

**PLANO ISD HEAD START PROGRAM IMPROVEMENT PLAN
FACILITIES, MATERIALS AND EQUIPMENT**

2007 – 2008

BASED ON THE SELF-ASSESSMENT OF FEBRUARY 26 – MARCH 2, 2007

PERFORMANCE STANDARD NUMBER	ACTION TO BE TAKEN (IN MEASURABLE TERMS)	PERSON RESPONSIBLE	PROJECTED COMPLETION DATE	* S L	** COMPLETED ?
1304.53 (a) (10) (xi)	All electrical outlets in areas accessible to children should be covered.	Health Manager Classroom Staff	On Going	S	Yes
1304.53 (a) (10) (viii)	Classroom staff conducts a daily morning inspection of the out outdoor learning area (Outdoor Checklist).	Health Manager Classroom Staff	On Going	S	On Going
1304.22 (a) (1)	Plans of action for health emergencies requiring response (e.g., choking, asthma attack) will be posted in a consistent place.	Health Manager	September	S	
1304.22 (a) (2)	Locations and telephone numbers of emergency response systems posted and up-to-date family contact information and consent for emergency care readily available (all in a consistent place).	Health Manager Classroom Staff	September On Going	S	On Going
1304.53 (a) (3)	Well defined, uncluttered working areas.	Early Childhood Development Managers	On Going	S	On Going

BASED ON SELF-ASSESSMENT OF FEBRUARY 12 – 15, 2008

2008 – 2009

PERFORMANCE STANDARD NUMBER	ACTION TO BE TAKEN (IN MEASURABLE TERMS)	PERSON RESPONSIBLE	PROJECTED COMPLETION DATE	* S L	** COMPLETED ?
1304.22 (a) (1)	Plans of action for health emergencies requiring response (e.g., choking, asthma attack) will be posted in a consistent place.	Health Manager	As Soon As Possible	S	
1304.53 (a) (3)	Well defined, uncluttered working areas.	Early Childhood Development Managers	On Going	S	
1304.53 (b) (1)	Order materials including some home furniture for the new facilities.	Early Childhood Development Managers	September 2008	S	
1304.53 (a) (5)	We will continue monitoring the need to add two Head Start classrooms.	PISD Head Start Director		L	

*(S) Short Term Goal
(L) Long Term Goal
** Yes/On Going/Changed