

Appendix F

HRG-UCLCC Center Evaluation (Adapted from NAEYC) Evaluation from Other Pre-School Program

Evaluation by: LR Date: 10/18/07 -Gesell Institute, Stevens Point

Please fill in the following with appropriate number key;

- 1: not met
- 2: partially met
- 3: fully met
- 4: unable to answer
- 5: met by director interview

* Interactions among Staff and Children

- 3 I. Staff interacts frequently with all children showing affection and respect.
 - 3 A) Interact non-verbally (smiling, touching, holding)
 - 3 B) Interact verbally with children (routine times, individually)
 - 3 C) Responsive to children (listening, responding to questions, requests)

- 3 II. Staff encourages independence in children as they are ready.
 - 3 A) Positive approaches to help children behave constructively (redirection, positive reinforcement, consistent clear rules)
 - 3 B) Staff talk with individual children and encourage all ages to use language (help children deal with anger, frustration, sadness)
 - 3 C) Overall sound of the group is pleasant most of the time (relaxed, happy, comfortable, playing children)

* Curriculum

- 3 I. When necessary, modifications are made in the environment, schedule and activities to meet children's needs.
 - 3 A) indoor / outdoor
 - 3 B) active / quiet
 - 3 C) individual / small group / large group
 - 3 D) large muscle / small muscle
 - 3 E) child initiated / teacher initiated

- 3 II. Developmentally Appropriate activities and materials for
 - 3 A) toddlers
 - 3 B) pre-schoolers

- 3 III. Staff provides a variety of developmentally appropriate activities to encourage:
 - 3 A) Positive self-concept
 - 3 B) Social skills
 - 3 C) Think, reason, question, experiment
 - 3 D) Language development
 - 3 E) Physical development
 - 3 F) Health, safety, nutritional practices
 - 3 G) Creative expression
 - 3 H) Cultural diversity

* Physical Environment

- 3 I. There is enough usable space so children are not crowded.
 - 3 A) Indoor
 - 3 B) Outdoor
 - 3 C) Small Group
 - 3 D) Large Group
- 3 II. Variety or age appropriate materials and equipment for each age group
 - 3 A) private areas
 - 3 B) soft element areas

* Health and Safety

- 3 I. Children are under adult supervision at all times
- 3 II. Staff and children keep areas reasonably clean
 - 3 A) tables and chairs wiped after use
 - 3 B) toys picked up
 - 3 C) hand washing, staff and children
- 3 III. The building, play-yard, and materials are maintained in safe, clean condition
 - 3 A) well-lighted, comfortable temperature
 - 3 B) electrical outlets covered
 - 3 C) chemicals and dangerous products in a locked cabinet (excluding bleach solution, which is out of reach of children)

* Nutrition

- 3 I. Meal / Snack – pleasant & menu posted
 - 3 A) Adults sit with children
 - 3 B) Toddlers, pre-schoolers are encouraged to serve and feed themselves

* Staff / Parent Interaction

- 3 I. Written descriptions are available for parents
 - 3 A) Program philosophy
 - 3 B) Operating policies
 - 3 C) Orientation process
- 3 II. Open communication about center and home
 - 3 A) Verbal / written (in person, phone, newsletter, notes)
 - 3 B) Parents as visitors / volunteers
 - 3 C) Parent-Teacher conferences

* Staff Qualifications

 3 I. Staff who work with children are:

- 3 A) 18 years or older
- 3 B) High school graduates or equivalent
- 3 C) ECE teachers have CDA, AA degree in ECE equivalent

 3 II. The administrator has training or experience in business administration

 3 3. Regular training opportunities are offered to staff for improving skills

* Administration

 3 I. Annually, evaluations are done on the strengths and weaknesses of the program and goals are set.

 3 II. The Center had written policies for:

- 3 A) Operating information (fees, illness, holidays, refunds)
- 3 B) Personnel policies
- 3 C) Hiring practices (non-discriminatory)

* Staffing Patterns

 3 I. Staff-Child ratios within group size to provide interaction and constructive activity among children

- 3 A) 2-3 ½ years = 1:8
- 3 B) 3 ½ - 4 ½ years = 1:10
- 3 C) 4 ½ - 6 years = 1:10
- 3 D) 0-2 years = 1:4

* Program Evaluation

 3 I. Annual evaluations are done on each staff member by appropriate supervisor

 3 II. Annually, program is evaluated to show the effectiveness in meeting the needs of children and parents.

* Additional Comments:

The HRG-UCLCC program is a superior early childhood program. Families in central Wisconsin are fortunate to have the opportunity to send their children to this facility.