

**Instructions for
Program Review Instrument – Summary of Findings**

- **Enter the required contractor information at the top of the EESD 4001:**
 - Contractor Legal Name
 - Four-Digit Vendor Number
 - Contract Type(s)
 - Age Group
 - Planning Date
 - Lead Planner Name and Position

- **Complete the Summary of Findings and Action Plans as directed in the Program Review Instrument instructions at <http://www.cde.ca.gov/ta/cr/documents/eesos1617.pdf>.**

Contractors are required to develop and implement a plan for its Program Self-Evaluation (PSE) process. The PSE must be based on the use of the Program Review Instrument as defined in section the California *Education Code* Section 18023(a)(2).

- **Check each item applicable to the contract type.**

The “x” verifies the item the contractor was required to review.

- **For any item NOT fully meeting requirements enter a description of the finding(s) and include the plan you have developed to resolve the finding and maintain future compliance.** This plan must include Actions:
 - What will be done, not already being done?
 - Persons Responsible (Who will do what?)
 - A timeline (By when?)
 - These boxes will allow for as much writing space as needed.

Program Review Instrument – Summary of Findings

Contractor Legal Name Davis Joint Unified School District Children's Center		Vendor Number 7267
Contract Type CSPP	Age Group (Infant/Toddler, Preschool, School-Age) Preschool	
Planning Date May 1 st , 2017	Lead Planner Name and Position Jenna Gonzalez Program Director	

Summary of Findings and Action Plans

Complete the Summary of Findings and Action Plans as directed in the instructions.

INVOLVEMENT

x EES-01: Plan for Parent Involvement
(CCTR, CSPP, CMIG, CHAN, CFCC)

Corrective Action Plan: *No*

GOVERNANCE AND ADMINISTRATION

X EES-02: Family Eligibility Requirements
(CCTR, CSPP, CMIG, CHAN, CFCC, CAPP, CMAP, C2AP, C3AP)

Corrective Action Plan: *NO*

NA EES-03: Child Need Requirement Verification
(CCTR, CSPP, CMIG, CHAN, CFCC, CAPP, CMAP, C2AP, C3AP)

Corrective Action Plan:

X EES-04: Recording and Reporting Attendance
(CCTR, CSPP, CMIG, CHAN, CFCC, CAPP, CMAP, C2AP, C3AP)

Corrective Action Plan: *NO*

NA EES-05: Correct Fee Assessed
(CCTR, CSPP, CMIG, CFCC, CAPP, CMAP, C2AP, C3AP)

Corrective Action Plan:

X EES-06: Inventory Records
(CCTR, CSPP, CMIG, CHAN, CFCC, CAPP, CMAP, C2AP, C3AP, CRRP)

Corrective Action Plan: *NO*

NA EES-07: Alternative Payment (AP) Policies
(CAPP, CMAP, C2AP, C3AP)

Corrective Action Plan:

STANDARDS, ASSESMENT, AND ACCOUNTABILITY

X EES-08: Desired Results Profile and Data
(CCTR, CSPP, CMIG, CHAN, CFCC)

Corrective Action Plan: *NO*

X EES-09: Annual Evaluation Plan
(CCTR, CSPP, CMIG, CHAN, CFCC, CAPP, CMAP, C2AP, C3AP, CRRP)

Corrective Action Plan: *NO*

X EES-10: Site Licensure
(CCTR, CSPP, CMIG, CHAN, CFCC)

Corrective Action Plan: *NO*

STAFFING AND PROFESSIONAL DEVELOPMENT

X EES-11: Staff Development Program
(CCTR, CSPP, CMIG, CHAN, CFCC, CAPP, C2AP, C3AP, CRRP)

Corrective Action Plan: *NO*

X EES-12: Qualified Staff and Director
(CCTR, CSPP, CMIG, CHAN, CFCC)

Corrective Action Plan: *NO*

X EES-13: Staff-Child Ratios
(CCTR, CSPP, CMIG, CHAN)

Corrective Action Plan: *NO*

OPPORTUNITY AND EQUAL EDUCATIONAL ACCESS

X EES-14: Family Selection
(*CCTR, CSPP, CMIG, CHAN, CFCC, CAPP, CMAP*)

Corrective Action Plan: *NO*

X EES-15: Compliance with Due Process
(*CCTR, CSPP, CMIG, CHAN, CFCC, CAPP, CMAP, C2AP, C3AP*)

Corrective Action Plan: *NO*

X EES-16: Refrain from Religious Instruction
(*CCTR, CSPP, CMIG, CHAN, CFCC*)

Corrective Action Plan: *NO*

NA EES-17: Services Responsive to Family Needs
(*CRRP*)

Corrective Action Plan: *NO*

TEACHING AND LEARNING

X EES-18: Environment Rating Scale
(*CCTR, CSPP, CMIG, CHAN, CFCC*)

Corrective Action Plan: *NO*

X EES-19: Nutritional Needs
(*CCTR, CSPP, CMIG, CHAN, CFCC*)

Corrective Action Plan: *NO*