

DA Name: San Jacinto USD

Head Start Program  
Program Self-Assessment 2021-2022

<b>Individualized Services - School Readiness Health Service Delivery</b>	<b>Family Engagement</b>	<b>Program Governance</b>
Liz Zaragoza-Director	Gio Hernandez-Parent Involvement Coordinator	Liz Zaragoza-Director
Julie Wedel-Health Clerk	Julie Wedel	Julie Wedel-Health Clerk
Gio Hernandez-Parent Involvement Coordinator	Cindy Beltran-Parent	Gio Hernandez-Parent Involvement Coordinator
Shahriar Shahriar-Teacher		Cindy Beltran-Parent
Monika Gonzalez-Teacher		Monica Miramontes- Parent
Cindy Beltran-Parent		Board President- Deborah Rex

**Area: Individualized Services - School Readiness - Health Service Delivery**

Team: Liz Zaragoza, Monika Gonzalez, Shahriar Shahriar, Julie Wedel, Giovanni Hernandez, Cindy Beltran

I. Strengths and Improvements

*Strengths:*

**Education:**

Virtual Instruction: Children are engaged in the activities. There is back and forth conversations with open-ended questions. Teachers check for understanding to see if the student understood the concept taught.

DRDPs: There is growth with our English Language Learners. Students are doing well in the area of Cognition-Math

ASQs: ASQs were completed on time and concerns were addressed.

ILPS: Teachers are meeting with parents and creating SMART goals. (Individual Goals)

*Areas Needing Improvement:*

**Education:**

Virtual Instruction: Reduce the time during large group time. Provide more hands-on activities. Spend more time during small group time.

DRDPs: Data identified several measures with potential issues.

*Areas Needing Immediate Improvement:*

**Education:** Address the measures that need improvement. Measures rated more than 2 developmental levels lower than expected for age (excludes IEP/IFSP). A small percentage of ratings will naturally fall at this extreme. If the percentage is greater than 10%, it is recommended in conducting a portfolio review to determine if more training is needed to improve accuracy.

*Recommendations/Comments:*

**Education:**

Provide regular staff training, portfolio review and investigations into the root cause of issues will ultimately improve the quality of the data.

II. Corrective Action Plan

Finding: **Education**

Action	Responsible	Completed Date By	Validation Date
Provide additional training on the DRDP Measures. Monitor observations collected. Parents work more with the children. Plan intentional activities.	Director and Teachers	June 1, 2021	

## Area: Health

### *Strengths:*

#### **Health:**

- Due to the Covid-19 pandemic, we had to be creative in how we delivered health services to our families. We were able to provide virtual dental screenings, including in-home services, in-person drive-thru Growth Assessment 1 and vision screenings, and provide fabric-measuring tapes to parents to perform their Growth Assessment 2 from home.
- Instead of cancelling health meetings due to not being able to meet in-person, we were able to have our Nutrition Education Class for Parents and our Health Services Advisory Committee virtually through Zoom or Google Meets.
- Assist with planning and coverage of the Isolation Room.
- Training for PPE and training on Isolation Room protocols and became Certified Contact Tracer through provided training.
- Assist with our School Safety Plan, Increased parent & teacher communication and collaboration.
- Provide various health resources to our families
- Provide health assistance to a homeless family.

### *Areas Needing Improvement:*

#### **Health:**

Ensuring all documentation is uploaded in a timely manner.

### *Areas Needing Immediate Improvement:*

#### **Health:**

Continue to assist families and offer resources to help them in obtaining missing health documents.

### *Recommendations/Comments:*

#### **Health:**

Due to the pandemic, this has been a challenging year for health services. The closure of many physicians and dental offices contributed to the difficulty for parents to obtain medical documentation for preschool enrollment. Many families were or are afraid to take their child to the doctor or dentist.

Health Finding:

Action	Responsible	Completed Date By	Validation Date
Collect all required health documentation at enrollment to ensure deadlines are met.	Health Clerk Enrollment Technician	Complete by the next school year 21-22	

**Area: Family Services**

I. Strengths and Improvements

<i>Strengths:</i> <ul style="list-style-type: none"><li>• Communication with parents has improved when compared to previous years. Staff has consistently maintained an active communication log to document interactions with families.</li><li>• Held virtual workshops and events for families (“Make it, Take it,” Father Engagement, Coffee with the Director etc. )</li><li>• Implemented a new parenting curriculum that embraces the diversity of our families and utilizes culture as a tool to help nurture a child’s development.</li><li>• Assisted families with emergency needs (Accessing homeless shelters and Parental Support)</li><li>• Deadlines for FCE component were met</li></ul>
<i>Areas Needing Improvement:</i> <ul style="list-style-type: none"><li>• Communication Log: Staff members need to share communication notes to ensure families are receiving relevant support.</li><li>• Parent Participation: Ensure all methods of communication are being utilized to ensure parents receive information for upcoming meetings/ events/ classes.</li><li>• Documentation: Ensure all documentation is uploaded in a timely manner.</li></ul>
<i>Areas Needing Immediate Improvement:</i> <ul style="list-style-type: none"><li>• Methods of sending and receiving information should be changed to ensure all documentation and data is collected and entered into CP.<ul style="list-style-type: none"><li>○ Current methods work but take too much time to receive information from parents.</li></ul></li></ul>

*Recommendations/Comments:*

- Creating a system that allows staff, including teaching staff, to regularly communicate information on a live document. Implementing a better system of communication will ensure family's needs are being met and relevant resources are being offered.

I. Corrective Action Plan

Finding:

Action	Responsible	Completed Date By	Validation Date
Create a system of communication that allows all staff members to be involved in the well being of each family to ensure needs/ concerns are being properly addressed.	FCE staff can begin the process of creating an all inclusive communication log. Other staff, including instructional staff, can ensure they are logging communication.	Complete by the next school year 21-22	

**Area: Program Governance**

I. Strengths and Improvements

*Strengths:*

During our monthly Parent Policy Meeting, the program meets with the governing body and policy council to discuss the PIR/budget report and plans on how the budget is to be spent. Members provide input and assist with decision making of the program.

Each classroom voted in a parent representative.

Commitment from parents at the virtual meetings. Met quorum at every virtual monthly meeting.

Office and instructional staff joined the monthly meetings and assisted in sharing their classroom report.

Friday Memo to the district and board: Share preschool updates.

<p><i>Areas Needing Improvement:</i></p> <ul style="list-style-type: none"> <li>● Due to Covid, the monthly board meetings were virtual. In the past, the preschool had a parent representative share the preschool's updates at the meeting. This year, the parent representative did not present to the board.</li> <li>● Create a better system in sharing preschool updates and information to the governing board members.</li> <li>● Have all classroom reports with event dates only mentioned once.</li> </ul>
<p><i>Areas Needing Immediate Improvement:</i></p> <p>None at this time</p>
<p><i>Recommendations/Comments:</i></p> <p>Record the parent give the report and send to Gale.</p> <p>Training set for parents at the beginning of the year.</p> <p>Share the Google Docs with the Board members</p> <p>Board members attend the monthly Parent Meetings.</p>

I. Corrective Action Plan

Finding:

Action	Responsible	Completed Date	Validation Date
Provide training at the beginning of the year for parents.	Director and Parent Involvement Coordinator	Complete by the next school year 21-22	

<p>Create a better system in sharing preschool updates and information to the governing board members.</p> <p>Invite a board member to join the monthly meetings.</p>	<p>Diretor</p>	<p>Complete by the next school year 21-22</p>	
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