



Program Self-Evaluation Fiscal Year 2018–19

1. **Contractor Legal Name** (Full Spelling of Legal Name required. Acronyms or site names not accepted):
Davis Joint Unified School District Children's Center

2. **Four-Digit Vendor Number:**
7267

3. **Program Director Name** (as listed in the Child Development Management Information System [CDMIS]):
Jenna Gonzalez

4. **Program Director Phone Number:**
916-616-7445

5. **Program Director Email:**
jgonzalez@djud.net

6. **Statement of Completion:**

I certify that an annual plan has been developed and implemented for the Program Self-Evaluation (PSE) that includes the use of the Program Review Instrument (PRI), age appropriate Environment Rating Scales, Desired Results Parent Survey, Alternative Payment and/or Resource and Referral Parent Survey, and the Desired Results Development Profile for all applicable contract types, per *California Code of Regulations*, Title 5 (5 CCR), Section 18279. I also certify that all documents required as part of the PSE have been completed and are available for review and/or for submittal upon request.

Program Review Instrument (<https://www.cde.ca.gov/ta/cr/proginst201819.asp>) **includes:**

- Desired Results Developmental Profile (PRI Item 8)
- Desired Results Parent Survey (Center-based Contracts, PRI Item 9)
- Parent Survey (Alternative Payment and/or Resource and Referral Contracts, PRI Item 9)
- Age Appropriate Environment Rating Scales (PRI Item 18)

7. **Signature of Program Director**, as listed in the CDMIS (Wet signature):

8. **Date of Signature:**
05/08/19

9. **Name and Title of contact person completing the PSE:**
Jenna Gonzalez Program Director

10. **Contact Person Telephone number:**
916-616-7445

11. **Contact Person Email Address:**
jgonzalez@djud.net

12. **NOTE: See instructions for submission of the PSE.**

Summary of Program Self-Evaluation Fiscal Year 2018–19

13. In accordance with Title 5 *California Code of Regulations (5 CCR)*, Section 18279(b)(3), provide an assessment, in narrative format, summarizing the:

- A) Staff and
- B) Board member participation, in the PSE process.

Answers are not limited to space provided. Attach additional (Word document) sheets as necessary.

2018-2019 Fiscal year began July 1st, 2018 and ended June 30th, 2019. The program Calendar began August 29th, 2018 and will end on June 13th, 2019. Data collecting process consisted of Socorro campos and Tereadel sosa Borges completing Desired results developmental profiles for students in the program at 60 days and 6 months of enrollment. Data was inputted into DRDP online and through data analysis, teachers developed appropriate strategies for supporting areas identified as key findings for groups, as well as individualized plans for students with collaboration of families through parent/teacher conferences.

Personnel from the Yolo County office of education Quality Rating and Improvement system (QRIS) completed ECERS observation in Red Cubby on December 11th, 2018. The program Director completed Early Childhood Enviromental Rating Scale-revised score sheets in Blue Cubby's classroom on January 30th, 2019. Appropriate modifications were made to ensure identified needs are adequately addressed, materials purchased, trainings planned, and all sub-scale scores will be brought up to appropriate levels.

The next step taken to complete our program self evaluation (PSE) was preparing and handing out parent surveys to parents in the month of January 2019 through the classroom enviroment. Parents completed surveys and returned them to the Program Director. The Program Director Complied group data summary of the returned parent surveys in February 2019. Upon Reviewing data compiled from the parent surveys Director Gonzalez was able to identify areas needing growth and improvement. Having identified areas needing program enhancment, action steps will be/have been addressed.

In April-May 2019, the program Director compiled the DRDP-SP group data summaries on each classroom. From that data, the program Director and a classroom teacher completed the DRDP-SP summary of findings creating action steps for all items with substandard percentages. Contined onto another page...

14. In accordance with 5 CCR, Section 18279(b)(5), provide a summary of the program areas that:

A) Did not meet standards and

B) A list of tasks needed to improve those areas.

Summary is to include all contract types for your agency. Answers are not limited to space provided. Attach additional (Word document) sheets as necessary.

DRDP Parent surveys:

Question #3 Section I: Experience and training of program staff

Action steps: Director Gonzalez and staff are all highly trained and hold CA child development permits. However we are lacking in how we get that information out to our families.

1. Director Gonzalez immediately started working on staff bios that will be in the family handbook and there will be pictures of staff and their bios in the front office for families to see when they come in.

Question #6 section J: Parent involvement

Action steps: we announce in our newsletter and at parent orientation that we are always looking for volunteers but then we just leave it at that and if parents want to they are encouraged to talk to a teacher about times to volunteer.

1. From the feedback we have received it seems like parents want to be guided more in their volunteering and what opportunities are available.

2. Director Gonzalez and staff will be coming up with a list of volunteer opportunities throughout the year as well as having specific events with sign up sheets for parents. We hope this helps them in guiding their parent involvement within the school community.

ECERS:

Rating #2 Furniture for routine care, play, and learning

It was found during our ECERS visit that the cubbies that are being shared between am and pm sessions are not being properly sanitized between programs.

Action steps:

1. Director Gonzalez immediately brought this to the attention of the staff and we came up with a plan to make sure that the cubbies are getting sanitized on a daily basis.

DRDP:

Science Domain: Our goal was to reach 50% of children in the building later domain in the area of science. We reached 35% of children in the building later domain. So although we had success with putting more science activities in the classroom. We still would like to improve upon this number in the upcoming school year. We have come up with new action steps to address this challenge.

15. In accordance with 5 CCR, Section 18279(b)(6), provide a summary of program areas that:

A) Met standards and

B) Explains the procedures for ongoing monitoring to ensure that those areas continue to meet standards.

Summary is to include all contract types for your agency. Answers are not limited to space provided. Attach additional (Word document) sheets as necessary.

DRDP: Our goal for FY 2018-2019 was to increase by 50% the number of children reaching the building and integrating levels in the DRDP-PS domain in science.

Outcomes:

1. During the 2018-2019 school year staff worked really hard on incorporating more science/stem activities into the classroom. We set a goal to do two science activities a week during small group and i can say that all teachers followed this pretty closely and i believe the childrens natural curiosity about how things work is being well stimulated this school year.
2. Staff realized that science does not need to be difficult or scary but can be fun and exciting. my teachers really pushed themselves out of their comfort zone to make sure that they were meeting this goal.

ECERS: Our goal for FY 2018-2019 was to improve all areas of the indoor space. We purchased new materials for all areas and focused on culturally diverse materials in the classrooms such as books, music, and other materials.

1. We will continue to evaluate our classrooms each year to see what materials may need replacing or what materials may need to be added to meet the needs of our diverse community.

Parent surveys: After review of the parent surveys it was found that 76% of our parents are satisfied with the daily activities. When i told staff this they were very happy since they have been working so hard to incorporate more science and diverse activities in the classroom.

1. We will continue to incorprate new and diverse activites in the classroom so that children and not bored but constantly learning something new.

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Using a narrative format, summarize the staff and board member participation in the PSE process:

The end products from the DRDP Summary of Findings, the Parent Survey of Findings and the Early Childhood Environment Rating Scale-Revised (ECERS-R) Summaries of Findings, became the key vehicles for completing the comprehensive Desired Results Developmental Profile Summary of Findings – Classroom and Family Child Care Home and Desired Results Developmental Profile Summary of Findings and Program Action Plan Educational Goal-Reflection on Action Steps (prior and current year). As part of the new process of reflection on the prior year Self-Evaluation Report, staff analyzed the Program Action Plan submitted in the FY 2017-2018. Staff recapped on items successfully accomplished and their significance as relating to educational student and program quality. All areas needing modification and revision were addressed in staff brainstorming sessions then addressed/recorded and appropriate changes made. As well as the above mentioned key tools to evaluate the program, staff used the EESD 4001 Program Review Instrument, all areas were met where applicable and no corrective actions were needed at this time.

The Program Self-Evaluation Report was completed by the Program Director, a classroom teacher, the program secretary and other stakeholders in May 2019. The completed documents/forms will be sent to the DJUSD Board of Education for approval in May 2019. In June 2019, a BOE unapproved copy of the Annual Agency Report and supporting documents will be available for parents to review. At this time, the director will be present to answer questions or address concerns. The process will be completed by the Program director delivering the final signed copy to Sacramento before June 1, 2019 and filing the required items on site available for EESD/CDE review.

Provide a summary of program areas that did not meet standards and a list of tasks needed to improve these area:

1. Survey the classroom for which new materials can be purchased to help support STEM learning in the classroom
2. Provide or find STEM trainings for staff so that they can be more knowledgeable in the area of science and preschool learning.
3. Continue to do at minimum 2 science activities per week into their lesson plans