

2025-2026 HEAD START SELF-ASSESSMENT AND PROGRAM IMPROVEMENT PLAN SUMMARY

KEY INSIGHTS

Compliance, Program Strengths, & Opportunities for Improvement

Service Area	Compliance		Program Strengths	Opportunities for Improvement
	Yes	No		
Program Design and Management	X	X	Sharing of information across all levels Policy Council & Board participation Reduction in staff turnover	Concise, easy to understand reports Head Start advocacy Work towards getting fingerprinting
Fiscal	X		No audit findings Monthly reports presented Fiscal policies & procedures	Leadership Team knowledge of fiscal
ERSEA	X	X	Collaboration with LEAs for recruitment Relationships with families Improved child attendance	LEA collaboration & communication Transportation resources Expand full day services
Child Development	X		Staff consistency & commitment Classroom observations Curriculums & individualization	IEP & referral training CLASS training for all
Family and Community Engagement	X		Relationships with families Community partnerships Family engagement activities	Father & non-traditional engagement Tracking & documenting outcomes Improve parent meeting attendance
Health and Safety	X	X	Family support & assistance Health & mental health service Ongoing safety training & facility checks	Seek opportunities for child dental care Stress health exams prior to enrollment Importance of health work

Goal and Objective Progress

Goal	Objective/Expected Outcome	Progress
Expand duration services to all Head Start preschool operated classrooms & implement Early Head Start home-based services. Goal Not Met	16 to 18 new duration preschool slots	Change in scope submitted
	8 to 10 new EHS home-based slots	Change in scope submitted
	16 to 18 full day preschool slots filled	Baseline 76 full day slots
	8 to 10 EHS home-based slots filled	Baseline 0 EHS slots
Improve public image & increase community awareness to ensure full enrollment & gain community respect. Goal Not Met	135 enrolled	128 children enrolled – 136 children served
	10 new partnerships	Baseline - 33 partnerships
	25% increase in volunteers	Baseline – 440 volunteers
	135 enrolled	Change in scope submitted
	10% wait list per center	17% program-wide
Implement methods to retain highly qualified staff. Goal Not Met	Fully staffed	Fully staffed 8/1/2024 - 32
	90% staff retained	81% retained
	100% staff receive certifications/degrees	61% certified/degreed
	90% certified/degreed staff retained	88% certified/degreed retained

School Readiness Goals

Domain	Goal	% Children Meeting or Exceeding
Approaches to Learning	Interest, creativity, & independence	92%
	Persistence & attentiveness	90%
Social & Emotional Development	Self-regulation	90%
	Positive relationships	91%
	Understand emotions	93%
	Recognize self as unique	91%
Language & Literacy Development	Alphabet & early writing	90%
	Communication skills	88%
	Vocabulary	88%
	Literacy skills	89%
Cognition & General Knowledge	Mathematical skills & processes	87%
	Conceptual knowledge of natural environment	90%
Physical Development & Health	Gross motor	94%
	Fine motor	97%
	Safe & healthy habits	89%

PFCE Goals

Goal	Objective/Expected Outcome	Progress
Assist families in identifying needs and setting goals.	Family assessments completed	123 families
	Partnership plans developed	123 families
	Needs met	108 families
Parents will attend parenting education.	Class attendance/participation	81 parents – 96% satisfaction
Parents will utilize education activities to support child education.	Complete homework calendars	63 parents
	Complete literacy calendars	63 parents
	Complete physical calendar	63 parents
Parents received education on importance of regular school attendance.	Families trained	169 families
	Program wide attendance exceeds 85%	91.63%
Families moving on to kindergarten will be supported and will participate in the transition process.	Children attending kindergarten round-up	62 children – 95%
	Parents attending kindergarten round-up	62 adults
	Transition home visits completed	61 families – 94%
Parents form connections with peers.	Parents attending parent meetings	81 parents
	Parents attending program events	123 parents
	Parents who volunteer in program	216 parents
Members serve on planning teams working towards expanded duration and Early Head Start.	Number of team members	17

FOCUS AREA ASSESSMENT

Concern or Issue	Reason for Concern or Issue	Recommendation/Action
Child Recruitment	Difficulty Recruiting – Low Poverty Guidelines	Increase publicity. Include in 2025-2030 Strategic Plan. Change in scope to reduce PK & add EHS.
Early Head Start	Need Identified in Community Assessment	Change in scope approval. Start-up work in fall 2025.
Staff Recruitment & Wages	High Staff Turnover	Increase wages as budget allows. Include in 2025-2030 Strategic Plan.
Child Health and Safety	Always a Priority	Emphasize need for child health work prior to enrollment.

2025-2026 HEAD START SELF-ASSESSMENT AND PROGRAM IMPROVEMENT PLAN SUMMARY

2025-2026 SENCA Head Start Program Improvement Plan

Key Area	Concern or Opportunity for Improvement	Corrective Action (Due Date)	Evidence			
			Program Improvement Plan (Specific/Isolated Issue)	Strategic Plan (Systemic Issue)	Written Plans or Operation Manual (Updated)	T&TA Plan (Updated)
Program Design and Management	Ensure Policy Council & Board reports are concise & easy to understand.	Design reports in a manner that provides clear understanding without being overwhelming. (August 2026)	X			
	Look for ways to potentially complete fingerprinting.	Research possible avenues for fingerprinting. (September 2026)	X		X	
Fiscal	Increase fiscal knowledge amongst existing Leadership Team.	Train members on fiscal regulations & Head Start budget for better understanding. (January 2026)	X			X
ERSEA	Expand full day services to meet needs.	Convert NCHS #2 from part day to full day services, if approved. (August 2025)		X		
	Increase communication & collaboration with public schools on enrollment.	Discuss potential joint application & selection with public school collaboration sites. (January 2026)	X			
	Assist families with transportation issues to improve attendance.	Identify & share resources for transportation to & from school. (August 2025 - Ongoing)	X			
	Obtain & maintain full enrollment, as well as a waitlist.	Receive approval of change in scope submitted. (August 2025 & February 2026)		X	X	X
Child Development	Improve referral process for evaluation &	Meet with public school special education providers to discuss potential improvements in evaluations & services. (July 2025)	X		X	

Key Area	Concern or Opportunity for Improvement	Corrective Action (Due Date)	Evidence			
			Program Improvement Plan (Specific/Isolated Issue)	Strategic Plan (Systemic Issue)	Written Plans or Operation Manual (Updated)	T&TA Plan (Updated)
Child Development	Ensure all staff receiving comprehensive CLASS training.	Hold CLASS training for all staff & establish schedule for annual refresher and/or full training. (October 2025)	X			X
Family and Community Engagement	Increase father, male, & non-traditional caregiver engagement.	Develop two engagement opportunities at each center. (May 2026)	X		X	
	Enhance tracking & documentation of family engagement outcomes & impact.	Develop tracking & documentation system for FSAs to utilize in reporting engagement outcomes & impact. (August 2025)	X		X	
	Improve parent/caregiver attendance at parent meetings.	Implement engagement strategies to improve attendance. Include parent-child activity at every meeting. (Ongoing)	X		X	
Health and Safety	Increase opportunities for access to dental care for children.	Work with Dental Hygienist Representative to identify providers with affordable dental care. Work with Brighter Smiles to explore possible dentist sign-off on dental screenings. (August 2025 - Ongoing)	X			
	Educate parents on importance of preventive care & program requirements for health work.	Update acceptance letters to include health requirements completed prior to enrollment. Work closely with parents to develop health work plans with deadlines. Continue education with parents on how health issues effect educational success. (June 2025 – Ongoing)	X		X	

Focus Area	Recommendation for Focus Area Improvement (Due Date)	Evidence			
		Program Improvement Plan (Specific/Isolated Issue)	Strategic Plan (Systemic Issue)	Written Plans or Operation Manual (Updated)	T&TA Plan (Updated)
Child Recruitment	<p>If approved, move NCHS #2 to one full day session through the reduction, if approved. See <i>Strategic Plan and Program Improvement Plan</i>.</p> <p>Increase and strengthen SENCA Head Start visibility & public image within the service area in order to be seen as an early childhood leader in the area. Improvements are aimed at attaining & maintaining full enrollment. The program must develop methods to better tell its story. See <i>Strategic Plan and Program Improvement Plan</i>. (August 2025 & Ongoing)</p>		X	X	
Early Head Start Implementation	<p>If approved, follow timeline for EHS implementation to ensure a successful EHS home-based program. See <i>Strategic Plan and Program Improvement Plan</i>. (February 2026)</p>		X	X	X
Staff Recruitment and Retention	<p>Continue with new onboarding system to retain qualified staff. Work to improve wages in order to retain qualified staff & to improve staff attendance. Provide behavior concern & social & emotional training to reduce classroom behavioral concerns. See <i>Strategic Plan</i>. (Ongoing)</p>		X		X
Child Health and Safety	<p>Educate parents on importance of preventive care & program requirements for health work. Strengthen Health & Mental Health Advisory to ensure maximum participation & improved health outcomes. See <i>Program Improvement Plan</i>. (August 2025 – Ongoing)</p>	X		X	