



CHILD CARE ALLIANCE OF LOS ANGELES
 QUALITY START LOS ANGELES AGREEMENT
 JULY 1, 2021 THROUGH JUNE 30, 2022



This California State Preschool Program (CSPP) Quality Start Los Angeles (QSLA) Agreement (“Agreement”) is entered into effective as of the date of final signatures set forth below by and between Child Care Alliance of Los Angeles and the Azusa Unified School District, operating a licensed California State Preschool Program under the name;

<u>Charles E. Lee Elementary School</u>	(“Grantee”) located at	<u>550 N Cerritos Avenue , Azusa, CA 91702</u>
<u>Dalton Elementary School</u>	(“Grantee”) located at	<u>500 E 10th Street , Azusa, CA 91702</u>
<u>Clifford Murray Elementary School</u>	(“Grantee”) located at	<u>505 East Renwick Road, Azusa, CA 91702</u>
<u>W.R. Powell Elementary School</u>	(“Grantee”) located at	<u>1035 E Mauna Loa Avenue, Azusa, CA 91702</u>
<u>Magnolia Elementary School</u>	(“Grantee”) located at	<u>945 E Nearfield Street, Azusa, CA 91702</u>
<u>Paramount Elementary School</u>	(“Grantee”) located at	<u>409 W Paramount Street, Azusa, CA 91702</u>
<u>Valleydale Elementary School</u>	(“Grantee”) located at	<u>5525 N Lark Ellen Avenue, Azusa, CA 91702</u>
<u>Longfellow School</u>	(“Grantee”) located at	<u>245 W 10th Street, Azusa, CA 91702</u>
_____	(“Grantee”) located at	_____
_____	(“Grantee”) located at	_____
_____	(“Grantee”) located at	_____
_____	(“Grantee”) located at	_____
_____	(“Grantee”) located at	_____
_____	(“Grantee”) located at	_____

and **Child Care Alliance of Los Angeles** (CCALA), a California non-profit public benefit corporation, with its principal place of business at 815 Colorado Blvd, 4th Floor, Los Angeles, CA 90041 (each individually a “Party”, and collectively the “Parties”).

RECITALS

WHEREAS, The Los Angeles County Office of Education (“LACOE”) was awarded funding by the California Department of Education (“CDE”) for the QSLA Agreement (“Agreement”) to improve the quality of State Preschool programs in LA County and will administer a portion of the grant through CCALA and its subcontractors;

WHEREAS, LACOE will be responsible for bringing State Preschool providers into the program through an application process, providing quality assessments to these programs and assigning tier ratings;

WHEREAS, CCALA and its subcontractors will provide technical assistance, coaching, and incentives to these programs to improve the overall quality of preschool as measured by certain quality elements (“QR Tier”). CCALA subcontractor may include CCALA member agencies also known as the local Resource & Referral agency; and

WHEREAS, Grantee wishes to participate in the Grant and receive preschool quality improvement coaching, technical assistance and incentives (“Benefits”) (as outlined in the attached **Exhibit B**) in order to improve or maintain its QR Tier position on the Quality Continuum Framework – Hybrid Rating Matrix (attached as **Exhibit A**).

NOW THEREFORE, in consideration of the foregoing, and the mutual covenants and agreements hereinafter contained, the Parties agree as follows:



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1. TERM AND TERMINATION

1.1 Term. This Agreement and all Exhibits attached shall commence on the Effective Date and shall end on June 30, 2022. Either party may terminate this Agreement for any reason with written notice, effective upon receipt of written notice by the other Party.

1.2 Compliance with Agreement. Upon the Effective Date, Grantee will be eligible to receive the Benefits. In order to receive Benefits, Grantee must at all times be in compliance with the terms of this Agreement, including the Benefits Eligibility Requirements listed on the attached **Exhibit C**. CCALA may suspend or terminate this Agreement at any time for non-compliance with this Agreement, or any other event which CCALA deems reasonable for suspension or termination. Notice of suspension or termination will be delivered in writing.

1.3 Reduction of Benefits. Grantee acknowledges that CCALA's performance under this Agreement is wholly reliant on CCALA's receipt of funding from LACOE. CCALA may reduce Benefits to Grantee for any reason including, but not limited to, CCALA's loss or reduction of funding from LACOE. CCALA will provide written notice to Grantee of any changes or reductions in Benefits to Grantee. Any changes to the Benefits will supersede and replace any previous Benefits described in previous amendments to this Agreement.

1.4 Termination of Agreement. Grantee shall notify CCALA in writing if Grantee no longer participates in the California State Preschool Program, for any reason, within fourteen (14) days of that determination. CCALA may suspend or terminate this Agreement if Grantee no longer participates in the State Preschool Program.

1.5 Licensing Non-Compliance. All participating QSLA Sites' licenses must be current and in good standing. If Grantee receives a non-compliance conference, an administrative action taken or in the process of being taken (including denied application, denied exemption, temporary suspension order, expedited revocation action, revocation action, or exclusion action that is being initiated, in process or already taken), or a probationary license, the program may be immediately terminated from the program.

2. PROGRAM PAYMENTS AND BENEFITS

2.1 Program Benefits. During the term of this Agreement, Grantee shall receive Program Benefits as provided in **Exhibit B** and in accordance with the terms and conditions of this Agreement. Disbursement of funds will be in accordance with the attached **Exhibit I**.

2.2 Payment Grants. Grantee is eligible to receive funds termed "Quality Improvement Grants", if they have attained a tier position of 1,2, or 3, or "Quality Achievement Awards" if they have attained a tier position of 4 or 5 on the Quality Continuum Framework – Hybrid Rating Matrix. Payments will be made in accordance with the Benefits and disbursed in accordance with the Payment Schedule outlined in the attached **Exhibit D**.

2.3 Account Funding. Grantee must establish and report payments made pursuant to this Agreement from an account called the "QRIS Block Grant Fund Account." This account is to be separate from any other



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current or previous accounts established to receive funds from any other grant from CCALA (if any) in order to receive funds under this Agreement.

3. REPORTS AND REPORTING REQUIREMENTS

3.1 Reports. Grantee must submit all reports as required by the Reporting Schedule (attached as **Exhibit E**), as applicable to Grantee based on the specific QR Tier for each of the QSLA Sites.

3.2 Proof of Transactions. In addition to the reporting requirements contained in this Agreement, CCALA may periodically request proof of a transaction to evaluate the appropriateness of costs to the Agreement pursuant to State guidelines (including cost allocation guidelines). This information, if requested, must be provided within thirty (30) calendar days of such request.

3.3 Document Requests. Grantee agrees to submit to CCALA and/or other QSLA Consortium partners (including the Los Angeles County Office of Education, the CA ECE Workforce Registry or UCLA) any and all information and documents needed to comply with the Program, including data specifically identified by the Quality Continuum Framework Data Collection Fields (attached as **Exhibit H**) and any documents requested for the purposes of QSLA rating and assessment

3.4 Reporting Licensing Violations. Grantee must submit to CCALA copies of any Community Care Licensing Division Facility Evaluation Reports or Complaint Investigation Reports within fourteen (14) days of receiving any licensing violations. Grantee must submit a Letter of Deficiency Citations Cleared for any violations received or discovered during a licensing compliance review.

4. BUDGET AND EXPENDITURE GUIDELINES

4.1 Allowable Expenditures. All expenditures of funds disbursed pursuant to this Agreement must meet the Expenditure Guidelines attached as **Exhibit F**. Funds are to be used for quality improvement purposes at the specific QSLA Sites. Expenses incurred by Grantee after suspension or termination of the Agreement are not allowable, unless expressly authorized in the notice of suspension or termination. Types of expenses incurred after suspension or termination which may be authorized by CCALA include, but are not limited to, expenses resulting from obligations which:

- (1) were properly incurred by Grantee before the effective date of the suspension or termination, but were not incurred in anticipation of it, and in the case of termination, are non-cancellable; or
- (2) would be allowable if the Agreement expired normally at the end of the funding period in which the suspension or termination takes place.

4.2 Expenditure Verification. Expenditures must be made within one hundred and twenty (120) days of the distribution of funds. Within thirty (30) days of request, Grantee will provide sufficient information to allow CCALA to determine if expenditures were made in accordance with the Expenditure Guidelines. Grantee will provide sufficient information about expenditures in the form of itemized receipts and/or paid invoices.

4.3 Return of Funds. CCALA may request, and the Grantee shall remit within thirty (30) days, any unallowable expenditures not made in accordance with Expenditure Guidelines.

5. BOOKS AND RECORDS



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5.1 Maintaining Records. Grantee shall maintain books, records and documents directly pertinent to performance under this Agreement in a form similar to that provided as the attached **Exhibit G** and in accordance with generally accepted accounting principles. During the Term and for five years after completion of the term, CCALA, the State and their authorized representatives shall have access to such records for audit processes. In the event any work is subcontracted, Grantee shall similarly require each subcontractor to maintain and allow access for audit purposes.

5.2 Effect of Litigation. If any litigation, claim, or audit is started before the expiration of the records retention period established above, Grantee will retain the records until all litigation, claims and/or audit findings involving the records have been resolved and final action taken.

6. INDEMNIFICATION and INSURANCE

6.1 Indemnification. Grantee agrees to indemnify and hold harmless CCALA and its officers, agents and employees from any and all contractors, subcontractors, laborers, employees, independent contractors, agents, or other persons, firms or corporations furnishing or supplying work, services, materials or supplies in connection with the performance of this Agreement and from any and all claims and losses occurring or resulting to any person, firm or corporation that may be injured or damaged by Grantee in the Grantee's performance of this Agreement. CCALA agrees to indemnify and hold harmless Grantee and its officers, agents and employees from any and all contractors, subcontractors, laborers, employees, independent contractors, agents, or other persons, firms or corporations furnishing or supplying work, services, materials or supplies in connection with the performance of this Agreement and from any and all claims and losses occurring or resulting to any person, firm or corporation that may be injured or damaged by CCALA in CCALA's performance of this Agreement.

6.2 Insurance. Grantee will carry liability insurance in accordance with California standards. The Grantee will also maintain adequate automobile liability insurance for the operation of any motor vehicle used to provide any form of transportation service related to the services of this Agreement. In the event the Grantee fails to carry such insurance, Grantee shall indemnify and hold harmless CCALA, its agents and employees from and against any damages, claims, and expenses arising out of, or resulting from, work conducted by Grantee and its agents or employees. CCALA will carry liability insurance in accordance with California standards. In the event CCALA fails to carry such insurance, CCALA shall indemnify and hold harmless Grantee, its agents and employees from and against any damages, claims, and expenses arising out of, or resulting from, CCALA, and its agents and employee's, performance under this Agreement.

7. CONFIDENTIALITY

7.1 Confidentiality of Records. The Parties agree to maintain the confidentiality of all records resulting from the provision of services under this Agreement in accordance with applicable federal and state laws and regulations. The Parties may disclose the records and data resulting from the provision of services under this Agreement only if the records or data presented are either in aggregate form or some other form which removes all identifying personal information. CCALA will maintain individual records in a database shared with its funder. However, no personally identifiable data will be released by CCALA or its funder.

8. RELATIONSHIP OF PARTIES



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8.1 No Joint Venture. It is expressly understood and agreed by the Parties that each Party is not for any purpose an employee or agent of the other Party, and that all of the personnel employed by each Party will be employees or agents of the respective Party and will not be employees or agents of the other Party. The Parties understands that it does not have the authority to do anything for or on behalf of each other, including, but not limited to, holding themselves out as the other Party, entering into agreements, notes or other instruments, purchasing, acquiring or disposing of any property, or incurring any other obligation or liability on behalf of each other.

9. GENERAL PROVISIONS

9.1 Modifications. No amendment or modification of this Agreement shall be valid unless it is in writing and signed by the Parties.

9.2 No Assignment. Neither Party may assign any of its rights or delegate any of its duties under this Agreement without prior written consent of the Parties. Despite either Party's consent, no assignment will release either Party from any of its obligations or alter any of its primary obligations to be performed under this Agreement.

9.3 Notice of Changes in Ownership of Location. Grantee will provide CCALA with written notice of any changes in ownership or location of the Grantee at least sixty (60) days in advance of such change. Changes in ownership or location void this Agreement and CCALA has sole discretion whether to extend or modify this Agreement to continue Benefits to the new owner or site.

9.4 Choice of Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of California.

9.5 No Discrimination. No person, on the grounds of race, creed, color, national origin, age, sex, or disability, shall be excluded from participation in; be denied the proceeds or benefits of; or be otherwise subjected to discrimination in performance of this Agreement.

9.6 Waiver. No right under this Agreement shall be waived merely by delaying or failing to exercise that right. Consent to one act shall not be considered consent to any other or subsequent acts. Any waiver of a default under this Agreement must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

9.7 Severability. If any term or provision of this Agreement is found to be illegal or unenforceable then, notwithstanding, this Agreement shall remain in full force and effect and such term shall be deemed stricken.

9.8 Notices. Any notice, incentive stipend, or other communication given pursuant to this Agreement shall be regarded as effectively delivered if delivered in writing to the address of the other Party set forth below (or another address later designated by that Party in a notice under this Section), using one of the following methods of delivery: regular U.S. postal mail, personal delivery, Registered or Certified Mail (return receipt requested and postage prepaid), nationally recognized overnight courier and facsimile.



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If to CCALA: Ilyssa Foxx
QRIS Program Manager
815 Colorado Blvd., Second Floor, Suite C
Los Angeles, CA 90041

If to Grantee: Jenny T. Le
Longfellow School/Azusa Unified School District
245 W. 10th Street
Azusa, CA 91702

9.9 Entire Agreement. This Agreement and all Exhibits contain the entire agreement and understanding between the Parties as to the subject matter hereof. Further, this Agreement supersedes any and all prior or contemporaneous statements or representations by the Parties concerning the subject matter of this Agreement.

9.10 Attorney’s Fees. In any action brought to enforce or interpret any provision of this Agreement, the losing party shall pay the prevailing party’s reasonable attorney fees and costs.

9.11 Survival. The rights and obligations created by this Agreement with respect to duties of the Parties after termination of this Agreement will survive the termination of this Agreement for a period of time until those rights and obligations are met.

9.12 Independent of Other Agreements. This Agreement is separate and independent of any other grants or agreements which have existed, currently exist, or may exist between the Parties (“Other Agreements”). No rights, obligations, or terms of this Agreement shall be affected by any Other Agreements, nor shall any rights, obligations or terms of any Other Agreements be affected by the terms of this Agreement.

By the signatures below, each Party warrants that:

1. They are the authorized signatory for the Party bound by this Agreement.
2. They have read and understood the terms and conditions of this Agreement and agree to abide by these terms and conditions.

For The Grantee:

BY (Signature): _____

NAME: Dayna Mitchell, Ed.D

TITLE: Assistant Superintendent, Educational Services

DATE: _____



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For Child Care Alliance of Los Angeles

BY (Signature): *Fiona Stewart*

NAME: Fiona Stewart on behalf of Cristina Alvarado (Executive Director)

TITLE: Program Director

DATE: Aug 24, 2021



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Exhibit A

QUALITY COUNTS CALIFORNIA
 RATING MATRIX WITH ELEMENTS AND POINTS FOR CONSORTIA COMMON TIERS 1, 3, AND 4

ELEMENT	1 POINT	2 POINTS	3 POINTS	4 POINTS	5 POINTS
CORE I: CHILD DEVELOPMENT AND SCHOOL READINESS					
1. Child Observation	<input type="checkbox"/> Not required	<input type="checkbox"/> Program uses evidence-based child assessment/observation tool annually that covers all five domains of development	<input type="checkbox"/> Program uses valid and reliable child assessment/ observation tool aligned with CA Foundations & Frameworks ¹ twice a year	<input type="checkbox"/> DRDP (minimum twice a year) and results used to inform curriculum planning	<input type="checkbox"/> Program uses DRDP twice a year and uploads into DRDP Tech and results used to inform curriculum planning
2. Developmental and Health Screenings	<input type="checkbox"/> Meets Title 22 Regulations	<input type="checkbox"/> Health Screening Form (Community Care Licensing form LIC 701 "Physician's Report - Child Care Centers" or equivalent) used at entry, then: 1. Annually OR 2. Ensures vision and hearing screenings are conducted annually	<input type="checkbox"/> Program works with families to ensure screening of all children using a valid and reliable developmental screening tool at entry and as indicated by results thereafter AND <input type="checkbox"/> Meets Criteria from point level 2	<input type="checkbox"/> Program works with families to ensure screening of all children using the ASQ at entry and as indicated by results thereafter AND <input type="checkbox"/> Meets Criteria from point level 2	<input type="checkbox"/> Program works with families to ensure screening of all children using the ASQ & ASQ-SE , if indicated, at entry, then as indicated by results thereafter AND <input type="checkbox"/> Program staff uses children's screening results to make referrals and implement intervention strategies and adaptations as appropriate AND <input type="checkbox"/> Meets Criteria from point level 2
CORE II: TEACHERS AND TEACHING					
3. Minimum Qualifications for Lead Teacher/ Family Child Care Home (FCCH)	<input type="checkbox"/> Meets Title 22 Regulations [Center: 12 units of Early Childhood Education (ECE)/Child Development (CD) FCCH: 15 hours of training on preventive health practices]	<input type="checkbox"/> Center: 24 units of ECE/CD ² OR Associate Teacher Permit <input type="checkbox"/> FCCH: 12 units of ECE/CD OR Associate Teacher Permit	<input type="checkbox"/> 24 units of ECE/CD + 16 units of General Education OR Teacher Permit AND <input type="checkbox"/> 21 hours professional development (PD) annually	<input type="checkbox"/> Associate's degree (AA/AS) in ECE/CD (or closely related field) OR AA/AS in any field plus 24 units of ECE/CD OR Site Supervisor Permit AND <input type="checkbox"/> 21 hours PD annually	<input type="checkbox"/> Bachelor's degree in ECE/CD (or closely related field) OR BA/BS in any field plus/with 24 units of ECE/CD (or master's degree in ECE/CD) OR Program Director Permit AND <input type="checkbox"/> 21 hours PD annually
4. Effective Teacher-Child Interactions: CLASS Assessments (*Use tool for appropriate age group as available)	<input type="checkbox"/> Not Required	<input type="checkbox"/> Familiarity with CLASS for appropriate age group as available by one representative from the site	<input type="checkbox"/> Independent CLASS assessment by reliable observer to inform the program's professional development/improvement plan	<input type="checkbox"/> Independent CLASS assessment by reliable observer with minimum CLASS scores: Pre-K ▪ Emotional Support – 5 ▪ Instructional Support – 3 ▪ Classroom Organization – 5 Toddler ▪ Emotional & Behavioral Support – 5 ▪ Engaged Support for Learning – 3.5 Infant ▪ Responsive Caregiving (RC) – 5.0	<input type="checkbox"/> Independent assessment with CLASS with minimum CLASS scores: Pre-K ▪ Emotional Support – 5.5 ▪ Instructional Support – 3.5 ▪ Classroom Organization – 5.5 Toddler ▪ Emotional & Behavioral Support – 5.5 ▪ Engaged Support for Learning – 4 Infant ▪ Responsive Caregiving (RC) – 5.5

1. Approved assessments are: Creative Curriculum GOLD, Early Learning Scale by National Institute of Early Education Research (NIEER), and Brigance Inventory of Early Development III.

2. For all ECE/CD units, the core eight are desired but not required.

Note: Point values are not indicative of Tiers 1–5 but reflect a range of points that can be earned toward assigning a tier rating (see Total Point Range).



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ELEMENT	1 POINT	2 POINTS	3 POINTS	4 POINTS	5 POINTS
CORE III: PROGRAM AND ENVIRONMENT - Administration and Leadership					
5. Ratios and Group Size (Centers Only beyond licensing regulations)	<input type="checkbox"/> Center: Title 22 Regulations Infant Ratio of 1:4 Toddler Option Ratio of 1:6 Preschool Ratio of 1:12 <input type="checkbox"/> FCCH: Title 22 Regulations <i>(excluded from point values in ratio and group size)</i>	<input type="checkbox"/> Center - Ratio: Group Size Infant/Toddler – 4:16 Toddler – 3:18 Preschool – 3:36	<input type="checkbox"/> Center - Ratio: Group Size Infant/Toddler– 3:12 Toddler – 2:12 Preschool– 2:24	<input type="checkbox"/> Center - Ratio: Group Size Infant/Toddler – 3:12 or 2:8 Toddler – 2:10 Preschool – 3:24 or 2:20	<input type="checkbox"/> Center - Ratio: Group Size Infant/Toddler – 3:9 or better Toddler – 3:12 or better Preschool – 1:8 ratio and group size of no more than 20
6. Program Environment Rating Scale(s) (Use tool for appropriate setting: ECERS-R, ITERS-R, FCCERS-R)	<input type="checkbox"/> Not Required	<input type="checkbox"/> Familiarity with ERS and every classroom uses ERS as a part of a Quality Improvement Plan	<input type="checkbox"/> Assessment on the whole tool. Results used to inform the program's Quality Improvement Plan	<input type="checkbox"/> Independent ERS assessment. All subscales completed and averaged to meet overall score level of 5.0	<input type="checkbox"/> Independent ERS assessment. All subscales completed and averaged to meet overall score level of 5.5 OR Current National Accreditation approved by the California Department of Education
7. Director Qualifications (Centers Only)	<input type="checkbox"/> 12 units ECE/CD+ 3 units management/ administration	<input type="checkbox"/> 24 units ECE/CD + 16 units General Education +/with 3 units management/ administration OR Master Teacher Permit	<input type="checkbox"/> Associate's degree with 24 units ECE/CD +/with 6 units management/ administration and 2 units supervision OR Site Supervisor Permit AND <input type="checkbox"/> 21 hours PD annually	<input type="checkbox"/> Bachelor's degree with 24 units ECE/CD +/with 8 units management/ administration OR Program Director Permit AND <input type="checkbox"/> 21 hours PD annually	<input type="checkbox"/> Master's degree with 30 units ECE/CD including specialized courses +/with 8 units management/ administration, OR Administrative Credential AND <input type="checkbox"/> 21 hours PD annually
TOTAL POINT RANGES					
Program Type	Common-Tier 1	Local-Tier 2³	Common-Tier 3	Common-Tier 4	Local-Tier 5⁴
Centers 7 Elements for 35 points	Blocked (7 points) – Must Meet All Elements	Point Range 8 to 19	Point Range 20 to 25	Point Range 26 to 31	Point Range 32 and above
FCCHs 5 Elements for 25 points	Blocked (5 points) – Must Meet All Elements	Point Range 6 to 13	Point Range 14 to 17	Point Range 18 to 21	Point Range 22 and above



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EXHIBIT B
BENEFITS OF GRANT

Grantees with a QR Tier 1 – 3:

1. CCALA will provide coaching and technical assistance as determined by CCALA to improve Grantee’s quality rating as measured by the Quality Continuum Framework – Hybrid Rating (**Exhibit A**).

Once the Agreement has been executed, Grantee will be assigned to a CCALA subcontractor for technical assistance and coaching. In most instances, Grantee will be assigned to one of the Resource & Referral member agencies of CCALA for coaching and technical assistance.

2. Grantee will receive a Quality Improvement Grant dependent on Tier Rating to be used in any of the areas specified in Exhibit F: Menu of Options.
 - a. Tier 1=\$1,000 per site
 - b. Tier 2= \$2,000 per site
 - c. Tier 3= \$4,000 per site

Grantees with a QR Tier 4-5:

1. CCALA will provide coaching and/or technical assistance as determined by CCALA to improve Grantee’s quality rating as measured by the Quality Continuum Framework – Hybrid Rating (**Exhibit A**).

Once the Agreement has been executed, Grantee will be assigned to a CCALA subcontractor for technical assistance and/or coaching. Grantee will be assigned to one of the Resource & Referral member agencies of CCALA for coaching and technical assistance.

2. Grantee will receive a Quality Achievement Award, dependent on Tier Rating:
 - d. Tier 4= \$6,000 per site
 - e. Tier 5= \$8,000 per site



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EXHIBIT C
BENEFITS ELIGIBILITY REQUIREMENTS

Eligibility Requirements

Grantee agrees:

1. To accept all services at amounts and/or dosages designated by the QSLA model that are provided by CCALA or any subcontractor of CCALA including, but not limited to, coaching, technical assistance, and professional development, and to comply with all requirement(s) of this Agreement.
2. To use reasonable best effort(s) to implement any of the action plans resulting from the coaching efforts of CCALA and its subcontractors.
3. To share any and all information and documents needed to comply with this Agreement.
4. To submit any documents or programmatic information related to the QSLA Rating and Assessment process, such as professional development documentation and verifications requested by the ECE Workforce Registry or assessment or scheduling information requested by the Los Angeles County Office of Education and/or contracted assessors (UCLA or other assessor), within the provided timelines.
5. To remain in “Good Standing” with the California Community Care Licensing Division. Good Standing is defined as a licensed child care center or family child care home that currently does not have or in the past 12 months has not had any of the following: a) a non-compliance conference; (b) an administrative action taken or in the process of being taken (includes denied application, denied exemption, temporary suspension order, expedited revocation action, revocation action, or exclusion action that is being initiated, in process, or already taken); and (c) a probationary license.
6. To the posting of Grantee’s tiered rating in the public domain, specifically on the QSLA website.
7. To maintain fiscal and program data (as described in Exhibit G and H) for timely reporting purposes.
8. To receive communications sent on behalf of QSLA related to program elements, services, resources, and professional development, via e-mail or other outreach methods.
9. To notify CCALA immediately if site is expected to cease operations or no longer receive any California State Preschool Program (CSPP) funding.



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**EXHIBIT D
PAYMENT SCHEDULE**

Payment Schedule for Period July 1, 2021-June 30, 2022:

Grantees with a QR Tier 1-2

Payment of the Quality Improvement Grant shall be disbursed to Grantee (to address listed in Item 9.8-Notices) within 30 days after CCALA's receipt of the following:

- CCALA's receipt of applicable funds from LACOE,
- Completed QSLA Agreement by Grantee, and
- Annual Reconciliation Report (**Exhibit G**) for Period **July 1, 2021-June 30, 2022**

Grantees with a QR Tier 3-5

Payment of the Quality Achievement Award shall be disbursed to Grantee (to address listed in Item 9.8-Notices) within 30 days after CCALA's receipt of the following:

- CCALA's receipt of applicable funds from LACOE,
- Completed QSLA Agreement by Grantee, and
- Annual Reconciliation Report (**Exhibit G**) for Period **July 1, 2021-June 30, 2022**



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EXHIBIT E
REPORTING SCHEDULE

APPLIES TO ALL TIERS

Report	Due Date
Budget (Exhibit G)	Upon agreement execution
Period July 1, 2021-June 30, 2022 Annual Reconciliation Report	Within one hundred and twenty (120) days of the distribution of funds.



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EXHIBIT F
EXPENDITURE GUIDELINES

Acceptable uses of the Quality Improvement Grants and Quality Achievement Awards are to support quality improvement in early learning programs and include the following menu of options:

1. **Health and Safety** to address or enhance health and safety of the environment and meet licensing guidelines, such as (but not limited to)
 - a. On-site Developmental/Health Screening Costs
 - b. Vision-Audiology Equipment
 - c. Air filtration/purification system
 - d. Cleaning Services/Supplies, Soap, Hand Sanitizer, Pest Control
 - e. Heating/Cooling Systems: supplies, repairs
 - f. COVID-19 related supplies (i.e. facemasks, shoe coverings, etc.)

2. **Minor Renovations** to address indoor/outdoor space improvements to meet quality health and safety standards and criteria such as (but not limited to):
 - a. Painting
 - b. Hardware and Appliances
 - c. Accessibility equipment (ramps, etc.)
 - d. Outdoor upgrades (i.e. ground cover, playground, gardening, fencing)
 - e. Flooring/carpeting

3. **Professional Development** that support the growth of early learning providers such as (but not limited to):
 - a. Fees associated with attending a training, professional development opportunity, or a conference (i.e. registration fee, travel expenses, etc.)
 - b. Substitute time to allow a teacher to attend a training or professional development opportunity
 - c. CLASS recertification fees
 - d. Professional membership fees (i.e., NAEYC)
 - e. Consultant and material fees to offer onsite training opportunities
 - f. Staff Compensation for overtime, paid planning time
 - g. Monthly Staff meeting materials (i.e. resource books, journals, supplies)

4. **Learning Materials (Indoor & Outdoor)** that support the indoor and outdoor classroom environment, strengthen teacher-child interactions and raise diversity awareness such as (but not limited to):
 - a. Instructional Materials that support learning, growth, developmentally appropriate practice, and positive adult-child interaction in alignment with the Environment Rating Scale (ERS) and CLASS, such as (but not limited to):



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- i Books, blocks, art supplies, musical instruments, games, puzzles, dramatic play props, nature items, science materials, and manipulatives
 - ii Numeracy materials that introduce numbers, patterns, shapes, measurement, and problem solving
 - iii Language materials that support receptive and expressive language, comprehension, and literacy
 - iv Materials to address diversity and individual needs of children including dual language learners, those with disabilities and/or special needs
- b. Furnishings that are accessible and create a developmentally appropriate environment for learning in alignment with the Environment Rating Scale (ERS) such as (but not limited to):
 - i Sufficient furniture for children in care
 - ii Child-sized tables and chairs
 - iii Adaptive furniture for children with disabilities and/or special needs
 - iv Mats, cots, and/or cribs for a restful naptime
 - v Area rugs and soft furniture for relaxation/comfort areas
 - vi Child-sized shelves and storage units
 - vii Cubbies/lockers to store children’s personal belongings
 - viii Outdoor sheds
 - ix Store benches
 - x Table risers: Large and small
 - xi Large form mats
 - xii Cot sheets/liners
 - xiii Changing tables
 - xiv Adult sized desk/chair for educator
- c. Gross Motor and Outdoor Play Equipment that promotes safe, active play areas and outdoor learning environments such as (but not limited to):
 - i Enough equipment to avoid a long wait
 - ii Equipment that stimulates a variety of skills including balancing, climbing, ball play, steering and pedaling wheel toys
 - iii Playground equipment
 - iv Improvements or adaptations to active play areas (indoors and outdoors)
 - v Equipment that promotes the inclusion of children with disabilities and/or special needs (ramps, etc.)
 - vi Water and Sand Tables
 - vii Outdoor handwashing sinks
- d. Teacher Resources that serve to enhance the teacher’s knowledge or instruction to improve the quality of early education in the classroom and teacher-child interactions, such as (but not limited to):
 - i Curriculum guides, assessment tools, and other teacher resources
 - ii Costs for field trips



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- e. **Technology** dedicated to planning, assessment, reporting, professional development, and other key items associated with quality improvement such as (but not limited to):
 - i. Computer and technology equipment (i.e. computers, tablets, cords, monitors, etc.)
 - ii. Software to support business practices (i.e. attendance, payroll, accounting, etc.)
 - iii. Software for child data (i.e. DRDP, Learning Genie, etc.)
 - iv. Printers/Scanner
 - v. Wireless speaker
 - vi. Projectors

- 5. **Family Engagement** that promotes high quality home-school connection, such as (but not limited to):
 - i. Costs associated with family workshops/trainings/meetings/orientations (i.e. food, childcare, supplies, books, presenters, etc.)
 - ii. Materials and technology to enhance communication with parents (i.e. Ready Rosie, Class Dojo, Remind, texting apps, etc.)
 - iii. Costs associated with creating welcoming environments (i.e. bulletin boards, family area furniture and supplies, etc.)
 - iv. Activities related to supporting the transition to kindergarten
 - v. Coordination of social services or connections to community resources

Quality Start Los Angeles funds may not be used to supplant other public funding sources including, but not limited to, any state or federal funding. Prohibited expenses include, but are not limited to, the following:

- 1. Personal travel expenses (except local mileage costs for professional development or professional related Activities)
- 2. Purchase of vehicles or other transportation equipment
- 3. Capital Improvements
- 4. Bad debts, including losses arising from uncollectible accounts and any related legal costs
- 5. Costs of amusement or entertainment that do not benefit children
- 6. Costs incurred after the Agreement has been terminated
- 7. Fundraising costs
- 8. Personal or business loans including finance charges
- 9. Non-sufficient funds/overdraft and ATM usage bank charges
- 10. Investment management costs
- 11. Costs of organization of a nonprofit corporation such as incorporation fees or consultant fees
- 12. Public relations consultant fees
- 13. Costs of legal, consulting and accounting services incurred in prosecution, and
- 14. Compensation to the members of the board of directors, if applicable
- 15. Indirect costs associated with general business and maintenance of daily operations of the program (i.e. insurance, mortgage/rent, monthly utility bills, etc.)



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EXHIBIT G
 BUDGET AND ACTUAL RECONCILIATION REPORT-SAMPLE

QSLA Agreement July 1, 2020 to June 30, 2021			
Site		Tier	Grant Amount
Total Amount			\$ -
Account Category	Budget	Actuals	
Funding			
Quality Improvement Grant			
Quality Achievement Award			
Participation Stipend			
Total Grant Funding	\$ -	\$ -	
Expenses			
Health and Safety			
On-site Developmental/Health Screening Cartr			
Vision/Audiology Equipment			
Air Filtration/Purification System			
Cleaning Services/Supplier/Port Control			
Heating/Cooling			
Other			
Total Health and Safety	\$ -	\$ -	
Minor Renovation			
Painting			
Hardware and Appliances			
Accessibility			
Outdoor up-grades (i.e. ground cover, playground, gardening, fencing)			
Flooring/Carpeting			
Other			
Total Minor Renovation	\$ -	\$ -	
Professional Development			
Workshop/Conference Fees (i.e. registration, travel)			
Monthly Staff Meeting Materials			
Professional Membership			
Consultant and Material Fees (on-site training)			
Compensation (i.e. substitute, paid planning time, overtime)			
Total Professional Development	\$ -	\$ -	
Learning Materials			
Instructional Materials (Indoor/Outdoor, Gross Motor Equipment)			
Furnishings (rug, chair, table, shelves, etc.)			
Teacher Resource Books/Curriculum			
Technology (i.e. tablets, computers, printers, scanner, etc.)			
Other			
Total Program Materials	\$ -	\$ -	



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EXHIBIT H
QUALITY CONTINUUM FRAMEWORK DATA COLLECTION FIELDS

Category 1: Comprehensive Assessment System

1. Use of child assessment/observation tool
2. Use of DRDP
3. Use of DRDP Tech
4. Child assessment/observation tool if not DRDP
5. Health screening used at entry
6. Health screening used annually after entry
7. Annual vision screening
8. All children screened for vision
9. Annual hearing screening
10. All children screened for hearing
11. Health Screening Tool
12. Health Screening Name
13. Health Screening Company
14. Health Screening Year/Version
15. Work with families for health screening
16. Use of ASQ
17. Work with families on ASQ
18. Use of ASQ-SE
19. Work with families on ASQ-SE
20. Health screening results used to implement intervention strategies/adaptations as appropriate

Category 2: Teachers and Teaching

1. Title 22 Satisfaction
2. Copy of Teacher's Postsecondary Transcript
3. Copy of class rosters
4. Teacher's highest degree
5. Teacher's major
6. Teacher permit information (number and type)
7. Number of Core 8 ECE units completed
8. Number of ECE units completed
9. Number of GE units completed
10. CLASS training completion
11. Staff indicated CLASS informed program's PD plan
12. Copy of Program's Professional Development Plan
13. Number of Hours PD
14. CLASS scores

Category 3: Program and Environment



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1. Teacher: Child ratio (Center only)
2. FCC Title 22 Ratio regulations met
3. ERS subscales
4. ERS average
5. Director familiarity with ERS
6. Director's highest degree (Center only)
7. Director's Postsecondary transcripts (all colleges attended)
8. Director's core ECE units (Center only)
9. Director's GE units (Center only)
10. Director's management/administration units (Center only)
11. Director's supervision units (Center only)
12. Director has administrative credential
13. Director's professional growth hours
14. Director's permit information (number and type)



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Exhibit I- PY 21-22 Tier Incentives
 Agency: Azusa Unified School District

Site	Tier	Incentive Type	Amount
Clifford Murray Elementary	3	Quality Improvement Grant	\$ 4,000.00
Site 2			
W.R. Powell Elementary	3	Quality Improvement Grant	\$ 4,000.00
Site 3			
Magnolia Elementary	3	Quality Improvement Grant	\$ 4,000.00
Site 4			
Paramount Elementary	3	Quality Improvement Grant	\$ 4,000.00
Site 5			
Valleydale Elementary	3	Quality Improvement Grant	\$ 4,000.00
Site 6			
Longfellow Elementary	3	Quality Improvement Grant	\$ 4,000.00
Site 7	Tier	Incentive Type	Amount
Henry S Dalton Elementary (NEW)	3	Quality Improvement Grant	\$ 4,000.00
		Participation Stipend	\$ 2,000.00
Site 8			
Charles Lee Elementary (NEW)	3	Quality Improvement Grant	\$ 4,000.00
		Participation Stipend	\$ 2,000.00
Total for Agency			\$ 36,000.00



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One time Incentives-Carry Over from PY 20—21

Incentives listed below were provided to all sites listed on page 20 (except those listed as NEW). Below are Agency Totals.

Existing CSPP Sites in PY 20-21

Site/Agency	Incentive Type	# of Sites	Total
Azusa USD - Longfellow	Instructional Learning Incentive	1	\$ 2,000.00
	Accelerated Learning Incentive	1	\$ 2,984.00
Total			\$ 4,984.00

New Sites in PY 20-21

Site/Agency	Incentive Type	# of Sites	Total
Azusa USD	Instructional Learning Incentive	5	\$ 10,000.00
	Accelerated Learning Incentive	5	\$ 14,920.00
	Tier 3 Incentive and Welcome Kit	5	\$ 21,250.00
Total			\$ 46,170.00






Azusa USD QSLA Agreement PY 21-22

Final Audit Report

2021-08-24

Created:	2021-08-24
By:	Ilyssa Foxx Masters (ilyssa.foxx@ccala.net)
Status:	Signed
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"Azusa USD QSLA Agreement PY 21-22" History

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