



FY 2012 Grantee Webcast

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Webcast Overview

- Head Start Road to Results
- Monitoring 360°
- The Onsite Review
- FY 2012 Protocol
- Evidence Assessment System
- Management Systems
- Sampling
- CLASS™



Head Start Road To Results

- All Head Start children are ready for success in Kindergarten.
- All Head Start programs are high quality and well managed.
- Head Start is a key partner in the development of State Early Childhood Systems.
- Head Start continues to innovate and explore new ways to serve low-income children.

Monitoring 360°



Monitoring 360°



Connected



Consistent



Ongoing



The On-Site Review Team

- *Each On-site Review Team includes:*

1. Team Leader

- Program Governance (GOV)/Management Systems (SYS)

2. Reviewers

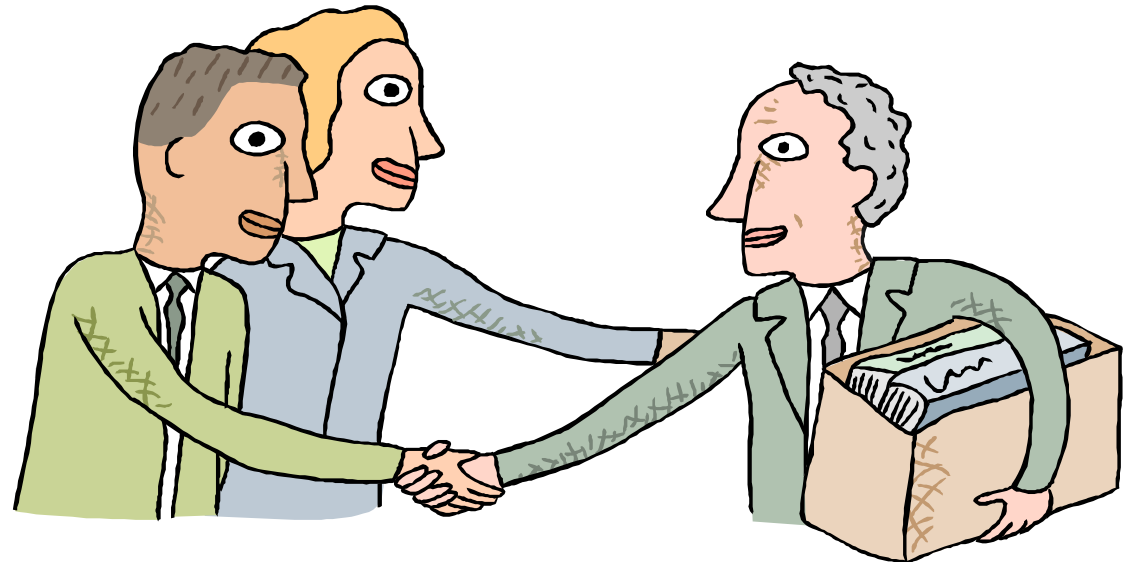
- **Fiscal:** Fiscal Integrity
- **Child Development and Education:** CDE, Teacher files review
- **Family and Community Engagement:** FCE, ERSEA, Staff file reviews
- **Child Health and Safety:** CHS, Child Files (*with help of CDE and FCE Reviewers as needed*)

3. CLASS™ : CLASS™ observations



The Review Team

- ***The Team Leader is...***
 - the **AMBASSADOR** of the review team and the person responsible for understanding grantee management systems and program governance.





The Review Team

- ***Reviewers are...***
 - responsible for understanding the program's services and providing information about system/services connections.





The Review Team

- **CLASS™ Reviewers are...**
 - Responsible for completing CLASS™ observations.
 - Will complete 2 cycles of observations in selected preschool center based classrooms (including combination option).
 - Will observe all classrooms selected in the sample unless circumstances require a replacement classroom.



Review Team Support

- ***The Review Planning Analyst is ...***
 - the **PLANNER** for the review team and the person responsible for preparing the logistics to make the onsite review a smooth process.



The logo for 'Monitoring 360' is located in the top left corner. It features a circular design with a blue background and a yellow and green arrow forming a circle. The text 'MONITORING 360°' is written in white and blue. Above the text is a small icon of a building with a red and white striped base and a blue top with a white arrow pointing up.

FY 2012 Reviews

- Weekly Schedule
- Staff and Child File Review
- Daily Debriefings
- Interviews
- Unannounced Reviews

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FY 2012 On-Site Review Protocol

- Serves as a framework for collecting, analyzing and reporting information on program performance.
- Provides an improved system for the assessment of evidence collected during the on-site review.
- Continues to guide a consistent and reliable monitoring review process.

FY 2012 On-Site Review Protocol

Some things stay the same...



- **Same components:**
 - Compliance Frameworks
 - Compliance Indicators (CIs)
 - Targeted Questions (TQs)

- **Same methodology for evidence collection:**
 - Interviews
 - Document Reviews
 - File Reviews
 - Observations



FY 2012 On-Site Review Protocol

Some things are different...

- Reduction in standards observed through the protocol during onsite reviews.
- Standards selected that:
 - OHS identified as indicators of program performance.
 - Can be effectively and efficiently reviewed onsite.
 - Eliminate redundancy and refines the focus of each issue.
 - Focus is on high quality performance towards school readiness.

Grantees continue to be responsible for compliance with all Head Start and Early Head Start Program Performance Standards.

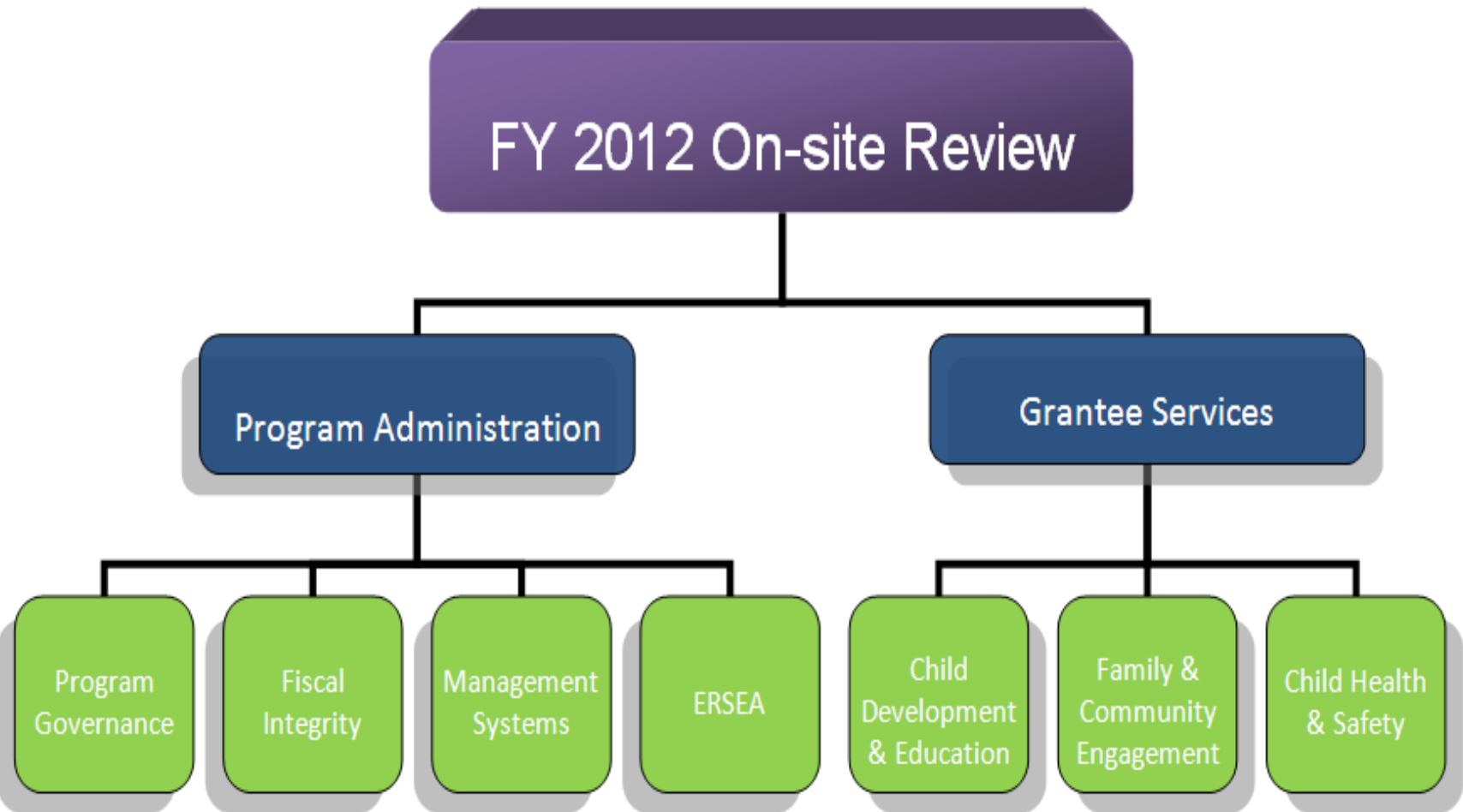


FY 2012 On-Site Review Protocol

Some things are different...

- **Fewer Protocol Sections**
 - 11 sections integrated into seven(7) sections.
 - More integration within the seven sections.
 - Highlights the Office of Head Start's emphasis on school readiness and program performance.

FY 2012 Protocol Organization



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We Heard You!!

The FY 2012 On-site Review provides:

- More opportunities for reviewers to talk with you and listen.
- Shorter interviews and less redundancy.
- More group interviews.
- No binders to create prior to the review.
- More time for thinking through evidence and following up on questions or concerns.
- Less typing into the software while conducting interviews.

Evidence Assessment



- Provides more information about *grantee performance*.
- *Valid and reliable* methods for collecting evidence.
- Standardizes processes around evidence collection to ensure *generalizability* (e.g., random sampling and standard summations).
- Is based on the examination of the *scope* (e.g., percentage of children) and *materiality* (e.g., late vs. nonexistent health screenings) of the evidence collected.

Benefits of EAS

- Better evidence collection and analysis across all *Review Teams*.
- Improved consistency in the types and amount of information collected.
- Easier way to summarize the information collected.
- Availability of more detailed grantee performance information for Regional Offices and the T/TA system.
- Improved evidence for OHS decisions.



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Assessing Management Systems

- *Regardless of whether the program seems to be high quality or has problems, to truly understand grantee performance, we need to understand the management systems that the program has put in place so we can see how the program gets results.*

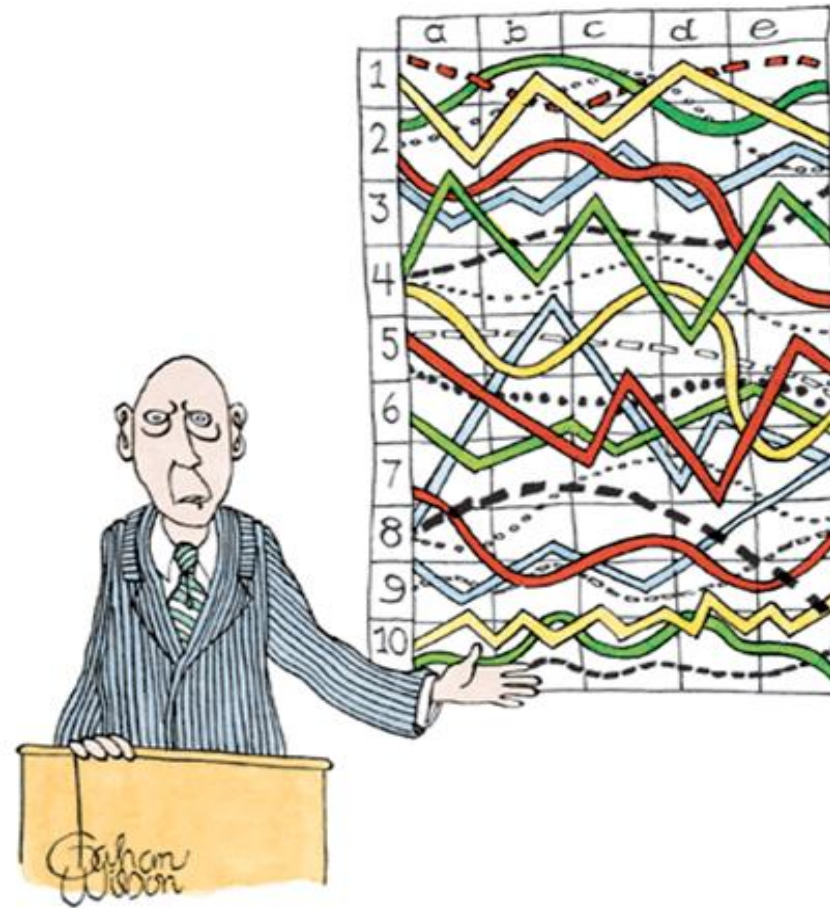
Assessing Management Systems

■ What we'll do in FY 2012...

- Learn about how the program designed and implemented its systems to achieve its desired results.
- Engage the whole team in management systems analysis (*Shared Accountability*).
 - All reviewers are responsible for articulating what the system is as it plays out in their service area.
 - RTLs guide the discussion and synthesize the information.
- Teams will start management system discussions with the grantee on the first day of the review.



Sampling



“I’ll pause for a moment so you can let this information sink in.”

What is Sampling?


- Sampling is the process of selecting a portion of the population (a sample) to represent the entire population.
- Well-selected samples can be used to make generalizations about the entire population being studied.



Why is sampling used during On-Site Reviews?

- The purpose of a Head Start on-site review is to collect evidence that helps OHS assess grantee compliance with performance standards.
- The review looks at a sub-set of information for each grantee, which must be representative of the grantee as a whole.



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How do we achieve a representative and generalizable sample?

- Accurate identification of the population.
- Random selection.
- Ensure the correct sample size.
- Limit bias.

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Sampling in FY 2012

- Random sampling will be used for:
 - Observations (CDE, CHS, CLASS™).
 - Child Files.
 - Teacher Files and Interviews.



Tips for a Smooth Process

- All Classroom data correctly entered into HSES.
- Up-to-date enrollment list and teacher list.
- Indentify a person to pull files during the week if located in multiple places.
- Plan for far away site visits and prep parents.
- Plan group interviews for parents and staff.



CLASS™ in FY 2012

What's the same?

- Use of CLASS™.
- Preschool center-based classes.
- On-site observations.
- Report results to grantees.
- CLASS™ certified reviewers.

What's different?

- Refinements to the methodology.
- Process for determining classes to observe.

Planning & Importance of HSES Data

- Used to plan/compose team.
- RTL plans review w/ grantee.
 - Reminds grantee about importance of accurate HSES data.
- On-site – communicate w/ grantee.
to coordinate schedule.

Accuracy of HSES data is critical.



CLASS™ Methodology

FY 2012 Methodology

- 2 cycles per classroom.
- 20 min observation.
- 10 min coding.



CLASS™ Methodology – New Specifics

Observations will *NOT* be conducted during:

- Arrival/departure.
- Naptime.
- *Unstructured* gross-motor play (“recess like”).
- < 50% of enrolled children are present in the group.





CLASS™ Methodologies – New Specifics

Observations will NOT be conducted in classes led by:

- Individuals other than primary teaching staff.
 - (i.e. – volunteers, support staff)

- Short-term substitutes.
 - (short-term = less than 30 days)

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CLASS™ Methodology

- One observation cycle focused primarily on lead teacher.

- Conduct observations
 - during meals.
 - during transitions.
 - during *structured* outdoor/gross motor play.

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CLASS™ Logistics On-Site

- CLASS™ Reviewers
 - travel independently.
 - will communicate w/ RTL daily.
 - may not be present for the whole review week.

