



## Louisiana Advisory Council on Child Care and Early Education Recommendations from the Advisory Council

September 27, 2010

Ruth Johnson  
Secretary, DCFS  
627 N. Fourth Street  
Baton Rouge, LA 70801

**Officers:**

Patricia Crocker, Chair  
Child Care Association of LA  
Lois Jordan, Vice Chair  
The Prep Center  
Cindy Rushing, Secretary  
LA Early Childhood Association

**Council Members:**

Todd Battiste  
LA Association for the Education  
of Young Children  
Gilda Duplessis  
Gilda's Preschool Academy  
Rev. Tommy French  
Jefferson Baptist Church MDO  
Tiffany Hinton, MPH  
LA Partnership for Children  
& Families  
Brenda Leonpacher  
St. George's Nursery School  
Tonja Loria  
Nunez Community College  
Barbara Pickney  
LA Head Start Association  
Carrie Prochaska  
Parent Representative  
Mary Sciaraffa, Ph.D.  
University of Louisiana at Lafayette

**Ex-Officio Council Members:**

John Dupre  
LA Department of Education, Adult &  
Child Food Program  
Capt. Leland Falcon  
LA State Police  
Carey Foy  
LA Workforce Commission  
Steve Gogreve  
LA Office of State Fire Marshall  
Rhenda Hodnett  
LA Office of Community Services,  
Prevention and Protection Services  
Gail Kelso  
LA Department of Social Services,  
Division of Child Care and Early  
Childhood Education  
Dr. Mary Louise Jones  
LA Department of Education, Pre-K  
Al Mancuso  
LA Department of Health & Hospitals  
Vacant  
LA Department of Social Services,  
Office of Emergency Preparedness

Dear Ms. Johnson,  
The Advisory Council would like to submit to you two recommendations as approved at their September 10, 2010 meeting. We ask that you please review the recommendations.

The first recommendation is simply one of procedures. We would like to have this established so that we could do our job well and in an informed manner should we need to obtain information from the child care centers.

**Recommendation 1:**

The Communications Committee recommends that the following procedure be used to obtain information or opinions from the child care centers/industry when it has been determined that additional input is desired:

- A set of survey questions will be created using an ad hoc committee for the particular topic.
- The questions will be reviewed by the officers of the Advisory Council and the Communications Committee.
- Recommended changes will be made to the questions.
- The questions will be put into an online survey mechanism and a link generated to access the survey.
- The survey link will be sent to the DCFS designee (Trey Williams) and be sent to all child care centers in the email database.
- Survey links will also be sent to the list of associations represented on the Advisory Council and they will be asked to send it to their members for participation/input.
- Information gathered will be brought to the Advisory Council for review and a copy provided to DCFS for their use.

The second recommendation is a request. We would like to have a page on the DCFS website that has the Advisory Council information, links for Child Care Centers and Child Care associations/professional groups.

**Recommendation 2:**

The Communications Committee recommends that DCFS provide a



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single page on their website that is dedicated to the Advisory Council. It will be an information page with links. The suggested content would include:

- The purpose and responsibilities of the Advisory Council
- A list of the members and their affiliation (no method of contact)
- A "submit button" for questions directed to the Advisory Council – the information request/question submitted would be forwarded via email to Gail Kelso, Trey Williams and Susan Delle Shaffette
  - Susan Delle Shaffette would compile a list of information requests/questions for the Advisory Council members to review. They would determine if any were to be discussed by the Advisory Council or if they were not going to review further as the matter was a Department issue, etc.
  - If the Advisory Council determined they wanted to offer an opinion or recommendation, they would seek information from the child care centers via a their survey process with a link posted on the page
- Periodic surveys for additional input to the Advisory Council – refer to survey process in recommendation #1
- A list with links to the various child care associations represented – and have a designated email/method of contact identified by each association listed on the page
- Listing of Advisory Council future meeting dates

It is our hope that you will approve the recommendations. Please do not hesitate to contact me if you have any questions or concerns.

Sincerely,

Pat Crocker  
 Advisory Council Chair  
 225-505-6265