


TEXAS WORKFORCE COMMISSION LETTER

ID/No: WD 23-06

Date: March 20, 2006

Keyword: Child Care

To: Local Workforce Development Board Executive Directors
Commission Executive Staff
Integrated Service Area Managers

From:  Luis M. Macias, Director, Workforce Development Division

Subject: **Tracking Child Care Providers Participating in the Texas Early Education Model**

PURPOSE:

To provide Local Workforce Development Boards (Boards) with:

- information regarding the new Texas Early Education Model (TEEM) indicator in the Child Care Service Delivery (CCSD) application; and
- guidance on accurately coding child care providers participating in TEEM in the CCSD application.

REFERENCE:

General Appropriations Act, as passed by the 79th Legislature, Regular Session, Article IX, Section 14.36

FLEXIBILITY RATINGS:

No Local Flexibility (NLF): This rating indicates that Boards must comply with the federal and state laws, rules, policies, and required procedures set forth in this WD Letter and have no local flexibility in determining whether and/or how to comply. Federal and state laws, rules, policies, and required procedures with a “No Local Flexibility” rating are indicated by the acronym, **NLF**, in the margin to the right of the applicable paragraph. Additionally, all information with a “No Local Flexibility” rating is indicated by “must” or “shall.”

Failure to comply with the federal and state laws, rules, policies, and required procedures with a “No Local Flexibility” rating may result in corrective action, up to and including sanction and penalty.

Local Flexibility (LF): This rating indicates that Boards have local flexibility in determining whether and/or how to implement guidance or recommended practices set forth in this WD Letter. All guidance or recommended practices with a “Local Flexibility” rating are indicated by the acronym, **LF**, located in the margin to the right of the applicable paragraph. Additionally, guidance or recommended practices with a “Local Flexibility” rating are indicated by “may” or “recommend.”

Boards are not subject to corrective action for failure to comply with guidance or recommended practices with a “Local Flexibility” rating.

BACKGROUND:

As directed by the 79th Texas Legislature, Regular Session, in Article IX, Section 14.36 of the General Appropriations Act, the Texas Workforce Commission (Commission) will make available up to \$50 million in the 2006–2007 biennium to child care providers participating in the State Center for Early Childhood Development integrated school readiness models, known as TEEM.

To assist the Commission in implementing this directive, the Commission is collecting data on providers participating in TEEM.

As a result, the following changes have been made to the *Provider Information* tab in the CCSD application (see Attachment 1):

- A new *TEEM Provider* checkbox has been added.
- Two fields have been added indicating the date the provider started participating in TEEM and, if applicable, the date the provider ended participation in TEEM.

PROCEDURES:

In order to accurately collect information for the 2006–2007 biennium, Boards with a TEEM site in their local workforce development area (workforce area) must indicate the following information in the CCSD application for providers participating in TEEM as of **September 1, 2005:**

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- Boards must identify whether a child care provider is participating in TEEM by using the new *TEEM Provider* checkbox.
- Boards must also enter the date the provider started participating in TEEM and, if applicable, the date the provider ended participation in TEEM.

Boards must enter TEEM information in the CCSD application no later than **April 21, 2006.**

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Boards must develop local procedures to ensure that information on TEEM providers is maintained accurately in the CCSD application. The procedures must include a verification process.

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Boards with a TEEM site in their workforce area may verify TEEM providers by contacting the TEEM lead agency in their workforce area. This will ensure that the CCSD application contains the most up-to-date list of TEEM providers and will encourage greater collaboration between the Boards and the TEEM project. See Attachment 2 for lead agency contact information.

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ACTIONS REQUIRED:

Boards must ensure that appropriate staff is apprised of and complies with the requirements in this WD Letter.

INQUIRIES:

Direct inquiries regarding this WD Letter to the assigned contract manager for your local workforce development area.

ATTACHMENTS:

Attachment 1: CCSD Provider Screen

Attachment 2: State Center for Early Childhood Development — TEEM School Readiness Project 2005–2007, Lead Agencies and Contacts

Rescissions: None	Expiration: Continuing
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