

NYCEEC Operations Calendar - February 2020

| MON | TUES | WED | THURS | FRI |
|---|--|--|---|---|
| 03 <input type="checkbox"/> Mid-year expenditure reports available in Pre-KIDS | 04 | 05 <input type="checkbox"/> Pre-K / 3-K applications open <input type="checkbox"/> Enrollment opens on Protraxx for March. 5-6 ECERS-R training | 06 | 07 <input type="checkbox"/> Submit Invoices to the field <input type="checkbox"/> Certify previous month's attendance |
| 10 | 11 <input type="checkbox"/> <i>EarlyLearn:</i> Nutrition Training | 12 <input type="checkbox"/> Enrollment Information Session (Bronx) <input type="checkbox"/> <i>Head Start:</i> Policy Council General Assembly Meeting <input type="checkbox"/> <i>Head Start:</i> Policy Council Officer & Community Representative Elections | 13 | 14 <input type="checkbox"/> Fill out order form for Fun with Feelings Play Mat for 3s |
| 17 | 18 <input type="checkbox"/> Enrollment opens on Protraxx for March 17 CLASS training | 19 | 20 | 21 |
| 24 <input type="checkbox"/> <i>EarlyLearn:</i> Begin sending child care assistance applications to Family Welcome Centers | 25 <input type="checkbox"/> Enrollment Information Session (Staten Island) | 26 <input type="checkbox"/> <i>Head Start:</i> Policy Council Installation Ceremony | 27 <input type="checkbox"/> Enrollment Information Session (Queens) | 28 <input type="checkbox"/> Mid-year expenditure reports due <input type="checkbox"/> Deadline to sign 4-07(a) or (b) extensions <input type="checkbox"/> <i>Head Start:</i> Complete required HS-01 form; Submit invoices for Nov. and Dec. 2019 <input type="checkbox"/> Director's Meetings |

Monthly Deadlines

- Review updates to DOHMH Article 47 and Article 43 health codes
- Replace 3-K and Pre-K for all banners. If you do not receive a banner by February 15th, email [Kevin Sebili](#)