

2021 Self-Assessment Action Plan

Key Recommendations from Self-Assessment	Specific Action Steps to be implemented	Data to be collected
<p>Provide training for all staff around Diversity, Equity, and Inclusion (DEI) and ensure that there are actionable steps at the individual level to support communication with families and activities in the classrooms.</p>	<ul style="list-style-type: none"> - Complete an equity audit on Children’s Services. - Seek training for our staff reflective of the needs found in the audit. - Staff develop individualized professional development goals (IPDGs) around DEI issues that have clear actionable steps that can be measured. - Based on the audit, review and tweak our pedagogy to ensure we are reflecting the children and families in our program in respectful ways. - Review internal policies and procedures to ensure that we are welcoming place to work. - Begin to consider a shift in thinking about being intentional about being a multilingual program. 	<ul style="list-style-type: none"> - How well are we doing at implementing DEI practices? - How many DEI related IPDGs are developed? How many of these goals are completed? - Possible 2nd audit one year later to see if there is growth?
<p>Shift our thinking about what family engagement looks like. Equip our staff with the tools and resources to build communities and support families making connections with each other.</p>	<ul style="list-style-type: none"> - Provide training in large and small groups provided about what family engagement is ... relationship building that takes time. - Family Services Coach to work with Family Advocates and Parent Educators in creating opportunities for events, home activities, and networking. - Build community partnerships to create opportunities for families to engage in activities in our community. 	<ul style="list-style-type: none"> - Data on family participation numbers in different engagement opportunities - How many family engagement opportunities are tied to community partners?
<p>Improve our digital presence so that we can support our families engaging with each other in meaningful ways.</p>	<ul style="list-style-type: none"> - Audit our Policies & Procedures on our digital presence for activities such as recruitment, engagement, accessibility, diversity, inclusion, equity, and welcoming. - Develop changes as necessary. - At initial Parent Committee Meetings and Policy Council discuss feasibility and interests in supporting families in connecting with each other through digital methods (private Facebook groups moderated by families; Group Messaging; Etc.) 	<ul style="list-style-type: none"> - Data on who is viewing our digital information - Does our viewing and participation on digital platforms change as we implement new P&P around DEI? - Feedback from Family Advocates on Family’s use and impression of our digital presence.

<p>Leverage our community partnerships to enable us to be a part of a community pathway to grow our staff and the Early Childhood Education field.</p>	<ul style="list-style-type: none"> - Work with HCPS’s curriculum council & BRCC: <ul style="list-style-type: none"> - to include WCCA and Early Childhood into the “Teaching as a Profession” course that is offered in High Schools. - Look at addition to have students earn their CDA in high school as part of EDU119 - We will create a video on our program and early childhood to provide to BRCC to share with their students (2 minutes) 	<ul style="list-style-type: none"> - How many students complete EDU119 in High School? Do they move into Early Childhood immediately after high school? -
<p>Formalize internal pathways for staff development.</p>	<ul style="list-style-type: none"> - Review Job Descriptions to ensure internal pathways are clear. - Build Policies & Procedures around ensuring that IPDGs are reflective of staff’s long-term goals and moving along a pathway. - Curate learning pathways to provide to individual staff based on their long-term goals. - Provide training and resources to support the P&P developed for IPDGs 	<ul style="list-style-type: none"> - How many staff are setting goals to move them along learning pathways? - Are the curated learning pathways being used?

The Management team and Self-Assessment workgroup will review these recommendations, action steps, and data collected on a monthly basis to determine if we need to adjust actionable steps or develop new ones. Progress in these areas will be reported to Policy Council on a monthly basis.

Submitted by Amy Phillips, Program Support Services Manager, WCCA on August 26, 2021.