



Redding Rancheria Head Start
1950 Redding Rancheria Road
Redding, CA 96001
530-225-8925; fax 530-225-8930



**2021-2022 HEAD START SELF-ASSESSMENT RESULTS
 AND IMPROVEMENT PLAN**

Method: With input from staff, parents and community partners, we completed the Self-Assessment Summary for each subpart pertaining to the Management Systems and Program Systems for the Redding Rancheria Head Start. We have categorized our report into 19 subparts that cover a wide range of program areas. This is a summary of the full report, and will be used as part of the planning process for the next year’s goals and budgeting. The full report of strengths and improvements needed is available upon request and it will be posted at www.reddingrancheria-nsn.gov.

Communication

Identified Area of Improvement	Improvement Strategies and Timeline	Person(s) Responsible
Communication with parents/ guardians	Utilize all of our communication outlets when posting information about events, trainings, etc. Utilize One Call text messaging more frequently.	AA- August 2022
Paperless Sign in/ Out	Research options.	AA- August 2022
Facebook Engagement	Brainstorm virtual or in-class events that can be posted on our Facebook page to engage the families through various formats regardless of cancellations.	AA- March 2022

Community & Self-Assessment

Identified Area of Improvement	Improvement Strategies and Timeline	Person(s) Responsible
Self-Assessment Report	Compile report & summary.	PM- May 2022
SA Report Action Items	Admin staff will delegate action items from the Self-Assessment report.	Admin Team- August 2022

Community Engagement & Partnerships

Identified Area of Improvement	Improvement Strategies and Timeline	Person(s) Responsible
Community Partnerships	Continue to update partnership directory and agreements, and meet outside and inside resources to make and keep connections strong and up to date information in Child Plus.	FIC- Ongoing

Data & Evaluation/ Ongoing Monitoring & Continuous Improvement

Identified Area of Improvement	Improvement Strategies and Timeline	Person(s) Responsible
Child Plus Training	Training for all staff on data collection and Child Plus database.	PM- August 2022

Disabilities

Identified Area of Improvement	Improvement Strategies and Timeline	Person(s) Responsible
Staff training on inclusive classroom environments	Training for staff.	HDC- Dec 2022
Training for HDC	HDC will attend Disabilities Training	HDC- Dec 2022
Hearing Certification	HDC will get certificated in hearing screenings.	HDC- Dec 2022

Education

Identified Area of Improvement	Improvement Strategies and Timeline	Person(s) Responsible
CLASS	Resume having all classes and teaching staff observed and scored in CLASS	Teachers April 2022
In Person Activities	Return to in person Parent/ Teacher conferences and home visits.	Teachers May 2022

ERSEA: Eligibility, Recruitment, Selection, Enrollment, Attendance

Identified Area of Improvement	Improvement Strategies and Timeline	Person(s) Responsible
Recruitment	Recruitment notices on Website and FB Page.	FIC- May 2022
Child Plus Training	Complete Child Plus Training and do a training for staff, particularly on how to run reports.	PM- August 2022
File Audit	Use the excel tracking form to make sure all enrollment documents are signed and complete and in the child files.	FIC- ongoing

Events

Identified Area of Improvement	Improvement Strategies and Timeline	Person(s) Responsible
Parent Participation Planning with Policy Council	Brainstorm ideas with Policy Council for planning events.	AA/PM August 2022
Staff Planning for events	Staff input in planning and follow up after events.	AA- Ongoing

Facilities & Learning Environments

Identified Area of Improvement	Improvement Strategies and Timeline	Person(s) Responsible
Campus Safety	Permanent security guard posted near Head Start entrance to assist in emergencies.	PM- August 2022
Sanitation	Training on UV wand sanitization, and implementation of the tool.	PM-

		September 2022
--	--	----------------

Fiscal Management

Identified Area of Improvement	Improvement Strategies and Timeline	Person(s) Responsible
Covid-19 Funding	Create a plan for remaining Covid-19 funding.	PM- August 2022

Health

Identified Area of Improvement	Improvement Strategies and Timeline	Person(s) Responsible
CHDP Days	Collaboration with RRTHC to ensure that 2022 CHDP Days go smoothly and all providers have the information needed to ensure children receive everything they need to start school.	HDC- June 2022
Training	New Health & Disabilities Coordinator with receive Head Start Health Training.	HDC- December 2022
Pregnant Moms - Support	Create system for supporting pregnant families.	HDC- September 2022

Human Resources

Identified Area of Improvement	Improvement Strategies and Timeline	Person(s) Responsible
Job Postings	Post HS/CC jobs on College ECE Boards (Shasta, Simpson & Chico State). Also share job postings with partners at SCOE & First 5 Shasta.	PM, ED Dir & HR July 2022

Mental Health

Identified Area of Improvement	Improvement Strategies and Timeline	Person(s) Responsible
Training	New Health & Disabilities Coordinator will attend mental health advocacy training.	HDC- December 2022
Family Support	Increased support families in crisis who may be experiencing job loss, homelessness, economic stress and mental health needs.	FIC- Ongoing

Parent Involvement

Identified Area of Improvement	Improvement Strategies and Timeline	Person(s) Responsible
Parent Activities	Create events on Class Dojo for Parent Participation Activities.	FIC- ongoing
Facebook Engagement	Utilize Facebook private page to post trainings for parents to access at their convenience and for parent involvement.	FIC- Ongoing
Communication	Post Fliers at Gate, Sign in/out desk, and Resource board.	FIC- Ongoing

--	--	--

Program Governance

Identified Area of Improvement	Improvement Strategies and Timeline	Person(s) Responsible
Tribal Policy Review	Update all Tribal Head Start Policies.	PM- May 2022

Program Planning & Service System Design

Identified Area of Improvement	Improvement Strategies and Timeline	Person(s) Responsible
Training	Train new staff in record keeping and data collection for program planning.	PM- June 2022

Record Keeping and Reporting

Identified Area of Improvement	Improvement Strategies and Timeline	Person(s) Responsible
Child Plus Training	Child Plus training for all staff.	All Staff August 2022

Training & Professional Development

Identified Area of Improvement	Improvement Strategies and Timeline	Person(s) Responsible
Pre-Service 2022	Plan training for 22/23 Preservice and annual training schedule.	PM- August 2022
New Admin Staff Training	Research Training opportunities for new staff.	PM- August 2022

Transportation

Identified Area of Improvement	Improvement Strategies and Timeline	Person(s) Responsible
Defensive Driving Course	All van drivers will complete Defensive Driving Course.	HDC, AA, FIC August 2022