



# HOOOTMAIL

A NEWSLETTER FOR THE EARLYLEARN NYC COMMUNITY

## JANUARY 31, 2014

### FIRST THINGS FIRST...

**PLEASE SEE THE BELOW AND ATTACHED ANNOUNCEMENT  
FROM COMMISSIONER CARRIÓN**

I wanted to share with you that Myung Lee, Deputy Commissioner of the Division of Early Care and Education (ECE), will be leaving ACS to join Cities of Service as its new Executive Director.

Myung joined ACS in January 2012 at a time when the agency was implementing major changes in early care and education. Under her skilled leadership, ACS successfully implemented *EarlyLearn NYC*, the first major transformation of the City’s contracted early care and education system in over 50 years aimed at increasing the quality of early care and education services for 37,000 children at over 360 centers and in 1,400 family child care settings. She has led our efforts to secure and maintain grants from private funders to support demonstration projects including a scholarship program for contractors’ staff to receive management training, a curriculum training program for home-based child care providers, and renovation of centers devastated by Hurricane Sandy. A hallmark of her tenure was the introduction of Listening Tours and other small group meetings with providers to improve customer service, to foster a better working relationship, and to hear directly from those working with children and families.

I will work with Myung to ensure a smooth transition for ECE; her last day with ACS is February 14, 2014. Please join me in thanking Myung for all of her hard work and dedication on behalf of New York City’s children and families, as well as wishing her the best as she embarks on her new endeavors.

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#### Important Dates

- 12/20** Ongoing Deadline for Contractor Data Request (survey, board members, org charts)
- 1/13-2/14** NYC DOE Kindergarten Admission
- 1/31** UPK Enrollment Deadline
- 2/1-4/30** Self Assessment
- 2/1** Parents To The Rescue Meeting
- 2/4** ACS Letter of Support Deadline for UPK RFP
- 2/4** Education Directors Meeting
- 2/20** Family Literacy Training



Bill de Blasio  
Mayor  
Gladys Carrión  
Commissioner

## SOME REMINDERS...

### UPK ENROLLMENT DEADLINE

Dear EarlyLearn contractors,

In support of the Mayor's plan to aggressively expand high quality Full-Day Universal Pre-Kindergarten (UPK) services, the NYCDOE is extending its **UPK RFP deadline from February 5th to February 14th. Proposals must be submitted to their appropriate field office(s) by 4 p.m. on that date.**

NYCDOE and ACS strongly encourages any provider interested in offering Full-Day UPK to apply. If you submit a quality proposal and there is a need for more full-day seats in the communities you serve, you will be awarded a Full-Day UPK contract contingent upon available funding.

To learn more about the RFP and apply, go to the DOE's procurement website: <http://schools.nyc.gov/Offices/DCP/Vendor/RFP/Default.htm>

If you have any questions or concerns, please email [Millie Choy](mailto:Millie.Choy).



## REMINDERS CONT...

### EARLYLEARN CONTRACTOR SURVEYS

EarlyLearn contractors were asked to submit a Contractor Survey, sponsoring board member listing and staff organization chart by December 20, 2013. Several contractors have yet to submit any documents. Please check with your executive directors and/or directors to see if the above-mentioned documents have been submitted. If you have any questions about this request or need assistance filling the forms out, please contact : [Barbara Alicea](#) (212. 788-2741) or [Alyson Grant](#) (212.393.5103)

### ATTENTION ALL HEAD START AND DUALY ELIGIBLE EARLYLEARN PROVIDERS:

Transportation surveys/checklists were due Nov 29<sup>th</sup>, 2013.

These documents MUST be completed for the Head Start Federal Review, regardless of whether you provide transportation or not. Attached are the Head Start Transportation Monitoring Survey, Transportation Services Checklist and the EarlyLearn Contractor Vehicle Inventory Forms. ( See Hoot Attachment pages 3-14)

Please gather this information for each of your sites and send as one package with the addresses of each of your sites listed.

**EMAIL THEM IMMEDIATELY TO ACS FACILITIES** at [earlylearnfacilities@acs.nyc.gov](mailto:earlylearnfacilities@acs.nyc.gov)

or to [Shaunee Hodges](#) (212-676-7048) or call Carol Merryshapiro at 212-341-4802.

### REQUESTING A LETTER OF SUPPORT FOR THE DOE UPK RFP

Dear EarlyLearn contractors,

ACS will again work with EarlyLearn agencies requesting a letter of support to include with their response to the DOE RFP for Universal Prekindergarten services. ACS staff will review each agency's request and make a determination.

Please see attached guidelines in (Hoot Attachments page 15), and follow the procedure. **Submit your request immediately and no later than February 4, 2014 to:** Suzanne Sousa, Director of Development & Special Projects at the email address: [ACSPublicPrivatePartnerships@dfa.state.ny.us](mailto:ACSPublicPrivatePartnerships@dfa.state.ny.us).

In collaboration with DOE and to expedite the process, ACS will inform DOE directly of the agencies that receive the approval. I will contact any agency that may need extra support in getting their request completed.

Please contact [Ayleen Guzman](#) or 212-393-5156 for any further information.

## REMINDERS CONT...



### SELF ASSESSMENT

To better support ELNYC agencies' during the 2014 Self-Assessment period, we have scheduled an array of workshops during the month of February. Agencies will be able to select the workshops that best meet their program's needs.

The topics are:

- 2014 Self-Assessment Orientation
- PIP Development
- ITERS
- NYC PQAS Overview
- ECERS
- FCCERS

Please find in the Hoot Attachments ( page 16 ) a calendar of scheduled Self-Assessment Workshops. To register for a workshop, please click [here](#) to access the ACS/ECE Eventbrite website.

Unfortunately, we do not have any ACS CLASS Reliability Trainings scheduled at the moment. If you are not already on the wait list, please click [here](#) to get on the wait list for CLASS. You can contact Teachstone directly for information on current regional training scheduled by clicking [here](#).

If you have any questions or need further clarification on CLASS Reliability Trainings, please email [Isabel Villegas](mailto:Isabel.Villegas).

Any questions on CLASS Scores and/or Self-Assessment, please contact your Team Leader.

## UPDATES AND CLARIFICATIONS...

### Updated Resource Area Contact Info and Documents for Child Care and Dual Programs

Please see updated information for Brooklyn and The Bronx Resources Areas in the Hoot attachments Pages 17-23.



## INFO FOR THE ENTIRE EARLYLEARN COMMUNITY

### EARLYLEARN MARKETING MATERIALS

We hope that you are enjoying and using your EarlyLearn NYC marketing materials to recruit families. Marketing materials are available to all EarlyLearn sites. If your site has not received your marketing materials, we ask that you please check with your central office or contact [Tovah Gottesman](#).

### PARENTS TO THE RESCUE

The Parents to the Rescue planning team, would like to invite parents, and provider staff to attend the "Parents to the Rescue" meeting on February 1st. This initiative aims to ensure that the perspectives of parents and staff together are front and center in the fight to secure critical early childhood education funding at all levels.

Please view the Hoot attachments Pages 24-26 for Parents to the Rescue memo and flyers for more information.



### GOT PICTURES??

Have you taken part in events in your community that support the work we do in EarlyLearn NYC? Send some pics in!

Let us know about the wonderful work you are doing for the children and families in your community! Send them directly to [Barbara Alicea](#) for entry into the next Hootmail.



## EDUCATION & DISABILITIES NEWS



### 2014 NYC DOE KINDERGARTEN ADMISSION

Please inform your families that the kindergarten application for the 2014-15 school year is now open. If a child was born in 2009, they can apply to kindergarten from January 13 to February 14, 2014. For more info, please see the NYC DOE Kindergarten Admissions Power point in the Hoot Attachments pages 27-40.

### EDUCATION DIRECTORS MEETING

ACS is pleased to announce that we will be hosting a meeting for Education Directors on **February 4, 2014** at the ACS Children's Center. This is intended for Education Directors, Supervisors, or Coordinators and will be the first in a series of meetings around education content for your programs.

*EarlyLearn* Education Directors will:

- Engage in discussions about quality in Education & Disabilities practice in Early Learn
- Hear the specifics of Early Learn requirements
- Discuss Our School Readiness Progress
- Discuss the needs of specific populations in the Early Learn Community. (i.e. Dual Language Learners; Homeless Families; Children with Special Needs)
- Discuss trending professional development needs of the Early Learn Educator
- Examine the applicability of our system's data
- Hear from some of the greatest minds in the field of Early Care & Education

This is the final reminder for this event, so if you have not had a chance to sign up, please click [here](#).

For any questions please email [John Borrero](#).

## FAMILY & COMMUNITY ENGAGEMENT

### "FAMILY LITERACY MADE EASY" - An EXCLUSIVE opportunity for EarlyLearn programs - February 20th

The Children's Librarian from the Brooklyn Public Library will provide an overview of the range of services/programs offered by all three library systems:

- Children's programs
- Adult education opportunities
- Employment info
- Special children's programming...i.e. using Legos to enhance literacy

The meeting will take place at the Nicolas Scoppetta Children's Center located at 492 First Avenue.

Education and Social Service Coordinators are strongly encouraged to attend. Head Start and Dual Programs should note that Family Literacy is a requirement of the Head Start Performance Standards. To register click [here](#).

## HEAD START NEWS

### EARLY CHILDHOOD LEARNING AND KNOWLEDGE CENTER

Travel the ECLKC Virtual Workshop Series

Session 2: Surfing the Early Childhood Learning and Knowledge Center

Wednesday, Feb. 12, 2014, 3:30 p.m. EST

The Head Start Information and Communications Center (HSICC) is pleased to announce the second session in the Travel the Early Childhood Learning and Knowledge Center (ECLKC) Virtual Workshop Series, Surfing the ECLKC. It highlights three popular topics: program management; parents and families; and home visiting." This virtual workshop series will benefit an array of audience members, including: Head Start and Early Head Start staff, Regional Office staff, and T/TA providers. For more info, click [here](#).

