

THE LACC ECAP SELF-ASSESSMENT PLAN

When: Monday, January 11, 2016 through Friday, January 15, 2016

What (tool being utilized): Head Start Self-Assessment: Your Foundation for Building Program Excellence (found online at

http://eclkc.ohs.acf.hhs.gov/hslc/hs/resources/ECLKC_Bookstore/PDFs/Head%20Start%20Self%20Assessment%20Guide.pdf

Who: Staff / Faculty along with selected Community Members as well as any Policy Council and Governing Board members that wish to participate

Time line:

<u>Preparation</u> Month of December	<u>First week</u> January 4 th to January 8 th	<u>Second week</u> January 11 th to January 15 th	<u>Third/Fourth week</u> January 18 th to January 29 th	<u>Later</u> February 17, 2016
<ul style="list-style-type: none"> Self-Assessment Leadership team assembled Responsibilities divided amongst team Designated team leaders Policy Council provides input into Self-Assessment Plan 	Self-Assessment Team will receive orientation	Self-assessment occurs	Self-assessment discoveries consolidated and synthesized into report	Final Report presented to Governing Board for approval
<ul style="list-style-type: none"> Governing Board approves Self-Assessment Plan Recruit participants <ul style="list-style-type: none"> Invite, via email, participants after SA Plan is approved by Board 12/16/17 Confirm participants by 1/4/16 Create Orientation/training presentation 	Team orientation = 1/7/16 Individual orientation = as required		Final Report presented to Policy Council for approval. PC changes & recommendations integrated into report Create Action Plan centered on Final Report	Action Plan centered on Final Report presented to Governing Body for approval Implement Action Plan