

## Appendix B: Continuous Quality Improvement Plan Based on 2017-18 Self-Assessment Results

Area(s)	Description of challenge(s)	Activities to address challenge(s)	Staff Responsible	Date of Completion
Early Rating Scale (ERS) and Professional Development	The accuracy of teacher self-scoring does not appear to be consistent with either our TOSA scorers or outside agency scorers	*TOSAS will attend a refresher training to become re-calibrated *Teachers will attend an additional ERS training and practice self-reporting *Staff PD will more frequently address ERS information	*TOSAS/ Assistant Director will work with LACOE *Child360 will conduct a complete training for teaching staff *Assistant Director/TOSAS will develop the appropriate PD	TOSA training by 9/2018 Staff Training by 12/2018 PD complete 6/2019
Classroom Assessment Scoring System and Professional Development (CLASS)	Maintaining CLASS scores at the national level; and monitoring for any internal discrepancies	*Director, Assistant Director and TOSAS will participate in more CLASS observations and provide more immediate feedback to teaching staff *One on One coaching with identified teaching staff to review and discuss lower CLASS scores to develop individual quality improvement action plans	*Director, Assistant Director, TOSAS led by outside consultant *TOSAS	CLASS obs. by 10/2018 Coaching ongoing through 6/2019
Family/community Engagement	Rather than see an increase, we have noticed a decrease in attendance at parent involvement events	*Research and analyze the potential reasons for decrease *Revise current service delivery design based on the results *Monitor attendance at events *Modify plans if necessary	Director, Family Advocates (Bilingual Community Liaisons)	Analysis by 7/2018 Revisions by 9/2018 Workshops by 6/2019

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Family/Community Engagement	Supporting families in developing meaningful family goals	*Review the Family partnership agreement and assessment process	Director, Family Advocates (Bilingual Community Liaisons)	Partnership reviewed by 6/2018
		*Train staff on utilizing family data to derive family goals		Meetings ongoing through 18-19
		*Monitor family files for family goals		
		*Meet with Family Advocates to review the goals and determine their next steps		Review by 6/2019

## Appendix C: Status of Program Improvement Plans Based on the 2016-17 Self-Assessment

CLASS GIM					
Area of Noncompliance	Description of Key Finding	Improvement Plan	Staff Responsible	Expected Completion Date	Completion Status (Include date of completion)
Double-Coding	None				
CLASS Certification	One person expired	<ul style="list-style-type: none"> <li>• Enroll in LACOE Training</li> <li>• Take recertification test</li> <li>• Pass recertification process</li> </ul>	TOSA Assistant Director	6/17	Completed - 8/2017
CLASS Reporting	Reports not submitted to PC and Board	Plan developed to submit report to PC and Board by the end of fall and spring annually.	Director Assistant Director	3/15/17	Completed - 4/2017