

WEAKNESS IDENTIFIED	ACTION	TIMEFRAME	PERSONS RESPONSIBLE
<p>1. <u>Management Systems: Program Governance</u> None noted.</p>	<p><u>Management Systems: Program Governance</u></p>	<p><u>Management Systems: Program Governance</u></p>	<p><u>Management Systems: Program Governance</u></p>
<p>2. <u>Management Systems: Planning</u> The Planning Team is missing members from one school and will add a member from State funded Home Base.</p>	<p><u>Management Systems: Planning</u> We will recruit a Planning Team member from the school missing a member and add a Home Base member.</p>	<p><u>Management Systems: Planning</u> Fall 2016</p>	<p><u>Management Systems: Planning</u> Director</p>
<p>3. <u>Management Systems: Communication</u> Employee training handbook incomplete.</p>	<p><u>Management Systems: Communication</u> Complete the online employee handbook.</p>	<p><u>Management Systems: Communication</u> By the end of the 2016-2017 school year.</p>	<p><u>Management Systems: Communication</u> Director Administrative Assistants Service Area Coordinators</p>
<p>4. <u>Management Systems: Record Keeping and Reporting</u> We are lacking a city wide list serve to disseminate program information electronically.</p>	<p><u>Management Systems: Record Keeping and Reporting</u> We will gather email addresses from community partners, agencies serving young families and local governmental bodies.</p>	<p><u>Management Systems: Record Keeping and Reporting</u> Summer and Fall 2016.</p>	<p><u>Management Systems: Record Keeping and Reporting</u> Director Child Plus Administrator All staff</p>
<p>5. <u>Management Systems: Ongoing Monitoring</u> We would like to build in more time for coordinators to work with individual staff.</p>	<p><u>Management Systems: Ongoing Monitoring</u> We will work on calendar changes that allow for teachers to have time to meet during the</p>	<p><u>Management Systems: Ongoing Monitoring</u> Ongoing.</p>	<p><u>Management Systems: Ongoing Monitoring</u> Director Planning Team</p>

	work day.		
<p>6. <u>Management Systems: Human Resources</u> We would like to have more control of what our staff does on district staff development days.</p>	<p><u>Management Systems: Human Resources</u> We will advocate for scheduling changes that allow all early childhood staffs to train together on topics we choose during district staff development days.</p>	<p><u>Management Systems: Human Resources</u> Summer, Fall 2016.</p>	<p><u>Management Systems: Human Resources</u> Director District Staff Development personnel.</p>
<p>7. <u>Management Systems: Fiscal Management</u> We need to more widely disseminate the results of district audits that include Head Start.</p>	<p><u>Management Systems: Fiscal Management</u> At the completion of the district federal audit, Head Start will disseminate the results to the Policy Council, Governing Board and include this information in our Annual Report.</p>	<p><u>Management Systems: Fiscal Management</u> Fall 2016.</p>	<p><u>Management Systems: Fiscal Management</u> Director</p>
<p>8. <u>Child Development and Health Services: Prevention and Early Intervention</u> We have ongoing difficulties getting parents to follow through with health visits.</p>	<p><u>Child Development and Health Services: Prevention and Early Intervention</u> We will seek Training and Technical Assistance on this topic.</p>	<p><u>Child Development and Health Services: Prevention and Early Intervention</u> Summer, Fall 2016</p>	<p><u>Child Development and Health Services: Prevention and Early Intervention</u> Director Health and Nutrition Coordinator</p>
<p>9. <u>Child Development and Health Services: Tracking and Follow-Up</u> We struggle getting families to follow through with health</p>	<p><u>Child Development and Health Services: Tracking and Follow-Up</u> We will seek Training and Technical Assistance on this topic.</p>	<p><u>Child Development and Health Services: Tracking and Follow-Up</u> Summer, Fall 2016</p>	<p><u>Child Development and Health Services: Tracking and Follow-Up</u> Director Health and Nutrition Coordinator</p>

visits We need to reinforce to staff to document attempts to contact and contacts with families who have not met health requirements.	We will train staff on this topic at our first in-service.	Fall 2016	Director Health and Nutrition Coordinator Child Plus Administrator
<u>10. Child Development and Health Services: Individualization</u> None noted.	<u>Child Development and Health Services: Individualization</u>	<u>Child Development and Health Services: Individualization</u>	<u>Child Development and Health Services: Individualization</u>
<u>11. Child Development and Health Services: Disabilities Services</u> We would like collaborate to share funding or secure more grant funds to transport children with special needs to and from Head Start. We want to balance classrooms as much as possible, to base inclusion on general population (10%) and ensure equitable and sufficient time from ECSE services at each site/classroom.	<u>Child Development and Health Services: Disabilities Services</u> We have made connections to look into busing all children. We will discuss this with new Special Education Director, asking to consistently place staff where children are enrolled.	<u>Child Development and Health Services: Disabilities Services</u> Ongoing. Summer, Fall 2016	<u>Child Development and Health Services: Disabilities Services</u> Director Service Area Coordinators Director Disabilities Coordinator
<u>12. Child Development and Health Services: Curriculum and Assessment</u> We need to improve training	<u>Child Development and Health Services: Curriculum and Assessment</u> We will complete our staff	<u>Child Development and Health Services: Curriculum and Assessment</u> Ongoing.	<u>Child Development and Health Services: Curriculum and Assessment</u> Director Service Area Coordinators

<p>for new staff.</p> <p>Teachers would like more time to work together and have training on conducting ongoing assessments.</p>	<p>manual. We will set a schedule of training and check-ins with new staff for the first year.</p> <p>We will structure staff development and PLC days to accommodate this request.</p>	<p>Summer 2016</p>	<p>Planning Team Director</p>
<p><u>13. Family and Community Partnerships: Family Partnership Building</u></p> <p>Our Family Partnership Agreement process is currently being overhauled.</p>	<p><u>Family and Community Partnerships: Family Partnership Building</u></p> <p>We will continue to refine the Family Partnership Agreement process with a training before home visits start.</p>	<p><u>Family and Community Partnerships: Family Partnership Building</u></p> <p>August/September 2016</p>	<p><u>Family and Community Partnerships: Family Partnership Building</u></p> <p>Director Family Services Coordinator</p>
<p><u>14. Family and Community Partnerships: Parent Involvement</u></p> <p>We would like to work on documenting a clear picture of who is in the child’s family and address some parent resistance to sharing that information.</p>	<p><u>Family and Community Partnerships: Parent Involvement</u></p> <p>Advocates starting the year with a home visit aimed at relationship building will help address this piece.</p>	<p><u>Family and Community Partnerships: Parent Involvement</u></p> <p>Fall 2016</p>	<p><u>Family and Community Partnerships: Parent Involvement</u></p> <p>Family Services Coordinator Family Advocates</p>
<p><u>15. Family and Community Partnerships: Community and Childcare Partnerships</u></p> <p>We would like to strengthen</p>	<p><u>Family and Community Partnerships: Community and Childcare Partnerships</u></p> <p>We will work with Key Zone to</p>	<p><u>Family and Community Partnerships: Community and Childcare Partnerships</u></p> <p>Ongoing.</p>	<p><u>Family and Community Partnerships: Community and Childcare Partnerships</u></p> <p>Director</p>

<p>our connection to after school programming with the goal being wrap-around care.</p> <p>We need to develop a stronger system for ongoing communication with community partners.</p>	<p>make Prek slots available as needed.</p> <p>We will develop and utilize a list serve for this purpose.</p>	<p>Summer 2016</p>	<p>Enrollment Coordinator</p> <p>Administrative Assistants Director</p>
<p><u>16. Program Design: Eligibility, Recruitment, Selection, Enrollment and Attendance</u></p> <p>We are still working under a year long Enrollment Action Plan.</p>	<p><u>Program Design: Eligibility, Recruitment, Selection, Enrollment and Attendance</u></p> <p>We have applied for an Enrollment Reduction to help us right size our funded enrollment. We anticipate lowering our enrollment by 16 slots.</p>	<p><u>Program Design: Eligibility, Recruitment, Selection, Enrollment and Attendance</u></p> <p>Summer/Fall 2016</p>	<p><u>Program Design: Eligibility, Recruitment, Selection, Enrollment and Attendance</u></p> <p>Director ERSEA Coordinator</p>
<p><u>17. Program Design: Facilities, Materials, Equipment, and Transportation</u></p> <p>We would like to improve outdoor play space for children.</p>	<p><u>Program Design: Facilities, Materials, Equipment, and Transportation</u></p> <p>We are exploring funding options for this purpose.</p>	<p><u>Program Design: Facilities, Materials, Equipment, and Transportation</u></p> <p>Ongoing.</p>	<p><u>Program Design: Facilities, Materials, Equipment, and Transportation</u></p> <p>Director</p>
<p><u>18. Using Child Outcomes in Program Self-Assessment</u></p> <p>None noted.</p>	<p><u>Using Child Outcomes in Program Self-Assessment</u></p>	<p><u>Using Child Outcomes in Program Self-Assessment</u></p>	<p><u>Using Child Outcomes in Program Self-Assessment</u></p>

<p><u>19. Child Development and Health Services: Mental Health</u></p> <p>We need more time/funds for Mental Health consultants.</p> <p>We need staff training on dealing with adult mental health crises.</p> <p>We need more time for teaming/collaboration between classroom staff and consultants to increase staff efficacy, child outcomes and decrease staff stress and burn out.</p>	<p><u>Child Development and Health Services: Mental Health</u></p> <p>We submitted an Enrollment Reduction to address this need.</p> <p>We have training on adult Mental Health First Aid schedule for the Fall.</p> <p>We need to restructure staff training and PLC days to allow for both Reflection and teaming.</p>	<p><u>Child Development and Health Services: Mental Health</u></p> <p>Spring 2016</p> <p>Fall 2016</p> <p>Ongoing.</p>	<p><u>Child Development and Health Services: Mental Health</u></p> <p>Director</p> <p>Director</p> <p>Planning Team Director</p>
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