

# Assessing Your Systems, Policies, and Allocation of Resources

**Value** we want reflected: \_\_\_\_\_ (list one of your core values to work with)

	<b>What we do now</b>	<b>What we should reconsider</b>	<b>Barriers to overcome</b>	<b>Goals and next steps</b>
<p><b>Systems and policies with families</b></p> <ul style="list-style-type: none"> <li>• Enrollment policies, and systems for communicating and working with families</li> <li>• Tours for prospective families</li> <li>• Enrollment and “move-ups”</li> <li>• Paperwork systems</li> <li>• Orientation of new families</li> <li>• Communication systems</li> <li>• Meetings with families</li> <li>• Conferences about children</li> <li>• Resources for families</li> <li>• Other?</li> </ul>				

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<p><b>Systems and policies for staff</b></p> <ul style="list-style-type: none"> <li>• Interviewing, hiring, orientation, probation</li> <li>• Paperwork systems</li> <li>• Pedagogical leadership</li> <li>• Team, staff meetings (scheduling and focus)</li> <li>• Planning time and requirements</li> <li>• Professional development</li> <li>• Working with families</li> <li>• Accountability, evaluation</li> <li>• Other?</li> </ul>				

# Assessing Your Allocation of Resources

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<p><b>Space resources and appearance</b></p> <ul style="list-style-type: none"> <li>• Cross age opportunities for children</li> <li>• Adult work room</li> <li>• Adult lounge</li> <li>• Meeting area</li> <li>• Supply storage areas</li> <li>• Maintenance and tools</li> <li>• Technology area</li> <li>• Food area</li> <li>• Outdoor areas</li> <li>• Other?</li> </ul>				

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	<b>What we do now</b>	<b>What we should reconsider</b>	<b>Barriers to overcome</b>	<b>Goals and next steps</b>
<p><b>Use of time as a resource</b></p> <ul style="list-style-type: none"> <li>• Staffing patterns</li> <li>• Agendas for team meetings</li> <li>• Agendas for staff meetings</li> <li>• Agendas family meetings</li> <li>• Agendas for conferences with families</li> <li>• Retreats, renewals and celebrations</li> <li>• Release time for special projects</li> <li>• Advocacy</li> <li>• Other?</li> </ul>				

# Assessing Your Allocation of Resources

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	<b>What we do now</b>	<b>What we should reconsider</b>	<b>Barriers to overcome</b>	<b>Goals and next steps</b>
<p><b>Use of money</b></p> <ul style="list-style-type: none"> <li>• Non-traditional renovations</li> <li>• Non-traditional vendors</li> <li>• Budget for meetings</li> <li>• Budget for planning time</li> <li>• Budget for conferences with families</li> <li>• Non traditional staff development opportunities</li> <li>• Budget for advocacy work</li> <li>• Budget for special projects</li> <li>• Other?</li> </ul>				