



SELF ASSESSMENT

2021-2022

Grant #04CH011701, Fiscal Year 3/5

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SELF ASSESSMENT

CONTEXT FOR SELF ASSESSMENT

The Charlotte County School Board conducts self-assessment activities annually in accordance with the Head Start Performance Standards. The purpose of the annual self-assessment is to evaluate the comprehensive early childhood services provided and to inform continuous quality improvement. Ideally/

SELF-ASSESSMENT FOCUS AREAS & REVIEW QUESTIONS:

1. PROGRAM MANAGEMENT AND QUALITY IMPROVEMENT

- Evaluate the program's **ongoing monitoring system**. How does the program use data to identify program strengths and areas needing improvement? How does the program evaluate progress toward program goals and compliance with program performance standards?
- Evaluate the program's **professional development system**. How does the program support staff in setting individual professional development goals? How does the program provide staff with professional development opportunities to enhance their knowledge and skills within the scope of their job responsibilities? What is the program's system for succession planning?
- Evaluate the program's **governance & decision-making process**. How does the program involve the school board and policy council in decisions related to program design and implementation?
- Evaluate the program's **system for keeping families informed &**

3. HUMAN RESOURCE MANAGEMENT

does the program ensure that all children are up-to-date on required health, dental & wellness guidelines and standards? What systems does the program have in place to support children in accessing well child and/or sick care?

- Evaluate the program's effectiveness to maintain and monitor **effective nutrition services** that meet nutritional needs and accommodate feeding requirements and allergies. How does the program maintain up-to-date, accurate information regarding children's nutritional needs? How does the program provide required nutrition to children?

6. SAFE LEARNING

- Evaluate the program’s ability to effectively establish a **positive goal-oriented relationship with families, impact family wellbeing and promote family engagement** in children’s learning and development by first identifying areas of strength followed by opportunities for improvement.

Describe the program’s system for setting and tracking individualized, relevant goals with families. What efforts does the program make to include families in their children’s learning and to make them feel part of the “school family?”

9. ERSEA: ELIGIBILITY, SELECTION, ENROLLMENT, AND ATTENDANCE

- Evaluate the program’s effectiveness in **enrolling children** who are categorically eligible or who meet defined income-eligibility requirements including at least 10% filled by children eligible for services under IDEA.

Describe the program’s system for defining eligibility guidelines. How does the program ensure that only eligible children are enrolled, and that the most in need are given priority?

- Evaluate the program’s system used to **monitor attendance data** to support families in promoting individual child attendance and inform program improvements where monthly attendance rates indicate systematic attendance issues.

What is the program’s system for monitoring children’s attendance? What policies are in place to support families with attendance issues? How does the program address families with chronic, unexplained/unexcused attendance issues?

2021-2022 ECP Improvement Plan

PROGRAM MANAGEMENT AND QUALITY IMPROVEMENT

Data, documents & evidence:

- Progress on Broad Goals – Meeting minutes; Updated action plans
- Ongoing Monitoring Matrix & guidance
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On occasion, staffing challenges effected timely completion of requirements
Fulltime nurses needed at EC centers

SAFE LEARNING ENVIRONMENTS & ACTIVE SUPERVISION

Data, documents & evidence:

- Health & Safety checklist data
- Training documentation
- Policies & Procedures

STRENGTHS:

Facilities

Security upgrades and improvements district-wide

Maintenance & Operations dept, including custodial crews

Cleaning & sanitation supplies

AREAS IN NEED OF IMPROVEMENT:

Quality of custodial crews vary from site to site

Ensure all new staff receive timely training

Follow-through by MH Specialist

FAMILY SERVICES & COMMUNITY ENGAGEMENT

Data, documents & evidence:

- Childplus family services data
- Family goals data
- Parenting class documentation
- Parent Committee meeting documentation
- Family event flyers, sign-in, etc
- Volunteer training & hours documentation
- Family & Health Advisory agenda, minutes, decisions
- Memoranda of Understanding

STRENGTHS:

Knowledgeable Policy Council

AREAS IN NEED OF IMPROVEMENT:

NONE