



Program Self-Evaluation FY 2015–16

California Department of Education
Early Education and Support Division

FY 2015–16 Program Self Evaluation
Webinar, April 13 & 15, 2016

9:00 a.m. – 11:00 a.m.



CALIFORNIA DEPARTMENT OF EDUCATION
Tom Torlakson, State Superintendent of Public Instruction



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State Superintendent
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Agenda

- Welcome
- Program Self-Evaluation (PSE)
 - Management Bulletin 16-03
- The components of the PSE
 - Center-based contractors and Family Child Care Education Networks
 - Alternative Payment & Resource and Referral Programs
- What you need to complete the PSE
 - Resources
- Putting It All Together
- Submission Requirement
- Record Retention Requirement
- Q & A



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Welcome

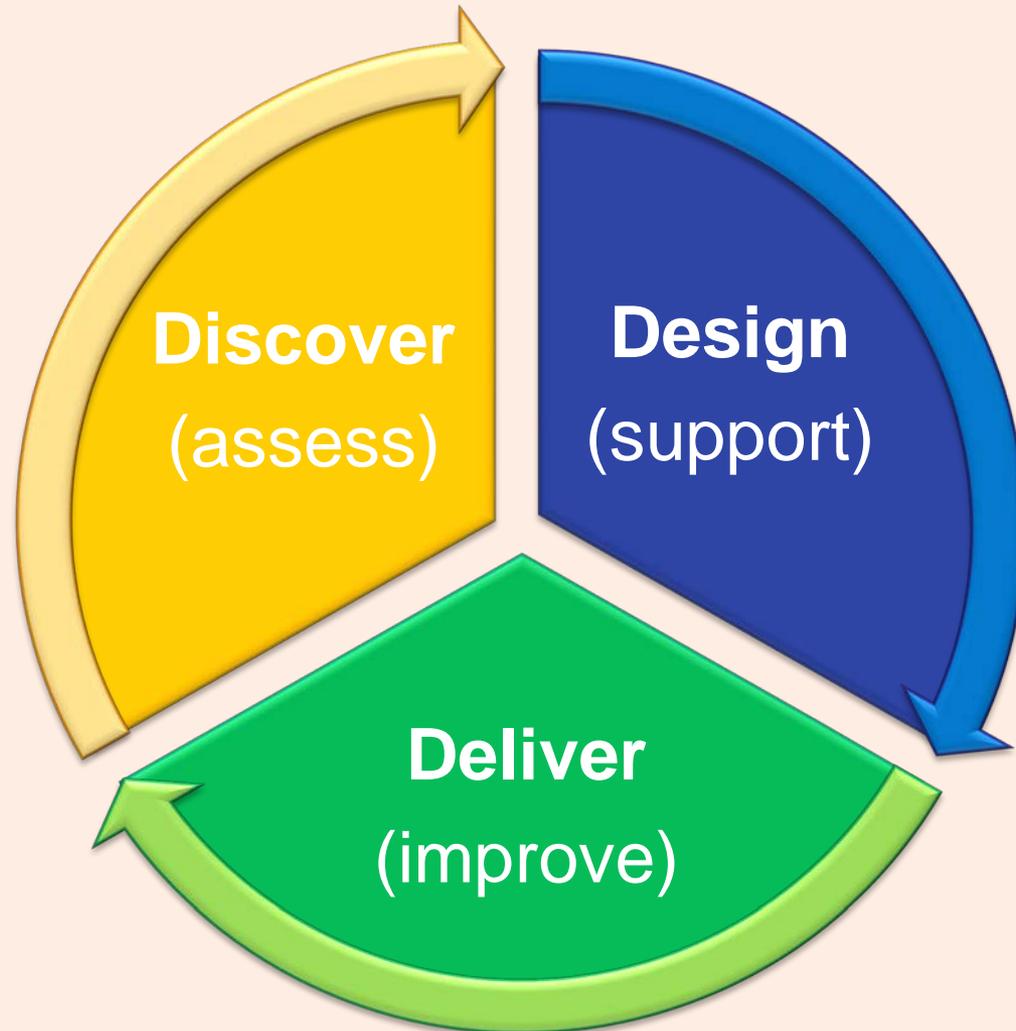
The PSE team:

- Lori Anderson, Manager, Funding and Agency Support Unit
- Alice Ludwig, Analyst, Funding and Agency Support Unit
- Shellie MacColl, Consultant, Early Education and Support Unit
- Gina Morrison, Office Technician, Early Education and Support Unit
- Alice Trathen, Consultant, Early Education and Support Unit
- Erica Otiono, Administrator, Early Education and Support Unit

CDE Continuous Improvement Model



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Desired Results

- The California Department of Education (CDE), Early Education and Support Division (EESD), Desired Results (DR) system is designed to improve the quality of programs and services provided to all children who are enrolled in early care and education programs, and before and after-school programs and their families.

- The DR system was developed based on six Desired Results:
 - Four for children
 - Two for their familiesEach Desired Result defines an overall outcome.



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Desired Results

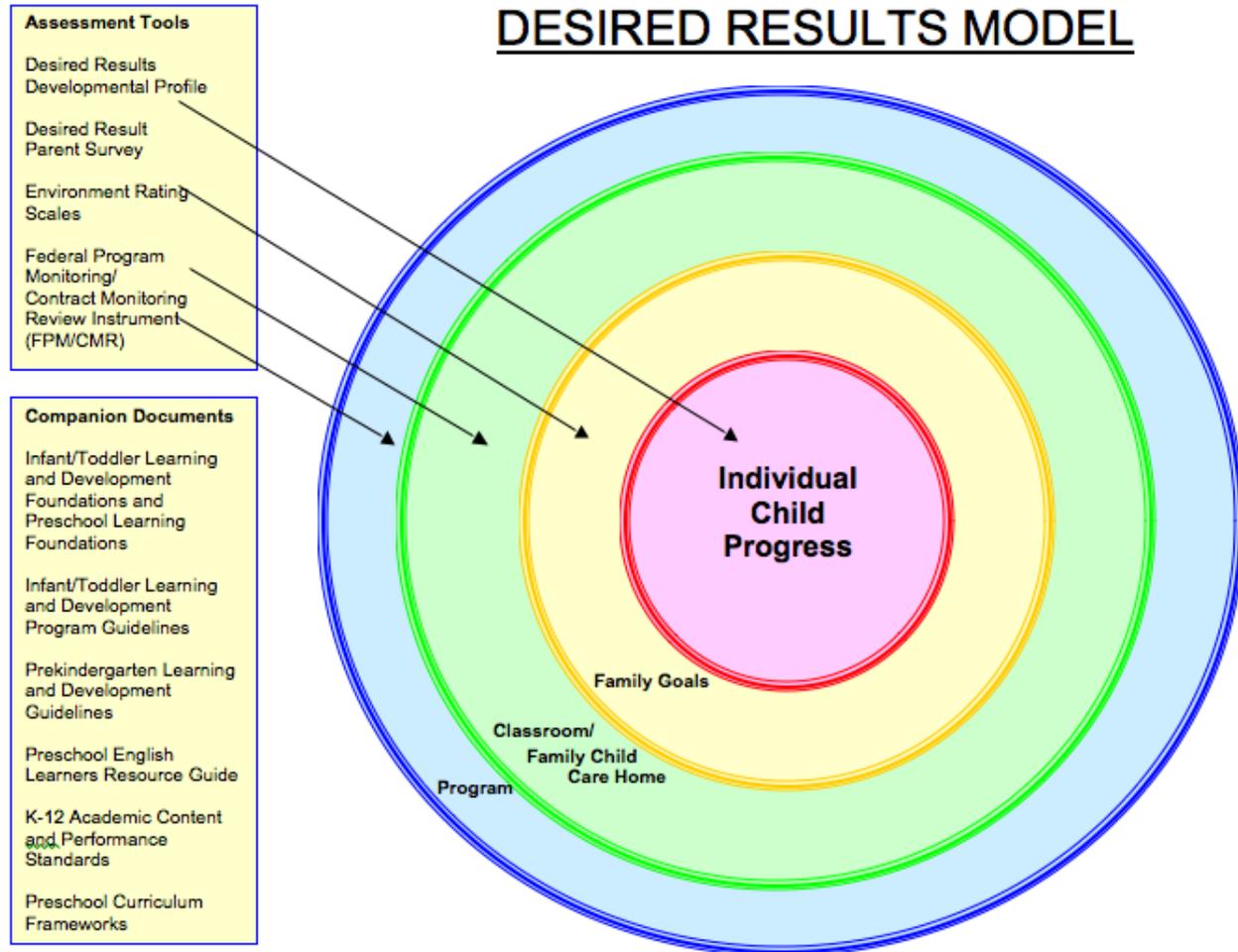
- The Desired Results for Children and Families:
 - DR1: Children are personally and socially competent
 - DR2: Children are effective learners
 - DR3: Children show physical and motor competence
 - DR4: Children are safe and healthy
 - DR5: Families support their child's learning and development
 - DR6: Families achieve their goals

Outcomes for Children and Families



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DESIRED RESULTS MODEL



The Desired Results System Model



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California's Early Learning and Development System

**Program
Guidelines
& Resources**

**Curriculum
Framework**

**Learning &
Development
Foundations**

**Professional
Development,
Supports, &
Competencies**

**Desired Results
Assessment
System**

California Department of Education, Child Development Division



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Background

5 CCR Section 18279

- Contractors shall develop and implement an annual plan for its PSE process. The annual plan shall include:
 - The monitoring and review instrument
 - Assessment of the program by parents using the Desired Results Parent Survey
 - Assessment by program staff and board members as evidenced by written documentation
 - Analysis of findings for:
 - Desired Results Developmental Profile (DRDP)
 - Environment Rating Scales (ERS)
 - Desired Results Parent Survey (PS)
 - Written list of tasks needed to modify program for areas that need improvement
 - Procedures for ongoing monitoring to assure that areas that are satisfactory continue to meet standards
 - Submission of a summary of the findings of the PSE to the CDE by June 1 of each year



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MB 16-03

Management Bulletin 16-03

Early Education and Support Division

Subject: Fiscal Year 2015–16 Program Self-Evaluation

Number: 16-03

Date: March 11, 2016

Expires: Until Rescinded

Authority: *California Code of Regulations*, Title 5, sections 18270.5, 18279, 18280, and 18281

Attention: **Executive Officers and Program Directors of all Early Education and Support Programs**

Purpose

This Management Bulletin (MB) informs contractors of California Department of Education's (CDE), Early Education and Support Division (EESD) programs of the requirements and instructions for submitting the Program Self-Evaluation (PSE) due on June 1, 2016. This MB rescinds and replaces MB 15-02.

Note: This year's submission requirements are different from prior years' requirements.

Authority

The PSE requirements are described in *California Code of Regulations*, Title 5 (5 CCR), sections 18270.5, 18279, 18280, and 18281.

<http://www.cde.ca.gov/sp/cd/ci/mb1603.asp>



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Management Bulletin 16-03

- Purpose
- Authority
- Directive
- Web page
- Frequently Asked Questions
- Submission Requirement
- Record Retention Requirement



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Components of the PSE Alternate Payment and Resource & Referral Programs

- Use of the program review instrument
 - <http://www.cde.ca.gov/sp/cd/ci/documents/eesosonsitemar2016.pdf>
- Use of the Desired Results Parent Survey
 - <http://www.cde.ca.gov/sp/cd/ci/documents/parentsurvey.doc>

Note: For 2015–16 fiscal year, Alternative Payment and Resource and Referral Programs may modify the current CDE parent survey form to ensure that the desired results/outcomes for families are achieved.



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Components of the PSE

Center-based and Family Child Care Education Network Programs

- Use of the program review instrument
 - <http://www.cde.ca.gov/sp/cd/ci/documents/eesosonsitemar2016.pdf>

- Analysis of findings for:
 - Desired Results Developmental Profile
<https://www.desiredresults.us/drdp-forms>
 - Age Appropriate Environment Rating Scale(s)
<http://www.ersi.info/ecers.html>
 - Desired Results Parent Survey
<http://www.cde.ca.gov/sp/cd/ci/documents/parentsurvey.doc>

Form 4000A



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Program Self-Evaluation Process Fiscal Year 2015–16

Contractor Legal Name	Vendor Number
Contract Type(s)	
<p style="text-align: center;">This form can be expanded and is not limited to a single page.</p> <p>Check each box verifying the collection, analysis, and integration of each assessment data toward ongoing program improvement for all applicable contract types.</p> <p><input type="checkbox"/> Program Review Instrument FY 2015–16 – All Contract Types http://www.cde.ca.gov/ta/cr/documents/eesos1516.pdf</p> <p><input type="checkbox"/> Desired Results Parent Survey – All Contract Types http://www.cde.ca.gov/sp/cd/ci/documents/parentsurvey.do</p> <p><input type="checkbox"/> Age Appropriate Environment Rating Scales – Center-based/CFCC Contracts Types http://www.ersi.info/ecers.html</p> <p><input type="checkbox"/> Desired Results Developmental Profile and DRDPtech Reports – Center-based/CFCC Contracts Types https://www.desiredresults.us/drdp-forms</p> <p>Provide a summary of staff and board member participation in the PSE process:</p>	
Statement of Completion: I certify that all documents required as a part of the PSE have been completed and are available for review and/or submittal upon request.	
Signature of Executive Director	Date
Name and Title	Phone Number
Contact Name if different from above (please print)	Phone Number

<http://www.cde.ca.gov/sp/cd/ci/documents/eesd4000ab.doc>



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Form 4000B

Summary of Program Self-Evaluation Fiscal Year 2015–16

Contractor Legal Name		Vendor Number
Contract Type(s)	Age Group (Infant/Toddler, Preschool, School-Age)	
Program Director Name	Phone Number and E-mail Address	
This form can be expanded and is not limited to a single page.		
<p>1. Provide a summary of the program areas that did not meet standards and a list of tasks needed to improve those areas.</p>		
<p>2. Provide a summary of areas that met standards and a summary of procedures for ongoing monitoring to ensure that those areas continue to meet standards.</p>		



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Resources for completing the PSE Process

- Program Review Instrument
 - Form 4001

- Desired Results Parent Survey
 - Form 4003

- Environment Rating Scale
 - Form 4002

- Desired Results Developmental Profile
 - Form 4004



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Program Review Instrument

California Department of Education
Early Education and Support Onsite
2015-16 Program Instrument

I. Involvement

I-EES 01: Plan for Parent Involvement

I-EES 1. (CCTR, CSPP, CMIG, CHAN, CFCC) There is a plan for parent involvement and education, including the sharing of program goals and structure with families. The program ensures that effective, two-way, comprehensive communication between staff and parents is carried out on a regular basis throughout the program year.

(California Education Code (EC) §§ 8202, 8203, 8240(c), 8245(b)(3) and (b)(9); 5 California Code of Regulations (CCR) §§ 18275, 18277, 18280.)

Evidence

EES completed parent/teacher conferences (hard copy only)*

EES Parent/Teacher Conference Forms will be reviewed onsite (hard copy only).

EES open door policy statement *

EES Copy of the statement provided to parents regarding an Open Door Policy.

EES Parent Advisory Committee (PAC) agenda or minutes*

EES Copy of the PAC committee and samples of agendas and minutes of the meetings.

EES parent education and involvement plan*



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Resources for completing the PSE Process Cont'd

Program Review Instrument: **Form 4001**

- Item by item review
 - 19 items total
 - Alternative Payment Programs – 10 items
 - Resource & Referral Programs – 4 items
 - Full-day Center-based Programs – 17 items
 - Part-day California State Preschool Programs – 15 items

- Summarize Findings
 - Areas that meet standards
 - Areas that need improvement



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Desired Results Parent Survey

California Department of Education
Early Education and Support Division

Name of Agency: _____
Site/Program: _____
Date: _____

Desired Results for Children and Families — Parent Survey

This survey asks for your feedback about the child care and development program your child attends. The California Department of Education is very interested in how the program helps you to support your child's learning and development and meet your family's needs. Your responses will be completely confidential and will help us to improve the services provided to you. If you have more than one child who attends this program, please answer the following questions about your *youngest* child in the program.

1. How satisfied are you with the overall quality of this program?

- Very Satisfied**
Satisfied
Not Satisfied

2. Do you feel that

	Yes	No
A. Your child is safe in this program?	<input type="radio"/>	<input type="radio"/>
B. Your child is happy in this program?	<input type="radio"/>	<input type="radio"/>



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Resources for completing the PSE Process Cont'd

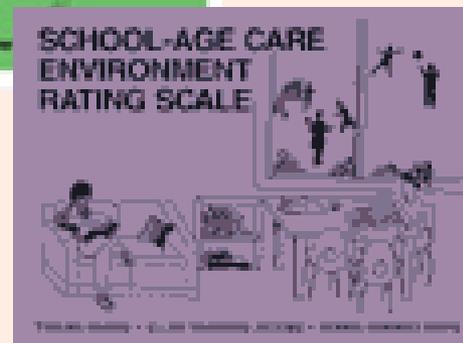
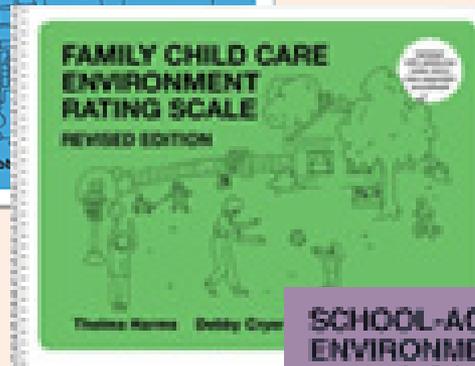
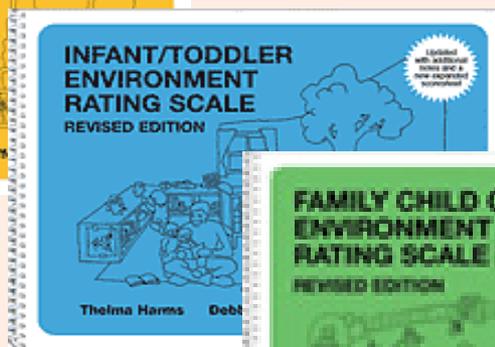
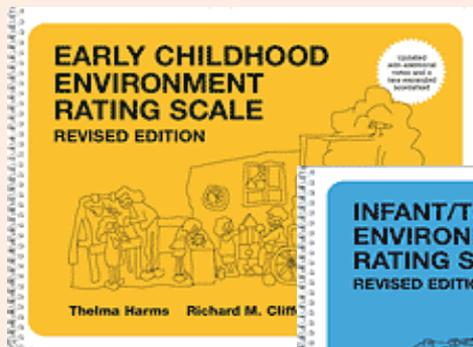
Desired Results Parent Survey: **Form 4003**

- May modify questions
- Distribute
- Collect
- Summarize findings
 - Areas that meet standards
 - Areas that need improvement



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Age Appropriate Environment Rating Scales





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Resources for completing the PSE Process Cont'd

Age Appropriate Environment Rating

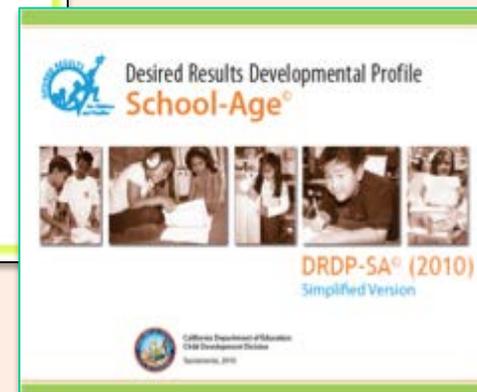
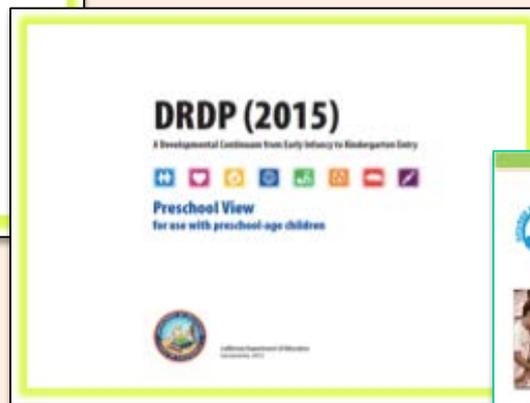
Scale(s): **Form 4002**

- Assess each classroom/home
- Summarize Findings
 - Areas that meet standards
 - Areas that need improvement



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Desired Results Developmental Profile





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Resources for completing the PSE Process Cont'd

Desired Results Developmental Profile: **Form 4004**

- Complete individual DRDP within 60 days
- Completed individual DRDP six months after the 60 days
- Summarize findings per classroom/home
 - Use DRDPtech
 - Domains that need improvement
 - Domains that demonstrate progress



Putting It All Together

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DRDP (2015)
A Developmental Continuum from Early Infancy to Kindergarten Entry

Infant/Toddler View
for use with infants and toddlers

DRDP (2015)
A Developmental Continuum from Early Infancy to Kindergarten Entry

Preschool View
for use with preschool-age children

Desired Results Developmental Profile
School-Age[®]

DRDP-SA[®] (2010)
Simplified Version

California Department of Education
Child Development Division
Sacramento, 2010

FAMILY CHILD CARE ENVIRONMENT RATING SCALE
REVISED EDITION

EARLY CHILDHOOD ENVIRONMENT RATING SCALE
REVISED EDITION

SCHOOL-AGE CARE ENVIRONMENT RATING SCALE

INFANT/TODDLER ENVIRONMENT RATING SCALE
REVISED EDITION

Thelma Harms Debby Cryer Richard M. Clifford

California Department of Education
Early Education and Support Onsite
2015-16 Program Instrument

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Evidence

California Department of Education
Early Education and Support Division

Name of Agency: _____
Site/Program: _____
Date: _____

Desired Results for Children and Families — Parent Survey

This survey asks for your feedback about the child care and development program your child. The California Department of Education is very interested in how the program helps you to support your child's learning and development and meet your family's needs. Your responses will be completely confidential and will help us to improve the services provided to you. If you have more than one child attend this program, please answer the following questions about your youngest child in the program.

1. How satisfied are you with the overall quality of this program?

Very Satisfied
Satisfied
Not Satisfied

2. Do you feel that

	Yes	No
A. Your child is safe in this program?	<input type="radio"/>	<input type="radio"/>
B. Your child is happy in this program?	<input type="radio"/>	<input type="radio"/>



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Putting It All Together

- Utilizing the applicable summaries (Program Review Instrument, DRDP, ERS and PS) complete the following forms:
 - Form 4000A
 - Form 4000B



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Form 4000A

- Enter the contractor information at the top.
- Check each box verifying the collection, analysis, and integration of each assessment data toward ongoing program improvement for all applicable contract types.
- Summarize the staff and board member participation in the PSE process.
- Sign the statement of completion certifying that all documents required as a part of the PSE have been completed and are available for review and/or submittal to the CDE/EESD upon request.
- Submit one (1) EESD 4000A per contractor.



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Form 4000B

- Enter the contractor information at the top.
- Reflect on findings from the PSE and provide a brief response to item 1 in the space provided.
 - List tasks needed to modify the program that are specific or unique to the contract type.
- Reflect on findings from the PSE and provide a brief response to item 2 in the space provided.
 - Describe procedures for ongoing program monitoring to assure those area identified as meeting standards continue to meet standards.
- Submit one (1) EESD 4000B per contractor.



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Submission

Contractors are to submit forms
EESD 4000A and 4000B
to the CDE/EESD on or before
Wednesday, June 1, 2016, at 5 p.m.

- The PSE may be submitted electronically to:
FY1516PSE@cde.ca.gov

OR

- A hard copy can be mailed to the following address:
FY 2015–16 Program Self-Evaluation
Early Education and Support Division
California Department of Education
1430 N Street, Suite 3410
Sacramento, CA 95814-5901



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Record Retention

- All applicable required documentation completed as part of the PSE must be available for review and/or submittal upon request.
 - Program Review Instrument
 - All Contract Types
 - Desired Results Parent Survey
 - All Contract Types
 - Age Appropriate Environment Rating Scale(s)
 - Center-based/CFCC Contracts Types
 - Desired Results Developmental Profile and DRDPtech Reports
 - Center-based/CFCC Contracts Types



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Additional Questions

- For additional questions, please contact your assigned EESD Field Services Consultant.
 - A list of assigned consultants is located on the CDE Web site at:
<http://www.cde.ca.gov/sp/cd/ci/assignments.asp>.



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Break

- 10 minute Break to compile questions



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Question and Answer Session





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*Thank You For
Your Participation!*

CDE/EEED PSE Team