

CONTINUOUS IMPROVEMENT PLAN (CIP) FOR STEP UP TO QUALITY (SUTQ)

Programs are required to complete and submit this form when registering for Two to Five-Star Ratings in SUTQ. The completion and submission of the form will be used to verify the Program Administration standard in the Administrative and Leadership Practices domain.

Program Name Worthington Schools Early Childhood Program, Sutter Park Preschool	Date of CIP 9/30/23
Name of Program Self-Assessment Tool Completed Program Administration Scale-2 nd Edition	Date Completed

Self-Assessment Tool Results: Goals and Action Steps: *A minimum of one goal and action steps must be completed for a Two-Star Rating, a minimum of two goals and action steps must be completed for Three to Five-Star Ratings*

GOAL ONE (Self-assessment tool item addressed: Staff Development)

Classroom teachers will participate in on-going professional development to enhance their knowledge, teaching methods, and strategies to implement pre-literacy instruction.

Action Steps	Person(s) Responsible	Resources Needed	Timeline	Progress Update
<ol style="list-style-type: none"> All classroom teachers and therapists will participate in the understanding of science of reading All classroom teachers will participate in continued implementation of Heggerty and Foundations Classroom staff will review literacy data to ensure instructional practices are effective and make modifications to whole group/small group work as needed. 	Classroom Teachers Therapists Administrator	District level Professional Development Heggerty Resources (manual, videos)	August 2023-May 2024	

GOAL TWO (Self-assessment tool item addressed: Risk Management)

All classroom staff will be up to date on their required trainings by October 2023 (First Aid, Communicable Disease, CPR, Child Abuse)

Action Steps	Person(s) Responsible	Resources Needed	Timeline	Progress Update
<ol style="list-style-type: none"> All classroom staff will complete first aid, communicable disease, and CPR training by the end of the 23-24 school year. 	-all classroom staff -office staff	access to online child abuse course	August 15, 2023 through May 25, 2024	

Program Goal(s) for program improvement based on parent input - Three to Five-Star Ratings

***Document how information was gathered** (i.e. *Parent Surveys, Parent Meeting Minutes, etc.*)

Family Support and Involvement--Parent surveys, conversations with PTA Board, discussions with parents, IEP meetings, ETR meetings, meetings with school-age staff, shared Google Documents, phone calls, parent conferences

GOAL THREE: Sutter Park will increase parent knowledge in preschool standards, expectations, strategies and techniques by the end of May 2024

Action Steps	Person(s) Responsible	Resources Needed	Timeline	Progress Update
<p>1. Preschool staff will provide parents with parent orientation night to review preschool policies and procedures.</p> <p>2. Parents will learn about the transition process from preschool to kindergarten during the transition night in December, 2023</p> <p>3. Parents will have the opportunity to participate in Curriculum Night. Sessions will be around general child development, behavior, communication, home routines, pre-academics, play/social-emotional and sensory.</p> <p>4. An At-Home Connections lending library has been created through community/private donations. Items were purchased to support Sutter students within the home and community. Sutter will partner with parents on requesting items that will support their specific child and assist in how to use those items.</p> <p>5. Parent/Teacher conferences two times a year to provide information, coaching strategies, and to set goals</p>	<p>*all preschool staff *parents *principal *Enrollment Center *Elementary Principal *Kindergarten teachers *PLT members</p>	<p>*time for preparation *preschool parent handbook and forms</p> <p>*transition to K materials and panel members</p> <p>*information and materials for curriculum night (handouts, activities, resources for the home)</p> <p>*lending library materials</p>	8/15/2023 through 4/1/2024	<p>1. Parent Orientation completed 8/17/2023</p> <p>2. Transition to K parent meeting December 2024</p> <p>3. Curriculum Night completed Sept. 2023</p> <p>4. At Home Connections marketing and support throughout the school year</p> <p>5. October 2023 and January 2024</p>

Staff Input: Program Goal(s) for program improvement based on staff input - Three to Five Star Ratings***Document how information was gathered (i.e. Staff Surveys, Staff Meeting Minutes, etc)**

Professional Development Plans, professional development records, staff meeting dialogue, conversations with staff, e-mails

GOAL FOUR**The Sutter Park School Community will ensure a culture of empathy and support through a variety of multimodal strategies for the purpose of demonstrating at least one year's growth in each individual student's success in the Early Learning Development Standards (ELDS) Domains of Social Emotional Development during the 2023-2024 school year as measured through the Worthington Based Curriculum Assessment.**

Action Steps	Person(s) Responsible	Resources Needed	Timeline	Progress Update
1. Continuation of PBIS plan 2. Staff will continue to implement language, "teach-tos", and posters for Positive Behavior Intervention Strategies (PBIS) for a variety of common spaces across the building. 3. Staff will continue to implement calming strategies when a child is upset or in a crisis using a variety of language, pictures, sensory and calming techniques, "calming stations". 4. Staff will continue to teach and implement the Zones of Regulation throughout the school day, including using verbal and visual cues. 5. Certified staff will participate in Professional Development regarding diversity, equity and inclusion; specifically around culturally responsive practices 6. Partnership with St. Vincent to implement social-emotional curriculum in two classrooms with access to additional, individual support as needed. 7. Assistants will participate in a PD with Nationwide Children's Hospital to learn more about Toxic Stress (kids) and strategies to support within the school setting.	CIP Team Early Childhood Staff Principal Director St. Vincent NCH	*Meeting Space *Handouts/ Posters *Time *PBIS Plan *Whole body listening *Celebrating success *Handouts/Posters *PBIS Plan *Social Emotional Standards *Diversity, Equity and Inclusion resources and book talks *Building DEI champion *Staff structured collaboration time	1. By end of May 2024 2. August 2023-May 2024 3. August 2023-May 2024 4. August 2023-May 2024 5. By end of May 2024 6. August 2023-May 2024 7. October 2024	TBT conversations and collaborations throughout the school year

Formal Teacher Observation Results: *Program Goal(s) based on results of formal observations of lead and assistant teachers - Optional Points for Four to Five Star Ratings*

***Observation Results Addressed**

N/A

***GOAL (*Infant Classrooms*)**

The program does not have Infant Classrooms. Please see the goal for Preschool Classrooms.

Action Steps	Person(s) Responsible	Resources Needed	Timeline	Progress Update
The program does not have Infant Classrooms. Please see action steps for Preschool Classrooms	N/A	N/A	N/A	N/A

***Observation Results Addressed**

N/A

***GOAL (*Toddler Classrooms*)**

The program does not have Toddler Classrooms. Please see goal for Preschool Classrooms

Action Steps	Person(s) Responsible	Resources Needed	Timeline	Progress Update
The program does not have Toddler Classrooms. Please see action steps for Preschool Classrooms	N/A	N/A	N/A	N/A

***Observation Results Addressed**

observations, PLT discussion,

GOAL FIVE (*Preschool Classrooms*)

Sutter Park staff will participate in curriculum adoption work to align current curriculum with the new Early Learning and Development Standards (ELDS). This work will involve curriculum alignment, update of curriculum maps, update of curriculum assessments, review of curriculum assessment materials, and update of Developmental Learning Profile.

Action Steps	Person(s) Responsible	Resources Needed	Timeline	Progress Update
<ol style="list-style-type: none">1. Certified Staff will finalize curriculum supporting documents<ol style="list-style-type: none">a. Curriculum Mapsb. Worthington Curriculum Based Assessmentc. Developmental Profile2. Certified Staff and Curriculum Team will complete the Step Up to Quality Curriculum Alignment tool by July, 2024	Curriculum Team Sutter Park certified staff Sutter Park administrator District curriculum support team (AAPL)	TBT time Standards Curriculum and materials	August 1, 2023 through May, 2024	TBT Curriculum Team meetings throughout the school year

*Observation Results Addressed N/A				
*GOAL (School Age Classrooms) The program does not have School-Age Classrooms. Please see goals for Preschool Classrooms.				
Action Steps	Person(s) Responsible	Resources Needed	Timeline	Progress Update
The program does not have School-Age Classrooms. Please see action steps for Preschool Classrooms.	N/A	N/A	N/A	N/A

Community Engagement: Program Goal(s) for program improvement based on staff input - (Optional Points for Four to Five Star Ratings)				
*Document strategies that will be/are used to engagement community partners to support child and family outcomes (3 points) social media posts, weekly emails, home visits/community visits through virtual means, Seesaw posts				
Goal SIX Sutter Park will promote Diversity, Equity and Inclusion by building knowledge of culturally responsive education that will link to deeper relationships, increasing cognitive and providing resources (books, articles, podcasts, family night) through a variety of communication modes.				
Action Steps	Person(s) Responsible	Resources Needed	Timeline	Progress Update
<ol style="list-style-type: none"> 1. Sutter will focus on celebrating our families and their diverse backgrounds through social media posts, Smore newsletters, providing opportunities for families to share their culture, etc. 2. Sutter staff will participate in conversations with the DEI building champion, on implementation of DEI activities within the classroom. 3. Sutter staff will post activities and home tips that align with the curriculum their form of communication (i.e S'more) 4. Sutter staff will continue to participate in on-going professional development regarding culturally responsive education and related practices. 5. PTA presentation from DEI building champions 	Sutter Park Staff DEI building champion District support staff	Social media options S'more newsletter DEI ideas and activities Culturally Responsive Education PD	August 2023 through May 2024	Worth U participation August 2023 Ongoing PD

Signature	Role	Date
Signature	Role	Date

Comments: