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MEMORANDUM

DATE: May 28, 2010

TO: NECPA Programs

FROM: The NECPA Commission, Inc.

SUBJECT: Self Assessment Instrument, December 2009 Edition Modifications

The NECPA Commission has made a determination to conduct further review into the revised 2009 teacher qualifications in order to enable the development of substitutions that meet the industry's growing need for comparable alternatives that also continue to promote high levels of quality. Accordingly, the teacher qualification section of the new instrument will not apply to programs verified prior to May 31, 2011. In place of this, centers may comply with the former standard with regard to the teacher qualifications. All other indicators will remain as written in the new instrument. If a center chooses to comply with the new teacher qualification standard, that is an acceptable choice, since it is a higher qualification, and the former standard would be readily reached. As soon as the Commission completes its work, the revised teacher qualifications which must be met after May 31, 2011 will be published.

Sincerely,

The NECPA Commission, Inc.

NECPA Teacher Qualifications Standard

Frequently Asked Questions

1. Why is the NECPA conducting further research into the NECPA Standards for Teacher Qualifications?

The NECPA is conducting further research on the revised NECPA Standards for Teacher Qualifications in order to enable the development of substitutions that meet the industry's growing need for comparable alternatives that also continue to promote high levels of quality. Results regarding the research will be published and your program will be notified of the changes.

2. What does 'revised' and 'former' standards mean?

*The term 'former standards' refers to the 1998 edition of the NECPA Standards.
The term 'revised standards' refers to the recently released 2009 edition of the NECPA Standards.*

3. When did the NECPA release its revised standards?

The NECPA released the 2009 edition of the NECPA Standards on January 1, 2010. All programs enrolling in the NECPA after May 31, 2010 are required to comply with the revised NECPA Standards, 2009 edition.

4. At this time, what teacher qualifications will my program have to meet?

During the NECPA's research, programs may choose to comply with either the former NECPA Standards for Teacher Qualifications or the revised NECPA Standards for Teacher Qualifications. Programs choosing to comply with the former NECPA Standards for Teacher Qualifications must request a verification visit prior to May 31, 2011.

*Programs that choose to comply with the former NECPA Standards for Teacher Qualifications:
Please see the enclosed listing of Teacher Qualifications titled, "Former NECPA Standards, Teacher Qualifications, 1998 Edition".*

*Programs that choose to comply with the revised NECPA Standards for Teacher Qualifications:
Please see the enclosed listing of Teacher Qualifications titled, "Revised NECPA Standards, Teacher Qualifications, 2009 Edition".*

5. At what time will my program have to meet the revised standards for teacher qualifications?

Programs requesting their verification visit prior to May 31, 2011 may continue implementing the former NECPA Standards for Teacher Qualifications. Programs requesting their verification visit after May 31, 2011 will comply with the revised NECPA Standards for Teacher Qualifications. However, a center may choose to comply with the revised teacher qualifications prior to May 31, 2011, since it is a higher qualification.

6. My NECPA Self Assessment Instrument has questions that ask about teacher qualifications that reflect the revised standards. What do I do with this part of my NECPA Self Assessment Instrument? How will my program's teacher qualifications be Verified?

Programs that choose to comply with the former NECPA Standards for Teacher Qualifications:
Please respond "NA" or "Not Applicable" to indicator items II-27, II-27a, II-27b, II-28 and II-28a. Your Verifier will then verify your "NA" or "Not Applicable" response. Your program's teacher qualifications will be verified in the staffing charts of PART III (blue section) of the NECPA Self Assessment Instrument. Please note that while the following items are not included in the staffing charts of PART III (blue section) of the NECPA Self Assessment instrument, your Verifier has been trained to Verify these items and will include a comment in the PART III (blue section) Comment Section of the NECPA Self Assessment Instrument:

- *Ages of Lead Teachers, Teaching and Teaching Assistant Staff*
- *Experience of Lead Teachers*

Programs that choose to comply with the revised NECPA Standards for Teacher Qualifications:
Please respond to items II-27, II-27a, II-27b, II-28 and II-28a accordingly.

Revised NECPA Standards, Teacher Qualifications
2009 Edition

b) Qualifications of Teacher/Lead Teachers for Centers Serving Children from Birth to 35 Months

<i>Qualifications of Teachers/Lead Teachers for Centers Serving Children from Birth to 35 Months</i>			
Teacher/Lead Teacher must meet at least one criteria from each category:			
Category 1	Category 2	Category 3	Category 4
<p style="text-align: center;"><u>Criteria:</u> Shall be at least 21 years old.</p>	<p style="text-align: center;"><u>Criteria:</u> Shall have a valid certificate in pediatric first aid, including management of a blocked airway, and rescue breathing.</p>	<p style="text-align: center;"><u>Criteria:</u> Shall have an undergraduate degree in one of the following:</p> <ul style="list-style-type: none"> • Early Childhood Education • Child Development • Social Work • Nursing • Or other child-related field. <hr/> <p style="text-align: center;"><u>Criteria:</u> Shall have a combination of coursework and experience, including:</p> <ul style="list-style-type: none"> • A minimum of four college level courses in early childhood education and early child development • And a minimum of one year of experience working in a child care program serving children 0-3 years. <hr/> <p style="text-align: center;"><u>Criteria:</u> Shall have:</p> <ul style="list-style-type: none"> • A national competency-based credential such as the CCP (Certified Childcare Professional), the CDA (Child Development Associate) or equivalent • And two years experience as a teacher serving the children of the age group(s) in care. 	<p style="text-align: center;"><u>Criteria:</u> Shall have:</p> <ul style="list-style-type: none"> • At least 30 clock hours per year of job-related continuing education in the <u>first year of employment</u> • And 24 clock hours per year of job-related continuing education based on individual competency needs <u>each year thereafter</u>.

Every Center, regardless of setting, shall have at least one licensed/certified/credentialed lead teacher (or mentor teacher).

All teachers responsible for a group are licensed/certified/credentialed/qualified as lead teachers or teachers with educational and supervisory experience related to the care and development of infants and toddlers.

c) Qualifications of Teacher/Lead Teacher for Centers Serving Children Between Three and Five Years

<i>Qualifications of Teachers/Lead Teachers for Centers Serving Children Between Three and Five Years</i>			
Teacher/Lead Teacher must meet at least one criteria from each category:			
Category 1	Category 2	Category 3	Category 4
<p><u>Criteria:</u> Shall be at least 21 years old.</p>	<p><u>Criteria:</u> Shall have a valid certificate in pediatric first aid, including management of a blocked airway, and rescue breathing.</p>	<p><u>Criteria:</u> Shall have an undergraduate degree in one of the following:</p> <ul style="list-style-type: none"> • Early Childhood Education • Child Development • Social Work • Nursing • Or other child-related field. 	<p><u>Criteria:</u> Shall have:</p> <ul style="list-style-type: none"> • At least 30 clock hours per year of job-related continuing education in the <u>first year of employment</u> • And 24 clock hours per year of job-related continuing education based on individual competency needs <u>each year thereafter</u>.
		<p><u>Criteria:</u> Shall have a combination of coursework and experience, including:</p> <ul style="list-style-type: none"> • A minimum of four college level courses in early childhood education and early child development • And a minimum of one year of experience working in a child care program serving children 0-5 years. 	
		<p><u>Criteria:</u> Shall have:</p> <ul style="list-style-type: none"> • A national competency-based credential such as the CCP (Certified Childcare Professional), the CDA (Child Development Associate) or equivalent • And two years experience as a teacher serving the children of the age group(s) in care. 	

Every Center, regardless of setting, shall have at least one licensed/certified/credentialed lead teacher (or mentor teacher).

All teachers responsible for a group are licensed/certified/credentialed/qualified as teachers or lead teachers with education in child development and early childhood education specific to this age group, as well as supervisory experience with preschool children.

d) Qualifications of Associate and Assistant Teachers, Aides, and Volunteers

<i>Qualifications of Associate and Assistant Teachers</i>		
Associate/Assistant Teachers must meet at least one criteria from each category:		
Category 1	Category 2	Category 3
<p style="text-align: center;"><u>Criteria:</u></p> <p>Shall:</p> <ul style="list-style-type: none"> • Be at least 18 years old • And have a high school diploma or general education certificate. 	<p style="text-align: center;"><u>Criteria:</u></p> <p>Shall have:</p> <ul style="list-style-type: none"> • A national competency-based credential such as the CCP (Certified Childcare Professional), the CDA (Child Development Associate) or equivalent • And 6 or more month’s experience in child care. <hr/> <p style="text-align: center;"><u>Criteria:</u></p> <p>Shall have:</p> <ul style="list-style-type: none"> • Comparable college level child development courses • And 6 or more month’s experience in child care. 	<p style="text-align: center;"><u>Criteria:</u></p> <p>Shall have:</p> <ul style="list-style-type: none"> • At least 30 clock hours per year of job -related continuing education in the <u>first year of employment</u> • And 24 clock hours per year of job-related continuing education based on individual competency needs <u>each year thereafter</u>.

<i>Qualifications of Aides and Volunteers</i>	
Aides and Volunteers must meet at least one criteria from each category:	
Category 1	Category 2
<p style="text-align: center;"><u>Criteria:</u></p> <p>Shall be at least 16 years old.</p>	<p style="text-align: center;"><u>Criteria:</u></p> <p>Shall have:</p> <ul style="list-style-type: none"> • At least 30 clock hours per year of job-related continuing education in the <u>first year of employment</u> • And 24 clock hours per year of job-related continuing education based on individual competency needs <u>each year thereafter</u>.

Aides and volunteers shall not be counted in the child:staff ratio and shall work only under the continual supervision of qualified staff.

In hiring new employees, the director shall check the applicant’s references and verify past employment. A new employee is not considered permanent until the director assesses his/her mental and physical health, ability to work effectively with young children, and until the director verifies that the employee does not have a criminal background which would preclude his/her work with children.

Substitutes who work in the program on a regular basis shall receive the same screening that all other staff has received. They shall be given an orientation to the program and policies and receive ongoing training.

Former NECPA Standards, Teacher Qualifications
1998 Edition

c) Qualifications of Teacher/Lead Teachers for Centers Serving Children from Birth to 35 Months

<i>Qualifications of Lead Teachers for Centers Serving Children from Birth to 35 Months</i>		
Lead Teacher must meet at least one criteria from each category:		
Category 1	Category 2	Category 3
<p style="text-align: center;"><u>Criteria:</u></p> <p>Must have:</p> <ul style="list-style-type: none"> • A minimum of one year experience working in a child care program serving children 0-5 years. 	<p style="text-align: center;"><u>Criteria:</u></p> <p>Must have a Bachelor of Arts, Bachelor of Science, Bachelor of Education or Master of Education degree or higher in one of the following:</p> <ul style="list-style-type: none"> • Early Childhood Education • Child Development. <hr/> <p style="text-align: center;"><u>Criteria:</u></p> <p>Must have:</p> <ul style="list-style-type: none"> • An Associate Degree in one of the following: <ul style="list-style-type: none"> ◆ Early Childhood Education ◆ Child Development • And at least two years experience working with children of the age group(s) in care. <hr/> <p style="text-align: center;"><u>Criteria:</u></p> <p>Must have:</p> <ul style="list-style-type: none"> • A national competency-based credential such as the CCP (Certified Childcare Professional) or the CDA (Child Development Associate) or equivalent • And at least three years experience working with children of the age group(s) in care. 	<p style="text-align: center;"><u>Criteria:</u></p> <p>Shall have:</p> <ul style="list-style-type: none"> • At least 30 clock hours per year of job-related continuing education in the <u>first year of employment</u> • And 24 clock hours per year of job-related continuing education based on individual competency needs <u>each year thereafter</u>.

Every Center, regardless of setting, shall have at least one licensed/certified/credentialed lead teacher (or mentor teacher).

All teachers in charge of a group are licensed/certified/credentialed/qualified as lead teachers, teachers, or associate teachers, with education and supervised experience related to the care and development of infants and toddlers.

Teachers want to work with infants and toddlers an know what the job entails, for example, fostering interaction, diapering, bathing, feeding, holding, comforting, and responding.

d) Qualifications of Teacher/Lead Teachers for Centers Serving Children Between Three and Five Years

<i>Qualifications of Lead Teachers for Centers Serving Children Between Three and Five Years</i>		
Lead Teacher must meet at least one criteria from each category:		
Category 1	Category 2	Category 3
<p><u>Criteria:</u> Must have:</p> <ul style="list-style-type: none"> • A minimum of one year experience working in a child care program serving children 3-5 years. 	<p><u>Criteria:</u> Must have a Bachelor of Arts, Bachelor of Science, Bachelor of Education or Master of Education degree or higher in one of the following:</p> <ul style="list-style-type: none"> • Early Childhood Education • Child Development. <hr/> <p><u>Criteria:</u> Must have:</p> <ul style="list-style-type: none"> • An Associate Degree in one of the following: <ul style="list-style-type: none"> ◆ Early Childhood Education ◆ Child Development • And at least two years experience working with children of the age group(s) in care. <hr/> <p><u>Criteria:</u> Must have:</p> <ul style="list-style-type: none"> • A national competency-based credential such as the CCP (Certified Childcare Professional) or the CDA (Child Development Associate) or equivalent • And at least three years experience working with children of the age group(s) in care. 	<p><u>Criteria:</u> Shall have:</p> <ul style="list-style-type: none"> • At least 30 clock hours per year of job-related continuing education in the <u>first year of employment</u> • And 24 clock hours per year of job-related continuing education based on individual competency needs <u>each year thereafter</u>.

Every Center, regardless of setting, shall have at least one licensed/certified/credentialed lead teacher (or mentor teacher).

All teachers in charge of a group are licensed/certified/credentialed/qualified as lead teachers, teachers, or associate teachers, with education and supervised experience related to the care and development of infants and toddlers.

Teachers want to work with infants and toddlers an know what the job entails, for example, fostering interaction, diapering, bathing, feeding, holding, comforting, and responding.

e) Qualifications of Teaching and Teaching Assistant Staff

<i>Qualifications of Teaching and Teaching Assistant Staff</i>	
Teachers, Assistant Teachers and Associate Teachers must meet at least one criteria from each category:	
Category 1	Category 2
<p style="text-align: center;"><u>Criteria:</u></p> <p>Teachers, Assistant Teachers and Associate Teachers</p> <ul style="list-style-type: none"> • Must be at least 18 years old • And have at least a high school diploma or general education. 	<p style="text-align: center;"><u>Criteria:</u></p> <p>Shall have:</p> <ul style="list-style-type: none"> • At least 30 clock hours per year of job-related continuing education in the <u>first year of employment</u> • And 24 clock hours per year of job-related continuing education based on individual competency needs <u>each year thereafter</u>.

Teaching Assistant Staff is directly supervised by lead teachers or early childhood specialists and receives on-the-job training to provide a nurturing environment to meet the child’s out-of-home needs.

In hiring new employees, the director checks the applicant’s references and verifies past employment. A new employee is not considered permanent until the director assesses his/her mental and physical health, ability to work effectively with young children, and until the director verifies that the employee does not have a criminal background which would preclude his/her work with children.

Substitutes and volunteers who work in the program on a regular basis have received the same screening that all other staff have received. They are given an orientation to the program and policies and receive ongoing training.