

CONNECTICUT STATE DEPARTMENTS OF EDUCATION AND SOCIAL SERVICES
HARTFORD, CONNECTICUT

School Readiness General Policy

GP-09-09

(replaces SR-08-02)

- Priority School Readiness Districts
 Competitive School Readiness Municipalities

TO: Mayors, Superintendents, School Readiness Council Chairs/Co-Chairs and Liaisons

FROM: Harriet Feldlaufer, Chief
Department of Education
Bureau of Early Childhood Education

Peter Palermino, Program Manager
Department of Social Services
Bureau of Assistance Programs

SUBJECT: Early Childhood Professional Development Registry

The Early Childhood Professional Development Registry, managed by the current contractor, Connecticut Charts-A-Course (CCAC), provides early care and education staff with the ability to track professional development and generate reports useful for meeting State reporting requirements as well as planning individual and program professional development goals.

The State Department of Education (SDE) will be utilizing the Early Childhood Professional Development Registry database as a source for verification of School Readiness credentialed staff and for staff and program information pertaining to the annual Connecticut School Readiness Preschool Program Evaluation System (CSRPPES).

All staff working in School Readiness-funded sites will register with the Professional Development Registry upon employment in order to allow for database reports to be generated for the CSRPPES and RFP requirements, School Readiness Councils (SRCs) will ensure that:

- sub-grantee staff update their professional development information regularly;
- sub-grantee program directors will regularly monitor and adjust staffing patterns in accordance with GP-09-04; and
- School Readiness Liaisons will have “read-only” access to the Early Childhood Professional Development Registry to ensure accuracy of CSRPPES and RFP information.

Questions regarding Early Childhood Professional Development Registry processes and procedures should be directed to Claudia Sawyer or other Registry staff at (203) 287-3902.

It is the responsibility of the SRCs and the Liaisons to share this information with their sub-grantees and ensure that each program is in compliance with the nonsectarian guidelines in order for sub-grantees to receive funding as a School Readiness program.

Questions regarding this GENERAL POLICY should be directed to:

**Deb Adams and Gerri Rowell
School Readiness Program Managers
Bureau of Early Childhood Education
860-713-6573 and 860-713-6575**