



IDAHO  
**STARS**

Quality Child Care Matters

Professional  
Development  
System

# IdahoSTARS Child Care Resource Center Offices

Please dial 2-1-1 or 1-800-926-2588 to contact any of these regional offices.

## IdahoSTARS PDS Registry Office

Idaho AEYC  
4355 W Emerald St, Ste 250  
Boise, ID 83706-2072

Dial 2-1-1 or 1-800-926-2588  
[www.idahostars.org](http://www.idahostars.org)

### Region 1

8500 N Atlas Rd  
Hayden, ID 83835

### Region 2

124 New 6th St  
Lewiston, ID 83501-2133

### Region 3 & 4

1530 W State St, Ste A/E  
Meridian, Idaho 83642

### Region 5

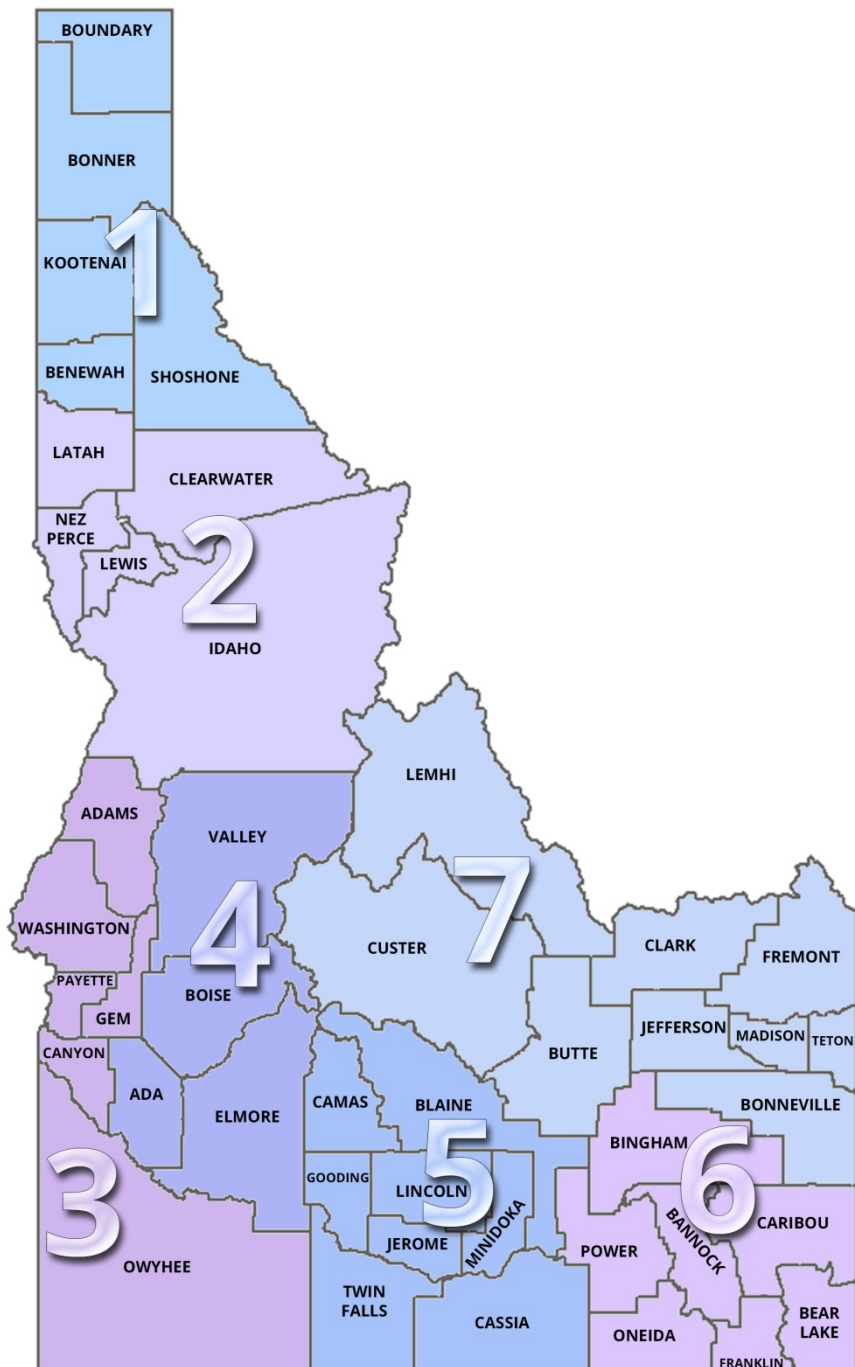
426 Main Ave S  
Twin Falls, ID 83301-6424

### Region 6

275 South 5th, Ste 141  
Pocatello, ID 83201-6410

### Region 7

1970 E 17<sup>th</sup> St, Ste 115  
Idaho Falls, ID 83404



# Professional Development System

The IdahoSTARS Professional Development System (PDS) is a voluntary, statewide professional development program for child care providers and early childhood educators in a child care setting. ***The goal of this program is to increase the quality of care for Idaho's children by supporting child care providers through professional development, training, and education opportunities.***

The Professional Development System is also the gateway into the IdahoSTARS Project's programs, scholarships and other financial assistance options, described below. Child care providers may be eligible for these opportunities upon initial enrollment into the IdahoSTARS Professional Development System.

## Scholarships

*For more information about IdahoSTARS Scholarships please contact your Regional Child Care Resource Center or visit the IdahoSTARS website at [www.idahostars.org](http://www.idahostars.org).*

**Training Scholarships** are available to complete IdahoSTARS approved trainings, workshops or conferences. Training Scholarships can also be used towards GED testing fees and Child Development Associate (CDA) Credential training.

A **College Coursework Scholarship** reimburses a child care provider the tuition paid for a completed early childhood education class, offered for college credit, at an accredited Idaho college or university. A completion of grade "C" or higher is required for reimbursement. The amount of money reimbursed will not exceed the annual amount of money allocated per individual for training scholarships.

### **Eligibility Requirements for either of these scholarships:**

- Be enrolled in the Professional Development System Registry.
- Work in a child care program in Idaho designed to care for children while parents or guardians work or attend school.
- Work in a child care program with operating hours that extend beyond a preschool only or academic (K-6th grade) school day.
- Work with children, staff and parents a minimum of 15 hours/week or 780 hours/year.



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The **CDA Assessment/Renewal Scholarship** is available for those providers who have completed an approved CDA course of study and are applying for their CDA Assessment or renewing their CDA Credential. Application materials and training associated with assessment/renewal are not covered by this scholarship.

**Eligibility Requirements:**

- Be enrolled in the Professional Development System Registry.
- Work in a child care program in Idaho designed to care for children while parents or guardians work or attend school.
- Work in a child care program with operating hours that extend beyond a preschool only or academic (K-6th grade) school day.
- Work with children, staff and parents a minimum of 15 hours/week or 780 hours/year.

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An **Academic Scholarship** pays the tuition fees for college courses for child care providers who are pursuing a Child Development Associate Credential (CDA), Technical Certificate, Associate Degree, or Bachelor Degree in early childhood education from an accredited Idaho college or university.

**Eligibility Requirements:**

- Be enrolled in the Professional Development System Registry.
- Work in a state or city licensed child care program.
- Work in a child care program in Idaho designed to care for children while parents or guardians work or attend school.
- Work in a child care program with operating hours that extend beyond a preschool only or academic (K-6th grade) school day.
- Work with children, staff and parents a minimum of 25 hours/week or 1300 hours/year.
- Complete a minimum of one year employment in a sponsoring child care program prior to applying. (Note: A sponsoring program is usually a child care provider's place of employment)

*\*All IdahoSTARS Scholarships are subject to availability of funds.*



# Professional Development Awards

To be eligible to receive an **IdahoSTARS Anniversary Award** you must meet the following requirements:

1. Be enrolled in the IdahoSTARS Professional Development System Registry.
2. Be currently employed in a child care program in Idaho.
3. Work in a child care program designed to care for children while parents or guardians work or attend school.
4. Work in a child care program with operating hours that extend beyond a preschool only or academic (K-6th grade) school day.
5. Work with children, staff and parents a minimum of 15 hours/week or 780 hours/year.
6. Complete 15 hours of IdahoSTARS approved training or 1 college semester credit in early childhood education or related field during your anniversary cycle.

To be eligible to receive an **IdahoSTARS Early Childhood Pathway Level Move Award** you must meet the following requirements:

1. Be enrolled in the IdahoSTARS Professional Development System Registry.
2. Be currently employed in a child care program in Idaho.
3. Work in a child care program designed to care for children while parents or guardians work or attend school.
4. Work in a child care program with operating hours that extend beyond a preschool only or academic (K-6th grade) school day.
5. Work with children, staff and parents a minimum of 15 hours/week or 780 hours/year.
6. Submit transcripts or a diploma for an early childhood education degree completed after joining the Professional Development System.

*\*All IdahoSTARS Professional Development Awards are subject to availability of funds.*

# IdahoSTARS Early Childhood Care and Education Career Pathway

LEVEL	Completed Level of Education	Requirements
<b>1</b>	<b>PDS Entry/Essential Trainings</b>	Participating in PDS
<b>2</b>	<b>Current CDA</b>	Current CDA Credential <b>OR</b> 12 ECE or related field college credits
<b>3</b>	<b>Technical Certificate in ECE</b>	Technical Certificate in ECE
<b>4</b>	<b>Associate Degree in ECE</b>	Associate Degree in ECE <b>OR</b> related field <b>OR</b> Associate Degree in any discipline w/30 ECE or related field college credits
<b>5</b>	<b>Bachelor Degree in ECE</b>	Bachelor Degree in ECE <b>OR</b> related field <b>OR</b> Bachelor Degree in any discipline w/36 ECE or related field college credits
<b>6</b>	<b>Master Degree or higher in ECE</b>	Master Degree or higher in ECE

# Frequently Asked Questions

## Early Childhood Care and Education Career Pathway and Awards

### ***What is the Early Childhood Care and Education Career Pathway?***

The Career Pathway is a framework that helps child care providers track their ongoing training and education in the field of early childhood care and education while enrolled in the Professional Development System Registry. Child care providers can move along the Career Pathway and receive awards for professional development, academic achievement and longevity in the field.

### ***Who can help me plan my professional development steps?***

Your Regional Child Care Resource Center Consultant can help. Refer to the contact information at the beginning of this packet to contact your local office.

### ***What is my anniversary month?***

Your anniversary month is the month of your initial registration into the IdahoSTARS Professional Development System Registry. This month is located on your IdahoSTARS Registry enrollment certificate. If you misplace your enrollment certificate, you can contact your Regional Child Care Resource Center Consultant to obtain any registry information. Refer to the contact information at the beginning of this packet to contact your local office.

### ***What is my anniversary cycle?***

Your anniversary month is noted on your enrollment certificate. Here's an example:

Anniversary month: September

Anniversary cycle for 2016-2017: September 2, 2016 to September 1, 2017

This is the cycle the Registry Office uses to determine whether a child care provider has completed the training or college semester credit required to be eligible for an Anniversary Award.

### ***What is an Anniversary Award?***

An Anniversary Award is a cash award given to a child care provider who completes a minimum of 15 hours of IdahoSTARS approved training or 1 college semester credit in early childhood education or related field during their anniversary cycle.

A child care provider working in a verified Steps to Quality Program will receive an additional Anniversary Award.

### ***When can I apply for an Anniversary Award?***

Anniversary Award applications can be submitted any time during their anniversary cycle after completing 15 IdahoSTARS approved training or 1 ECE or equivalent college credit, but no later than the last day of the anniversary month. For example, if the anniversary month is September, the Registry Office must receive a child care provider's anniversary application by September 30th.

Note: IdahoSTARS training or completed college credits will only be counted once towards an anniversary cycle. Training hours applied will be noted on your IdahoSTARS Training Log.

### ***If I have already completed 15 training hours or 1 early childhood education college credit, can I get my Anniversary Award early?***

Yes. If you complete your 15 IdahoSTARS training hours or 1 ECE college credit before your anniversary month, you will now be able to submit your Anniversary Application before your anniversary month.

### ***How do I submit distance training so it appears on my training log?***

Examples of distance training include Care Courses and Child Care Aware Training Academy Courses. Distance training must be submitted to the IdahoSTARS Training Office to be placed on your training log. The training log is the only record of training the Registry Office uses to evaluate professional development completed after entering the Professional Development System.

Refer to the IdahoSTARS Training page at [www.idahostars.org](http://www.idahostars.org) for further information, or contact your Regional Child Care Resource Center Consultant.

### ***What types of college courses count as early childhood education credits toward my Anniversary Award?***

ECE and Related fields include Early Childhood Education, Elementary Education, Special Education, Family & Consumer Science, Child, Family & Consumer Studies, Childhood Development, Preschool Education, Childcare and Development, Human Development, Nursery Education, Family Relations and Child Development, and Professional Preschool Education.

### ***What is a Career Pathway Level Move?***

A Career Pathway Level Move occurs when a child care provider submits an Early Childhood Education or related degree they received while a participant in the Professional Development System. The provider will be placed at the level associated with this degree on the Career Pathway. A certificate showing this level move will be mailed to the provider.

### ***What is a Career Pathway Level Move Award?***

A Career Pathway Level Move Award is a cash award given to a child care provider who submits an Early Childhood Education or related degree they received while a participant in the Professional Development System. The provider will be placed at the level associated with this degree on the Career Pathway. A certificate showing this level move along with a check will be mailed to the provider.





***When can I apply for a Career Pathway Level Move or a Career Pathway Level Move Award?***

Career Pathway Level Move applications can be submitted at any time after entering the Professional Development System.

***Can I receive an Anniversary Award and a Career Pathway Level Move Award in the same anniversary cycle?***

No. Providers may only receive one Anniversary Award OR one Level Move Award per anniversary cycle.

***Can I participate in the Professional Development System if I am not eligible for an anniversary or level move award?***

Yes, anyone in the field of early care and education can apply to be in the system. The Registry Office will track your additional education, training and work experience. You will also receive a certificate for any levels you reach on the Career Pathway. Child care providers MAY also be eligible for training scholarships, or other grant opportunities available to Professional Development System participants.

***What if I disagree with my Career Pathway level?***

If you disagree with the level you were placed on the Career Pathway and wish to have your application reevaluated, you may appeal within 30 days of receiving your placement letter. Please write a letter to the Registry Office explaining any disagreements in education, training, work experience or other documents. The Registry Office will notify you of any supporting documentation needed to better determine your level.

The Registry Review Committee will examine your application and send you a letter explaining its decision. If you still disagree with your level placement, the IdahoSTARS Administrative Team will evaluate your appeal.

***What if I disagree with my eligibility status (am ineligible to receive scholarships and awards)?***

If you disagree with your status and wish to have your eligibility for awards, scholarships and other financial assistance options reevaluated, you may appeal within 30 days of receiving your placement letter. Please write a letter to the Registry Office explaining any disagreements in meeting the eligibility criteria. The Registry Office will notify you of any supporting documentation needed to better determine your status.

The Registry Review Committee will examine your letter and any other documents and send you a letter explaining its decision. If you still disagree with your status, the IdahoSTARS Administrative Team will evaluate your appeal.

***What if I change my place of employment? Am I still in the Professional Development System?***

Yes, you will remain in the Professional Development System if your place of employment changes. Please complete and submit a Change of Employment Form to the IdahoSTARS Registry Office so they can update your information. The Change of Employment Form is located on the IdahoSTARS website at [www.idahostars.org](http://www.idahostars.org). For further assistance, please contact your Regional Child Care Resource Center Consultant.

