

APPLICATION REQUIREMENT – Application Deadline: January 20, 2006

- Submit a completed application that includes:
 - Copy of Social Security card
 - Copy of FCC license
 - Copy of Schedule C
 - Proof of rating scale training
 - Copy of permit, if applicable
 - Copy of rating scale score sheet and improvement plan OR Spruce Up for Kids Quality self – assessment tool and plan
 - Copy of Professional Growth Plan and Record and/or Individual Education Plan, if applicable
 - Copy of transcripts or certificates
 - Resource and Referral verification letter

New Requirement

Begin Gathering these documents NOW!
Application notices will be sent out in mid September 2005

MEETING WITH STAR ADVISOR REQUIREMENT

- Meet with a STAR Advisor prior to application deadline. STAR advisor will:
 - Review application accuracy and completeness.
 - Develop a STAR Professional Development Plan. **NOTE: This plan is different than a Professional Growth Plan used for the Child Development Permit**
- Plan will include:
- Overview of STAR track system and selection of track for 2006
 - Review of FY 06-07 annual participation requirements
 - Review of rating scale self- assessment and quality improvement plan
 - Review of Professional Growth Plan and/or Individual Education Plan
 - Setting of educational goals for Spring 2006, Summer 2006 & Fall 2006
 - Review permit goals
 - Develop leadership goals
 - Additional individual technical assistance upon request

New Requirement



Advisors will be available at the Office of Early Care and Education in Santa Maria and Santa Barbara beginning October 1, 2005. Advisors will be available during daytime work hours, evenings and on Saturdays from 9 – 2. Advisor hours in other areas of the county will be arranged upon request. Appointments may be made starting September 19, 2005 for the 30 minute appointment beginning October 1. Complete applications may be given to STAR advisor during the STAR advising session.

Visit our web site at
www.countyofsb.org/cao/ece/ece.asp

These requirements may change without prior notice due to funding terms and conditions

