

2021 Macomb Community Action Head Start 0-5 Self-Assessment Improvement Plan

Service Area/ Management System	Identified Areas of Focus	HS 0-5 Staff Responsible	Time Frame	Anticipated Outcome
<p>Program Governance (1301) Governing Body Policy Council Governance Trainings</p>	<p>Develop a new/improved format for holding virtual policy council meetings that would be promoted at parent orientation, on the website, during application and enrollment, etc.</p> <p>Streamlining the number of documents to be reviewed prior to the meetings for committee and pc.</p> <p>Training the full MCAAB board</p>	<p>HS 0-5 Teachers, FSC, Family Advocate</p> <p>Program managers, Program Supervisors</p> <p>PM's, PS's and assigned support staff</p> <p>PM's</p>	<p>August/September/October 2021</p> <p>Monthly prep 2021-2022</p> <p>Fall 2021, ongoing</p>	<p>Attendance at PC meetings will continue to meet quorum+ as it was discovered during the pandemic that parent/community rep attendance was consistent from month to month.</p> <p>Parents and community reps will be engaged and participate at a high level during the committee and pc meetings</p> <p>Full MCAAB board will be informed and knowledgeable about HS 0-5</p>
<p>ERSEA (1302.1 Subpart A) Community Needs Suspension/Expulsion Eligibility Recruitment Selection Enrollment Attendance</p>	<p>Continue the newly established Homeless liaison relationship in districts</p> <p>Data entry ChildPlus Online application</p> <p>Engaging the community to recruit DLL staff and effectively implement DLL staff to develop translated materials</p> <p>Wellness of family is a focus more than days in school – we are attempting to</p>	<p>FSC, Program Supervisor</p> <p>Program Supervisors/ERSEA committee and ERSEA advocates</p> <p>PM's and PS's</p> <p>All program service areas</p>	<p>Ongoing</p> <p>Current and Ongoing</p> <p>2021 program year and ongoing</p> <p>Summer 2021 and ongoing</p>	<p>FSC's will have a firm protocol and relationship established to prioritize homeless families and their your children into HS 0-5</p> <p>Streamline application process for families using CP and the program's online application process.</p> <p>A cooperative community outreach partnership will be developed to recruit DLL families and share employment opportunities.</p> <p>A process will be developed and</p>

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	<p>provide service to our families based on their needs due to the pandemic. I.E. offering remote and in person instruction, allowing for parents to change option if situation changes. Mobile classrooms for children with underlying medical conditions to have a classroom experience.</p> <p>Mobile classrooms will serve as community outreach and family support throughout the county, A bridge between Head Start 0-5 and families.</p>	Data Maintenance Supervisor/Program Supervisors/ Program Managers	Summer/Fall 2021	<p>implemented to assess the needs in the community related to wellness as it has and continues to impact families of children ages birth to 5.</p> <p>A comprehensive plan to use mobile classrooms in outreach efforts throughout the community. Present a Head Start presence in the neighborhoods throughout Macomb County.</p>
<p>Program Structure (1302.1 Subpart B)</p>	<p>Three year old programming? Submitted new federal grant to add 75 additional 3 year olds. Awaiting final grant decision form OHS as of 4/9/2021</p>	Program Managers	Spring 2021	<p>Continue to search for and apply for grants that would assist the program in securing enough programming slots to accommodate our eligible 3 year olds.</p>
<p>Education & Child Development (1302.1 Subpart C) Curriculum EHS-FCCERS; Home Base; HOVRS; ITERS HS - CLASS Scores; PQA TS GOLD/Coaching to Fidelity Parent & Family Engagement</p>	<p>Develop a detailed plan for implementing the protocol and procedure for the utilizing the mobile classrooms. One for EHS and One for HS.</p> <p>Revised plan for literacy days that include a contingency virtual plan if needed.</p>	<p>HS 0-5 Program Managers, Program Supervisors</p> <p>Assigned coordinators, and program supervisors</p>	<p>Summer 2021 and ongoing</p> <p>Fall 2021</p>	<p>Mobile classrooms will have a protocol and procedures completed for use of the mobile classrooms in the community.</p> <p>Education Specialist and other assigned coordinators will have a plan fully developed to address program needs for literacy days</p>

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	HS CLASS Instructional Support coaching plan procedure developed	PS, Education Specialists	Summer 2021, ongoing for revisions	Up to 50% of classrooms identified as needing coaching plan for Instruction Support domain
Health Services (1302.1 Subpart D) ASQ-SE Edinburgh Family Support Communication w/Parents Hearing/Vision Immunizations Dental Mental Health Child Nutrition Safety Practices	Review and/or revise procedures for pregnant women to include: timeline for Edinburgh, updated health standards during the pandemic Creating a detailed critical pathway/plan for current pandemic and future public emergencies Trauma Smart staff training schedule for 2021-22 program year This staff training was suspended due to COVID-19	Program Managers, Program Supervisors, Mental Health, Disability supervisors PS, HSC's Program Supervisors, Support Staff	Summer 2021, ongoing Summer 2021, ongoing Summer 2021, ongoing	Pregnant women will be efficiently served by the program. The program will be prepared with an updated plan for the continuation of the pandemic and for any public health issues in the future All HS 0-5 teaching staff will receive a TS refresher and new staff will have a full training.
Family & Community Engagement Services (1302.1 Subpart E) Community Partners Emergency Crisis Family Engagement Outcomes FPA's Needs Assessment One Call Now Parent Events-Engagement	.Strengthen partnerships with the MISD, homeless liaisons, and agencies servicing foster families to recruit families for Head Start Research incorporating in-home program services to home bound children who have an illness, long-term injury/surgery recovery, etc. in order to maintain attendance and uninterrupted services during recovery. Plan for Bus/mobile school classrooms?	Family Service and Program Supervisors FSC's, Ed Specialists PM's, PS's and support staff. Teachers	Summer, 2021 and ongoing Summer 2021 and ongoing Summer 2021, ongoing	An assigned FSC will establish an ongoing relationship of 2 way communication with these partners. The virtual model necessitated by the pandemic will be an option for children who are medically fragile throughout the year. Comprehensive plan for implementation will be designed and introduced to classroom staff.

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Disabilities Services (1302.1 Subpart F) ASQ 3/Brigance 10% Equipment IDEA Collaborations w/LEA's	Coordination of care between EHS/HS and MISD/school districts.	Disabilities Coordinator, D/MH EHS Coordinator	Ongoing	Completed care plan will be trained on during pre-service with EHS directors and staff
Transition Services (1302.1 Subpart G) EHS → HS HS → Kindergarten EHS → other	Training to ensure assigned support staff and advocates are able to run accurate reports for aggregating and tracking transition services for EHS to HS children	ChildPlus trainer Leisha, support staff in content areas	August 2021 and ongoing	Transition plans will be carried out beginning at 30 months for EHS to HS
Pregnant Women Services (1302.1 Subpart H) #'s Trimesters Babies transitioned into EHS	Review/revise procedures related to programming for pregnant women enrolled in the program	Program Supervisors, PM review	Summer 2021	System for monitoring all transitions services in and out of HS programming is implemented
Human Resources (1302.1 Subpart I) Staff Health & Wellness Performance Evaluations Staff Qualifications T/TA trends Volunteers Professional Development	Develop a comprehensive plan to expand our Staff Health and Wellness committee goals and objectives. Ask for TA consulting from STGi input to assist with enhancing the wellness plan for staff.	Head Start staff in cooperation with Macomb County HRLR staff Program Managers	Summer 2021, ongoing Spring 2021, ongoing	Committee will have community partners and other appropriate staff involved in the Staff Health and Wellness committee(1302.93) Scott, TA specialist will make a referral to STGi manager for our program committee to receive technical support
Program Management & Quality	Training for staff regarding the Children's Mobile Crisis Unit: protocol for use of this resource in a classroom (Medicaid is no longer a requirement)	Program Supervisors, Mental Health team, Education Specialists	August 2021 preservice and ongoing	All Head Start staff will be trained on the purpose and scope of the Children's Mobile Crisis Unit offered in Macomb County.

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Improvement (1302.1 Subpart J) Program Evaluations Annual Report Program Goals Self-Assessment Technology Warehouse/storage	Search needed for a more permanent warehouse space for Head Start 0-5 classroom furniture, manipulatives and consumable supplies.	Division Director, Program Managers	Spring 2021	Permanent warehouse location secured by the program at a reasonable cost.
Fiscal Management (1303 Subpart A-D) Audits Facilities/Space Non Federal Share Transportation	Budget Covid Rescue funds for gas cards or smart bus/Uber/Lift passes for families to get their children to school, regularly.	Fiscal Team, Program Managers, Program Supervisors, Education Specialists	Fall 2021	Families will be offered monetary assistance during a public health emergency to get their children to and from Head Start 0-5.

Policy Council Approval Date: May 20, 2021

Macomb County Action Advisory Board (MCAAB) Approval Date: May 18, 2021