



# AISD Head Start Self- Assessment

## 2020-2021 Plan

### Self-Assessment Report

#### Head Start Performance Standard - 1302.102 - Achieving Program Goals

The Head Start Performance Standard 1302.102 (b)(2) requires that programs complete a self-assessment at least annually. The Self-Assessment Report contains program information, the methodology for the self-assessment, a synthesis of findings from the self-assessment teams, and an action plan for improvement. This report will be submitted to the Office of Head Start following approval from the HS policy council as well as governing body.

### Self-Assessment Focuses

For 2020-2021, AISD Self-Assessment teams will complete a review of the services, systems, policies, and procedures relating to:

- 1) Enrollment/Recruitment
- 2) Health Screenings
- 3) Education - Cognition/Mathematics

### Teams

Self-Assessment teams will be comprised of 3-5 members and will include members of the Head Start team as well as other AISD employees with subject area knowledge, policy council members, and/or staff of community partners. Each team's members will receive direction and guidance from the team lead as they analyze and process the provided data. The team leads are: will be lead by Enrollment/Recruitment/Retention

Gena Padilla, ERSEA Specialist, Health will be led by Lauren Jackson, Health and Social Services Specialist and the Education will be led by Amanda Bolding, Education Specialist. Team leads will be responsible for setting up meetings with their other team members as well as collecting any feedback or suggestions agreed upon by the self-assessment team. The team will record their data in the below example chart:

Focus Area	Strengths in AISD Head Start	Opportunities for Growth
Health	What are the strengths of our current program?	What could AISD Head Start be doing better?

### After the Self-Assessment Process - Improvement Action Plan

Following the completion of the self-assessment process, the AISD Head Start management team will synthesize all of the recommendations made by self-assessment teams. Using the recommendations of the teams and other program data, strategies for improvement will be identified. The AISD HS management team will create a plan of action to address program improvements identified through the self-assessment including goals with actionable steps, timelines, and person(s) responsible. Strategies outlined for the achievement of goals will be tracked over the next 12 months for effectiveness. Results will be monitored by the AISD Head Start management team, reported to stakeholders and the resulting data will be used to help complete the following year's self-assessment.

## 2020-2021 Head Start Self-Assessment Timeline of Events

In order to complete the self-assessment, a timeline of events that identifies the activities and person(s) involved was developed. This timeline was used to ensure the self-assessment process was completed. See below for the chart listing events associated with the self-assessment process and timelines:

Timeline	Activity	Person(s) Responsible
March 11, 2021	Self-Assessment Overview by HSPC	Ashlee Johnson, Head Start Administrator
May 19, 2021	Approval of Self-Assessment Plan by HSPC	
June 7 <sup>th</sup> - June 10 <sup>th</sup> 2021	Self-Assessment Team Engagement and Orientation	ERSEA - Gena Padilla Health - Lauren Jackson Education - Amanda Bolding
June 14 <sup>th</sup> -17 <sup>th</sup> 2021	Conduct Self-Assessment Process - Analysis and Dialogue	
June 21 <sup>st</sup> -24 <sup>th</sup> 2021	Collate Information and Develop Self-Assessment Reports	Ashlee Johnson, Head Start Administrator
July 2021	Management Team uses the self-assessment report for planning and goal setting	Head Start Management Team
August 2021	Provide Governing Body and Policy Council with a copy of the Self- Assessment Report for review and approval	Ashlee Johnson, Head Start Administrator
September 2021	Submit Report to the Regional Office	

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## **Board Update: Head Start PK3 Grant, April 2021 Update**

This report serves as a monthly notification to the governing Board for the Austin ISD Head Start PK3 program. The information contained in this report covers items required to be reported to all levels of governance within the Head Start grant, including the policy council. Enrollment and recruitment efforts for the 2020-2021 school year continued through the month of April and work is continuing on recruitment and marketing for the 2021-2022 school year. Notices from the Office of Head Start have been received regarding funding. More details regarding the above information and additional items are linked [here](#).

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Additional Board Update Information: Head Start PK3 Grant

*Report for April 2021 to ensure the sharing of accurate and regular information about program planning, policies, and agency operations.*

**Project Name:** Head Start – Travis County, Texas

**Grant Period:** 7/1/2019 – 4/30/2024

**Award Amount:** 5/1/2020-4/30/2021: \$1,551,469 for Operations, \$21,383 for T/TA

**Financial Expenditures:**

<b>Head Start Federal Grant Funds (COVID-19 funds listed below):</b>	
<i>July 2020</i>	\$9,274
<i>August 2020</i>	\$21,268
<i>September 2020</i>	\$5,973
<i>October 2020</i>	\$12,877
<i>November 2020</i>	\$7,109
<i>December 2020</i>	\$10,395
<i>January 2021</i>	\$48,882
<i>February 2021</i>	\$44,719
<i>March 2021</i>	\$30,156
<i>April 2021</i>	\$2,645
Total Expenditures to date (5/01/21)	\$193,298
<b>Head Start Federal Grant Funds: COVID</b>	
<i>November 2020 - 11.6399 - Supplies and Materials for Classrooms</i>	\$6,582
<i>December 2020 - 11.6399 - Supplies and Materials for Classrooms</i>	\$2,351
<i>January 2021 - 11.6395 - Technology (iPads)</i>	\$28,230
<i>March 2021 - 11.6399 - Supplies and Materials for Remote Learning</i>	\$539
<i>April 2021 - 11.6329 - Reading Material for Classrooms</i>	\$11,378
Total Expenditures to date (5/1/21)	\$49,080

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A report of salary and benefit expenses can be provided by the finance department upon request.

### **Enrollment:**

As of Monday, May 3, 2021, 190 families are eligible and pre-enrolled for the Head Start program for the 2020-2021 school year. Our enrollment capacity is 204. Open enrollment for the 2021-2022 school year was launched in January 2021 with an enrollment kick-off meeting. The Family Advocates have modified all recruitment and selection strategies due to the pandemic to ensure children and families in most need are given priority. Recruitment efforts for both the current school year and the 2021-2022 school year include: sharing Head Start information via email, text, agency websites, social media, and hand-delivering flyers by placing them on storefronts and car windows. In addition, yard signs are being placed around the community. All communication and interviews are conducted with families via phone/video calls, or meeting them at the schools while using all preventative measures to ensure no contact is made. As of Monday, May 3rd, the Family Advocates are diligently working with 120 families to complete 2021-2022 PK3/Head Start enrollment. All potential pre-eligible families complete both a digital AISD online registration application and a digital Head Start registration application along with a transfer (as needed). Family Advocates continue to support their assigned campuses daily.

### **Program information summaries:**

#### **Funding Updates**

As of April 30th 2021, we have received a notice of award for both our continuation application and our additional COVID funds. We should receive an update regarding our COLA funding application. Due to restructuring within AISD's academics departments, the now newly formed Department of Early Learning, will no longer be able to support the 50% of the shared EC Coach/Head Start Behavior and Disabilities Specialist salary and benefits. After conversations with the Head Start regional office and reviewing all available funding sources, the position will now be 100% funded using the Head Start grant.

### **Parent Family Engagement:**

The parent meeting topic this month was a presentation from A+ Federal Credit Union to share budgeting basics with our Head Start Families. This presentation shared tips for budgeting and saving for large financial goals. The presentation offered ideas for saving that could be useful for all families. Families who participated in the live meeting also had the opportunity to ask specific questions that pertained to their own financial success. This topic was one that parents specifically requested in our mid-year parent survey. For this parent meeting topic we had 14 participants live in English and 23 participants live in Spanish. This month we also hosted our fifth parenting curriculum lesson. Similar to lesson four, the Family Advocates provided families with supplies for a hands-on craft during the meeting. Supplies and fliers were distributed to families prior to the meeting to help advertise and encourage parents to attend. This meeting focused on identifying age appropriate responsibilities as

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well as natural and logical consequences. Together we created a system for parents to use at home with their children to practice skills like cleaning up, sharing, and being a helper at home. For these meetings we had 12 participants live in the English meeting and 26 participants live in the Spanish meeting.

**Education:**

During the month of April the Head Start Education Specialist has been working to complete the second coaching cycle with Head Start teaching staff. Participation has remained steady and progress has been made towards selected goals. Video clips of instruction continue to be highlighted during virtual conferences which has proven to be highly effective in helping educators to reflect on their instruction. A variety of resources have been provided to teaching staff during these sessions that align with teacher learning styles and help to deepen understanding of CLASS dimensions as well as overall instruction. The Education Specialist has made visits to most classrooms this month and will continue to do so in May. Research for summer professional development has also begun.

**Disabilities:**

Over the last several weeks, our disabilities and behavior specialist has been engaged in many activities focused on coaching teachers and supporting students with disabilities. These include: attending national Head Start Conference, completing classroom observations at four campuses, providing coaching via zoom meetings focused on students with suspected disabilities, coaching parents of young children who have questions regarding challenging behavior, creating summer professional development for collaborative teaching between teachers & TAs, and reviewing and creating inclusive distance learning activities for Early Childhood classrooms.

**Communication & Guidance from the Secretary of DHHS and Office of Head Start:**

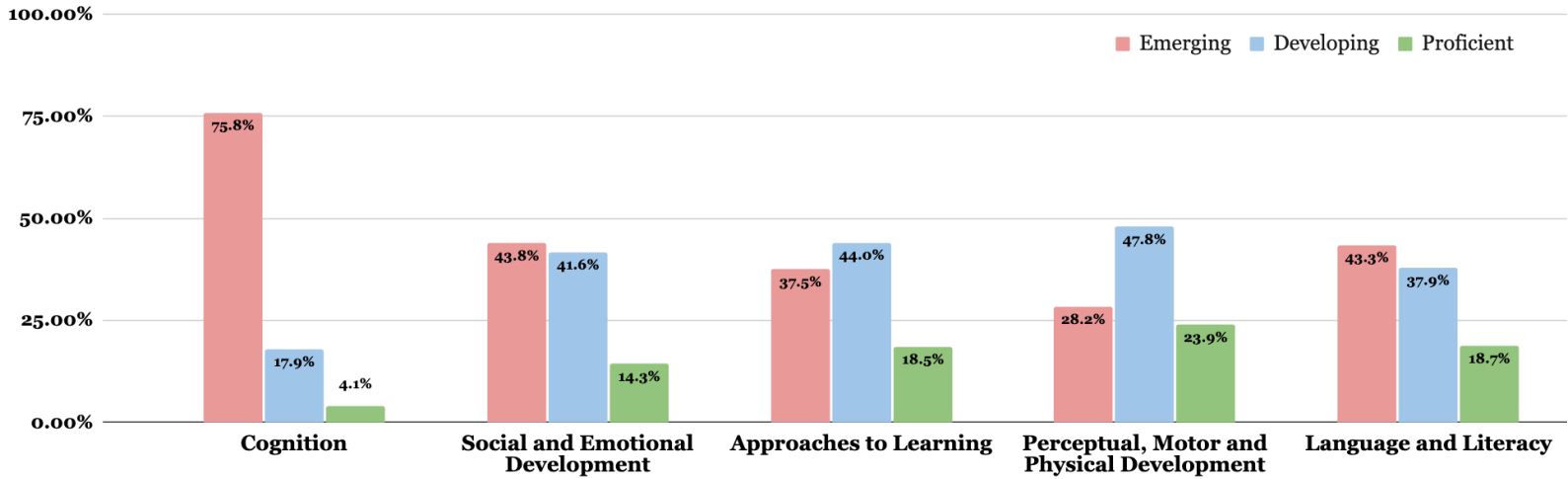
April 2021 - [All Communications](#)

- [4.5.21](#)- Reminder- New grant applications for additional COVID-19 funding due April 9th
- [4.12.21](#) - Disabilities Services Newsletter Issue No. 43
- [4.14.21](#) - ACF-IM-HS-21-01 Updated Coronavirus Disease 2019 (COVID-19) Fiscal and Administrative Flexibilities
- [4.22.21](#) - CARES Act Funding

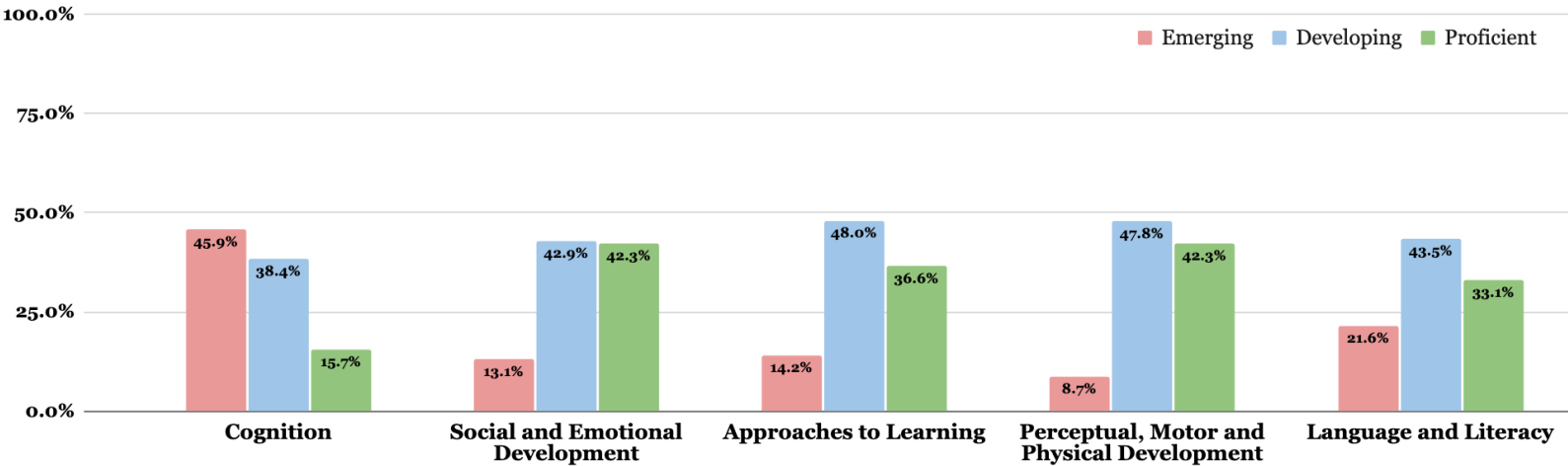
# Head Start Student Growth Data 2020-2021 School Year

This document will be updated as Wave 3 is completed and growth data can be determined. The percentage for each category is a collection of all students at each site who score in each of the 3 scoring levels: Emerging, Developing, and Proficient.

## Wave 1



## Wave 2



## Wave 3

