

**Early Education and Support Division**  
**Process for Updating Title 5 Regulations**  
**Plan of Action**

**Outcome**

The *California Code of Regulations*, Title 5 (5 CCR), Chapters 19 and 19.5 will be current and aligned with California laws enacted over the past several years as well as the federal Child Care and Development Fund (CCDF) Program Final Rule published September 30, 2016.

This will be achieved by amending, adding, or deleting appropriate child care and development sections of 5 CCR, following the Office of Administrative Law (OAL) rule making process, which includes public comment periods.

The 5 CCR sections which will be updated will be determined based on the need to comply with California laws and federal laws and regulations. Early education contractors, stakeholders, and appropriate state agencies will be invited to submit suggestions of 5 CCR sections needing to be updated.

**Major Steps and Timeline**

<b>Steps</b>	<b>Start Date</b>	<b>End Date</b>
1. Establish a team of Early Education and Support Division staff to work on this assignment and develop a plan of action with timelines.	Oct. 24, 2016	Nov.10, 2016
2. Establish the State Superintendent of Public Instruction's Early Learning and Educational Support Stakeholder Group (SSPI Stakeholder) to serve as the initial review group of the proposed regulation language.	Oct. 26, 2016	Oct. 26, 2016
3. Inform the California State Advisory Council on Early Learning and Care (SAC) of the 5 CCR update and review process.	Oct. 26, 2016	Oct. 26, 2016
4. Announce to the child care and development contractors, stakeholders, and appropriate state agencies the process for updating 5 CCR and solicit their suggestions of sections that need attention.	Nov. 7, 2016	Dec. 9 , 2016

<b>Steps</b>	<b>Start Date</b>	<b>End Date</b>
5. Determine the categories of sections/subchapters to update based on contractor/stakeholder/state agency input and staff assessment of compliance needs; prioritize these categories into sequence of development.	Dec. 13, 2016	Jan. 6, 2017
6. Begin drafting the proposed language and completing the documents required by the OAL rule making process once the sections/subchapters to update have been decided.	Jan. 9, 2017	April 21, 2017
7. Review the initial draft language with the SAC and SSPI Stakeholder groups and edit draft language based on input.	April 26, 2017	May 17, 2017
8. Submit proposed language for internal CDE review.	May 22, 2017	June 23 ,2017
9. Continue the OAL process, including submitting the required documents to OAL and holding the public hearing and comment period (45 days).	June 26, 2017	Sept. 4, 2017
10. Complete all of the OAL processes that includes preparing written responses to public comments and finalizing rulemaking.	Sept. 4, 2017	Oct. 6, 2017
11. Submit final package to OAL	Oct. 9, 2017	Oct. 9, 2017
12. OAL review period (30 days); regulations adopted	Oct 10, 2017	Nov. 10, 2017
13. Effective date of new regulations.		Dec. 1, 2017