

HEAD START/EARLY HEAD START LONG-TERM PROGRAM GOALS & OBJECTIVES

Goal #1: Education: Provide classroom staff with the resources and support needed to improve student performance.

Objective(s)	Actions/Strategies	Timeline	Person(s) Responsible
1. Develop and enhance classroom performance snapshots using aggregated data to ensure alignment between professional development and classroom instructional gaps.	<ul style="list-style-type: none"> • Use observational assessment tool to determine best strategy for year-to-year rollover • Set deadlines for data collection • Aggregate Data • Communicate Data 	Annual, Ongoing	Curriculum Supervisor Sr. Compliance Specialist
2. Develop a process for capturing, monitoring and analyzing Curriculum Fidelity outcomes.	<ul style="list-style-type: none"> • Review Curriculum Fidelity to determine appropriateness of indicators for Broward • Edit and update Internal Monitoring system in ChildPlus • Communicate and set deadlines 	Annual, Ongoing	Curriculum Supervisor Sr. Compliance Specialist
3. Provide professional development to support Teacher Specialists in the implementation of coaching tools and processes.	<ul style="list-style-type: none"> • TS's to attend ELC 7 & 8 • Engage in three face-to-face forums (community of practice) • Ensure documentation use of tools in the online platform (Learning Zone) 	Annual, Ongoing	Curriculum Supervisor Lead Teacher Specialist
4. Provide two additional paid professional planning days each summer to attend professional development.	<ul style="list-style-type: none"> • Develop PD based on Performance Snapshots • Enter into LAB system • Create Sign-In Sheets • Secure locations, trainers, materials • Send Announcements 	Begin Summer 2020 Annual, Ongoing	Curriculum Supervisor
5. Research, identify and select new observational assessment tool	<ul style="list-style-type: none"> • Meet with multiple vendors and review products • Obtain Policy Council input • Follow procurement process 		Curriculum Supervisor HS/EHS Specialist

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Goal #2: Disabilities: Ensure maximum number of children with disabilities are served and that collaborative support is provided.

Objective(s)	Actions/Strategies	Timeline	Person(s) Responsible
1. Increase enrollment of children with disabilities to 15% by mid-year.	<ul style="list-style-type: none"> • Improve communication and coordination with the school’s ESLS Specialists. • Schedule evaluations for children with an area of concern using Head Start Flow Chart. • Maintain collaboration with the ESLS department and increase dual enrollment of children in Pre-K ESE and Head Start programs. • Improve internal collaboration with Parent Educators 	By the end of Year 3	Disabilities Team

Goal #3: Family & Community Partnerships: Enhance parents’ knowledge and understanding of the developmental and educational needs of their children.

Objective(s)	Actions/Strategies	Timeline	Person(s) Responsible
1. Increase attendance at Parent Education Workshops by 5% annually and ensure that they are aligned with the parent needs assessment	<ul style="list-style-type: none"> • Develop attendance tracking system • Create meaningful topics based on Family Assessment and Needs Assessment data • Provide geographical locations and dates/times convenient for parents 	Annual, Ongoing	Family Services Specialist
2. Increase early engagement with families by 5% annually in order to enhance school-to-home and home-to-school communication.	<ul style="list-style-type: none"> • Develop a system for parents to receive regular updates on their child’s classroom experience • Education and Family Services staff to collaborate on promoting and implementing classroom in-kind opportunities for parents. 	Annual, Ongoing	Family Services Specialist Curriculum Supervisor

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3. Use the PFCE Framework to write family goals	<ul style="list-style-type: none"> • Train Parent Educators on writing Specific, Measurable, Attainable, Realistic, Timely (SMART) goals • Monitor implementation of SMART goals 	Annual, Ongoing	Family Services Specialist
4. Develop a procedure of timely notification and follow-up on children that are unexpectedly absent, including ongoing monitoring.	<ul style="list-style-type: none"> • Create a process for Teachers to contact parents within the first hour of school • Create a process for Parents to notify Head Start Teacher • Create a monitoring process 	By the end of Year 1	Family Services Specialist Parent Educators Data Management Spec.

Goal #4: Family & Community Partnerships: Expand partnerships with agencies and organizations to ensure access to comprehensive resources for children and families.

Objective(s)	Actions/Strategies	Timeline	Person(s) Responsible
1. Create a community services directory	<ul style="list-style-type: none"> • Develop a list of community resources that link to health and wellness, student learning, continuous education, academic college and career goals, and student support of social/emotional learning and well-being. • Develop method of delivery and communication 	By the end of Year 3	Family Services Specialist
2. Use data to ensure alignment of partnerships with the goals and objectives of the program	<ul style="list-style-type: none"> • Review data to determine needs and gaps in services • Secure aligned partnerships • Add new partners based on family and program needs 	Annual, Ongoing	Family Services Specialist

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Goal #5: ERSEA: Actively identify, recruit, select and enroll eligible children and families with the greatest need

Objective(s)	Actions/Strategies	Timeline	Person(s) Responsible
1. Increase enrollment of homeless and foster children by 1% per year.	<ul style="list-style-type: none"> • Annually review and revise Selection Criteria in conjunction with Policy Council • Develop a process for identifying and recruiting in the community 	Annual, Ongoing	All Staff

Goal #6: Health, Safety & Nutrition: Ensure the health, safety and well-being of children and families

Objective(s)	Actions/Strategies	Timeline	Person(s) Responsible
1. Develop an action plan to ensure that 100% of 45-day screenings are completed for students new to the program and are entered into the Head Start database within the required timeframes	<ul style="list-style-type: none"> • Develop a targeted monitoring schedule for staff at various levels to ensure that missing screenings are communicated and corrected. • Develop a screening procedure for late enrollees • Develop a contingency plan for hurricane prioritizing new students first. 	By the end of Year 1	Curriculum Supervisor; Compliance Team; Teacher Specialists; Classroom Staff; Disabilities Team Data Management Spec.
2. Increase the immunization rate of children 0-2 by participating in the Florida Department of Health Shots by Two Program by 2% annually (Current Broward HS rate is 84%; County rate is 94%)	<ul style="list-style-type: none"> • Coordinate with health department 	Annual, Ongoing	Head Start Nurse Health PE
3. A process will be developed to ensure the number of families that leave the program without insurance is reduced by 1% per year.	<ul style="list-style-type: none"> • Develop and communicate a process • Identify individuals from annual applications • Communicate resources to families • Develop reports to track follow-through 	By the end of Year 1	Head Start Nurse

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Goal #7: Mental Health: Promote the social-emotional well-being of children, families and staff to provide a critical foundation for life-long development and learning.

Objective(s)	Actions/Strategies	Timeline	Person(s) Responsible
1. Schedule a minimum of two professional development sessions in the area of mental health annually for all staff	<ul style="list-style-type: none"> Research, engage, and partner with outside agencies providing trauma informed care training to support our students, families and staff. 	Ongoing, Annual	Curriculum Supervisor Family Services Spec. HS/EHS Specialist
2. Hire a certified Behavior Specialist for the Head Start / Early Intervention Department to support teachers and model interventions based on specific needs of individual students.	<ul style="list-style-type: none"> Post, interview and hire 	By the end of Year 1	Curriculum Supervisor Director
3. Hire a Social Worker dedicated to work with staff mental health.	<ul style="list-style-type: none"> Post, interview and hire 	By the end of Year 1	Curriculum Supervisor; Director

Goal #8: Program Design & Management: Maintain an exemplary system of program governance, fiscal operations and quality assurance

Objective(s)	Actions/Strategies	Timeline	Person(s) Responsible
1. Increase parent participation in Policy Council to ensure a minimum of 8 members attend meetings monthly to ensure a quorum.	<ul style="list-style-type: none"> Revise initial recruitment materials for Policy Council to contain additional details on roles and responsibilities. Recruit membership from Parent Committees 	By end of Year 2	Director; Family Services Specialist
2. Create 8 Parent Committees aligned with Head Start Performance Standards	<ul style="list-style-type: none"> Execute the operation of Parent Committees in strategic geographical areas (include Parent Committee Handbook and by-laws) 	By the end of Year 3	Task Assigned Parent Educator; Director

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<p>3. Ensure 100% monitoring of all classrooms with corrective action follow-through.</p>	<ul style="list-style-type: none"> • Revise compliance monitoring schedule to allow for monitoring to begin in August and continue through the school year • Revise compliance monitoring process to ensure effective and efficient monitoring of all service areas • Fully staff compliance team and train new staff on position 	<p>By the end of Year 3</p>	<p>Senior Compliance Specialist</p>
<p>4. Ensure 100% of staff working in the Head Start Program are accounted for in budget and 100% of staff accounted for in the budget are working in the Head Start Program.</p>	<ul style="list-style-type: none"> • Create a process for verification of staff coding lines • Collaborate with the district budget office to review budgets • Attend budget conferences 	<p>By the end of Year 3</p>	<p>Key Management Staff</p>