



# Education in Action

## Facility Letter of Agreement

### Education in Action Program Details

Smart Start Rowan's (SSR) Education in Action activity provides support to child care staff to help them complete additional Early Childhood Education coursework, and receive technical assistance/professional development planning for accessing higher education. This program is open to Rowan County early educators, serving children birth to age 5. Priority for program participation will be given to facilities with 6 or less education points and those with a GS-110, one, two, or three-star license, prioritized by lowest star rating first. Bonuses may be provided for program participation, as funding allows. The *Education in Action* activity is contingent upon the availability of funding and may be discontinued without prior notice by Smart Start Rowan.

There are 2 levels for the Education in Action program, as outlined below.

#### **Level 1 – Professional Development Plans**

Smart Start Rowan's Early Education Program Lead will:

1. Conduct initial and follow-up professional development sessions with participating early educators, administrators and/or family child care professionals to increase their awareness of the benefits of higher educational levels and to assist in identifying both potential barriers to increasing educational levels and identifying solutions to those barriers;
2. Develop written professional development plans in collaboration with participating child care staff with the intended outcome of increasing educational levels;
3. Offer resources, information, and assistance regarding financial aid, scholarships and coursework to participating early educators including T.E.A.C.H and WAGE\$;
4. Work with participants who desire to enroll in an ECE related course to ensure successful enrollment.

#### **Bonus, Level 1 - Professional Development Plans**

Individuals employed at a participating facility who complete the Professional Development Plan component of the Education in Action activity are eligible for a \$25 gift card and/or bonus of up to \$100 per approved course, if the requirements outlined below are met.

- Work collaboratively with SSR's Early Education Program Lead to create a written professional development plan. Individuals completing the written professional development plan will receive a \$25 gift card\*. \*Participants is eligible to receive the gift card one time, after completing the initial professional development plan.
- Individuals that enroll in an approved course and successfully complete, with a B or higher, an approved ECE related college course, as a result of goals identified on the professional development plan, are eligible to receive a cash bonus of \$100\*. Individuals must be approved by SSR to participate in the "Professional Development Plan + ECE Coursework" component of the Education in Action activity. \*Only available for up to 2 courses per fiscal year as SSR funding permits. \*Not available for the EDU 119 course.

## **Level 2 – EDU 119 with Technical Assistance**

Smart Start Rowan’s Early Education Program Lead will:

1. Provide bi-weekly technical assistance/coaching, during the entire course, to early educators approved by SSR to participate in the “EDU 119 with Technical Assistance” component of the Education in Action activity;
2. Provide support and assistance focused around EDU 119’s course content to ensure that knowledge obtained in the college course transfers to everyday practice into the early childhood classroom;
3. Provide assistance in developing an appropriate individualized EDU 119 course related goal for each participant;
4. Provide knowledge and support related to the EDU 119 course content and goal to ensure successful completion of the program.

## **Bonus, Level 2 – EDU 119 with Technical Assistance:**

Individuals accepted into the EDU 119 with Technical Assistance component of the Education in Action activity are eligible for a bonus of \$200, if the requirements outlined below are met.

- Work collaboratively with SSR’s Early Education Program Lead to receive bi-weekly technical assistance focused on EDU-119 course content to ensure that information learned is appropriately implemented in the classroom or family child care home;
- Successfully complete EDU 119 with a grade B or higher;
- Successfully meet at least one (1) goal related to the EDU 119 course as outlined in the course related professional development plan.

# Facility Application for Participation

(please print)

Facility Name: \_\_\_\_\_

Physical address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone Number: Work: \_\_\_\_\_ Fax: \_\_\_\_\_

Number of children served per age group:

# \_\_\_\_\_ Age group: \_\_\_\_\_ Classroom Name: \_\_\_\_\_

# \_\_\_\_\_ Age group: \_\_\_\_\_ Classroom Name: \_\_\_\_\_

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# \_\_\_\_\_ Age group: \_\_\_\_\_ Classroom Name: \_\_\_\_\_

Facility Hours of Operation: \_\_\_\_\_ M Tu W Th F Sat Su (circle all that apply)

Check all that apply:

- We are you planning to increase our star rating.
- Our facility has a GS-110, one, two, or three star rating. (Please attach a copy of your license.)
- We have 6 or less staff education points. Your facility's staff education points is \_\_\_\_\_.

Please complete the following chart listing every employee of your facility. Attach an additional page if necessary.

Employee Name	Position	List # of semester hours in Early Childhood Education or degree held

My signature below verifies that the information contained within is accurate and correct and I have received and understand Smart Start Rowan’s CCR&R complaint policy and understand their role in reporting licensing violations. I also agree for my employees to participate in the Education in Action activity and or college coursework as applicable.

If our facility is selected to participate in the Education in Action activity, I will receive written notification of acceptance and will be contacted by Smart Start Rowan to schedule time to meet with staff to sign the participation agreements.

\_\_\_\_\_ \_\_\_\_\_  
**Director/Owner Signature** **Date**

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Submit this form to: Jamie Guagliano by email to  
[jguagliano@smartstartrowan.org](mailto:jguagliano@smartstartrowan.org)

Application Deadline: \_\_\_\_\_

<i>For office use only!</i>		
Facility education points: _____	Facility Star Rating: _____	Application received: _____
Application approved: YES NO	SSR Staff Signature: _____	