



# **BrightStars Star Rating Application** for Public Schools

**Congratulations!** By applying to participate in BrightStars, you are demonstrating a commitment to quality care and learning for young children. The BrightStars Star Rating Application for Public Schools serves as a method for data collection on the state of quality in Rhode Island's early learning system. BrightStars is committed to supporting you through the star rating application process. For questions or support in completing this document, please reach out to your assigned BrightStars Navigator, email CQI@riaevc.org, or call (401) 739-6100.

### INSTRUCTIONS

Please complete all fillable forms in full before submitting your application to BrightStars. Detailed instructions are included; please read these carefully.

BrightStars assesses quality by two methods: document review and observation. For each standard, the required documentation to achieve each level is noted.

For districts with multiple school sites, each school must apply individually. Districts cannot submit one application for multiple schools.

This application is intended to be used in conjunction with the BrightStars Quality Framework for Public Schools.

### SUBMITTING YOUR APPLICATION

Fill out the form using the fillable PDF. Completed forms are accepted on a rolling basis and may be submitted via one of the following methods:

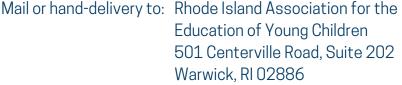


Email: CQI@riaevc.org



Fax: (401) 739-6101





BrightStars staff is committed to supporting you through the application process. For questions or support in completing this document, please reach out to your assigned **BrightStars Navigator, OR** 

- email CQI@riaeyc.org
- call (401) 739-6100.







#### FOR BRIGHTSTARS USE ONLY: DO NOT WRITE IN BOX

PROGRAM OVERVIEW				Date Received:	Navigator				
				Date to Assessment:				Initials: Current	
What type of application is this?  Applying to BrightStars for the first time::		first time::	Program Code: Name as it appe		QStar:		Rating:		
	Applying for a 3-ye	ar renewal		Type of Applica	tion:	Renewal New A	Application F	Reapplication SRR	
	Re-applying after v		expiration						
	te applying after v	vicialawaioi	expiration		_	Yes No, need no. Teacher Name:			
				Date:	<u>sei vatio</u>	<u>n:</u> reacher Name: <sub>.</sub> Score:		ITERS / ECERS	
				<ul> <li>Previous Obs</li> </ul>	servatio	n: Teacher Name:			
			L	Date:		Score: _		ITERS / ECERS	
Local Educa	ation Agency (LEA	), if applicabl	e:						
School Nam	ne:								
Phone #:			V	Vebsite:					
Physical loc	cation:								
Mailing Add	roce								
Mailing Add		ide if different t	than above, or N/A)						
Primary C	Contact:					Position:			
		(Full na	ame)	Phone			English	1	
Dhono #.			Preferred	Emoil					
				Email Preferred Either/Both Language:			Spanish		
Email:							Other:		
Do you offe General Edu 3-5-year-ol	ucation for	Do you off integrated for 3-5-yea	education	•	spec	II day self- ial education s?	Do you off	er <b>RI Pre-K</b> ?	
Yes	f yes, how many	Yes	If yes, how many	Yes	If yes	s, how many	Yes	If yes, how many	
	classrooms?	No	classrooms?	No		srooms?	No	classrooms?	
-		INO		INO			INO		
Do you offe General Edu 3-5-year-ol	ucation for		er <b>half day</b> l education ar olds?	•	dspec	If day self- ial education ls?			
Yes	fues have	Yes	If you have seen	Voc		- hau			
	f yes, how many classrooms?		If yes, how many classrooms?	Yes		s, how many srooms?			
No	Jiassi UUIIIS!	No	CIG551 UUII15 !	No	Ciass	1,0111011			







### **Hours of Operation**

	Open:	Close:		Open:	Close:
Monday			Thursday		
Tuesday			Friday		
Wednesday					

**RATING BY STANDARD** 

Current BrightStars Rating:	Requested BrightStars Rating:	1	

**Please note:** BrightStars uses a building block approach to determine the overall BrightStars rating. This means that all quality indicators must be met in full before a program can receive the rating for that level. In other words, you will be rated individually in each of the 10 standards below, and in order to achieve your desired rating, you will need to achieve that level or higher in <u>each</u> of the 10 standards.

Standard	Requested Rating
1. Learning Environment	1
2. Staff-Child Ratios	1
3. Maximum Group Size	1
4. Teacher Qualifications	1
5. Program Leadership	1
6. Continuous Quality Improvement	1
7. Curriculum	1
8. Child Assessment	1
9. Special Education Practices	1
10. Family Communication and Involvement	1







### **CLASSROOM SUMMARY FORM**

Use this form to report information about classrooms in your program. If a classroom contains multiple groups of children (for example, an AM group and a PM group), please list each group on a separate line. Only include information about the preschool program. For each group, enter the highest number of children allowed in the group at any one time, and the name of only one lead teacher per group. If your program has more than 6 groups, make a copy of this form and continue listing additional groups.

Group Name	Classroom Type	Classroom Days of Operation	Classroom Operating Hours	Age Range Served (in months)	Youngest Child DOB	Oldest Child DOB	Max Group Size	Lead Teacher Full Name
ex. Preschool 1	General Ed. Integrated Self-Contained	<b>X</b> M	9AM-3PM	48-60m	06/20/2020	10/16/2019	18	Andrea Mello
	General Ed. Integrated Self-Contained	□M □T □W □Th □F						
	General Ed. Integrated Self-Contained	MTWThF						
	General Ed. Integrated Self-Contained	MTWThF						
	General Ed. Integrated Self-Contained	MTWThF						
	General Ed. Integrated Self-Contained	MTWThF						
	General Ed. Integrated Self-Contained	MTWThF						





### STANDARD ONE: LEARNING ENVIRONMENT

### **Summary of Requirements:**

Levels 1-2	Level 3	Level 4	Level 5
Basic Education Program (BEP) Compliance	Basic Education Program (BEP)     Compliance     PLUS      Avg. ECERS score of 3.0 or     Greater with no observed     classroom score less than 2.5	Basic Education Program (BEP)     Compliance     PLUS     Avg. ECERS score of 4.0 or     Greater with no observed     classroom score less than 3.0	Basic Education Program (BEP)     Compliance     PLUS      Avg. ECERS score of 5.0 or     Greater with no observed     classroom score less than 3.0

### **Required Documentation:**







## STANDARDS TWO + THREE: MINIMUM STAFF-CHILD RATIO & MAXIMUM GROUP SIZE

### **Summary of Requirements:**

	Level 1	Level 2-5		
STANDARD TWO: MINIMUM STAFF-CHILD RATIO	Basic Education Program (BEP) Compliance	Compliance with Staff-Child Ratios  • General Education Preschool Classroom:  ○ 3yo 1:9  ○ 4yo 1:10  • Special Education Integrated/Inclusive Preschool Classroom:  ○ 2:15  Staff-Child Ratio Posted		
STANDARD THREE: MAXIMUM GROUP SIZE	Basic Education Program (BEP) Compliance	Compliance with Group Size:  • General Education Preschool Classroom:  • 3yo 18  • 4yo 20  • Special Education Integrated/Inclusive Preschool Classroom:  • 15  Group Size Posted		

#### **Required Documentation:**





## STANDARD FOUR: TEACHER QUALIFICATIONS

### **Summary of Requirements:**

Level 1	Level 2	Level 3	Level 4	Level 5
All LEA Teachers have a Rhode Island Early Childhood Teaching Certificate  Certificate  Sevels 1: Complete the Lead Lummary form on the next purpose and the sevels 1: Copy of Rhode Island ducation Certificate for all lead ducation Certificate for all leads to the sevels 1: Copy of Rhode Island ducation Certificate for all leads to the sevels 1: Copy of Rhode Island ducation Certificate for all leads to the sevels 1: Copy of Rhode Island ducation Certificate for all leads to the sevels 1: Copy of Rhode Island ducation Certificate for all leads to the seven the sevel of the seven the se	age. nd Early Childhood	<ul> <li>All LEA Teachers have a Rhode Island Early Childhood Teaching Certificate         PLUS</li> <li>Professional Growth Goals for all teachers         PLUS</li> <li>25% Complete         RIELDS Trainings         <ul> <li>Guiding Principles</li> <li>The Nine Domains</li> <li>PLUS</li> </ul> </li> <li>25% ECERS-3         <ul> <li>Training</li> <li>PLUS</li> </ul> </li> <li>25% Conscious         <ul> <li>Discipline or other</li> <li>RIDE approved Social</li> <li>Emotional Learning</li> <li>(SEL) intervention</li> </ul> </li> </ul>	<ul> <li>All LEA Teachers have a Rhode Island Early Childhood Teaching Certificate         PLUS</li> <li>Professional Growth Goals for all teachers         PLUS</li> <li>50% Complete RIELDS         Trainings         <ul> <li>Guiding Principles</li> <li>The Nine Domains</li> <li>Preschool Instructional Cycle</li> <li>Preschool Curriculum and Planning               PLUS</li> </ul> </li> <li>50% ECERS-3 Training         <ul> <li>PLUS</li> </ul> </li> <li>50% Conscious Discipline or other RIDE approved         <ul> <li>Social Emotional Learning</li> <li>(SEL) intervention</li> </ul> </li> </ul>	<ul> <li>All LEA Teachers have a Rhode Island Early Childhood Teaching Certificate         PLUS</li> <li>Professional Growth Goals for all teachers         PLUS</li> <li>75% Complete RIELDS         Trainings         <ul> <li>Guiding Principles</li> <li>The Nine Domains</li> <li>Preschool Instructional Cycle</li> <li>Preschool Curriculum and Planning</li></ul></li></ul>





## LEAD TEACHER QUALIFICATION SUMMARY FORM

Definition of Teacher: The teacher is the individual with primary responsibility for a group of children that occupies an individual classroom or well-defined space. The teacher must spend the majority of time with one group of children that attends at the same time rather than divide time between classrooms or float between groups. To meet the "majority of time" requirement, the teacher must be engaged with his/her assigned group for more than 50% of the time

#### Complete this page to report information about each lead staff listed on the classroom summary form.

Lead Teacher Full Name	Holds an accepted RI Teaching certificate?	Completed ECERS-3 Training	Completed Conscious Discipline Training	Completed RIDE Approved SEL Intervention Training other than Conscious Discipline? If yes, please list:	Has evidence of RIELDS Training
	Yes No	Yes No	Yes No	Yes No	None Guiding Principles Curriculum and Planning 9 Domains Instructional Cycle
	Yes No	Yes No	Yes No	Yes No	None Guiding Principles Curriculum and Planning 9 Domains Instructional Cycle
	Yes No	Yes No	Yes No	Yes No	None Guiding Principles Curriculum and Planning 9 Domains Instructional Cycle
	Yes No	Yes No	Yes No	Yes No	None Guiding Principles Curriculum and Planning 9 Domains Instructional Cycle
	Yes No	Yes No	Yes No	Yes No	None Guiding Principles Curriculum and Planning 9 Domains Instructional Cycle
	Yes No	Yes No	Yes No	Yes No	None Guiding Principles Curriculum and Planning 9 Domains Instructional Cycle
	Yes No	Yes No	Yes No	Yes No	None Guiding Principles Curriculum and Planning 9 Domains Instructional Cycle
	Yes No	Yes No	Yes No	Yes No	None Guiding Principles Curriculum and Planning 9 Domains Instructional Cycle





## STANDARD FOUR: TA QUALIFICATIONS

### **Summary of Requirements:**

Level 1	Level 2	Level 3	Level 4	Level 5
R. I. Gen. Laws § 16-11.2 Requirements  equired Documentat	R. I. Gen. Laws § 16- 11.2 Requirements PLUS     25% RIELDS     Trainings     Guiding     Principles     The Nine     Domains	<ul> <li>R. I. Gen. Laws § 16-11.2         Requirements         PLUS</li> <li>25% RIELDS Trainings         <ul> <li>Guiding Principles</li> <li>The Nine Domains</li></ul></li></ul>	<ul> <li>R. I. Gen. Laws § 16-11.2         Requirements             PLUS</li> <li>50% RIELDS Trainings             Guiding Principles             The Nine Domains             PLUS</li> <li>50% ECERS-3 Training             PLUS</li> <li>50% Conscious Discipline or other RIDE approved Social             Emotional Learning (SEL)             intervention             PLUS</li> <li>Professional Development             Plan</li> </ul>	<ul> <li>R. I. Gen. Laws § 16-11.2         Requirements</li></ul>
Level 1: Complete the <b>S</b>	taff (TA) Qualification Summa eaching assistants in my empl			50% 9 college credits in  ECE







## STAFF (TA) QUALIFICATION SUMMARY FORM

Definition of Teaching Assistant: The teaching Assistant (TA) works alongside the Lead Teacher to care for the children and implement the classroom curriculum. The TA has the formal education and professional preparation to work with the children. **Complete this page to report information about each TA for classrooms listed on the classroom summary form.** 

TA Full Name and Classroom	Holds an accepted RI Teaching certificate?	Completed ECERS-3 Training	Completed Conscious Discipline Training	Completed RIDE Approved SEL Intervention Training other than Conscious Discipline? If yes, please list:	Highest level of college education completed	College credits in ECE/related field? How Many?	Has evidence of RIELDS Training
Name:	Yes	Yes	Yes	Yes No	High School BA/BS	Yes #	None Guiding Principles
Room:	No	No	No		Some College Masters +	No	9 Domains
Name:	Yes	Yes	Yes	Yes No	High School BA/BS	Yes #	None Guiding Principles
Room:	No	No	No		Some College Masters +	No	9 Domains
Name:	Yes	Yes	Yes	Yes No	High School BA/BS	Yes #	None Guiding Principles
Room:	No	No	No		Some College Masters +	No	9 Domains
Name:	Yes	Yes	Yes	Yes No	High School BA/BS	Yes #	None Guiding Principles
Room:	No	No	No		Some College Masters +	No	9 Domains
Name:	Yes	Yes	Yes	Yes No	High School BA/BS	Yes #	None Guiding Principles
Room:	No	No	No		Some College Masters +		9 Domains
Name:	Yes	Yes	Yes	Yes No	High School BA/BS	Yes #	None Guiding Principles
Room:	No	No	No		Some College Masters +	No	9 Domains
Name:	Yes	Yes	Yes	Yes No	High School BA/BS	Yes #	None Guiding Principles
Room:	No	No	No		Some College Masters +	No	9 Domains
Name:	Yes	Yes	Yes	Yes No	High School BA/BS	Yes #	None Guiding Principles
Room:	No	No	No		Some College Masters +	No	9 Domains





## STANDARD FIVE: PROGRAM LEADERSHIP (PRINCIPALS)

### **Summary of Requirements:**

Level 1	Level 2	Level 3	Level 4-5
RIDE Administrator Certificate	<ul> <li>RIDE Administrator         Certificate         PLUS</li> <li>RIELDS Trainings:         <ul> <li>Guiding Principles</li> <li>The Nine Domains</li> </ul> </li> </ul>	<ul> <li>RIDE Administrator         Certificate</li> <li>RIELDS Trainings:         <ul> <li>Guiding Principles</li> <li>The Nine Domains</li></ul></li></ul>	RIDE Administrator Certificate PLUS  RIELDS Trainings: Guiding Principles The Nine Domains Implementing a Standards-Based Program for Administrators PLUS  ECERS-3 Training PLUS  Conscious Discipline or other RIDE approved Social Emotional Learning (SEL) intervention

### **Required Documentation:**

	Level 1: Completed the <b>Program Leadership Qualification Summary</b> on the next page.
	Level 1: Copy of the RIDE Administrator Certificate





## STANDARD FIVE: PROGRAM LEADERSHIP (EDUCATION COORDINATOR)

### **Summary of Requirements:**

Level 1	Level 2	Level 3	Level 4-5
<ul> <li>RI Early         Childhood         Teaching         Certificate         OR</li> <li>RI Early         Childhood         Special         Education         Teaching         Certificate</li> </ul>	<ul> <li>RI Early Childhood         Teaching Certificate         OR</li> <li>RI Early Childhood         Special Education         Teaching Certificate         PLUS</li> <li>Professional         Development Plan         PLUS</li> <li>RIELDS Trainings:         <ul> <li>Guiding Principles</li> <li>The Nine Domains</li> </ul> </li> </ul>	<ul> <li>RI Early Childhood Teaching Certificate</li></ul>	<ul> <li>RIDE Early Childhood Certificate (ECE or ECSE)</li></ul>
·	on: ogram Leadership Qualification S rly Childhood Certificate (ECE or		A minimum of two (2) years of early childhood education classroom teaching experience OR two (2) years of early childhood leadership experience.





## PROGRAM LEADERSHIP QUALIFICATION SUMMARY

The Principal is responsible for overall operations and compliance with BEP, while the Education Coordinator is responsible for the development and implementation of the early learning and development program, serving as the program's pedagogical leader. The Principal and Education Coordinator may be assumed by the following, but not necessarily limited to: the administrator, principal, education manager; or may be a stand-alone position.

Complete this page to report information about program leadership.

Required at levels 1-5 for Standard 5, Program Leadership							
Program Leadership Full Name	Holds an accepted RI Administrator Certificate?	Holds an accepted RI Teaching certificate?	Completed Conscious Discipline Training	Completed RIDE Approved SEL Intervention Training other than Conscious Discipline? If yes, please list:		Has evidence RIELDS Train	· ·
Principal	Yes		Yes	Yes No	None	Guiding Principles	
Name:	No		No		9 Domains	Implementing a Sta Based Program	andard-
Education Coordinator		Yes	Yes	Yes No	None	Guiding Principles	Curriculum and Planning
Name:		No	No		9 Domains	Instructional Cycle	Implementing a Standard- Based Program





## STANDARD SIX: CONTINUOUS QUALITY IMPROVEMENT

### **Summary of Requirements:**

Level 1	Level 2	Level 3	Level 4-5
<ul> <li>Basic Education Program (BEP) Compliance</li></ul>	Basic Education Program (BEP) Compliance PLUS  Quality Improvement Plan completed within 90 days of rating  PLUS  Comprehensive Program Self Assessment that includes: At least 2 sources of evidence OR  School Improvement Plan with specific goals related to preschool	Basic Education Program (BEP) Compliance PLUS  Quality Improvement Plan completed within 90 days of rating PLUS  Comprehensive Program Self Assessment that includes: At least 2 sources of evidence and ECERS-3 findings, where applicable OR  School Improvement Plan with specific goals related to preschool	Basic Education Program (BEP) Compliance PLUS  Quality Improvement Plan completed within 90 days of rating PLUS  Comprehensive Program Self Assessment that includes: At least 3 sources of evidence and ECERS-3 findings, where applicable OR  School Improvement Plan with specific goals related to preschool

### **Required Documentation:**





## STANDARD SEVEN: CURRICULUM

### **Summary of Requirements:**

Level 1	Level 2-3	Level 4-5
Basic Education Program (BEP) Compliance	<ul> <li>Basic Education Program (BEP) Compliance         PLUS     </li> <li>Curriculum and Implementation Plan Aligned         with the RIELDS</li> </ul>	Basic Education Program (BEP)     Compliance     PLUS      Curriculum and Implementation Plan     Aligned with the RIELDS     PLUS      RIDE-Endorsed Early Learning     Curriculum

### **Required Documentation:**





## STANDARD EIGHT: CHILD ASSESSMENT

### **Summary of Requirements:**

Level 1	Level 2	Level 3	Level 4	Level 5
Basic     Education     Program     (BEP)     Compliance	Basic Education     Program (BEP)     Compliance     PLUS     Developmental     Screening     Information	Basic Education Program (BEP) Compliance PLUS  Developmental Screening Information PLUS  The program gathers child assessment information about each child using 2 or more methods (observation, surveys, interviews, videos)	Basic Education Program (BEP) Compliance PLUS  Developmental Screening Information PLUS  The program gathers child assessment information about each child using 2 or more methods (observation, surveys, interviews, videos) PLUS  Child Assessment Plan aligned with the RIELDS	<ul> <li>Basic Education Program (BEP) Compliance PLUS</li> <li>Developmental Screening Information PLUS</li> <li>The program gathers child assessment information about each child using 3 or more methods (observation, surveys, interviews, videos)</li></ul>

#### **Required Documentation:**





## STANDARD NINE: SPECIAL EDUCATION PRACTICES

### **Summary of Requirements:**

Levels 1-2	Levels 3-4	Level 5
Basic Education Program     (BEP) Compliance	<ul> <li>Basic Education Program (BEP) Compliance</li></ul>	<ul> <li>Basic Education Program (BEP) Compliance</li></ul>

### **Required Documentation:**







**Family Engagement** 

### STANDARD TEN: FAMILY COMMUNICATION AND INVOLVEMENT

### **Summary of Requirements:**

Level 1	Level 2	Level 3	Level 4-5
Basic     Education     Program     (BEP)     Compliance	Basic Education     Program (BEP)     Compliance     PLUS      The program submits a     Family Engagement     Plan that employs 2 or     more strategies to     engage all families.	Basic Education Program (BEP)     Compliance     PLUS      The program submits a Family     Engagement Plan that employs 2 or     more strategies to engage all     families.     PLUS      Family Teacher Conference     (2x/year)	<ul> <li>Basic Education Program (BEP) Compliance         PLUS</li> <li>The program submits a Family Engagement Plan that         employs 2 or more strategies to engage all families         PLUS</li> <li>Family Teacher Conference (2x/year)         PLUS</li> <li>Family Survey/Surveyworks Implementation Plan         PLUS</li> <li>Program Implements Activities to Facilitate the         Transition of Children &amp; Families (e.g., program visits         prior to enrollment, internal transitions, transitions         out of programs)</li> </ul>

#### **Required Documentation:**







### **PROGRAM AGREEMENT**

	l acknowledge that it is my responsibility to submit copies of the r this completed application as requested by BrightStars:	requested documentation along with
	By signing this BrightStars application, I verify/agree to the	ne following (please check all):
	I have read Information and Policies for the BrightStars Quality Ra understand and will adhere to all policies contained within.	ting and Improvement System. I
	All of the information contained in this application is accurate and	true.
	I will post my BrightStars rating certificate in my program in a plac	e highly visible to families/the public.
	I understand BrightStars Confidentiality Policy: A program's star re BrightStars standard, and other basic program information (addrewill be made available on the BrightStars or RIDE hosted websites BrightStars application will be shared within the state data systement of Pluman Services (DHS), the RI Department of Children, Youth and Families (DCYF), the RI Department of Healt Learning Professionals (CELP) at an aggregate level for the purpospecific information about your program may be shared with state purposes of record keeping, data analysis, and program assessments shared with others only with your specific, signed permission.	ss, phone number, ages served, etc.) . Information submitted as part of your m with state agency partners, including f Education (RIDE), the RI Department th (DOH), and The Center for Early ses of data reporting. Identifiable and a agency representatives for the ent. Identifying information may be
	Print Name	Title
-	Signature	 Date