

EDUCATION Monitoring Plan

	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	
EDUCATION	Summer Screening	First Parent Committee Mtg	45 day							TSG Check point 3			
	Initial HV	Elect parents to Policy Council	Dev/Sensory Screens							2 nd HV/2 nd PTC 100% complete			
	In-service days for PY	4 th week	CLASS Observations	1 st Parent Conf	90 day plans (<i>health - development - vision-hearing</i>) follow-up identified or established			In-service		K Readiness Form completed online		Summer Screens	
	Agency In-service	Policy Council seated	All Agency In-service Day	TSG Checkpoint 1		Self-Assessment begins	2 nd Home Visit/2 nd PTC	CLASS Observations (External)			PY Program Year ends	End of FY Celebrations	
	Open House	100% Enrolled		Classroom profile analysis due			TSG Check point 2	2 nd Lockdown			End of PY Celebrations	Summer Screenings	
	Review Child Files	Immunizations & Maine Care # on file	1 st Lockdown		The Always Ask First Rule Education - Second Step	All Agency In-service	Unsafe Touches education - Second Step	The Touching Rule Education -Second Step	Recruitment letters sent to families		K Special Education Transition Mtgs		Extended School Year Services (ESY)
	100% of Home Visits complete	Transportation and Pedestrian Safety Education	Mental Health Observations								Preschool-PreK Transition Mtgs. (internal/external)		
	Family Partnership Agreements begun	Bus Safety @ Public PreK	Fire Safety Education								PreK & K Registration @ public schools		

Daily: Attendance Monitoring, Playground Check, Classroom Cleaning (8 on 8) and Sanitization Checklist.
Monthly: Fire Drill, Medication Log Check, Parent Committee Meetings, Supervision, Staff Meetings, Policy Council Meetings, PEEC Health & Safety Checklist.
Bi-annual: Lockdown drill
Annual: OHS Health and Safety Screener
Ongoing: MH Reflective Consultation, Coaching and Training, Parent Trainings, revisit goals w/ families as needed, recruitment.