

# ***Review of EHS and EHS-CCP Program Monitoring***



# ***EARLY HEAD START***



**City of San Antonio Head Start Program**

**Monitoring Report – May 2022**

The Early Head Start (EHS) Program has developed a comprehensive and thorough approach to monitoring for non-compliances and areas of concern. Once identified, a timeline is developed, training and technical assistance is given, and corrective action plans are implemented to correct systemic issues, so areas of weakness are not continued in the future. Follow-up monitoring events are conducted to ensure that the program has been successful in implementing corrections.

The following is a summary of findings for the **Early Head Start- Stafford Program** during the time indicated above:

<p><b>Monitoring Projects:</b>  <b>Unannounced Safe Environment Visit</b></p> <p><b>Curriculum Fidelity</b></p>
<p><b>Non-Compliances –</b>          There were no non-compliances observed that showed a systemic or substantial material issue or concern in meeting performance standards or policy relating to the education services.</p>
<p><b>Areas of Concern</b> (Individual incident(s) that fail to meet performance standard or policy):  <b>Unannounced Safe Environment Visit</b></p> <ul style="list-style-type: none"> <li>○ Books need to be replaced</li> <li>○ Pillowcases need to be washed</li> <li>○ Diaper changing procedure was not followed</li> <li>○ Classroom daily checklist was not current</li> <li>○ Playground with grassy area has black plastic exposed under the mulch</li> </ul> <p><b>Curriculum Fidelity</b></p> <ul style="list-style-type: none"> <li>○ Goal setting form missing for a teacher</li> <li>○ Lack of documentation for Peer Coach follow ups and coaching sessions</li> <li>○ Missing CDA Acknowledgement form for a teacher</li> <li>○ Teacher has not enrolled in a CDA class within 3 months from the date of hire</li> </ul>
<p><b>Follow-up Activities:</b></p> <ul style="list-style-type: none"> <li>● 90 Day Health Monitoring Project is pending CAP corrections.</li> <li>● Unannounced Safe Environment Visit is pending CAP corrections</li> </ul> <p>Monitors will continue to track progress.</p>
<p><b>For more detailed information:</b></p> <p><a href="mailto:Cynthia.garcia3@sanantonio.gov">Cynthia.garcia3@sanantonio.gov</a> &amp; <a href="mailto:Dianne.mendez@sanantonio.gov">Dianne.mendez@sanantonio.gov</a></p>

***EARLY HEAD START  
CHILD CARE PARTNERSHIP  
(EHS-CCP)***



## City of San Antonio Head Start Program

### Monitoring Report – May 2022

The Early Head Start (EHS) Program has developed a comprehensive and thorough approach to monitoring for non-compliances and areas of concern. Once identified, a timeline is developed, training and technical assistance is given, and corrective action plans are implemented to correct systemic issues, so areas of weakness are not continued in the future. Follow-up monitoring events are conducted to ensure that the program has been successful in implementing corrections.

The following is a summary of findings for the **Early Head Start- Child Care Partnership Program** during the time indicated above:

#### **Monitoring Projects:**

##### Unannounced Safe Environments Visits

- YWCA Child Care Center
- Ella Austin Child Development Center
- Blessed Sacrament Academy Child Development Center

##### Curriculum Fidelity

- All 6 EHS-CCP Centers

#### **Non-Compliances –**

There were no non-compliances observed that showed a systemic or substantial material issue or concern in meeting performance standards or policy relating to the education services.

#### **Areas of Concern (Individual incident(s) that fail to meet performance standard or policy):**

##### **Unannounced Safe Environments Visits**

- Water-stained ceiling tile needs to be replaced
- Classroom roster was not current
- Daily Classroom checklist was completed prior to the end of day
- Bug spray and Clorox Cleaner were observed in an unlocked cabinet



### **Curriculum Fidelity**

- Fidelity Tool Teacher Checklist not available for review for a teacher
- Fidelity Tool for Administrators not available for review for a teacher
- Fidelity Tool for Administrators not completed within the BOY benchmark
- Required data missing from Administrator's Fidelity Tool
- Summary of findings incomplete on Administrator's Fidelity Tool for
- Lack of documentation for Peer Coach follow-ups, goal setting and coaching sessions
- IPDP not completed within benchmark date for a teacher
- Incomplete IPDPs
- Missing CDA Acknowledgement forms for teachers
- Teacher has not enrolled in a CDA class within 3 months from the date of hire
- Teachers hired without a CDA have not obtained their credential within one year from date of employment

### **Follow-up Activities:**

- 90 Day Health Monitoring Project is pending CAP corrections.
- Unannounced Safe Environment Visit for Healy Murphy was reviewed, all findings have been addressed.
- Unannounced Safe Environment Visit for Inman is pending CAP corrections
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Monitors will continue to track progress.

### **For more detailed information:**

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