

**EARLY LEARNING OPERATIONAL PROGRAMS
ANNUAL PROGRAM COMPLIANCE REVIEW RUBRIC
REVIEW DATE: 10/6/23**

#	Standard When Operational (Source: Commissioner Approved Early Learning Program Request/Affidavit and Charter Contract.	Documentation that will be used to verify compliance.
	Meets Requirement Y/N	If the school does not meet the standard, the school will be required to document what action the school will take to meet the requirement and the anticipated date that the standard will be met.
1	STANDARD: The school plans to provide the program(s) for which it was approved. What type of early learning program is the school approved to operate? <ul style="list-style-type: none"> • Early Childhood Health and Developmental Screening. • ____ Yes ____ No • Preschool instructional program (not pre-K) for children ages 3-5 years. <u> x </u> Yes ____ No • Pre-K instructional program for four-year-olds to prepare children for entry into K the following year. ____ Yes ____ No 	MDE affidavit for EC program
	Meets Requirement ____ Yes ____ No	Continuous Improvement Plans:
2	STANDARD: The school ensures the faculty are supervised by a licensed early childhood teacher.	Ex. List of faculty and licensure FF# Josh Carlson 510709 Anna Aarre 421025 Megan Baker-Hunger 1019993
	Meets Requirement ____ Yes ____ No	Continuous Improvement Plans:
3	STANDARD: The school has plans to ensure a maximum group size of 20 children.	Ex. Class Roster which includes faculty and student names. Policy 504, handbooks, DHS oversight
	Meets Requirement ____ Yes ____ No	Continuous Improvement Plans:
4	STANDARD: The school ensures faculty-child ratios of one-to-ten.	Ex. Class Roster which includes faculty and student names. Policy 504, handbooks, DHS oversight

	Meets Requirement ____ Yes ____ No	Continuous Improvement Plans:
5	STANDARD: The school assesses each child's cognitive skills with a comprehensive child assessment instrument that measures at a minimum, children's progress in the domains of language and literacy and mathematical thinking, when the child enters and again before the child leaves the program to inform program planning and promote kindergarten readiness. Other domains may include approaches to learning, general cognitive development, physical and motor development, social and emotional development, creativity and the arts.	Ex. Assessment plans and samples of student work Yes, ongoing record keeping in all curriculum areas with all individuals, curriculum is aligned with ECIPS, Montessori principles, and the rest of the school in vertical curriculum alignment.
	Meets Requirement ____ Yes ____ No	Continuous Improvement Plans:
6	STANDARD: The school provides curriculum and intentional instructional practice aligned with the state early childhood learning standards (ECIPs) and kindergarten standards that is based on early childhood research and professional practice focused on children's cognitive, social, emotional, and physical skills and development and prepares children for the transition to kindergarten, including early literacy skills.	Ex. Name of curriculum, scope and sequence, pacing guide, lesson plans Montessori is acknowledged as doing these things, and given an automatic 4 Star rating. Our program was aligned to Parent Aware requirements as well, even though we don't participate in it. Each E.C. classroom has a binder with all the ECIPs in it
	Meets Requirement ____ Yes ____ No	Continuous Improvement Plans:
7	STANDARD: The school coordinates with Relevant Community-Based Services.	Ex. Names of community-based services and evidence of coordination WAPS does early childhood screening, Early childhood special ed evals (see appropriate records), Winona Health nurse checks vaccinations, etc, DHS also has oversight for CCAP funding purposes
	Meets Requirement ____ Yes ____ No	Continuous Improvement Plans:
8	STANDARD: The school employs teachers knowledgeable in early childhood curriculum content, assessment, and instruction.	Ex. Evidence of professional development faculty

		completed specific to the early-learning program All are licensed, all have additional Montessori training, all engage in PD to renew licensures-see #2
	Meets Requirement ____ Yes ____ No	Continuous Improvement Plans:
9	STANDARD: The school is aware of requirements related to how the program is funded (VPK, community education, SSP) and has a board approved, balanced budget aligned to their program.	Ex. Evidence of financial training and approved budget. Fund 4 in monthly financials.
	Meets Requirement ____ Yes ____ No	Continuous Improvement Plans:
10	STANDARD: The school ensures participating children have completed health and developmental screening within 90 days of program enrollment under Minnesota Statutes, sections 121A.16 to 121A.19	Ex. evidence of completed health screening dates. School nurse through Winona Health reviews them, and files the Screening docs into individual student health files in the nurse office.
	Meets Requirement ____ Yes ____ No	Continuous Improvement Plans:
AUTHORIZER SIGNATURE: DATE:		