

Migrant and Seasonal Head Start 2016-2017 School Readiness Outcomes System—Quick Sheet

<u>Program operating days:</u>	<u>Under 90</u>	<u>90-150</u>
First Collection	20	30-40*
Midpoint (SR Goal Objectives only)	N/A	60-90*
Final Collection	45*	90-130*

*Agencies will create calendars/timelines to assist with tracking of assessment and School Readiness Plans at all levels.

Child Level Planning & Analysis

- Each child has his/her own timeline for DRDP collection based on enrollment date. Agencies will develop calendars to assist with tracking of assessment deadlines. Following DRDP Collections, designated staff will enter data into COPA. Data will be reviewed for each child. This can be done through ***COPA Report Child Assessment Results or DRDP 2015 Rating Record.***
- Educators will discuss with parents areas of strengths and areas for growth and document information on Parent Contact Record.
- Together, staff and parents will develop child's goals and strategies and document on Child School Readiness Plan E-29b.

Group Analysis & Planning

- **COPA Assessment Reports 100N and 102N** can be utilized to obtain group level DRDP data. DRDP data will also be pulled from COPA on the following dates: June 30th, July 22nd, Aug. 20th, Sept 18th, Oct 21st, Nov. 20th, Jan. 20th, Feb. 19th
- Delegate agencies will create calendars to assist with tracking of assessment and plans for continuous improvement deadlines and plans
- School Readiness Outcomes reports will be available to program directors within 13-15 days later. No grace period can be given for these timelines.
- Directors will be notified via email when school readiness reports are available on line.

Class-Level Analysis & Planning

- Management Staff will collaborate with supervisors/coordinators /educators to review and analyze reports after each collection period and collaboratively develop Class Level School Readiness Plans that include identified teaching strategies to support the essential domains
- Professional Development strategies will be developed for each classroom and be linked to the individual classroom lesson plans.

Program (Delegate/ Grantee) Level Analysis & Planning

- As part of the Individual Delegate Support Plan process, programs will review program data and determine progress on initial school readiness goals & objectives. Program progress will be documented on the **Program Level School Readiness Plan.**
- Designated Grantee staff will schedule check in meetings with individual delegates/GO programs to check on agency progress on school readiness goals & objectives. This will be documented on the Delegate Self-Assessment Planning Document.
- Grantee level planning will occur during the development of the annual school readiness plan goals and objectives and professional development activities.