



The Delaware First Qualifications Changes

Presented by: Carmen Gallagher &
Marcie Shahan



Introduction

- ◇ Let us introduce ourselves and our roles at Delaware Department of Education.
 - Carmen Gallagher, Program Manager for Delaware First
 - Marcie Shahan, Support Person for Delaware First
 - ◇ Preferred contact method email – marcie.shahan@doe.k12.de.us
 - ◇ Phone – Delaware First 302-735-4236
- ◇ What is your role?



Background on Qualifications

- ◇ Delaware Department of Education is responsible for:
 - Managing Delaware First
 - Managing the Early Childhood Professional Development through the Delaware Institute for Excellence in Early Childhood
 - Delaware Stars
- ◇ Qualifications have been a part of licensing since 2007

Applicant Process for Qualifications

How do I apply?

- ◇ Once an individual believes that he/she is fully qualified for a position, a person should then take the following steps.
 - Complete the appropriate application, selecting the position for which you are seeking to be qualified.
 - Collect your official sealed transcripts (in envelope from the college unopened), copy of diplomas and training certificates to document training and education to meet the specific qualifications.
 - Make copy of your driver's license or state issued photo ID (used for photo ID & date of birth verification).
 - Collect signed copies of verification of experience forms to verify past & current employment (form must be completely filled out).
 - Carefully review all documents and mail the forms and all documents to:

Faxes & scans
will not be
accepted

Delaware Department of Education
ATTN: Delaware First
Townsend Building
401 Federal Street, Suite #2
Dover, DE 19901

SS#'s must be
on all
applications

Incomplete Applications

- ◇ Applications will not be processed if they are missing information or are incomplete. Please check for the following items before sending:
 - Signed Application
 - All items are filled out completely on the verification of experience form
 - All transcripts are official (in a sealed envelope un-opened)
 - Driver's license or photo ID
- ◇ Incomplete applications or those missing documentation will be held for 60 days. A missing information letter will go to the address listed on the application within a week of application receipt. If we do not receive a response or the missing information requested then the entire application packet will be returned after the 60 days.

Process for Qualification Review

After submission:

- ◇ Preliminary screening of applications
 - Missing information letter issued if necessary
- ◇ Review of documentation – 1st Level Review
- ◇ Certification determination – 2nd Final Review
- ◇ Entry of decisions into DPEC
- ◇ Issuance of certificate & appropriate letters
- ◇ Entire processing time takes 6-8 weeks



Basis for Determinations

Process for determination:

- ◇ Age
- ◇ Education
- ◇ Experience



Early Childhood Administrator

◇ Age

- Must be at least twenty-one (21) years of age

◇ Experience

- Minimum of eighteen (18) months experience working with children ages birth through second grade in a group setting.

◇ Education

- Associate or Bachelor's degree from a regionally accredited college or university with 15 total credits in early childhood with 3 credits in each of the following areas:
 - ◇ Child development/learning
 - ◇ Environment/curriculum
 - ◇ Social-emotional development
 - ◇ Observation/assessment
 - ◇ One 3 credit course in a early childhood elective.



Early Childhood Curriculum Coordinator

- ◇ Option A – H.S. with 15 college credits
- ◇ Age
 - Must be at least twenty (20) years of age
- ◇ Education
 - High school diploma or its equivalent AND fifteen (15) college credits in child development or early childhood education including 6 credits in early childhood curriculum development and planning.
- ◇ Experience
 - Twenty-four (24) months working full-time with children birth through second grade in a group setting.

Early Childhood Curriculum Coordinator

- ◇ Option B – Related Bachelor’s or Associates Degree with 15 college credits
- ◇ Age
 - Must be at least twenty (20) years of age
- ◇ Education
 - Bachelor’s or Associate’s degree in early childhood education, child development, elementary education or elementary special education AND fifteen (15) college credits in child development or early childhood education including 6 credits in early childhood curriculum development and planning.
- ◇ Experience
 - Three (3) months supervised student teaching in birth through second grade AND (3) months of experience working with children birth through second grade in a group setting for Associate’s Degree
 - Three (3) months supervised student teaching in birth through second grade for Bachelor’s Degree
 - OR six (6) months of full-time experience working with children birth through second grade in a group setting.



Early Childhood Curriculum Coordinator

- ◇ Option C – Bachelor’s or Associate’s Degree in any other field/major AND with 15 college credits
- ◇ Age
 - Must be at least twenty (20) years of age
- ◇ Education
 - Associate’s degree in any other area of study/major AND fifteen (15) college credits in child development or early childhood education including 6 credits in early childhood curriculum development and planning.
- ◇ Experience
 - Twelve (12) months of full-time experience working with children birth through second grade in a group setting with an Associate’s Degree.



Early Childhood Teacher

- ◇ Options A, B, C, D & E
- ◇ Age
 - Must be at least eighteen (18) years of age
- ◇ Education
 - High school diploma or its equivalent recognized by the Delaware Department of Education AND one of the following:
 - ◇ TECE 1 & 2
 - ◇ A valid CDA
 - ◇ Delaware Department of Labor's Early Childhood Apprenticeship Program
 - ◇ A vocational/technical high school three year early childhood program.
 - ◇ The Montessori Infant and Toddler Full/Associate Credential OR Montessori Early Childhood Full/Associate Credential Experience.
- ◇ Experience
 - Twelve (12) months of full-time experience working with children birth through second grade in a group setting.



Early Childhood Teacher

- ◇ Option F
- ◇ Age
 - Must be at least eighteen (18) years of age
- ◇ Education
 - Nine (9) college credits from a regionally accredited college or university of which three (3) must be in early childhood education, child development, and positive behavior management.
- ◇ Experience
 - Twelve (12) months of full-time experience working with children birth through second grade in a group setting.

Early Childhood Teacher

- ◇ Option G
- ◇ Age
 - Must be at least eighteen (18) years of age
- ◇ Education
 - Successful completion of a one year early childhood diploma program from a two year college.
- ◇ Experience
 - Twelve (12) months of full-time experience working with children birth through second grade in a group setting.



Early Childhood Teacher

- ◇ Option H – Bachelor’s or Associate’s Degree in a related field
- ◇ Age
 - Must be at least eighteen (18) years of age.
- ◇ Education
 - Bachelor’s degree or Associate’s degree in early childhood education, child development, elementary education, elementary special education, or child psychology with six (6) credits in child development or early childhood education.
- ◇ Experience
 - Three (3) months of supervised student teaching birth through second grade OR six (6) months of experience working with children birth through second grade in a group setting.

Early Childhood Teacher

- ◇ Option I – Bachelor’s Or Associate’s Degree in Any Area/Major of Study
- ◇ Age
 - Must be at least eighteen (18) years of age
- ◇ Education
 - Bachelor’s degree or Associate degree in any area of study/major with six (6) credits in child development or early childhood education.
- ◇ Experience
 - Six (6) months of experience working with children birth through second grade in a group setting.



Early Childhood Assistant Teacher

◇ Age

- Must be at least eighteen (18) years of age.

◇ Education

- ◇ High school diploma or its equivalent recognized by the Delaware Department of Education and one of the following:
 - ◇ TECE 1
 - ◇ Successful completion of a traditional High School Early Childhood Career Pathway.
- OR Six (6) college credits from a regionally accredited college or university with three in early childhood education and three credits in child development.

◇ Experience

- Minimum of six (6) months experience working with children birth through second grade in a group setting.



Early Childhood Intern

◇ Option A

◇ Age

- Must be at least sixteen (16) years of age.

◇ Education

- Successful completion of at least three (3) college credits from a regionally accredited college or university in either child development or early childhood education.
- **OR** successful completion of at least 15 clock hours of quality assured training in early care and education.

◇ Experience

- None Required



Early Childhood Intern

- ◇ Option B
- ◇ Age
 - Must be at least fifteen (15) years of age
- ◇ Education
 - Currently attending a vocational or technical high school's three-year program in early childhood education or a traditional high school's career pathway program in early childhood with verification of enrollment.
- ◇ Experience
 - None Required



School Age Administrator

◇ Age

- Must be at least twenty-one (21) years of age

◇ Education

- At least a bachelor's degree or associate's degree from a regionally accredited college or university with 15 school-age College credits with 3 from each of the following areas:
 - Child development/learning
 - Environment/curriculum
 - Social-emotional development
 - Observation/assessment
 - One three-credit course in a school-age elective

◇ Experience

- Eighteen (18) months of experience working with children kindergarten through sixth grade in a group setting.



School-Age Site Coordinator

◇ Age

- Must be at least twenty (20) years of age

◇ Education

- Twelve (12) college credits from a regionally accredited institution in recreation, elementary education, school-age care, or school-age administration.

◇ Experience

- One (1) year of full time experience working with children kindergarten through sixth grade in a group setting.



School-Age Site Assistant

- ◇ Option A – College Credits
- ◇ Age
 - Must be at least eighteen (18) years of age.
- ◇ Education
 - Three (3) college credits in recreation, elementary education, school-age care, or school-age administration.
- ◇ Experience
 - Nine (9) months part time experience for one school year from September to June providing education/care to children in kindergarten through sixth grade in a group setting.
 - or 3 months full time employment for one summer from June to August providing education/care to children in kindergarten through sixth grade in a group setting.



School-Age Site Assistant

- ◇ Option B
- ◇ Age
 - Must be at least eighteen (18) years of age.
- ◇ Education
 - High school diploma or its equivalent recognized by Delaware Department of Education has to be provided AND
 - ◇ 45 Clock hours of quality assured training related to the needs of the school-age children served.
- ◇ Experience
 - Nine (9) months part time experience for one school year from September to June providing education/care to children in kindergarten through sixth grade in a group setting.
 - or 3 months full time employment for one summer from June to August providing education/care to children in kindergarten through sixth grade in a group setting.



School-Age Site Assistant

◇ Option C

◇ Age

- Must be at least eighteen (18) years of age.

◇ Education

- High school diploma or its equivalent recognized by Delaware Department of Education has to be provided.
 - ◇ AND fifteen (15) Clock hours of quality assured training in school-age care.

◇ Experience

- Part time employment for two (2) school years September-June (18 months) of experience providing education/care to children in kindergarten through sixth grade in a group setting .
- OR full time employment for one (1) school year (9 months) of experience providing education/care to children in kindergarten through sixth grade in a group setting.
- **OR** Two (2) summer sessions June-August of full time employment providing education/care to children kindergarten through sixth grade in a group setting.



School Age Intern

- ◇ Option A
- ◇ Age
 - Must be at least sixteen (16) years of age
- ◇ Education
 - Successful completion of at least three (3) college or university credits in recreation, elementary education, school-age care, or school-age administration
 - **OR** successful completion of at least 15 clock hours of quality assured training in school-age care completed within 12 months of employment.
- ◇ Experience
 - None Required



School Age Intern

- ◇ Option B
- ◇ Age
 - Must be at least fifteen (15) years of age
- ◇ Education
 - Currently attending a vocational or technical high school's three-year program in early childhood education or a traditional high school's career pathway program in early childhood with verification of enrollment.
- ◇ Experience
 - None Required

Regionally Accredited College or University

- ◇ How do I know if the college or university is regionally accredited?
 - Go to the following website to find out which agency issues the college or university's accreditation:
<http://ope.ed.gov/accreditation/search.aspx>
 - Then compare to see if it's one of the accepted regional accrediting agencies:
 - ◇ Accrediting Commission for Community and Junior Colleges Western Association of Schools and Colleges
 - ◇ Higher Learning Commission
 - ◇ Middle States Commission on Higher Education
 - ◇ New England Association of Schools and Colleges Commission on Institutions of Higher Education
 - ◇ Southern Association of Colleges and Schools Commission on Colleges
 - ◇ WASC Senior College and University Commission

Regional Accreditation

- ◇ What if I'm currently enrolled in a college or university that not regionally accredited?
 - As long as you have been active in the program within the last year (cannot have more than 12 months of inactivity) you will have 2 years to complete your current program (June 30, 2017).
 - Any other questions on the new regional accreditation requirements?

Important/Helpful Links

- ◇ Delaware First - Qualification Forms/Accepted Classes/Procedures
 - www.doe.k12.de.us/delawarefirst

- ◇ Delaware Care Courses - For Administration, Infant/Toddler & School-Age Specialty Trainings only 15 hours required as of July 1, 2015
 - http://www.carecourses.com/PublicPages/States_Delaware.aspx

- ◇ DE Inst. for Excellence in Early Childhood – Quality Assured Training (Intro to Center Based Early Care & Education & Moving Youth Ahead Intro to School-Aged Care)
 - <http://www.dieec.udel.edu/>

- ◇ Online CDA 1 & 2 – Approved Online Equivalent to TECE 1 & 2
 - <http://www.smarthorizons.org/naccrra/diec/>

- ◇ Career Advisement
 - <http://www.daeyc.org/career-advisement/>



Questions

Any Questions

