



2017-2018 Preschool Promise Provider Commitments

Below you will find a list of commitments that you will agree to commit to in order to be a Preschool Promise provider.

My program agrees to make the following Preschool Promise commitments...
1. Be located in the City of Dayton or the Kettering City School District.
2. Submit renewed documentation during the year to remain in compliance.
3. Maintain records for program review, evaluation, and audit or for any other purposes deemed necessary for Preschool Promise. I can make these records available upon request. Records may include, but are not limited to, ERS and CLASS reports, completed Ages and Stages Questionnaires; data relating to number of children identified with a disability being served in programs/and or classrooms, staff education, professional development and compensation records; child attendance records; child and teacher demographics; budget and expenditure reports concerning Preschool Promise funds.
4. Agree to accept children whose parents are eligible for any level of tuition assistance.
5. Submit monthly attendance reports, even if my program does not receive tuition assistance, by the 5 th of every month.
6. Provide class lists (names and birthdates) of ALL 4 year old children in my program to Preschool Promise quarterly.
7. Share your program's wage structure with MCPP to indicate how funds will support efforts to increase salaries, benefits and education levels for staff.
8. Reconcile all purchases for items bought with Preschool Promise funds and use of other quality assistance dollars (salaries, stipends) through receipts, invoices, and pay stubs.
My program agrees to make the following Licensing commitments...
1. Inform the Preschool Promise Director of Operations of any Serious Risk Non-Compliance monthly using the electronic Monthly Update form.
2. Notify the Preschool Promise Director of Operations within 48 hours of any licensing complaint investigations and provide reports of this visit within 10 business days to the Preschool Promise Director of Operations.
3. Maintain a license in good standing either through the Ohio Department of Job and Family Services (ODFJS) or the Ohio Department of Education (ODE). Upon request, I am able to provide Preschool Promise a copy of forms and documents required by these agencies.

My program agrees to make the following Enrollment commitments...

1. Have a strategy to enroll and serve children from low- and moderate-income families that include active listings in the local resource and referral provider database (4C for Children). This strategy includes either a contract to enroll children via state or federal subsidy, a tuition-reduction mechanism, such as funded scholarships, and/or a sliding fee tuition scale based on family income.
2. Agree to accept any children whose parents/guardian are eligible for any level of tuition assistance.

My program agrees to make the following Quality commitments...

1. Participate in Ohio's Step Up to Quality initiative and hold a Star-rating if my program is receiving tuition assistance.
2. Commit to earning a minimum of a 3-Star Rating according to the following timeline:
 - Unrated programs must commit to apply for a 1-Star Rating within one year of being part of Preschool Promise; a 2-Star within two years and a 3-Star within three years
 - 1-Star Rated Programs must commit to apply for a 2-Star within one year and 3-Star within two years
 - 2-Star Rated Programs must commit to apply for a 3-Star within one year of being part of Preschool Promise
3. Commit to a continuous improvement mindset and understand that Preschool Promise does not equate high quality as simply being Star-Rated but instead also pursuing the essential five aspects of quality:
 - Implementing a comprehensive curriculum
 - Engaging families in systemic and intentional ways
 - Implementing an effective social emotional framework
 - Embracing policies and practices that reduce the achievement gap and foster equity
 - Empowering children to develop the 21st century skills that are essential for creating a competitive workforce
4. Inform the Preschool Promise Director of Operations of any change in Star-Rating within 5 business days.
5. Inform the Preschool Promise Director of Operations of any change to the program administration or Preschool Promise classroom staff within 5 business days (this would include a change in Director, teacher, etc.).
6. Respect each child's family structure, cultural background, language and customs; and supporting parents and families as leaders and partners in their child's preschool education.
7. Allow independent assessors to assess those children with given consent, using the Bracken School Readiness Assessment, Minnesota Executive Function Scale, and the Head, Toes, Knees and Shoulders assessment.
8. Allow independent assessors access to my program to complete the CLASS and/or ERS. I am aware this program data will be shared with the program, 4C for Children, Preschool Promise, Inc. and other partners.
9. Have and implement a developmentally appropriate discipline policy and will commit to using the guidelines set forth in the Preschool Promise provider handbook when assisting children with challenging behaviors before suspending or expelling a child.
10. Notify Preschool Promise when a child is suspended or expelled from the program.

11. Provide teaching staff with joint/collaborative paid planning time.																				
12. Attend monthly PD Track meetings and other provider meetings throughout the year and each Preschool Promise administrator and teacher will only miss a maximum of 2 of these meetings.																				
13. Staff each Preschool Promise classroom with qualified staff as defined by the corresponding SUTQ rating.																				
14. Follow the program’s Star-level requirements for curriculum and planning; child screening and assessment, and family and community engagement.																				
15. Meet with my Preschool Promise coach during agreed upon times and reschedule these meetings only when absolutely necessary.																				
16. Share child assessment data with Preschool Promise, Inc. and the University of Dayton evaluation team, as well as coaches to assist in making program improvements.																				
17. Agree to the following minimum requirements for instructional time:																				
<table border="1"> <thead> <tr> <th>Minimum Instructional Time Offered/Week</th> <th>Total Hours/Week</th> <th>Minimum Days/Week</th> <th>Minimum Weeks/Year</th> </tr> </thead> <tbody> <tr> <td colspan="4"><u>Part-Time</u></td> </tr> <tr> <td>12 hours/week</td> <td>12-24 hours</td> <td>3 days/week</td> <td>36 weeks/year</td> </tr> <tr> <td colspan="4"><u>Full-Time</u></td> </tr> <tr> <td>20 hours/week</td> <td>25 hours or more</td> <td>4 days/week</td> <td>48 weeks/year</td> </tr> </tbody> </table>	Minimum Instructional Time Offered/Week	Total Hours/Week	Minimum Days/Week	Minimum Weeks/Year	<u>Part-Time</u>				12 hours/week	12-24 hours	3 days/week	36 weeks/year	<u>Full-Time</u>				20 hours/week	25 hours or more	4 days/week	48 weeks/year
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<p>Instructional time is when teachers are actively engaged with children in classroom learning. This includes activities such as assessing children’s learning and development; free play; small-group and large-group interactions; child-directed experiences; teacher-directed experiences; transitions; outdoor play; and meal and snack time. Screen time is not instructional time unless staff are actively involved in using the technology; the screen content also must support classroom topics. Nap time is not included in instructional time.</p>																				

By signing below you acknowledge:

- 1) You have received the Preschool Promise Provider Commitments.
- 2) You have read the Preschool Promise Provider Commitments and agree to participate in Preschool Promise as outlined in the Provider Commitments.
- 3) If you DO NOT participate in Preschool Promise as outlined in this document your Provider Agreement may be terminated and you may not be able to continue your participating in Preschool Promise.

Preschool Program Representative

Name: _____

Title: _____

Signature: _____

Date: _____

Owner or Authorized Representative

Name: _____

Title: _____

Signature: _____

Date: _____

Montgomery County Preschool Promise Manager

Name: _____

Title: _____

Signature: _____

Date: _____

Preschool Promise Teacher

Name: _____

Title: _____

Signature: _____

Date: _____