

ECS4Kids Enrichment Program 2026-2027



Program Name:

County:

Check one: SR & VPK Provider VPK Only Provider

Name/Title of Person completing form:

Most recent CLASS Score: SR VPK

Classroom Information: *Please list each classroom at your site. If more space is needed, please list classrooms and info on a separate sheet of paper and submit with application.*

Name of Classroom	Age Group	Requesting Coaching for this Classroom?	Priority for Classrooms requesting Coaching (Rank- High, Medium, Low need for coaching)

Coaching Structure

Cohort 1- Providers that receive a program assessment between July- November	Cohort 1 Coaching: July- December Approximately 1-3 days a week
Cohort 2- Providers that receive a program assessment between January- April	Cohort 2 Coaching: January- May Approximately 1-3 days a week

Enrichment Agreement

This Program is sponsored by the Early Learning Coalition of North Florida and the State of Florida.

1. If chosen for the Enrichment Program, the participating site agrees to attend a mandatory orientation session to review program goals and expectations. **Directors Initials:** _____
2. The program understands that the completion of this agreement does not guarantee acceptance in the Enrichment Program. Due to the number of providers in our 6-county service area and ECS4Kids staffing levels, we cannot guarantee every applicant will receive Enrichment coaching services. Applications will be reviewed, and sites chosen based on CLASS score, level of participation in the program in the past, staffing levels, etc. If your site is not chosen initially, you will be placed on a waiting list. **Directors Initials:** _____
3. The Enrichment Program will provide assessments as needed, and technical assistance to guide programs in increasing the level of quality for all children. The participating program agrees to work closely with their Education Specialist(s). The site Director agrees to meet with Specialist(s) for an in-person coaching session as well as a follow-up coaching conversation session, weekly. Director agrees to provide coverage for teachers when Specialist needs to provide one-on-one Technical Assistance with individual teachers either in-person or virtually. **Directors Initials:** _____
4. Coaching site agrees to provide Education Specialist(s) access to internet/Wi-Fi while onsite and access to any needed internet access and technology for teachers, in order to meet coaching goals or participate in online coaching, including Torsh coaching. (More information on Torsh availability will be provided by Education Specialists as applicable.) **Directors Initials:** _____
5. At least 1 Infant classroom and 1 Toddler classroom (as available) will participate in the LENA Grow initiative. The site will review all accompanying LENA documents, complete the LENA Agreement, and return it with this Enrichment Agreement. Once LENA kits have been requested, the site fully commits to the completion of the LENA program, including ensuring teaching staff remain assigned to the same classroom for the entire 5 week LENA coaching period. Data will be used to conduct coaching in the Infant/Toddler classroom(s). Sites will be responsible for uploading the data with an approved computer of their own and laundering the LENA Vests. (See LENA documents for more information.) **Directors Initials:** _____
6. Enrichment Providers are strongly encouraged to participate in the MarcoPolo initiative, if not already participating at the time of coaching. MarcoPolo aligns with CLASS strategies, Florida Learning Standards, as well as many curriculums. **Directors Initials:** _____
7. Participating Program agrees to share ECS4Kids information as requested with all parents at the program site in order to inform families of services offered. **Directors Initials:** _____
8. Coaching will be provided approximately 1-3 times weekly throughout the duration of the cohort. Length of coaching time and number of visits are dependent upon the number of coached classrooms at each specific site. The assigned Education Specialist(s) will communicate the schedule at the onset of coaching. **Directors Initials:** _____
9. In order to ensure our services are being utilized to the fullest and we are able to meet the needs for programs who are able to participate fully, ECS4Kids asks that there be no more

than 3 coaching cancellations within a rolling 6-month period for Directors and participating Teachers either virtually or in person. Providers reaching 3 cancellations during this period may be terminated from the program in order for Specialists to accommodate other sites interested in the Enrichment Program. **Directors Initials:** _____

10. At no time will ECS4Kids staff be considered a part of staff ratio while at the site. **Directors Initials:** _____
11. ECS4Kids Specialists may offer technical assistance on program management. The participating program will work toward meeting the goals that are set regarding program management. **Directors Initials:** _____
12. The participating provider agrees to return phone calls and emails from ECS4Kids in a timely manner to ensure Specialists are able to relay important information as needed. **Directors Initials:** _____
13. ECS4Kids staff will verify parent conferences were conducted. The participating program agrees to schedule at least one parent/teacher conference during the coaching cohort. Documentation for the Fall coaching cohort is due December 18, 2026. Documentation for the Spring coaching cohort is due May 15, 2027 (or by the end of the program year, whichever occurs first). **Directors Initials:** _____
14. Teachers/Directors will use the online myTeachstone resource as recommended. Education Specialists may assign videos and resources from myTeachstone to the Director and Teachers to support coaching goals. Reflection activities will also be assigned to help the Education Specialists gauge the level of understanding of concepts reviewed in the previously mentioned videos/resources. 75% of these reflections are required to be completed and will be tracked by assigned Education Specialist. Director agrees to provide time for teachers to complete assigned myTeachstone tasks. **Directors Initials:** _____
15. Program participants will advertise ECS4Kids Parent Trainings to the parents at their site and encourage parent participation. Parent Trainings will be open to parents throughout our service area. **Directors Initials:** _____
16. For Technical Assistance purposes, the Education Specialists will conduct an initial baseline assessment using the Classroom Assessment Scoring System (CLASS). The assessments will identify strengths and opportunities for growth and provide opportunities to increase quality and enhance care. The participating program agrees to work with the assistance of the specialists and other education staff to develop areas of focus and actively participate in assessments to measure progress to meet targeted goals. Progress will be updated by specialists with input from teachers and additional goals will be met by the participating provider throughout the year. **Directors Initials:** _____
17. In the event a program voluntarily chooses to discontinue its participation in the SR and/or VPK Program or if the program closes, the participating program agrees to return any materials furnished through this Program. **Directors Initials:** _____
18. The participating program agrees to serve as a volunteer mentor for other programs as needed and agrees to be an observation site, as needed. **Directors Initials:** _____
19. The Education Staff offering this Enrichment Program are highly dedicated and serve to be a source of support for your site. The participating program understands that coaching, training,

and TA do not guarantee a successful outcome regarding CLASS scores. There are many factors that may affect a site's score such as teacher turnover, participation levels, etc.

Directors Initials: _____

20. The participating program agrees to assist ECS4Kids with coordinating the completion of photo/video release forms for children and instructors, as applicable. Photographs and videos may be used periodically for educational and promotional purposes.

Directors Initials: _____

21. CEUs will be available to teachers who complete a minimum of 5 hours of coaching. In order to receive the CEU certificate, teachers must create an account in GoSignMeUp and complete a post-coaching survey by the due date given. Further details on this process will be provided by the assigned Education Specialist(s). **Directors Initials:** _____

22. Performance Incentive; Conditional Obligation: Upon successful completion of all required Enrichment/Coaching Program activities by the applicable program end date, and verification of such completion by ECS4Kids, a participating site may be eligible to earn a one-time year-end performance incentive. The amount of any performance incentive shall be determined by ECS4Kids based on available program funds remaining at the close of the fiscal year. The parties acknowledge and agree that, if sufficient funds are available, the obligation to pay the performance incentive is incurred upon verification of successful completion, even if payment is processed or issued after June 30. Payment of any performance incentive is contingent upon the availability of funds, compliance with all applicable program and funding requirements, and ECS4Kids approval, and is not guaranteed. If no applicable funds remain, no performance incentive shall be paid. ECS4Kids retains sole discretion regarding the determination, amount, and distribution of any performance incentive.

Directors Initials: _____

23. In the event of a dispute or disagreement concerning this agreement, the provider will first bring the issue to the attention of the Education Specialist for resolution. If resolution is not satisfactory to the provider, the issue will be addressed by the Manager of School Readiness Education (Blythe.Mauldin@ecs4kids.org or 904-726-1500 x 2230). If the participating provider still does not feel the issue has been resolved to their satisfaction, the provider agrees to document in writing the basis of disagreement in detail and submit it to the Executive Director of the ELC of North Florida, who will make the final decision on the matter.

Directors Initials: _____

I have read and I understand the above agreement with the Enrichment Program. If chosen to participate in this program, I agree that my site will receive training, assessments, and regular coaching for technical assistance purposes, and I agree to the terms set forth by this agreement.

Signature of Provider

Date

Signature of ECS4Kids Manger of SR Education

Date



Site Agreement

Welcome to LENA Grow!

We're excited to partner with you to change lives together.

Whether you are a child care center, school, or family child care home, you play a pivotal role in LENA Grow's success.

Our organization agrees to provide your site with the LENA Grow program, working collaboratively to ensure a smooth experience. This agreement outlines some of the most important ways a site can set up a classroom for success. Please review carefully and talk with your LENA Grow coach if you have any questions.

Site Commitments

Site leadership sets the tone for how LENA Grow will be embraced and embedded in your organization. Specifically, you will help:

- Foster enthusiasm
- Support teachers
- Engage families
- Collaborate with coaches

Getting Started

1. Identify a main contact to communicate with the **LENA Provider** and ensure on-site tasks are completed.
2. Work with the **LENA Provider** to decide which classrooms will participate, a target timeline for each one, and who will coach.
3. Provide coach with program information (including but not limited to): classroom names, teacher names/emails, and availability for coaching sessions.
4. Site leadership attends Orientation with teachers and supports them in the family consent collection process.
5. Provide coach with enrollment information for each classroom: child first names, last names, and dates of birth.
6. Receive and distribute LENA Room kits (one box per classroom) for use during the LENA Grow Sequence.

Preparing Technology

1. Provide a Windows computer and install LENA Hub software.
2. Designate on-site staff to complete the following weekly tasks:
 - Process and charge LENA devices (training will be provided). Return charged devices to classroom before next LENA Day.
 - Launder LENA vests and return to classroom before next LENA Day.
 - Print color copies of LENA reports (reports may be emailed by coaches in addition to printing).
 - Print (or share electronically) weekly family engagement resources for teachers to share with families.

During the Sequence

1. Follow Sequence Schedule agreed upon with **LENA Provider**. Ensure teacher Orientation, LENA Days, and coaching sessions occur as planned, and notify coach in the event a teacher is unavailable.
2. Ensure participating teachers have class coverage to attend the following sessions, ideally outside of the classroom (either in-person or virtually):
 - Teacher Orientation (1 hour)
 - Session 1 (1 hour)
 - Sessions 2-4 (30 minutes each)
 - Session 5 (1 hour)

Wrapping up

1. Return LENA classroom materials (other than the Teacher Guide and posters) at the end of the LENA Grow sequence. (Pre-paid shipping labels will be provided.)
2. Celebrate teachers' accomplishments!

Site Director
Signature/Date

Date

LENA Provider signature (ECS staff)

Date



For more information, contact:

303-441-9085 | info@lena.org | www.LENA.org

   @LENAEarlyTalk

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