

**Checklist for Personnel Providing services and Supports in Early Intervention and Early Childhood Settings from
National Center for Cultural Competence Georgetown University Center for Child and Human Development
Program Improvement Plan**

Program Name: (Program name)

Administrator/Staff Completing Improvement Plan: (Name/Title)

Date Improvement Plan Started: Date

Improvement Plan Completed: Ongoing or Date completed

Section 1: Physical Environment, Materials and Resources (Items 1-15)

Item#	Comments	Needed Resource and Guidance	Improvement Steps	Responsible Party	Summary of Action Steps Taken/Date
<i>(Example) #2 "I select Props..."</i>	<i>Diverse props lacking in 3/5 preschool rooms</i>	<i>Consult family committee Consult All About ECERS-3 Item 26 Promoting Acceptance of Diversity</i>			

Section 2: Communication Styles (Items 16-27)

Item#	Comments	Needed Resource and Guidance	Improvement Steps	Responsible Party	Summary of Action Steps Taken/Date
-------	----------	------------------------------	-------------------	-------------------	------------------------------------

<i>(Example)</i> 18 "I use visual aids..."	<i>Teachers will use visual aids with children who are learning English where teacher does not speak the language of the student</i>	•			
---	--	---	--	--	--

Section 3: Values and Attitudes (Items 28-49)					
Item#	Comments	Needed Resource and Guidance	Improvement Steps	Responsible Party	Summary of Action Steps Taken/Date
<i>(Example)</i> #9 "Discourage children using slurs..."	<i>Teachers need guidance on redirecting children in age-appropriate way when children use racial or ethnic stereotypes</i>				