
BOARD AGENDA ITEM

Information/Discussion _____

Future Action _____

Action X

Item: Addition of two Early Childhood Specialists for GSRP

Submitted by: Ashley Karsten

Date: 4/6/2026

Recommended by: Jenny Fee ^{JF}

Board Meeting Date: 4/20/2026

RECOMMENDATION:

As Pre-K for All expands in Kent County, we plan to open at least 30 additional Great Start Readiness Program subrecipient classrooms. It is recommended that the board approve the hire of two additional Early Childhood Specialist to support with classroom coaching, monitoring, assessment, and support.

BACKGROUND:

Under the Great Start Readiness Program grant it is required that the ISD provide each classroom coaching support through an Early Childhood Specialist. Early Childhood Specialists at Kent ISD generally carry a caseload of about 15 classrooms. To ensure high quality programming, Early Childhood Specialists provide instructional, behavioral, and family support to the staff and classroom. Early Childhood Specialists work a 200-day contract. These additional positions are supported under the Great Start Readiness Program grant.

Emilia), authentic child assessment (MyTS or COR), and program evaluation tool (PQA-R or CLASS) of the classrooms supported. Formal training is defined as comprehensive training in full implementation of a tool, completed by a certified trainer of the tool, such as those who have attended training of trainers.

5. Knowledge of the Essential Instructional Practices in Early Literacy, Prekindergarten and Essential Instructional Practices in Early Mathematics, Pre-K to Grade 3.
6. Status as a Reliable Assessor/Certified Observer in PQA-R and/or CLASS.

Specific Duties and Responsibilities:

1. Partner with teaching teams to ensure grant compliance, fidelity to curriculum, and a high-quality preschool experience for children.
2. Observe and provide both written and verbal feedback to teaching teams on an ongoing basis.
3. Provide monthly coaching to teaching teams, based on the professional growth plan, which may include offering support by observing to provide feedback on techniques or interactions, modeling strategies with children, attending home visits/conferences, offering classroom or professional learning resources, meeting with teaching teams to discuss feedback, strengths and needs, plans, etc.
4. Monitor quantity and quality of evidence entered into the child assessment tool by each teaching team. Support the continuous analysis of child progress to inform parent partnerships and teaching through lesson planning for meaningful, intentional whole group instruction, as well as respond to small group and individual child needs.
5. Plan, facilitate, and/or engage in early childhood Professional Learning Committees (PLCs), Professional Development (PD), and other training experiences for childhood program staff based on identified needs.
6. Partner with teachers, families, and auxiliary staff to provide appropriate and research-based behavior support.
7. Liaison between Kent ISD, local school districts, Community Based Organizations and early childhood community stakeholders. Advocate for local GSRP Programs.
8. Utilize individual expertise and experience as it will benefit the program as a whole.

Kent ISD's Early Childhood Department strives to be inclusive in our hiring and workplace practices. We continually seek to be strengthened by the wisdom of diversity.

The above is intended to describe the general content of and requirements for the performance of this position. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements.

Salary: Grade 5

Benefits: Robust benefit package includes full medical, dental, and vision insurance; generous paid sick and personal days; State of Michigan School Employment retirement program; student loan forgiveness may be available through the Public Service Loan

Forgiveness program for eligible Federal student loans.

Posting Dates:

Distribution: External & Internal

To Apply: Kent Intermediate School District manages employment applications online. No hardcopy applications/resumes will be accepted for this position.

- Applications must be completed online at www.jobs.kentisd.org
- Please note, due to the large number of applications, we are unable to attend to e-mail or telephone inquiries on application status.
- All candidates will be notified timely regarding their application status.

The final candidate for this position will be required (at their cost) to furnish Kent Intermediate School District with a current Michigan State Police and FBI criminal records LiveScan check prior to our recommendation to hire.

It is the policy of the Kent ISD School Board that no student, staff member or candidate for any position in the District shall be discriminated against on the basis of race, color, national origin, creed, ancestry, age, gender/sex, sexual orientation, marital status, height, weight, veteran status, political belief or physical/mental disability which does not impair their ability to perform adequately in the individual's particular position or activity, excluded from participation in, denied the benefit of, or to be subjected to discrimination in any program or activity for which the Kent ISD School Board is responsible for or receives financial assistance from the U.S. Department of Education. The Coordinator for Title IX, Section 504, the Age Discrimination Act and Title II is: Coni Sullivan, Esq., Assistant Superintendent for Human Resources and Legal Services.