

Licensed Child Care Home Advisory Committee

Meeting Minutes

Tuesday, January 27, 2015

Office of Early Childhood Staff Present: Debbie Sampson and Beth Barrett; Chris Wright from Department of Child Services

Resource & Referral Staff Present:

Advisory Board Members Present: Sabrina Chase, Tammy Dunn, Marci Graves, Noel Hanson, Ginny Harman, Latrina Johannung, Rebecca Kenworthy, Coleen Land, Stephanie McKinstry, Jennifer Quartucci, and Maria Wynne

Advisory Board Members Absent: Tamela Hunt, Lois Noggle, Michelle Roberts-Schneider, Joey Scherschel-Buckles, Eryn Wolf

Federal Business:

- The new Federal laws have been approved and will be interpreted. Implementation requirements are varied. The Office will be contracting with someone to promulgate new regulations. Some new laws pertaining to childcare;
 - All visits by license consultants will be unannounced
 - CPS and Criminal background checks will be conducted in other States from the last five years for all regulated Providers.
 - In-service training hours.

Local Legislative Business:

- Chris Wright from the Department of Child Services, Institutional Unit, spoke to the group.
- Home Providers are mandated by law to report child abuse or neglect. Any adult that is aware of abuse or neglect is mandated to report abuse or neglect.
- In Schools and child care homes there is always doubt and many cases go unreported. When in doubt – report.
- Always listen if a child wants to talk about abuse or neglect. Do not question the child in detail. Thank them for sharing, take notes, and call the hotline number – 800-800-5556.
- Cases such as; the types of food served should not be reported. Example; the child eating too much cereal, or too much fast food are not cases for abuse or neglect. Reports of not feeding a child are cases that should be reported.
 - **(Rebecca Kenworthy)** Commented that a current client receiving a child care voucher didn't attend allow the child to attend preschool because, the child threw a fit, and the client left the child at home unattended by an adult. Was this a case to report?
 - **(Christopher Wright)** Because of the age of the child, this should be reported. Indiana does not have an age limit on when a child is able to be left at home and unattended by an adult. The investigator looks at each situation on a case by case basis. There are many things that play into the decision including age of the child, how long parent was gone, etc.
- There is no national registry on child abuse and neglect.

- **Child Abuse and Neglect 24 Hour Hotline: 1 800 800-5556.**
- Beth Barrett, Pre-k Program Manager for the Indiana Preschool Pilot Program informed the committee that home child cares that are Limited Licensed Company's (LLC) or Corporations are eligible to apply for the Early Education Matching Grant.
- All Early Education Matching Grant money goes directly to the provider. Tuition Payments are sent twice a year. On My Way Pre-K is a voucher that the parent receives to use at eligible providers.
- The Indiana Department of Education has made available the *ISTAR-KR Standards Tool*. The purpose of ISTAR-KR (Indiana Standards Tool for Alternate Reporting of Kindergarten Readiness) is to measure skills in children from infancy through a child's school age education. Using the tool is free and available to anyone. Each child enrolled will be given an ID number that stays with the child all throughout their school - age career. With this tool a Provider in level 3 or 4 in Paths to QUALITY will be able to design and set lesson plans, and give ideas in the classroom. To use the tool go to: www.doe.in.gov/earlylearning.
 - **(Tammie Dunn)** There are no incentives to moving past level 1 in Paths to QUALITY (PTQ) or become accredited because of staff turnover rate and lack of information from the local Resource and Referral agency. It seems that level 1 Providers are shunned, and Providers that are not operating within PTQ quality standards are never investigated.
 - **(Beth Barrett)** The Paths to QUALITY (PTQ) program is a good method to rate quality child-care. It is a good rating system and is fairly new, but a good tool for Providers wanting help in providing quality care. If a Provider is at level 1, they can easily move to level 3 if they provide some type of preschool curriculum. All the Pre - K pilot counties are provided a coach to help them move through the PTQ levels.
 - **(Debbie Sampson)** Level 1 and 2 are given a coach through local Child Care Resource and Referral agencies. Paths to QUALITY (PTQ) Level 3 and 4 receive mentors through Indiana Association for the Education of Young Children (IAEYC).
 - **(Noel Hanson)** National Association for Family Child Care (NAFCC) accreditation only allows a person to receive accreditation at one location. The one setback to accreditation is if a Provider has more than one (1) home daycare location, and that location is under the supervisor's name at that location, once the supervisor leaves the location is no longer accredited and the accreditation process has to start all over again.
 - **(Beth Barrett)** The National Association for Family Child Care (NAFCC) accreditation status is in the Provider's name not the location or facility.
 - **(Maria Wynne)** Can Providers receive training in how to use ISTAR-KR?
 - **(Beth Barrett)** There will be training for the Providers in the five (5) pilot counties for right now. Currently training coaches at local Resource and Referral agencies and Indiana Association for the Education of Young Children (IAEYC) to help Providers open accounts on the ISTAR-KR website and using the assessment. Areas in the State of Indiana will be assessed to determine the need for training in all areas. Talk to your local Resource and Referral coach about specifics and your coach will contact the Office.
 - **(Maria Wynne)** There are some cases where potential clients that participate in the preschool pilot program don't show up for interviews with Providers to enroll their child in preschool.
 - **(Beth Barrett)** The Intake Agencies have been experiencing the same frustration with individuals not showing up for appointment. There is no magical answer, we are just working with families and intakes for solutions.
- Parents that enroll their children in the preschool pilot program don't receive the tuition payment check, the Provider receives the tuition payment check in each semester or for programs extended into the summer, in two (2) tuition payment checks.
 - **(Maria Wynne)** Will there be any webinars pertaining to enrollment into the pilot program?
 - **(Beth Barrett)** Webinars will be available to Providers in the counties that have students enrolled in the program.
 - **(Maria Wynne)** If a provider is enrolled in the preschool program in January 2015 does the Provider have to re-enroll at the beginning of the preschool semester in the Fall?
 - **(Beth Barrett)** No, the provider doesn't need to re-enroll in the pilot program again.

- **(Stephanie McKinstry)** Providers should help each other with moving up levels in PTQ.
- The Governor will be asking the legislature for a second round of funding to continue the program.
- For more information or questions, contact Beth Barrett at:

Beth Barrett
 Pre-k Program Manager
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 Indianapolis, IN 46204
 Email: Beth.Barrett@fssa.in.gov
- The Legislative Child care Committee has been disbanded. Representatives from the Advisory Committee no longer have to go before the Legislative Committee and testify on behalf of the advisory committee. A written report will be submitted each year, outlining our activities for the past year.

Office Business:

- Committee members with perfect attendance for attending every meeting last year is; Latrina Johanning, Colleen Land, Jennifer Quartucci and Joey Scherschel.
- Karen Hall is no longer a Licensing Consultant. The Office will be filling this position as soon as possible.
- Indiana law has a licensing fee in it. However, the state is not collecting it at this time.
- (Tammy Dunn) What does the Office do about Providers that are not licensed, but advertise as a child care and operate over capacity?
 - **(Debbie Sampson)** The Office can do nothing to stop the Provider from advertising as a child care as long as the Provider does not advertise that the facility is a licensed child care. The Office is able to investigate a Provider operating over capacity. The law allows 5 unrelated children and an unlimited amount of related children. The consultant must verify that any children that are claimed to be related, actually are. This is done by viewing birth certificates that prove relationship.
 - All calls to the Office will be anonymous only if you specify that you want to remain anonymous and do not give your name.
 - **(Debbie Sampson)**
 - **(Colleen Land)** What about when a Provider offers date night for parents?
 - **(Debbie Sampson)** yes if the provider is closed and it is not occurring during regular child care hours. If it's during child care hours then all requirements must be met.
 - the licensing definition for a child care home says ten (10) consecutive days of for more than 4 hours a day excluding Saturdays, Sundays, and holidays; for regular compensation and unattended by a parent.
 - Make sure to have documentation in case someone wanted to report a Provider that is over ratio to the Office. Keep flyers, and sign in sheets as a form of documentation.
- If there is someone that the committee wanted to attend the meeting to give information or training, please make inquires to Debbie Sampson.

Old Business: Stephanie McKinstry made a motion to approve the minutes from the October 2014 meeting minutes, Maria Wynne seconded second that motion. **Motion Was Carried.**

Adjournment: a motion was made to end the meeting. The meeting was adjourned at 2:09 p.m. **Motion Was Carried.** The next Advisory Committee meeting will be on April 28, 2015.