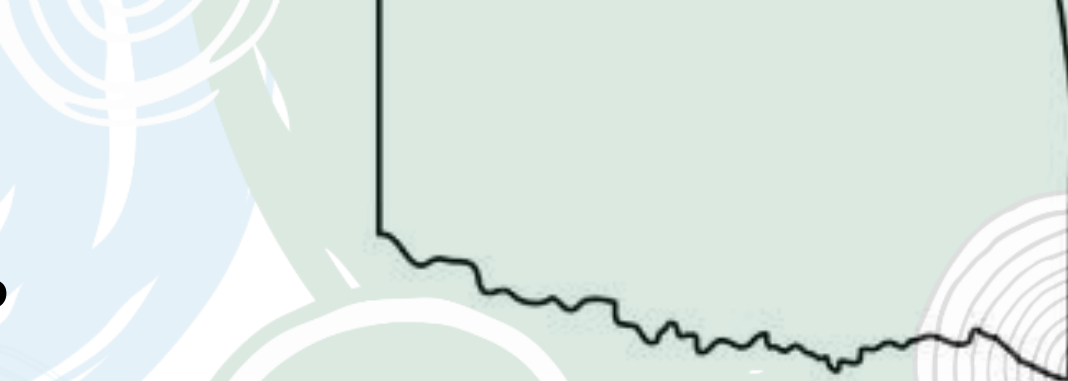




NHSA HS2EHS Conversion Webinar

May 25, 2022

Community Action Project of Tulsa County (CAP Tulsa)

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- OHS Grants
 - HS/EHS
 - EHS-CCP
 - Other programs and services, including Oklahoma Early Childhood Program (OECP)

Agency Overview

- 1,928 center-based & home-based slots
- 11 schools/locations
 - 144 classrooms
 - 3 school districts
- 630 staff agency-wide

HS/EHS Funded Enrollment

- Conversion Request for 2020-21 School Year
- Application Amendment

EHS/HS Funded Enrollment by Year			
School Year	HS	EHS	Total
2019-20	1,351	388	1,739
2020-21	1,265	428	1,693
2021-22	748	708	1,456

Before Approval

- Using proposed timeline
- Keeping in touch with Program Specialist
- Communicating with staff, Board, and PC along the way
- Cross-functional team

Timeline

Description of Work	June 2019	July 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	April 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	Sep 2020	Oct 2020
Discussions with Region 6 regarding Conversion	X	X	X	X	X	X	X	X	X	X	X						
Planning team review CNA, waitlist data, slot chart, conversion scenarios/budget.	X	X	X														
Approval of conversion scenario by Policy Council and Board			X														
Submit Conversion Amendment App in HSES				X													
Conversion Implementation Team meets to align needs for staffing, identifying spaces for program services, licensing needs, determining classroom supplies/load lists, professional development & credentialing, etc.							X	X	X	X	X	X	X	X	X		
Submit any additional documentation or revisions as requested								X									
If approved by Region 6, (estimated) notification to proceed with plans for Conversion									X	X							
HS classrooms to be converted will close at the end of SY19-20													X				
Notify ERSEA department to contact waitlist families.													X				
Notify purchasing to prepare for additional orders of classroom supplies and furnishings.													X				
Coordinate and update (as needed) existing service plans that include a schedule for screening and ongoing assessment, including T&TA													X				
Notify families of additional children selected for enrollment													X	X			
Ensure that all classrooms are state licensed and meet HSPPS requirements for infants and toddlers. Ensure outdoor play spaces are safe and developmentally appropriate for infants and toddlers. Prepare classrooms for occupancy: notify licensing offices and arrange for inspections; order and receive supplies and other goods necessary for classroom operation; upload supplies and assemble classrooms														X	X	X	
Converted EHS classrooms are open																	X

Implementation Prep

- Frequency of cross-functional team meetings
- Teams represented
- Approach for selecting classrooms to convert
 - Staffing vacancies drove some final decisions
 - Tenure of staff
 - Facility factors

- Other staffing considerations as a result of conversion
 - Revised number of children and families by school
 - Adjusted assignments for service areas
- Communication w/ Part C and LEA partners
 - Referrals to public schools
 - Referrals from SoonerStart

Moving Forward

- Notification
- Agency announcement
- Orders submitted
- Classroom configuration
- Physical moves
- Contact families



Questions?

