



"Promoting Excellence in Child

Sacramento County Local Child Care & Development Planning Council



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**The Capacity of Early Care and
Education Programs to Serve
Children with Special Needs:
*A Status Report for Sacramento County***

IMPLEMENTATION PLAN

.....
October 2004

Updated 07/2005

*"Healthy Children,
Strong Families,
Caring*



ACKNOWLEDGMENTS

This Implementation Plan benefited from the ideas, insights, experiences, and input of many people.

The Inclusion Committee of the Sacramento County Child Care Planning Council (LPC), wishes to thank the parents, providers and stakeholders who attended and participated in the Community Forums for their valuable input, insight and contributions to developing this Implementation Plan.

The plan was prepared by Marianna Giokas, Sacramento County Child Care and Development Planning Council Coordinator, and Marianne Knoy of Child Action, Inc.

A special thanks to the following individuals who participated in coordinating and facilitating the Community Forums:

- LPC Inclusion Committee members: Al Millan, Kathryn Skrabo, Patrick Murphy, Robin Ryan
- Peggy Tapping, Sacramento ENRICHES
- Jaci White, Director of Community Services, Child Action, Inc.
- Alicia Davis, Inclusion Specialist, Child Action, Inc.
- Mary Kragel, Program Supervisor-Quality Enhancement Unit, Child Action, Inc.

All questions about this report should be directed to:

Marianne Knoy
Sacramento County Local Child Care and Development Planning Council Coordinator
9961 Horn Road
Sacramento, CA 95827
Phone: 916-369-3344

SUMMARY

The Inclusion Committee of the Sacramento County Child Care Planning Council (LPC), developed the Implementation Plan based upon the feedback received from parents, providers and other stakeholders who attended the three community forums held in June 2004. It was at these forums that the report, *The Capacity of Early Care and Education Programs to Serve Children with Special Needs: A Status Report for Sacramento County*, was presented.

Out of the forums, a list of tasks was developed for the following categories:

- Increasing Access
- Improving Quality
- Ensuring Consistency/Quality of Care

With input from forum attendees, the tasks were prioritized and then submitted to the Inclusion Committee for further review and prioritization. In developing the Implementation Plan, the Inclusion Committee considered:

- Tasks currently being addressed through existing agencies and programs
- Tasks that could be developed utilizing existing agencies and programs
- Tasks requiring funding outside of existing resources.

Subsequently, this also determined the final priority of each task. Those items for which there is no current funding will remain as part of the Implementation Plan, but the actual implementation of those tasks will be dependent upon the acquisition of funding for those tasks.

The following pages illustrate the tasks of the Implementation Plan, the participating agencies, and timelines for each task. The nature of this project is such that this report will be under continuous review and timelines may be subject to change.

Sacramento County Local Child Care Development Planning Council

Inclusion Committee

Special Needs Assessment Implementation Plan

| CATEGORY | TOPIC | TASKS/SUB-TASKS | PARTIES RESPONSIBLE | TIMELINE | STATUS | IN DEVELOPMENT | COMMENTS |
|---|---|---|---------------------|--------------|-----------|----------------|----------|
| ENSURING CONSISTENCY/CONTINUITY OF CARE | 21. Encourage participation of providers in the IEP/IFSP process by providing information to both parties about the benefits of collaboration (score = 12) | 21.1 Develop resource sheet to be included in Inclusion Kit for parents and providers | Child Action, Inc. | January 2005 | Completed | | |
| ENSURING CONSISTENCY/CONTINUITY OF CARE | 24. Develop a plan that providers and parents could review and sign regarding the care of a child with special needs, when a child enrolls in a child care program (score = 10) | 24.1 Provide consultation in developing plan | QCCC | Ongoing | Completed | | |
| ENSURING CONSISTENCY/CONTINUITY OF CARE | 25. Provide information and trainings to providers on the following topics: how to work with the school district; policies regarding special education and serving children with special needs in child care and within the school district; how to communicate | 25.1 Develop/Include information in parent classes | Child Action, Inc. | Ongoing | Completed | | |

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| IMPROVING QUALITY | 14. Offer more Special Needs classes at the College level and embed inclusion examples in all ECE classes. Also, require ECE students to take a Special Education class as part of their major/certificate (score = 10) | 14.1 Develop summary report of what classes are currently available | LPC staff | June 2005 | | X | |
| IMPROVING QUALITY | 14. Offer more Special Needs classes at the College level and embed inclusion examples in all ECE classes. Also, require ECE students to take a Special Education class as part of their major/certificate (score = 10) | 14.2 Utilize report to outreach to colleges; offer to provide input and feedback and resource for information in developing classes | LPC - Inclusion Committee; Quality/CARES Committee | June 2005 | | X | |
| IMPROVING QUALITY | 18. Create mentoring/support groups for providers for them to share experiences/information/tips and receive emotional support (score = 12) | 18.1 Provide one-on-one mentoring and training to providers caring for children with special needs to address questions and concerns | Child Action, Inc., QCCC | Ongoing | Completed | | |
| IMPROVING QUALITY | 18. Create mentoring/support groups for providers for them to share experiences/information/tips and receive emotional support (score = 12) | 18.2 Build provider network for mentoring and support | QCCC; Child Action, Inc. | Ongoing | Completed | | |
| IMPROVING QUALITY | 19. Provide public recognition to providers with inclusive programs who have made a difference in the lives of children with special needs (score = 10) | 19.1 Add award category for provider of the year caring for children with special needs to the annual Child Care Coalition awards | Inclusion Committee with LPC; LPC staff | November 2004 | Completed | | |
| IMPROVING QUALITY | 20. Develop/distribute comprehensive resource books for parents and providers (score = 11) | 20.1 Identify books for distribution | QCCC | January 2005-June 2005 | Completed | | |
| IMPROVING QUALITY | 20. Develop/distribute comprehensive resource books for parents and providers (score = 11) | 20.2 Compile resources and copy onto cd (need to identify vendor for data transfer) | LPC staff | N/A | N/A | | Resources unavailable |
| IMPROVING QUALITY | 20. Develop/distribute comprehensive resource books for parents and providers (score = 11) | 20.3 Promote lending libraries at Child Action, Inc. and Warmline | Inclusion Committee, Child Action, Inc., Warmline | Ongoing | Ongoing | | |

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| INCREASING ACCESS | 1.0 Develop and disseminate messages on inclusion (score = 12) | 1.1 Research existing messages on inclusion | LPC staff; Inclusion Committee | October 2004 | Completed | | |
| INCREASING ACCESS | 1.0 Develop and disseminate messages on inclusion (score = 12) | 1.2 Review existing messages on inclusion and select a few to be used for the public education campaign | Inclusion Committee | November 2004- June 2005 | Completed | | |
| INCREASING ACCESS | 1.0 Develop and disseminate messages on inclusion (score = 12) | 1.3 Work with WarmLine to use the developed inclusion messages (and additional materials/messages including appropriate behavior)) to make presentations to children in child care programs | Inclusion Committee, Warmline, Mental Health agencies | November 2004- June 2005 | | X | |
| INCREASING ACCESS | 1.0 Develop and disseminate messages on inclusion (score = 12) | 1.4 Work with the School Readiness program and Head Start to make presentations on inclusion to parents | Inclusion Committee, LPC staff, School Readiness Coordinators, Head Start | November 2004- June 2005 | | X | |
| INCREASING ACCESS | 1.0 Develop and disseminate messages on inclusion (score = 12) | 1.5 Develop posters on Inclusion in Child Care, using the messages identified. Distribute through the Inclusion Kit (see below) | Inclusion Committee, Child Action, Inc. | December 2004 | Completed | | |
| INCREASING ACCESS | 1.0 Develop and disseminate messages on inclusion (score = 12) | 1.6 Identify existing resources to be included in an Inclusion Kit for providers (including the developed posters) | Inclusion Committee, LPC staff, Child Action, Inc. | November 2004- December 2004 | Completed | | |
| INCREASING ACCESS | 1.0 Develop and disseminate messages on inclusion (score = 12) | 1.7 Prepare Inclusion Kits and determine number to be produced based on available resources (potentially use SB1703 funds or ELOA funds) | Child Action, Inc. | January 2005 | Completed | | |
| INCREASING ACCESS | 1.0 Develop and disseminate messages on inclusion (score = 12) | 1.8 Distribute Inclusion Kits via Child Action, Inc. and the QCCC | Child Action, Inc. | January 2005-June 2005 | Completed | | |
| INCREASING ACCESS | 13.0 Provide financial incentives to providers to take special education classes/workshops (score = 11) | 13.1 Submit grant request to establish stipends to providers who care for special needs children and complete a series of workshops. | LPC, QCCC, Child Action, Inc. | July 2004 | Completed | | |
| INCREASING ACCESS | 13.0 Provide financial incentives to providers to take special education classes/workshops (score = 11) | 13.2 Develop special needs workshops for care providers | Child Action , Inc. | August 2004 | Grant Denied | | |
| INCREASING ACCESS | 13.0 Provide financial incentives to providers to take special education classes/workshops (score = 11) | 13.3 Announce stipend program (if grant approved) | Child Action ,Inc. | October 2004 - November 2004 | Grant Denied | | |
| INCREASING ACCESS | 13.0 Provide financial incentives to providers to take special education classes/workshops (score = 11) | 13.4 Determine award recipients utilizing CARES framework | Child Action, Inc. | March 2005 | Grant Denied | | |
| INCREASING ACCESS | 13.0 Provide financial incentives to providers to take special education classes/workshops (score = 11) | 13.5 Award stipends; announce award recipients via Child Action newsletter, Warmline newsletter, and websites | Child Action, Inc., Warmline, LPC Staff | April 2005 | Grant Denied | | |
| INCREASING ACCESS | 3.0 Centralize information for parents, so that they know where to go to obtain comprehensive resources (score = 12); 7.0 Publicize existing resources (e.g. Child Action, WarmLine) (score = 12) | 3.1.a; 7.1.a Develop strategies for centralizing and publicizing information | Inclusion Committee, Warmline, Child Action, Inc., First 5 | Ongoing | Completed | | |
| INCREASING ACCESS | 3.0 Centralize information for parents, so that they know where to go to obtain comprehensive resources (score = 12); 7.0 Publicize existing resources (e.g. Child Action, WarmLine) (score = 12) | 3.1.b; 7.1.b Expand Inclusion Notification Email list to link with other email lists | LPC staff | Ongoing | N/A | | |

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|--------------------------|---|--|---|--------------------------------|-----------|--|--|
| INCREASING ACCESS | 3.0 Centralize information for parents, so that they know where to go to obtain comprehensive resources (score = 12); 7.0 Publicize existing resources (e.g. Child Action, WarmLine) (score = 12) | 3.1; 7.1 Identify resource information and a place for "housing" the information | Inclusion Committee, Warmline, Child Action, Inc. | November 2004 | Completed | | |
| INCREASING ACCESS | 3.0 Centralize information for parents, so that they know where to go to obtain comprehensive resources (score = 12); 7.0 Publicize existing resources (e.g. Child Action, WarmLine) (score = 12) | 3.2; 7.2 Identify methods to publicize resource information locations | Inclusion Committee, Warmline, Child Action, Inc. | November 2004 | Completed | | |
| INCREASING ACCESS | 3.0 Centralize information for parents, so that they know where to go to obtain comprehensive resources (score = 12); 7.0 Publicize existing resources (e.g. Child Action, WarmLine) (score = 12) | 3.3; 7.3 Implement publication efforts | Inclusion Committee, Warmline, Child Action, Inc. | November 2004 - June 2005 | Completed | | |
| INCREASING ACCESS | 4.0 Provide training to parents about their rights and responsibilities to receive child care services, and on how to better advocate for their children (within the child care system) (score = 10) | 4.1 Expand training and information to parents regarding their rights and how to interact with child care providers, including Spanish speaking classes. | Warmline | Ongoing | N/A | | |
| INCREASING ACCESS | 6.0 Develop outreach materials with available resources for parents and distribute them through the First 5 kit or separate Inclusion Kit, the medical community, the home visiting coordinating council, churches, and community forums/events (score = 10) | 6.1 Determine items to include in Inclusion Kit | Inclusion Committee; QCCC | October 2004 - November 2004 | Completed | | |
| INCREASING ACCESS | 6.0 Develop outreach materials with available resources for parents and distribute them through the First 5 kit, the medical community, the home visiting coordinating council, churches, and community forums/events (score = 10) | 6.2 Develop flyer/brochure (perhaps revise Project Outreach "Warning Signs" brochure?) | Inclusion Committee; Warmline | January 2005-June 2005 | Completed | | |
| INCREASING ACCESS | 6.0 Develop outreach materials with available resources for parents and distribute them through the First 5 kit, the medical community, the home visiting coordinating council, churches, and community forums/events (score = 10) | 6.3 Design/obtain promotional materials (magnets, directory of resources, books, videos) | Inclusion Committee; Child Action, QCCC | January 2005-June 2005 | Completed | | |
| INCREASING ACCESS | 6.0 Develop outreach materials with available resources for parents and distribute them through the First 5 kit, the medical community, the home visiting coordinating council, churches, and community forums/events (score = 10) | 6.4 Distribute materials | Child Action; QCCC; Warmline | July - August 2005 | | | |
| INCREASING ACCESS | 8.0 Provide more information about providers through the R&R (score = 12) | 8.1 Identify providers who serve children with special needs and in what types of special needs they have experience. | Child Action, Inc., Warmline | September 2004 - November 2004 | Completed | | |
| INCREASING ACCESS | 8.0 Provide more information about providers through the R&R (score = 12) | 8.2 Have available for parents information on providers with experience in caring for special needs children | Child Action, Inc., Warmline | September 2004 - on-going | Completed | | |

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| INCREASING ACCESS | 9.0 Provide information to providers on each disability and what they need to know to serve children with certain types of disabilities (score = 10) | 9.1 Provide access to best practices flyers and resources | Child Action, Inc., QCCC, Warmline | Ongoing | Completed | | |
| INCREASING ACCESS | 9.0 Provide information to providers on each disability and what they need to know to serve children with certain types of disabilities (score = 10) | 9.2 Include information in Inclusion Kit | Child Action | November 2004 | Completed | | Specific information is compiled in resource library rather than in Inclusion Kits. |