



Community Services for Children Provider Link Newsletter ~ ELRC Region 12 September 2023

Serving Carbon, Lackawanna, Monroe, Pike, Wayne & Susquehanna counties

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Region 12 Updates

Keystone STAR Movements

The following programs demonstrated their commitment to quality by moving to a higher STAR level since April 2023:

Congratulations to the providers who moved to a STAR 2:

- Inch by Inch Child Care, LLC
- Dekontee Christian Day Care
- Daniel's Dynasty Child Care Center Inc.
- Nessa's Small Steps Child Care II, LLC
- Pocono Family YMCA ~ Bushkill Elementary

Congratulations to the providers moving to a STAR 3:

- Pocono Family YMCA
- Little Scholars Academy of Effort

Congratulations to Loving Life Leighton Preschool who moved to a STAR 4.

Celebrating Provider Successes

Has your program celebrated a milestone such as an educational achievement, program anniversary, new accreditation or retirement? Please reach out to your Quality Coach and let them know! We would love to celebrate with you!



Kick Off Meetings - Registration Now Open!

The ELRC will be hosting Kick Off Meetings in September. We encourage all providers to attend to hear updates about Child Care Works, Keystone STARS, local collaborations and provider supports. Content will be the same at each meeting so choose the session that works best for you!



Tuesday, September 12

6:00-8:00 pm

Northampton Community College

KAPP Hall, Room 104

2411 PA-715

Tannersville PA 18372

Thursday, September 14

1:00-3:00 pm

YMCA of Carbondale

82 N Main Street

Carbondale PA 18407

Wednesday, September 27

1:00-3:00 pm

Covenant Presbyterian Church

550 Madison Avenue

Scranton PA 18510

Click [HERE](#) to register!

Free Kindergarten Transition Resource

Pocono Mountains United Way's *Getting Ready for Kindergarten Calendar* features a year's worth of games, activities, and tips to help children and families prepare to transition to Kindergarten. The calendar also features an abundance of community resources for Monroe County! If you are interested in obtaining copies of this calendar as a resource for your families, please contact your Quality Coach or visit our Stroudsburg ELRC office.

ELRC Backpack Distribution Events

Thank you to all providers who shared our backpack distribution event flyers with your families. Our events were a success and we were able to supply over 200 children with backpacks for the upcoming school year! We would also like to thank the Pocono Mountains United Way for generously donating the backpacks for families residing in Monroe County!

Art Displays Still Needed!

Child Care providers are invited to partner with the ELRC to showcase children's art work in our ELRC offices. Two providers per quarter will be featured and the

art will be displayed with provider information. We are currently seeking providers to donate artwork for the Fall and Winter seasons.

Please note the following guidelines:

- Art should be limited to 20 pieces per provider.
- Hanging art should not exceed 11x17. Small sculpture pieces or 3D art to hang from the ceiling may also be included.
- Art can be seasonal (beach art, fall leaves, etc) but not holiday related (no Santa, jack-o-lanterns, etc).
- Art must be dropped off to the ELRC office by the first of the month. Pieces will not be returned to the provider unless prior arrangements are made with your Quality Coach.

Click [HERE](#) to register now!

Region 12 Provider Supports

Director's Network

We would like to thank Kimberly Early, Senior Director of Public Policy and Advocacy at PennAEYC, for leading us in an engaging conversation about advocacy and efforts currently being made across the state to secure fair and equitable funding for our field during our most recent Director's Network. Thank you to all who joined and contributed to the conversation! For more information about how you can get involved, please click [here](#).



In lieu of our Director's Network in September, we will be hosting our regional ELRC Kick-Off meetings. Please click on the flyer below for more information and to register. We hope to see you there!

- [Kick Off Meeting flyer](#)

Quality Coach Office Hours

Quality Coaches conduct office hours in our regional offices each week, and are ready to meet with you! Should you need assistance with grants, technology, or one on one support to achieve your Keystone STARS goals, please call or email your coach to schedule an appointment for an upcoming office day!

- [September Office Hours](#)
-

ELRC Updates

CCW Reminders

- As you prepare for Fall enrollments, please report school year changes to your Provider Specialist
- School-age children will revert back to the part-time, school year rate on September 1st.
- It is important to always review invoices for accuracy. Children who are missing from your invoice must be added timely. Also check to ensure any children who have changes to enrollment or left care, are accurately reflected on your invoice each month.

Registration Fees

As of January 1st, 2023, certified child care providers receive a registration fee for all newly enrolled CCW children. This registration fee is automatically added to the provider invoice for the service period in which the enrollment was effective, regardless of whether the provider charges a registration fee.

Providers **cannot** charge CCW families an additional registration fee or the difference between the ELRC's registration fee and what the provider charges private pay families for a registration fee. ***Charging CCW families a registration fee could result in termination of the provider agreement.***

- Child Care Centers - \$75
- Group Child Care Homes - \$50
- Family Child Care Homes - \$50

Annual Registration Fees

If you charge an annual re-registration fee, the ELRC will pay this fee for your CCW enrolled children. This fee must be requested using the following form:

[Annual Registration Fee Form](#)

Prior to authorizing these annual fees, the ELRC must receive a one-time verification of these charges. This may include a copy of your family handbook or family contract that states all families are charged an annual fee every year.

Please note that the ELRC will not pay any other type of fee such as waitlist fees, field trip fees, etc. If you have any questions, you can click [here](#) to read OCDEL's Announcement ELRC 22-09 explaining this policy or reach out to your Provider Specialist.

The Importance of Record Keeping

Maintaining accurate and up to date attendance records is a requirement of your participation in the Child Care Works program. The ELRC may solicit your private attendance records at any time for a variety of reasons. Common instances of this include OSIG referrals, excessive use of "No Change" on CCW invoices, and as evidence for parent appeals of absences. Please see below for a reminder of the conditions that are outlined in Article III of your ELRC Provider Agreement.

Requirements for Keeping Information

The provider must keep the information listed below for a minimum of six (6) years after the end of the fiscal year that child care was provided, or until audits, legal actions, claims or other disagreements with the ELRC and/or OCDEL are resolved, whichever is later:

- 1. Attendance sheets, which include attendance invoices and daily attendance logs. The daily logs are required either in electronic or a hard copy and must show each child's name, drop-off and pick-up times, and date. Each drop-off and pick-up must be validated by the parent with signatures or an electronic sign in/sign out process;*
- 2. Financial records;*
- 3. Documents required for this Agreement;*
- 4. Documentation of actions taken by OCDEL against the provider;*
- 5. Information that relates to the settlement of claims arising out of the performance or amount of money paid under this Agreement; and*
- 6. Any other information required for this Agreement.*

Please click [here](#) to view a sample attendance record.

Wellness Grant Opportunity

PA Nutrition and Physical Activity Self-Assessment for Child Care (PA NAPSACC) is seeking licensed child care providers to apply for a wellness grant. The grant is

for program quality improvements focused on obesity prevention practices and policies in the early childhood setting. A Child Care Health Consultant will review current nutrition and physical activity practices and assist in the development of sustainable policies. Participants will also receive \$500 to support materials and resources needed.

Applications are due by September 15. Please see the flyer below.

[PA NAPSACC Wellness Grant Application](#)

Fire Safety Regulations

Fire Safety Regulations have been outlined in [Announcement C-23-01](#). Notable updates include that programs operating in a residence must have an interconnected smoke alarm recognized by OSHA. Family Child Care Homes have until September 6 to comply. Please read the full announcement for details and contact your certification rep with any concerns.

Smoke alarms or systems **must always** be operable.

OCDEL has updated the fire drill log form with appropriate sections for documenting fire drills and testing of the fire detection device or system monthly. See the Fire Drill and Fire Detection Log form [here](#).

PQAS Cohort

Have you considered applying for a PQAS certification? The Pennsylvania Quality Assurance System (PQAS) maintains a registry of approved Professional Development Instructors and Technical Assistance Consultants/Coaches to help ensure that professional development activities and technical assistance meet quality standards. Professionals who receive their PQAS certification can

- enter trainings on the PD Registry
- issue training hours to their own staff which are accepted by certification and Keystone STARS
- partner with the ELRC to deliver PAID trainings to other child care providers.

The ELRC is forming a FREE cohort of professionals interested in becoming PQAS certified to work together through the process. In order to be eligible for this cohort, candidates must:

- work in ELRC Regions 11, 12, 13, 14 or 16
- be approved at a level C or above on the Career Pathway
- have experience training (formally or informally) others within the last 5 years

Cohort will begin in September. Interested applicants can register here:

[Cohort Registration](#)

Email estair@cscinc.org with any questions.

Weather Watch

It is important to be mindful of the weather conditions prior to taking children outdoors. Providers need to be aware of not only the temperature, but the humidity levels as well. A good reference tool to see if the outdoor conditions are suitable for outdoor activities is [Child Care Weather Watch](#).

Parent Project Podcast

Community Services for Children has been hosting the Parent Project Podcast to engage families in areas of common concern for parents. Experts provide perspectives on topics of health & safety, mental health, child transition and other important subjects.

Please consider sharing these podcasts with the families in your program!

This month, we are joined by Deidra Vachier, CEO and President of CSC, who shares about the importance of routines. Click [here](#) to listen.



Health & Safety

Active Supervision

Active supervision practices creates an environment that is safe, engaging and positive. Staff develop skills in listening and observing and begin to anticipate children's needs. These skills are important to develop as they can help to prevent injury and challenging behaviors, making the classroom a more enjoyable place to be.

Use this [Active Supervision article](#) in an upcoming staff meeting. Read through the article together and have staff break into small groups to work through the discussion questions. Come back together to share out their reflections and strategize ways your program can improve supervision practices.

How Sugar Contributes to Tooth Decay

Children who frequently consume foods and drinks containing natural and/or added sugars during the day are more likely to develop tooth decay than those who consume them less often. You may not know that many of the foods and drinks you give child(ren) contain sugar.

Ingredients: Whole Grain Oats (includes the oat bran), Sugar, Modified Corn Starch, Honey, Brown Sugar Syrup, Salt, Tripotassium Phosphate, Canola and/or Rice Bran Oil, Natural Almond Flavor. Vitamin E (mixed tocopherols) Added to Preserve Freshness.

Sugar plays a key role in tooth decay. Many foods, like milk and milk products, fruit, vegetables, grains, and processed and prepared foods, contain sugar. Bacteria that cause tooth decay break down foods and drinks that contain sugar to form acid. Each time a person consumes foods or drinks containing sugar, acid is in the mouth for 20 to 40 minutes. Children who are fed meals and snacks at scheduled times are at lower risk for developing tooth decay than children who are fed often during the day.

Many foods and drinks contain added sugar. Sugar in foods can be listed by many different names. The best place to check for sugar is in the ingredients list on the food label. Look for words like: beet sugar, brown sugar, cane sugar, corn sweeteners, corn syrup, cane juice, high fructose corn syrup, honey, malt syrup, maple syrup, molasses, raw sugar and white sugar.

Want to add staff or other members of your team to this newsletter? Email estair@cscinc.org and specify which Regional Newsletter you would like and requests will be added to next month's distribution.

Visit ELRC Region 12

Community Services for Children | elrc12@cscinc.org | www.cscinc.org

Connect with us



Community Services for Children | 1520 Hanover Ave, Allentown, PA 18109

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