

**SUMMIT HEAD START 0-5**



**Improvement Plan 2020-2021**

**Education & Diversity**

<b>Objective</b>	<b>Person(s) Responsible</b>	<b>Resources Needed</b>	<b>Steps Taken/Steps to Take</b>	<b>Success Measured By</b>	<b>Timeline</b>
Increased communication with parents around ASQ3/ASQSE questionnaires done at application, enrollment and throughout program year. What do outcomes/scores mean?	-HS0-5 Director -Education Director -FES -Site Directors -teaching staff	-improved process -Staff time -Classrooms supports	-work closely with parent committees and PC to create process	-Parent eval/survey	2020-2021
Activities focused on ASQ3/ASQSE assessment areas at events and playgroups for age groups 0-5.	-Event and outreach cord -FES	-staff and planning time	-Use ASQ online resources	-Events report	2020-2021
Developmental milestone infographic shared with parents.	-Director and partner lead & School Readiness Committee			Completed infographic shared	2020-2021
Improved messaging of school readiness and SR community goals to families and staff & Planned language approach (PLA) shared with staff annually.	-Education Director and center directors -FES -SR committee	-staff time to create process and implement	-plan approach at SR committee quarterly meetings	School Readiness and Gold Data	2020-2021

Use of CC Fidelity Checklist	-Education Director and center directors -Coaches	Evaluation of current implementation and trainings	-Review site implementation data -Discuss with center directors -Coaching plans	# of classrooms a/o sites implementing	Fall 2020-2021
Continue to work with community partners, parents, and providers to build capacity to better serve children with special needs year-round.	-HS Director -Education Director and center directors -SSD -Therapists	Wrap care funding and access to disabilities services and therapist for identified children, regardless of insurance	-Discuss with center directors -Implement Individual Service Plans for children at community centers	# of children served Increased access to disability services and therapies	2020-2021
Dual language assessment	-HS Director -EC Coordinator -Center Directors -Coaches -FES	Researched based assessment tools			2020-2021
Community Transition Resources shared	-Summit Transition Team -Center Directors -HS0-5 staff	Meetings, staff time -\$ for community Transition events			2020-2021

### **Health**

<b>Objective</b>	<b>Person(s) Responsible</b>	<b>Resources Needed</b>	<b>Steps Taken/Steps to Take</b>	<b>Success Measured By</b>	<b>Timeline</b>
Identify more efficient system for health tracking	-HS0-5 Director -FES -Public Health -Health & Wellness Coordinator	-Meeting with current staff working on health tracking -create new positions H/W	-midyear PIR check in -August PIR data	-Health Data	2020-2021

Increased understanding of health-related goals and requirements to parents and guardians of participants	-FES -Health and Wellness	Time	-Improve process of presenting information -Orientation -Contracts	Parent Surveys and input -Increased health tracking %'s	2020-2021
Increased dual enrollment: WIC	-FES -PH	-time -Quarterly check-ins w. WIC/PH	-Coordinated messaging	-# of children dually enrolled	2020-2021

### **Family & Community**

<b>Objective</b>	<b>Person(s) Responsible</b>	<b>Resources Needed</b>	<b>Steps Taken/Steps to Take</b>	<b>Success Measured By</b>	<b>Timeline</b>
Improved tracking and data collection around HS0-5 attendance	-FES -Data coord.	Time	Creating system	Data	2020-2021
Volunteer training and hour's tracking	-Data coord. -FES -Center Directors	Time Training on Volunteering in the classroom	-improved training or process of presenting information -list of volunteer activities (site/classroom specific)	Increase # of parent volunteers	2020-2021
Increase community outreach and education around HS0-5 quality programming and benefits aside from "free childcare"	-FES -Event and Outreach -Program partners	Brochure Messaging and outreach	Create action plan	Parent surveys Community response	2020-2021

**Program Efficiency**

<b>Objective</b>	<b>Person(s) Responsible</b>	<b>Resources Needed</b>	<b>Steps Taken/Steps to Take</b>	<b>Success Measured By</b>	<b>Timeline</b>
Video updates for ECO Board/BOCC and families to show HS0-5 children and programming in action	-HS0-5 Director -FES -Event/Outreach Coord	-photos, videos, time		Completion of video	2020-2021
Review shared cost and allocation percentage between community EC programs	Program directors	Meeting time		-Allocation % agreed upon each program and used	Ongoing
Update Financial Policies	-Accounts Mng. & Operations Manager -ECO ED -HS Director	Joint Meetings			2020
Review and ensure disaster preparedness plan in place at partner sites	-Partner site directors	Joint Meetings -Training	-plans revised, reviewed, updated	-Updated plan	2020-2021
Income calculation training for program partners and case workers	-HS Director -DHS -FES -FIRC (health nav)	-staff time -training space -trainer	Set date	Completed training	2020
Continue to address program "cliff effect" between transition from EHS to HS- prioritize care for these 3-year old's & explore over-income waiver opportunities for Summit County.	-HS Mng. Team -ECO board -BOCC	-time -waiver information		-Decreased number of EHS children not transitioning to EC Care or HS	2020-2021