

NYCEEC Operations and Compliance Calendar- December 2018

MON	TUES	WED	THURS	FRI
03	04	05	06	07
		<input type="checkbox"/> Submit Invoices to the Field <input type="checkbox"/> Certify previous month's attendance <input type="checkbox"/> NYCEEC Directors Training Webinar: Policy Handbook Review (This webinar will be available to complete until January 5 th)		
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

Monthly Deadlines

- Fire extinguishers have been serviced monthly and recorded on service tag or label securely attached to the fire extinguisher
- All smoke and carbon monoxide detectors are in working order
- Fire drills have been conducted monthly and logged for fire department inspection

NYCEEC Operations and Compliance Calendar- November 2018

MON	TUES	WED	THURS	FRI
<p>29</p> <p>Operations Training: Manhattan Downtown Community Television Center 10:00am – 1:00pm</p> <p>North Brooklyn Friends of Crown Heights 2 9:00am – 12:00pm</p>	<p>30</p> <p>Operations Training: Bronx Riverdale Presbyterian 10:00am – 1:00 pm</p> <p>Staten Island Jewish Community Center of Staten Island 9:00am – 12:00pm</p> <p>Queens Saint Elizabeth School 9:00 am – 12:00 pm OR 1:00pm – 4:00 pm (session time depends on district)</p>	<p>31</p>	<p>01</p> <p>Operations Training: South Brooklyn Bambi Day Care II 1:00pm – 4:00 pm</p>	<p>02</p>
<p>05</p> <p><input type="checkbox"/> Submit Invoices to the Field</p> <p><input type="checkbox"/> Certify previous month's attendance</p>	<p>06</p>	<p>07</p>	<p>08</p>	<p>09</p>
<p>12</p>	<p>13</p>	<p>14</p>	<p>15</p>	<p>16</p>
<p>19</p>	<p>20</p>	<p>21</p>	<p>22</p>	<p>23</p>
<p>26</p>	<p>27</p>	<p>28</p>	<p>29</p>	<p>30</p> <p><input type="checkbox"/> Authentic Assessment Fall Checkpoint Due Date</p>

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NYCEEC Operations and Compliance Calendar - October 2018

MON	TUES	WED	THURS	FRI
01	02	03	04	05
		<input type="checkbox"/> BEDS Date <input type="checkbox"/> Submit enrollment packets	<input type="checkbox"/> Roster Confirmation Begins	<input type="checkbox"/> Lead Teacher Incentive Deadline <input type="checkbox"/> Rate Enhancement Deadline
08	09	10	11	12
15	16	17	18	19
22	23	24	25	26
<input type="checkbox"/> Developmental Screening Deadline				<input type="checkbox"/> Register for Fall 2018 NYCEEC Operations Trainings
29	30	31	01	02
Operations Training: Manhattan Downtown Community Television Center 10:00am – 1:00pm North Brooklyn Friends of Crown Heights 2 9:00am – 12:00pm	Operations Training: Bronx Riverdale Presbyterian 10:00am – 1:00 pm Staten Island Jewish Community Center of Staten Island 9:00am – 12:00pm Queens Saint Elizabeth School 9:00 am – 12:00 pm OR 1:00pm – 4:00 pm (session time depends on district)		Operations Training: South Brooklyn Bambi Day Care II 1:00pm – 4:00 pm	

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