

Special Session: November 9, 2023



Joint Initiatives
FOR YOUTH + FAMILIES

Today's Agenda

- Welcome and Introductions
- Walk in procedures
- Handling of waitlists and unmatched children
- New applications
- Children with IEPs
- 3-Year-Olds
- Questions

Review

Walk-in Enrollment Process

The last matching round for program year 2023-24 is on
Monday, November 6

After that - all new enrollments will follow the walk-in enrollment process

- Provider supports the family who walked in to complete Universal Preschool application
- Provider informs LCO of placement
- LCO “Accepts” match on behalf of the family
- LCO notifies provider
- Provider completes the enrollment form



Handling of Waitlists

- Build and manage your own waitlists for the remainder of the 2023-24 year
- Proposing that JI send you any children who are on your waitlist and who are unmatched in the UPK system for whom you are their first choice
- Review
 - What is the minimum information that you need to be able to contact those families?
 - Other suggestions for building waitlists or handling of unmatched children?
 - If a provider wants additional seats added to a program, contact JI to do that.

New applications

- Requested that state create a report with new applications
- If the application is not a result of a walk in, JI will contact the family's first choice to see if there is a seat and will continue down the list of providers until the child is placed, if possible
- If no seat is available, JI will work with the family to identify a provider where a seat might be available
- If there is still no seat available, JI will seek permission from the family to have the child placed on a waitlist and will contact the provider to do that

Children with IEPs

- Placement for children with IEPs must go to the School District or Administrative Unit, who will work with Angela Delin at the state to place the child (angela.delin@state.co.us)
- School District/AU may contact JI to add an IEP into the child's application but placement must be done in conjunction with Angela Delin
- Family's may decline services if they need a program that is different than what the school district offers
- Non-school district providers can decline to serve a child with an IEP if they do not feel that they can meet the child's needs. Contact JI to discuss and then handle that in the child's application.

3-Year-Olds (2 years before Kindergarten)

- Children who are two years out from kindergarten (3-year-olds according to the school cut off date) can only be served by their home school district through UPK
- Any new applications for 3-year-olds will only go to the home school district and no where else
- School districts can notify JI as to how they would like us to handle these applications (i.e. withdraw immediately as the SD doesn't serve 3-year-olds, send to district to place and/or build a SD, etc.)

Contacts for placements/questions

- School districts and CPCD should contact Noreen at nslt@mac.com via email for placements and adjustments to waitlists, etc.
 - All other providers should send requests to upk@jointinitiatives.org via email.
- Review
- Email allows all parties to track the requested actions. JI will acknowledge via return email when the action is completed.

Provider Roundtables

JI is holding virtual provider roundtables monthly to communicate CDEC information and to seek feedback or provide more in-depth information on certain topics.

November/December roundtable will be on November 29th as follows:

- 11:00 AM School Districts
- 1:00 PM Centers
- 6:00 PM Family Child Care Teachers

Registration is on the JI/UPK page at www.jointinitiatives.org/upk. Topic will be feedback on successes/challenges in the 2023-24 UPK year.

Question + Answers

