

**From:** [David Petrone](#)  
**To:** [Bd\\_Ed](#)  
**Cc:** [Kimberlee Delorme](#)  
**Subject:** HEEC License  
**Date:** Sunday, December 30, 2018 12:37:01 PM

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Board Members,

Connecticut General Statutes, Section 19a-77(b)(1)(A) provides that a program administered by a public school system is not required to be licensed to operate. Since Coventry Public Schools retains responsibility for the management and oversight of the Hale Early Education Center, we have decided to forgo being licensed. This arrangement will go in effect starting January 1, 2019. All parents will be notified.

As a part of this new identity, HEEC will no longer accept Care4Kids funding, but we will honor any current student's tuition support through June 2019.

If you have any questions, please contact me individually.

Thank you,  
David

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## HEEC Licensing

HEEC is now a license-exempt preschool. The Coventry Board of Education is the Regulatory Body of HEEC.

1. HEEC is administered by the Board of Ed and is now exempt from Licensing per the statute 19a-77(1)(A) "child care services shall not include such services which are: administered by a public school system."
  - a. Being license exempt covers all programs of HEEC, including before and after care.
2. Mandated Training
  - a. HEEC will no longer accept Care4Kids which means that mandated Thrive/Care4Kids training would not be needed. Thrive training involved either 5 hours or 18 hours of web-based training for every HEEC staff member.
  - b. HEEC will continue to comply with NAEYC requirements for First Aid and CPR training.
3. Inspections
  - a. OEC inspections will no longer occur.
  - b. School Readiness monitoring will continue – conducted by the School Readiness Liaison/Smart Start Coordinator.
  - c. HEEC continues with the yearly School Readiness visit from the state which looks at classrooms, finances, program structure, etc.
  - d. NAEYC re-accreditation visits every five years and random visits may occur during any given year.
4. Professional Development
  - a. HEEC will continue to follow School Readiness and NAEYC requirements for Professional Development.
5. New employee screenings
  - a. HEEC will be responsible to follow BOE requirements only. For example, fingerprints for the BOE are sufficient. A second set of fingerprints for the OEC is no longer needed.

Impact on HEEC and Coventry Public Schools:

1. There was only one family who is supported with Care4Kids funds.
  - HEEC determined what Care4Kids pays for this family monthly.
  - HEEC is honoring that amount by putting this child on "scholarship." The family will only pay their "family fee" portion, consistent with what would have been owed following the Care4Kids reduction.
2. Budget Savings:
  - OEC licensing fee: \$500 every four years
  - Second set of fingerprints for every HEEC employee: \$90/each new hire
  - Med Cert/Epi Pen Training:
    - a. Yearly training for Epi Pen use costs \$20/employee
    - b. Med Cert training every two years \$35/employee
    - c. We would continue to maintain some trained staff
3. Eliminate the requirement for an educational consultant which costs approximately \$600/year