

Credential AREA: Family Child Care Credential (Level 4)
TOPIC: Leadership/Advocacy and Business Stackable Multi-Domain Assessment Example
Leadership/Advocacy and Business Planning

I. Assessment Competency & Standard Alignment

Gateways Competencies Assessed
LA2: Identifies strategies that support the development of collaborative relationships between family child care programs, families, and community agencies.
LA3: Identifies strategies that support the development of collaborative partnerships between family child care programs, families, and community agencies.
BUS4: Develops effective fiscal, organizational, and financial goals and plans, marketing materials, and human resource documents to successfully operate family child care programs.
BUS5: Develops effective family child care business plan for increasing competencies and application of professional standards in business ethics, legal and regulatory oversight, and administrative management.

The following assessments measure competencies for both the Leadership and Advocacy and Business content areas, as indicated below. The assessments address competencies at level 4.

Part 1: Fiscal Plan for Family Child Care Center (BUS 4-5)

For this assessment, you will develop the fiscal policies, procedures and projected budget for your family child care center. All policies and procedures should represent best practice as well as state, federal and local mandates as well as sound fiscal management principals.

Your policies and procedures should include but not be limited to:

- Revenue
 - Tuition (including daily, ½-day, hourly rates and sliding scale parameters)
 - Fees (including registration, diaper, late, late payment, vacation etc.)
- Bookkeeping system and tuition collection policies for assessing, billing and collecting fees and tuition
- Expenses: Annual estimated budget
 - Salaries
 - Insurance
 - Taxes
 - Equipment upgrades, depreciation, & repair
 - Supplies, classroom and office
 - Food service
 - Parent training
 - Excursions and special activities
 - Ongoing recruitment/marketing
 - Telephone
 - Postage
 - Printing
 - Uncollected fees
- Startup Budget
 - Building/ space rent/purchase/ or build
 - Equipment
 - Materials
 - Supplies
 - Printing/communication/marketing
 - Postage
 - Phone

Technology Option:
- Website options
- Collaboration options

- Utilities
- Licensing/certification fees

Part 2: Resource File for Family Child Care Center (LA 2 and LA 3)

Create a resource file using Power Point or Prezi or Website that includes at least 10 community resources in your neighborhood that are supportive of children and families. Your file must include a written component with an **analysis** of the resources in the community. Make sure to comment on any collaborative strategies the resource uses or could use to foster partnerships with families, children and family child care.

What Is a Community Resource?

A community resource is anything that can be used to improve the healthy development of a child and their family.

- It can be a person or people, e.g., child care teachers, counselors, etc.)
- It can be a physical structure or place, e.g., clinics, hospitals, grocery stores, fire stations, parks, community centers, community service centers, etc.
- It can be a community service that makes life better for some or all community members, e.g., public transportation, early childhood education centers, park district classes, etc.

Technology Option:
← Embedded

III. Assessment Rubric

FCC Leadership and Advocacy and Business Custom Rubric					
Competency	Distinguished	Competent	Developing	Unsatisfactory	Unable to Assess
LA2: Identifies strategies that support the development of collaborative relationships between family child care	Gives contextual examples of strategies that support and advocate the development of collaborative	Cites strategies that support the development of collaborative relationships between family child care	Attempts to name strategies that support communication between family child care programs, families, and	Names strategies that minimize or weaken collaborative relationships between family child care programs, families, and	

programs, families, and community agencies	relationships between family child care programs, families, and community agencies	programs, families, and community agencies	community agencies	community agencies	
Competency	Distinguished	Competent	Developing	Unsatisfactory	Unable to Assess
LA3: Identifies strategies that support the development of collaborative partnerships between family child care programs, families, and community agencies	Gives contextual examples of strategies that support and advocate the development of collaborative partnerships between family child care programs, families, and community agencies	Cites strategies that support the development of collaborative partnerships between family child care programs, families, and community agencies	Attempts to name strategies that support work between family child care programs, families, and community agencies	Names strategies that minimize or weaken collaborative partnerships between family child care programs, families, and community agencies	
Competency	Distinguished	Competent	Developing	Unsatisfactory	Unable to Assess
BUS4: Develops effective fiscal, organizational, and financial goals and plans, marketing materials, and human resource documents to successfully operate family child care programs.	Develops and promotes effective fiscal, organizational, and financial goals and plans, marketing materials, and human resource documents to successfully operate family child care programs.	Formulates effective fiscal, organizational, and financial plans and human resource documents to successfully operate family child care programs.	Develops some fiscal, organizational, and financial plans and human resource documents to operate family child care programs.	Cannot develop fiscal, organizational, and financial plans and human resource documents needed to effectively operate and maintain a family child care program.	
Competency	Distinguished	Competent	Developing	Unsatisfactory	Unable to Assess
BUS5: Develops effective family child	Creates and promotes an effective family	Creates effective family child care business	Tries to create a family child care business	Creates ineffective family child care	

care business plan for increasing competencies and application of professional standards in business ethics, legal and regulatory oversight, and administrative management.	child care business plan for increasing competencies and application of professional standards in business ethics, legal and regulatory oversight, and administrative management.	plans for increasing competencies and application of professional standards in business ethics and administrative management.	plan reflective of competencies and application of professional standards in business ethics and administrative management.	business plans which ignore competencies and application of professional standards in business ethics and administrative management.	
---	---	---	---	--	--

Yellow = Level 2

Green = Level 3

Orange = Level 4

Blue = Level 5

IV. Data Collection & Analysis Tool

Competency & Standards Alignment Competency	Cumulative Assessment Data				
	Distinguished	Proficient	Needs Improvement	Unsatisfactory	Unable To Assess
LA2: Identifies strategies that support the development of collaborative relationships between family child care programs, families, and community agencies.					
LA3: Identifies strategies that support the development of collaborative partnerships between family child care programs, families, and community agencies.					
BUS4: Develops effective fiscal, organizational, and financial goals and plans, marketing materials, and human resource documents to successfully operate family child care programs.					
BUS5: Develops effective family child care business plan for increasing competencies and application of professional standards in business ethics, legal and regulatory oversight, and administrative management.					