

**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

<b>Contractor Legal Name</b> Davis Joint Unified School District		<b>Vendor Number</b> 7267
<b>Contract Type</b> CSPP	<b>Age Group (Infant/Toddler, Preschool, School-Age)</b> Preschool	
<b>Planning Date</b> May 1 <sup>st</sup> 2018	<b>Lead Planner Name and Position</b> 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: NO

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:

**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)

**X** EES-20: Health and Social Services  
(CCTR, CSPP, CMIG, CHAN, CFCC)

Corrective Action Plan: NO