

California State Preschool Program

Program Self-Evaluation

Fiscal Year 2023–24

For Fiscal Year (FY) 2023–24, CSPP contractors will use the Early Education Division’s Program Instrument to conduct the FY 2023-24 Program Self-Evaluation (PSE) and will complete the following questions to satisfy the submission requirements for the PSE. The PSE will identify how programs met or did not meet the contract terms and conditions of the California State Preschool Program (CSPP) contract. Along with responses for items 1-20 in the Program Instrument, contractors will include a written list of tasks needed to modify the program in order to address all areas identified through the PSE process as needing improvement, including how those will be addressed in a timely and effective manner, and/or procedures for the ongoing monitoring of the program to ensure that areas of the program that are satisfactory continue to meet standards. **All components of this PSE must be completed.**

It is highly recommended to download the latest version of Adobe Reader to ensure access to the FY 2023-24 PSE form EED-4000

All CSPP contractors are required to complete this PSE. Please have one (1) staff submit this PSE on behalf of your CSPP agency by no later than 5:00 pm on **Monday, June 3, 2024 (June 1, 2024, is on Saturday)**. To complete this PSE, responses to all questions are required unless stated otherwise. For any questions regarding this PSE, please reach out to PSEFY2324@cde.ca.gov.

Email the signed PSE, including additional sheets that answer any questions below, together to PSEFY2324@cde.ca.gov, using the FY and the contractor’s legal name in the subject line (e.g., PSE 23-24 XYZ School District).

Agency Information

Enter Contractor Legal Name (Full spelling of Legal Name only. Acronyms or sitemames not acceptable):

Enter Four or Five-Digit Vendor Number:

Select your Lead County:

Select Service Planning Area (For L.A. Counties only)

Contact Information for Executive or Program Director

Agency Role of Contact Person:

First Name of Executive or Program Director:

Last Name of Executive or Program Director:

Email Address of Executive or Program Director:

Phone Number of Executive or Program Director:

Statement of Completion:

By providing an electronic signature, I certify that an annual plan has been developed and implemented for the Program Self-Evaluation (PSE) that includes the use of the Program Instrument (PI), the Desired Results Parent Survey, and the Desired Results Development Profile and age-appropriate Environment Rating Scales for all applicable contract types, per California Code of Regulations, Title 5 (5 CCR), Section 17709. I also certify that all documents required as part of the PSE have been completed and are available for review and/or for submittal upon request.

- *The Program Instrument <https://www.cde.ca.gov/sp/cd/ci/documents/eed2324proginstrument.pdf> including Items 1 through 20, as applicable, was used to complete the PSE; and*
- *Staff and board members were involved in the PSE process*

Reminder: *All supporting documents required as part of the PSE (see Statement of Completion) are to be kept on site and **shall not be included** with the submission of the PSE.*

Respondent Signature:

Submission Date:

Summary of Program Self Evaluation

Staff and Board Member Participation

In accordance with the 5 *CCR*, Section 17709(b)(3) provide an assessment, in a narrative format, summarizing the Staff and Board Member participation in the PSE process:

Key Dimension I, Family Files, EED 01 - EED 06 (Part 1)

In accordance with the 5 CCR, Section 17709(b)(4) through 17709(b)(6), provide a summary, in a narrative format, of the findings for areas in Key Dimension I, Family Files EED 01-EED 06, that **(1)** met standards, and **(2)** describes the procedures for ongoing monitoring to ensure that those areas continue to meet standards.

Key Dimension I, Family Files, EED 01 - EED 06 (Part 2)

In accordance with the 5 *CCR*, Section 17709(b)(4) through 17709(b)(6), provide a summary, in a narrative format, of the findings for areas in Key Dimension I, Family Files EED 01-EED 06, that **(1)** did not meet standards, and **(2)** a list of tasks needed to modify the program to address all items in need of improvement.

Key Dimension 2, Family Engagement and Strengthening, EED 07 - EED 08 (Part 1)

In accordance with the 5 *CCR*, section 17709(b)(4) through 17709(b)(6) provide a summary of the findings for areas in Key Dimension 2- Family Engagement and Strengthening (EED 07-EED 08) that **(1)** met standards, and **(2)** describes the procedures for ongoing monitoring to ensure that those areas continue to meet standards.

Key Dimension 2, Family Engagement and Strengthening, EED 07 - EED 08 (Part 2)

In accordance with the 5 *CCR*, section 17709(b)(4) through 17709(b)(6) provide a summary of the findings for areas in Key Dimension 2- Family Engagement and Strengthening (EED 07-EED 08) that **(1)** did not meet standards, and **(2)** a list of tasks needed to modify the program to address all items in need of improvement.

Key Dimension 3, Program Quality, EED 09 - EED 16 (Part 1)

In accordance with the 5 *CCR*, sections, 17709(b)(4) through 17709(b)(6) provide a summary of the findings for areas in Key Dimension 3-Program Quality (EED 09-EED 16) that **(1)** met standards, and **(2)** describes the procedures for ongoing monitoring to ensure that those areas continue to meet standards.

Key Dimension 3, Program Quality, EED 09 - EED 16 (Part 2)

In accordance with the 5 *CCR*, sections, 17709(b)(4) through 17709(b)(6) provide a summary of the findings for areas in Key Dimension 3-Program Quality (EED 09-EED 16) that **(1)** did not meet standards, and **(2)** a list of tasks needed to modify the program to address all items in need of improvement.

Key Dimension 4, Administrative, EED 17 - EED 18 (Part 1)

In accordance with the 5 *CCR*, sections, 17709(b)(4) through 17709(b)(6) provide a summary of the findings for areas in Key Dimension 4-Administrative (EED 17-EED 18) that **(1)** met standards, and **(2)** describes the procedures for ongoing monitoring to ensure that those areas continue to meet standards.

Key Dimension 4, Administrative, EED 17 - EED 18 (Part 2)

In accordance with the 5 *CCR*, sections, 17709(b)(4) through 17709(b)(6) provide a summary of the findings for areas in Key Dimension 4-Administrative (EED 17-EED 18) that **(1)** did not meet standards, and **(2)** a list of tasks needed to modify the program to address all items in need of improvement.

Key Dimension 5, Fiscal/Audit, EED 19 – EED 20 (Part 1)

In accordance with the 5 *CCR*, sections 17709(b)(4) through 17709(b)(6) provide a summary of the findings for areas in Key Dimension 5-Fiscal/ Audit (EED 19-EED 20) that **(1)** met standards, and **(2)** describes the procedures for ongoing monitoring to ensure that those areas continue to meet standards.

Key Dimension 5, Fiscal/Audit, EED 19 – EED 20 (Part 2)

In accordance with the 5 *CCR*, sections 17709(b)(4) through 17709(b)(6) provide a summary of the findings for areas in Key Dimension 5-Fiscal/ Audit (EED 19-EED 20) that **(1)** did not meet standards, and **(2)** a list of tasks needed to modify the program to address all items in need of improvement.

Percentage of Contractor's Funded Enrollment

In accordance with *EC* sections 8208(c)(1) and (d)(2)(A), a percentage of the contractor's funded enrollment will be set aside specifically to allow children with exceptional needs, including children with severe disabilities, to be enrolled until the set aside is filled.

Please indicate the total percentage of children with exceptional needs (including severe disabilities) that are currently being served under your CSPP enrollment.

%

If your program is not meeting the required set aside percentage at this time, what strategies will you implement to increase enrollment of children with exceptional needs?