

## ACTION ITEM 1

July 11, 2018

### Corrective Action Plan: 2018 Self-Assessment

**Action Item:** It is recommended by the Policy Council and the EHS/HS Board Committee that the Board of Directors accept the Early Head Start/Head Start corrective action plan resulting from the 2018 Self-Assessment process.

**Purpose:** To inform the Board of the program's planned actions to address the areas of non-compliance cited in the 2018 Self-Assessment, request feedback from the Board of Directors, and obtain Board approval of the written corrective action plan.

Areas of Non Compliance	
Health and Safety	Fading Paint found on interior and exterior areas at several centers

**Justification:** The U.S. Department of Health and Human Services/Administration for Children and Families/Office of Head Start requires each agency to share its Federal review report with the governing body and develop a corrective action plan to address any areas of non-compliance cited during annual self-assessment.

The corrective action plan identifies the Head Start regulation which was deemed to be out of compliance, identifies the actions that the program will take to satisfactorily address the findings, and includes the status of each needed action.

**Cost, Savings, and Benefits:** The corrective action plan is developed to ensure AVANCE Houston's correction of any non-compliant areas and adherence to federal, state, and local laws and improve the quality of service delivery. AVANCE-Houston strives to meet all Federal regulations by obtaining Board approval for the corrective action plan for the 2018 Self-Assessment process.

**Person Responsible for Action Item:** Mary Jane Gomez, (EHS/HS Board Committee Chairperson), & Antionette Montgomery (Chief Administrator of EHS/HS Programs)

## DRAFT-Self Assessment 2018

### Health & Safety 1302.47 (iv)

Although all sites were on the schedule for summer maintenance, some of the program sites evidenced a need for immediate remediation of fading paint. All programs must ensure all facilities are maintained in a manner that will “prevent child injury and free from hazards”.

#### Play Ground Structure

A playground structure in Oakwood needed to be repainted as the team determined that further fading of the paint can render the equipment rusty and unsafe for children.

Findings	Site	Corrective Action	Person Responsible	Due Date	Completion Date	Verified Date (Monitoring CQI Team)
Fading Paint	Oakwood	Repaint playground structure	Director of Facilities	April 30, 2018	April 27, 2018	May 4, 2018

#### Interior Painting

Two classrooms were determined to be in need of a paint job to enhance their aesthetics and bring them up to standard with the other classrooms (Mt Houston - #5 and Walters Rd - #1)

Findings	Site	Corrective Action	Person Responsible	Due Date	Completion Date	Verified Date (Monitoring CQI Team)
Fading paint	Mt. Houston	Repaint classroom 5	Director of Facilities	April 30, 2018	April 25, 2018	May 4, 2018
Fading paint	Walter’s Road	Repaint classroom 1	Director of Facilities	April 30, 2018	April 25, 2018	May 4, 2018

#### Exterior Paining

The review team determined that the exterior of Kruse EHS was in need of repainting.

Findings	Site	Corrective Action	Person Responsible	Due Date	Completion Date	Verified Date (Monitoring CQI Team)
Fading Paint- Kruse EHS	Mt. Houston	Repaint classroom 5	Director of Facilities	April 30, 2018	April 25, 2018	May 4, 2018

# Circle Wave 1

## CLI Engage CIRCLE Progress Monitoring Community Benchmark Report MOY 2017-18 Assessment Results

By Shannon, Hernandez

### Overview

The CIRCLE Progress Monitoring *Community Benchmark Report* shows a snapshot of knowledge/skills for a group of children at one point in time. The tool classifies individual child performance across 36 unique developmental skill tests and subtests. The child's developmental progress is grouped into four categories:

**On Track:** The child's score is "on track" or within the expected range for this activity.

**Needs Support:** The child scored below the expected range for this activity and needs additional support.

**Monitor:** The child is approaching the "on track" score for children under age four.

**Out of Range:** Benchmarks do not apply as the child's age is outside the evaluated age range.

### The Data in this Report

This report presents the assessment data gathered for 1199 children enrolled in AVANCE-Houston classrooms for the Winter (MOY) 2017/18 measurement period, referred to as Wave 2. Teachers at AVANCE-Houston and its teaching partners assessed children across 32 individual measures in CIRCLE Progress Monitoring. The assessment reports children's skill levels for the selected criteria. The data in this report only includes children who have been enrolled more than four weeks prior to the start date of the assessment window.

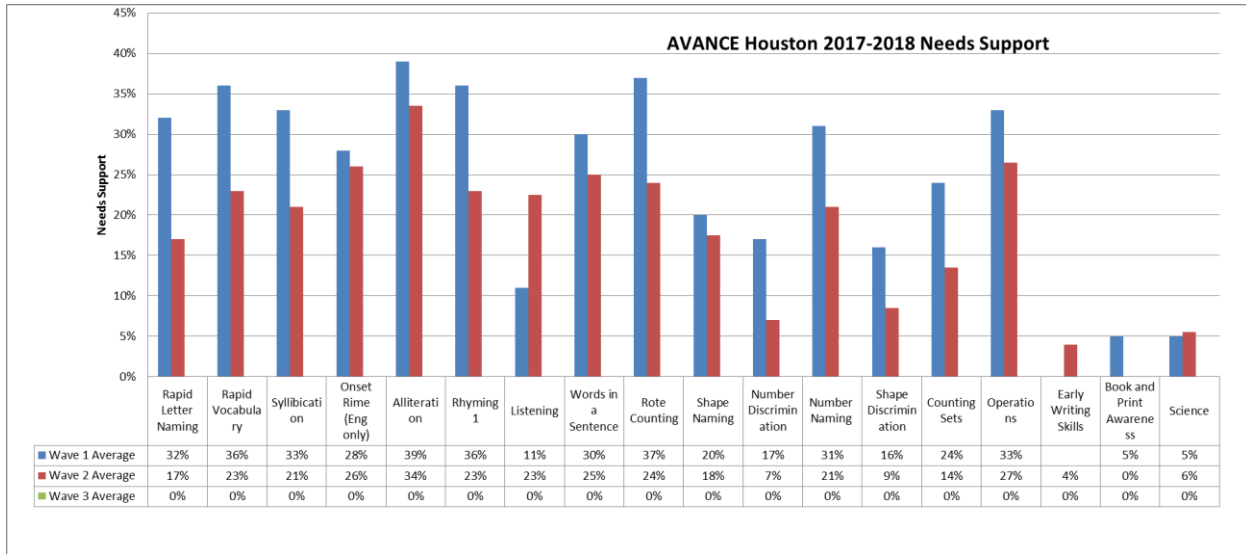
### CIRCLE Progress Monitoring

The CIRCLE Progress Monitoring assessment system samples child's knowledge, skills, and behaviors that are most predictive of school success and aligned to the Office of Head Start *Early Learning Outcomes Framework*. The tool has 36 subtests organized into 10 tests of development and learning. There are 7 direct assessments and 5 observation based assessments.

**Direct Assessments:** Rapid Letter naming and Vocabulary, Phonological Awareness, Math, Letter-Sound Correspondence, Book and Print Knowledge, and Science.

**Observation-Based Assessments:** Social Emotional, Early Writing, Approaches to Learning, Physical Development and Health, and Motivation to Read.

Dual Language students are assessed in the Language that best captures their knowledge. The Language portion of the assessment is assessed in the child’s home language and English to capture English Language Acquisition.



### Profile of Children

Out of 1199 enrolled children in AVANCE Houston Head Start classrooms, 869 children were assessed in English and 353 children were assessed in Spanish using the CIRCLE Progress Monitoring tool. The 1199 children included in this report are in 72 classes in 13 sites.

The following distributive comparison charts and tables highlight CIRCLE Progress Monitoring data finalized and compiled at the end of Wave 2 testing for Program Year 2017-18.

