

August 11, 2011

Dear Administrators:

The Parents as Teachers program had a slight increase in funding for FY12. This year the highlighted priorities will be:

- 1) screening services with an emphasis on children 3 months to age three,
- 2) personal visits with high needs families who are expecting a child or have a child under kindergarten entry, and
- 3) personal visits with all other families who are expecting a child or have a child under kindergarten entry.

The appropriated funding for FY12 is \$16,000,000, however, we did receive a reserve on the funds totaling \$2.1 million leaving approximately \$13,910,000 for services to families and young children. Once again the Department of Elementary and Secondary Education will be exercising the ability to waive a rule or interpretation of a rule in the ECDA Program Guidelines and Administrative Manual for FY12. What this means for districts is that they will still be required to provide screening services for FY12 however the parent education portion would be considered optional. Districts will need to refer back to their 2011-2012 PAT Application for clarification on what services they have agreed to provide (refer to Section II of the Application). If this information is incorrect, please notify the Early Learning Section at 573-751-2095 or via email at Angie.Koetting@dese.mo.gov and revise your 2011-2012 Application to reflect these changes.

As in the past, screening services will be reimbursed at a rate of \$30.00 per child, per year. These screening services will need to address all of the components as outlined in the PAT Program Guidelines, including the personal visit consultation with parents to discuss the results. Screening services does not require a certified parent educator and we encourage programs to utilize the early childhood professionals in their districts such as the school nurse, preschool or kindergarten teachers as well as their community providers. With the emphasis on early screenings, children three months to age three, it will be important for programs to strengthen ties with community resources such as private child care providers, WIC, etc.

Parent education services will be optional based on the districts' ability to provide services. Priorities for parent education services are personal visits for **high needs families (prenatal to kindergarten entry)** and then personal visits for **non high needs families (prenatal to kindergarten entry)**. Personal visits for high needs families will be reimbursed at a rate of \$55.00 per completed visit. Non-high needs families with children prenatal to kindergarten entry will be reimbursed at a rate of \$50.00 per completed visit. These services are required to be provided by a certified parent educator.

The following is the screening allocation designated for [REDACTED]

\$ [REDACTED] (At least 50% of this allocation must be used for screening of children three months to three years old.)

The following is the parent education allocation designated for [REDACTED]

\$ [REDACTED] (At least 75% of this allocation must be used for high needs families with an emphasis on families with children prenatal to age 3.)

It is important that this information be shared with your Parents as Teachers staff as they begin to work with the families in your district. Please also be aware of the procedure for invoicing for services. Invoices may be submitted as frequently as the district would like; the Department will make one payment each month. Invoices must be submitted by the first working day of the month in order to receive reimbursement in that month's school payment. In an effort to provide accurate information and to verify that PAT funds are being expended from the state budget in a timely manner, programs are strongly encouraged to submit invoices monthly. This will be extremely important if additional withholdings are made to PAT.

FY11 FINAL PAYMENT

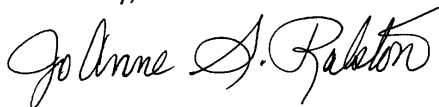
The final payment for PAT was made in the June school payment. Programs may login to the Web Application System (<https://k12apps.dese.mo.gov/webLogin/login.aspx>) and click on the "Reports" link on the PAT Main Menu. Change the year to 2010-2011 and then click on "Payment Transmittal". Once you are on the Payment Transmittal form, select June in the month drop down box.

MOSIS NUMBERS FOR PAT CHILDREN

The Department has developed a student-level record system, called Missouri Student Information System (MOSIS), which contains a randomly-generated state identification number for every student receiving service in the public schools. All children participating in any PAT services should have a MOSIS number.

Thank you for the tremendous service that Missouri's families are receiving due to your dedication. We are looking forward to the road ahead and are ready for the challenges that it may bring. As always, the department values the partnership with districts in providing quality PAT services to Missouri families and appreciates all the hard work you do on the front line. The Early Learning Staff looks forward to working with you again this year. Please call 573-751-2095 if we can assist you in your endeavors.

Sincerely,



Jo Anne Ralston
Director, Early Learning