

Central Texas 4C, Inc.

Head Start 0 - 5

Data Collection Plan

Purpose	Question	Method	Resources	Lead Person	Time Frame
Staff Development	-Are teacher receiving the mandatory staff development hours? -Is the agency reaching the educational requirements for teachers and teacher assistants in all programs?	-PROMIS -Staff Development Plan	Teachers Human Resource Director Head Start Director	Marina Tharpe	Annual & As needed Follow-up with Evaluations
Child Outcome & School Readiness	-How are the children doing in terms of the Child Development and Early Learning Framework (CDEL) & School Readiness?	-Teaching Strategy Gold	Teachers Education Coordinator Consultant	Rose Bynum	Weekly, ongoing Outcome Reports: HS 3 x per year EHS 4 x per year
Child Outcome & School Readiness	-How many children meet or exceed the Kindergarten Entrance Requirements?	-Kindergarten Entrance Test	Kindergarten Readiness System (KRS) eREADI School	Rose Bynum Marina Tharpe	Once a year Work in progress, have not received any info from the ISD at this time
T/C Interaction	-Are teachers reaching the children with their method of interaction and intentionality?	-CLASS -ITERS (EHS)	Directors Mentor Coach	Rose Bynum	2 x per year
Environment	-Is the environment conducive to children's learning and wellbeing?	-ITERS/ECERS	Directors	Rose Bynum	2 x per year

Health	-Are children receiving Health services, screenings & follow-up?	-PIR/PROMIS	Family Community Advocate & Health Coordinator	Nancy Gutierrez	Within 45 days of enrollment ongoing
Mental Health	-How many children received Mental Health observations and further treatment/therapy?	-PIR/PROMIS	Family Community Advocate & Mental Health/Disability Coordinator	Vanessa Carter	Within 45 days of enrollment As needed
Disability	-How many children are diagnosed with a disability, referred and/or receiving services?	-PIR/PROMIS	Family Community Advocate & Mental Health/Disability Coordinator	Vanessa Carter	Ongoing
Parent Involvement	<u>Volunteer/In-Kind</u> -How many parents are involved in their child's education and the Head Start program?	-PROMIS -Committee and Council Membership	Family Community Advocate Finance Clerk & Family Partnership Coordinator	Julene Figueroa	Monthly
Family Engagement	<u>Strength & Needs</u> -What level of support is needed to help families become empowered?	-Family Strength Assessment	Family Community Advocate & Family Partnership Coordinator	Julene Figueroa	3 X per year
In-kind	<u>Matching Fund (20%)</u> (Space, Mentor/Teachers) -Is this agency able to meet or exceed the "Matching Fund" directive?	-Excel Spread Sheet -MIP (Fund Accounting Software)	Finance Clerk Finance Director	Patsy Hoelscher	Monthly

Nutrition	<u>Meals Served</u> -How many meals are served to children and adults? -How much is the cost per meal?	-POMIS -Point-of-Service -Excel Spread Sheet -MIP (Fund Accounting Software)	Teachers Center Directors USDA Clerk Administrative Assistant Nutrition Director Finance Director Finance Clerk	Johnnie Lavan- Rayson Patsy Hoelscher	Daily Monthly
ERSEA	<u>Eligibility, Enrollment, Attendance, Reason for Absenteeism</u> -How many children are on this agency's waiting list? -How many children are income eligible? -Are we fully enrolled? -How many children are in attendance? -What is the reason for absenteeism?	-PROMIS	Teachers Directors FCAs ERSEA Clerk ERSEA Coordinator	Paulette Jeter	Daily Monthly