

Early Childhood Programs



Self-Assessment Summary

Accepted and Approved by :

Policy Council – July 15, 2020

Tableland Board – July 20, 2020

Self-Assessment SUMMARY Spring 2020

Tableland Services, Inc. ~ Early Childhood Education Department

PROCESS

1. Followed FY2020 Federal Monitoring Protocol for Focus Area 1 answers provided during actual Focus Area 1 review which occurred March 16 – 20, 2020.
2. We had an assigned reviewer, Patricia Hillman, who called each day, based on a schedule, including the follow topics:
 - Monday • Program Design and Management
 - Tuesday • Designing Quality Education and child Development Program Services
 - Wednesday • Designing Quality Health Program Services
 - Thursday • Designing Quality Family and Community Engagement Program Services
 - Fridays • Developing Effective ERSEA Strategies and Fiscal Infrastructure
3. She was able to ask us a predetermined set of questions, which we answered as a team. This is a chance to “tell our story”.
4. Team members were able to speak about the key points in their component.

The overall feeling during the week was very positive. Staff members felt comfortable giving their answers, and Ms. Hillman seemed quite impressed with our systems and successes.

5. Once the review was complete – a staff-based schedule was made, for each internal staff member, as well as our Policy Council and Tableland Board of Directors to analyze our answers and offer suggestions if needed.
- 6.

DOCUMENT >>>>>>>>>	Program Design and Management	Education	Health Services	Family Services	ERSEA and Fiscal
Sites	EHS 4 & 5	EHS 2 & 3	EHS 1	Windber	Tech
Sites	Eagle View	Maple Ridge	Shade	Salisbury	Rockwood
Sites	MD 2	MD 1	Kantner	Township	Berlin
Policy Council and Tableland Board Members may choose any topic.					

7. The above team members were to use the document to answer 4 questions
 - a. Names of participants
 - b. Strengths noted
 - c. Areas to focus on
 - d. Possible assistance needed to adjust in focus area

8. Answers to questions

a. **PARTICIPANTS** –

i. Teaching Staff –

1. Amanda Ambrocik, Ronda Beckner, Jen Bentz, Alisha Black, Monica Boden, Tina Bowser, Valerie Christner, Shelly Danton, Melissa Deeter, Tracey Dill, Jessica Dillon, Denise Grove, Mary Hotchkiss, Brittany Kennedy, Renee Keyser, Cheyann McKee, Chelsie Miller, Vicki Newcomer, Joyce Roberts, Kathy Roman, Tessa Scherer, Ashley Shaffer, Gail Shroyer, Mindy Singo, Courtney Suter, Missy Toy, Dee Weijers, Billie Jo Weyant, Christine Wilson, Erika Winters-Rowe and Paige Yutzy.

ii. Board Members –

1. Sharon Clapper and Colleen Dawson

iii. Policy Council Members – Kim Miller

b. STENGTHS

i. Program Design and Management –

1. Educational resources
2. Communication
3. Bilingual staff
4. Strong Policy Council
5. Ample staff in the classroom
6. Program focus on child and family
7. Team effort

ii. Education

1. Progression between programs from EHS to HS/PK
2. Alignment to HSELOF and PA Learning Standards
3. Preparation and monitoring of students and staff
4. Speak in laymen terms so all understand a focus topic

iii. Health

1. Staff are trained on safety procedures in the room
2. Maintaining timely information on student health status and care
3. Consistent monitoring
4. Current and up to date medical and dental care assistance
5. Tracking follow up care
6. Daily Safety Checklist
7. Standard code of conduct enforced and followed
8. Teamwork

iv. Family Services

1. Support provided to families
2. Working with other agencies
3. Monitoring of at-risk families
4. FS changes have made it stronger and more effective
5. Parent engagement
6. Parent surveys
7. Checks and balances
8. Compassionate and dedicated staff

v. ERSEA and Fiscal Oversight

1. Strong policy for verifying income
2. Specific job requirements through Human Resources
3. Inhouse training and technical assistance
4. Capable and well-trained staff that work as a team
5. Fiscal policy details employees' individual responsibilities in the budget

c. AREAS OF Focus

i. Program Design and Management

1. Transitions within program and from program to Kindergarten

ii. Education

1. Pre-Service Training on EHS support in the home and a mean to help improve preschool teaching staff knowledge of EHS support.
2. Support for parents to be able to access TSG lesson plans
3. Extra support for students with special needs
4. More support for DLL if/ when we receive these students.

iii. Health

1. Mental Health overall program and individual support
2. Support for Potty Training
3. Staff Training support on things like identifying nits/lice, using nebulizers/inhalers, medication administration procedures

iv. Family Services

1. Sharing of family goals with teaching staff for support and insight

v. ERSEA and Fiscal Oversight

1. Based on questions asked – more training and possible reference “cheat sheets” for eligibility requirements.

**** Also, in Response to COVID-19 pandemic.**

- a. Use of funding to support our team and families, across all funding sources through CARES Act.
- b. Review of policy and procedures
- c. Training support for staff and families for possible remote learning.

We will also continue to focus on the following areas which have been identified through previous self-assessments as well as management team meetings.

- **Integrated Services Plan**
 - a. Working document
 - b. Helps us coordinate HS, EHS, PK Counts and HSSAP
- **Strategic Planning**
 - a. Tableland Services, Inc. initiative
 - b. Year 3 of 3 currently
- **Transportation services for families**
 - a. Need additional funding to be able to sustain this
- **Substance Abuse Training for families and staff**
 - a. Health Manager working on securing some training by attending Drug Free Communities meetings.
- **Culturally responsive practices**
 - a. DLL – Dual Language Learners support through HS
- **Fiscal responsibility for projections**
 - a. Working with Fiscal team to be efficient on projections and plans accordingly
- **Plan for cyclical replacement of technology**
 - a. We want to remain proactive in this venture and not have too many needs sneak up on us at once due to cost.

