



Dear Director,

Mississippi Building Blocks (MBB) is entering its eighth year of service to the children, their families, and early childhood (EC) professionals of Mississippi. Evaluation findings from the previous seven years indicate MBB's comprehensive approach to training and technical assistance yields some positive outcomes for children and their teachers. The findings also indicate a significant improvement in classroom quality.

The mission of Mississippi Building Blocks is to provide high-quality learning experiences for children and families through coaching, training, and technical assistance for early childhood professionals.

At this time, MBB is beginning to identify EC centers (directors and teachers) interested in participating in the 2016-2017 program year. A significant feature of the upcoming program year is MBB's emphasis on working with an EC center's entire group of classrooms. That is, infant/toddler and preschool classroom (birth – kindergarten entry) are eligible. This approach allows the director and all teachers to participate in MBB's classroom-based coaching model.

If interested, each EC center will need to participate in a short selection process. The enclosed documents outline the selection process and participation requirements. Please carefully review these documents and call the MBB office if you have any questions (601.898.1400).

After reviewing the submitted documents, the MBB office will forward the names of eligible EC centers to the nSPARC, National Strategic Planning & Analysis Research Center. EC centers will be randomly selected to participate. This ensures each center has an equal chance of being selected. If selected, the center will receive the following services:

If selected to be a Treatment Center, the center will receive the following services:

1. Coaches: MBB's coaches will provide classroom-based training across domains of school readiness (e.g., language and literacy, math and science, and socio-emotional development) instruction to each teacher. Teachers will receive certified contact hours for participation.
2. Classroom Materials: Based on the need for each classroom, materials, and resources designed to support the MBB learning objectives will be provided.
3. Business Consulting: MBB Business Advisors will provide advice on financial planning, accounting/bookkeeping; taxes, payroll, and website design.
4. Parent Liaison: The parent advocate will host workshops, encourage parental involvement, and design parent centers.

Application documents are due no later than April 15, 2016. Please fax the two-page application to (601.898.1525) or mail it to 403B Towne Center Blvd. Suite C, Ridgeland, MS 39157

Thank you,

April J. May
Executive Director, Mississippi Building Blocks

Mississippi Building Blocks 2016-2017 Eligibility and Participation Requirements

Eligibility Requirements

To be eligible to apply for the 2016-2017 program year, the early childhood center must:

1. Be a licensed child care center with no current sanctions or licensure probation;
2. Be in operation for at least one calendar year;
3. Pay all teaching staff, at least, minimum wage and be able to provide documentation of wages being paid;
4. Have an on-site Director who holds no other employment except that of being the program director during the operational hours of the program; and,
5. Provide at least an 8-hour block of time as operational hours;
6. Have at least one classroom with at least 5 children between the ages of 3 and 5 years old.

Participation Requirements

Treatment centers must agree to:

- Ensure all teachers and directors sign a Memorandum of Understanding indicating their full intent to participate in all aspects of MBB's comprehensive approach to training and technical assistance, which includes:
 - no fewer than 5 sessions with a MBB Business Advisor;
 - using the MBB curriculum throughout the program year;
 - participate in the on-site coaching program;
 - allow assessments (including child assessments, teacher and director surveys, and classroom evaluations) to be conducted;
 - complete all paperwork associated with the MBB evaluation;
 - participate in all training sessions provided by MBB;
 - implement a parent engagement program that involves hosting, at least, two parent meetings in the evening for the school year;
- Allow assessments (including child assessments, teacher and director surveys, and classroom evaluations) to be conducted by MBB staff or researchers associated with the MBB organization;
- Participate in the full school year (August- June) of MBB and make all efforts to implement the strategies at all times;
- Accept materials and resources provided by MBB to ensure each teacher has the materials and resources needed to fully implement the MBB approach;
 - This requires the director and teachers to sign a Memorandum of Understanding regarding use of materials and resources, which includes a requirement to return the materials and resources to MBB if the teacher/program fails to continue participation; and
- Regularly communicate with the MBB office and the National Strategic Planning and Analysis Research Center at Mississippi State University to ensure the MBB evaluation is complete and timely.

Application to Participate in Mississippi Building Blocks

2016-2017 Program Year
Early Childhood Center Information Form

Instructions: Complete this two-page form. All directors and teachers must sign page 2.

...please print...

Center Name: _____

Center Address: _____

City: _____ County: _____ Zip Code: _____

Email Address: _____

Phone Number: _____

Fax Number: _____

Director Name: _____

Assistant Director Name: _____

Please complete the chart below with your *best estimate* of what your 2016-2017 early childhood center (classroom enrollment, teachers assigned to each classroom, etc.) will look like.

Classroom Type (Infant, Toddler, or Preschool)	Age Range	Classroom Enrolled	Name of Teacher (s)
1.			
2.			
3.			
4.			
5.			
6.			
7.			

Application to Participate in Mississippi Building Blocks: Page 2

2016-2017 Program Year
Early Childhood Center Information Form

Center Name: _____

"I have read the Mississippi Building Blocks letter and Eligibility and Participation Requirements and my signature below indicates that I am interested in participating in the 2016-2017 Mississippi Building Blocks program.

I realize that my early childhood center may or may not be selected. I also realize that my signature below does not obligate me to participate. If my early childhood center is selected, I will then be asked to sign a Memorandum of Understanding indicating that I am willing to participate at that time."

Signatures of directors and all teachers employed at the early childhood center. Please include the number of years teaching next to the signature.

Name (Print)	Signature	Number of years working in this childcare center
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10		

Please fax the two-page application to: **601.898.1525**
You may also choose to mail the application to the following address:
Mississippi Building Blocks
403B Towne Center Blvd.
Suite C
Ridgeland, MS 39157