

ROSEBUD SIOUX TRIBE
Resolution No. 2021-269

WHEREAS, the Rosebud Sioux Tribe is a federally recognized Indian Tribe organized pursuant to the Indian Reorganization Act of 1934 and all pertinent amendments thereof; and

WHEREAS, the Rosebud Sioux Tribe is governed by the Tribal Council made up of elected representatives who act in accordance with the powers granted to it by its Constitution and By-Laws; and

WHEREAS, the Rosebud Sioux Tribe is the grantee of the Sicangu Lakota Oyate Head Start/Early Head Start Program; and

WHEREAS, the SLO Head Start/Early Head Start program is requesting approval of our Data Management Plan; and

WHEREAS, the Head Start Program Performance Standards state 1302.101 Management Systems (b 4) states: Programs must establish procedures on Data Management Plan with approval from the Policy Council and Tribal Council to include areas such as quality of data, effective use and sharing of data while protecting the privacy of children; and

WHEREAS, our program staff will use the results of the our program data to strengthen and improve the quality for continuous improvement; and

WHEREAS, the SLO Head Start Policy Council approved of the Data Management Plan on July 8, 2021; and

THEREFORE BE IT RESOLVED, that the Rosebud Sioux Tribal Council approves of the Sicangu Lakota Oyate Head Start/Early Head Start **Data Management Plan.**

CERTIFICATION

This is to certify that the above Resolution No. 2021-269 was duly passed by the Rosebud Sioux Tribal Council in session on November 9, 2021, by a vote of twelve (12) in favor, zero (0) opposed and one (1) not voting. The said resolution was adopted pursuant to authority vested in the Council. A quorum was present.

ATTEST:



Nicole Marshall, Secretary
Rosebud Sioux Tribe



Scott Herman, President
Rosebud Sioux Tribe

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ATTEST:



Nicole Marshall, Secretary
Rosebud Sioux Tribe



Scott Herman, President
Rosebud Sioux Tribe

Subject: Data Management Plan

Policy Council Approval Date: July 2021	Tribal Council Approval Date:
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1302.101 Management System (b) 4

A program must establish procedures on data management with approval from the Tribal Council and Policy Council (Governing Body). Procedures must address areas such as quality of data and effective use and sharing of data while protecting the privacy of child records.

1302.102 Achieving Program Goals

Performance Standard: *Using Data for Continuous Improvement* - A program must implement a process for using data to identify program strengths and needs, develop, and implement plans that address program needs, and continually evaluate compliance with program performance standards and progress towards achieving program goals. This process must:

- Ensure data is aggregated, analyzed, and compared in such a way to assist program in identifying risks and strategies for continuous improvement in all program service areas;
- Ensure child assessment data is aggregated and analyzed at least three times a year, including children with disabilities, as well as other program data to direct continuous improvement related to curriculum, teaching practices, professional development, program design and other program decisions;
- Use information from ongoing monitoring, annual self-assessment, program data on teaching practices, CLASS observations, staffing and professional development, child assessments, family needs assessments, family outcomes, staff/parent surveys and management systems to identify program needs for developing and implementing plans for program improvement;
- Use data to either strengthen or revise strategies for professional development, refine school readiness and other program goals, and adapt strategies to better address the needs.

Policy and Procedures:

After the completion of the Community Assessment, the Director and Management Staff, along with the Education Committee or Tribal Council Liaison and members of the Policy Council, will engage in strategic planning to develop short-term and long-term goals (five years) and measurable objectives. Strategic goals and measurable objectives will be developed to specifically support educational, health, nutritional, and family and community engagement program services that positively affect children and family outcomes.

School Readiness Goals were developed to align with the Head Start Early Learning Outcomes Framework, State/Tribal early learning standards, and expectations of the local elementary schools that Head Start children will attend. Progress toward School Readiness Goals will be reviewed a minimum of three times per year, by Teachers, Parents & Management Staff. Annually, School Readiness Goals will be reviewed to ensure continued alignment with national, state, tribal/local

entities; such goals will be adjusted only during the summer prior to the next program year, when necessary.

The Program has implemented a process for collecting, aggregating, and analyzing agency-wide data throughout the program year. Three times a year, at a minimum, the Director and key Management Staff will hold formal Data Meetings to review and discuss the data collected since the previous Data Meeting. (Administrative Staff will review their individual content area data on an on-going basis.)

Member(s) of the Policy Council and RST Education Committee will be invited to participate in quarterly Data Meetings. A summary of the Data Meeting will be shared with the entire Policy Council and RST Education Committee members at their subsequent meetings. Data meetings and sharing are part of the on-going process of Self-Assessment, the identification of program needs, plans for program improvement, and continuous improvement; involvement by the Governing Bodies (via RST Ed. Committee) throughout the year keeps them engaged in both the Self-Assessment process and the goal of continuous, quality improvement.

Staff and Governing Bodies (Policy Council and RST Ed. Committee) will review the strategic plan and progress toward measurable objectives a minimum of three times per year, in conjunction with Data Meetings, and after each annual update to the Community Assessment.


Formal *data review meetings* are typically held near the end of each *data collection period*, as follows:

Data Collection Period	Data Review Meeting
September-November	November
December-March	March
April-June	June
June-August	August (via finalization of PIR)

At such meetings, Management Staff will share data trends in their respective areas, including strengths and areas of needed improvement. Data will be compared to the previous program year and/or the previous data collection period, as appropriate. When necessary, program improvements will be put into place to strengthen measurable outcomes; on-going monitoring of data and systems will be utilized to evaluate if program improvements are successful.

Content Area	Data Reports	Minimum Frequency
Fiscal	Financials/Non-Federal Share	Monthly
ERSEA	Monthly Enrollment/Attendance	Monthly
ERSEA	Demographic Overview	Annually
Disabilities	Percentage of Enrolled Children	Quarterly
Education/Health	Developmental Screenings (45 days)	Oct/Nov/ongoing
Education	Child Outcomes/Child Assessment	Quarterly
Education	CLASS Scores	Quarterly
Education	Professional Development	Quarterly
Family Engagement	Family Outcomes	Quarterly

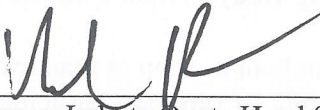
Education	Professional Development	Quarterly
Family Engagement	Family Outcomes	Quarterly
Health	Health Status (dental, growth assessment, chronic health conditions, hearing and vision)	Quarterly
Mental Health	Services, Referrals and Follow-up	Quarterly
Oral Health, Vision & Hearing	Services, Referrals and Follow-up	Quarterly
Human Resources	Staff Retention/Turnover/ Background Status	Monthly
All Areas	PIR Report	Annual (August)
All Areas	Annual Report	August



 Policy Council Chairperson

7/21/2021

 Date



 Sicangu Lakota Oyate Head Start/Early Head Start Director

7-21-21

 Date

Health	Health Outcomes, (Dental, growth assessment, chronic health conditions, hearing and vision).	Quarterly
Mental Health	Services, Referrals and Follow-up	Quarterly
Oral Health	Services, Referrals and Follow-up	Quarterly
Human Resources	Staff Retention and Turnover; Background Status	Quarterly
PIR	PIR	August
Nutrition	Kitchen Inspections	Quarterly
Health/Transportation	Health & Safety Screeners	Quarterly
Safety	Injury reports (including classroom, bus, playground & field trips)	Quarterly

Performance Standard:

Reporting - A program must submit:

- Governance reports will be submitted monthly to the Governing Body (Tribal Council and Policy Council);
- Reports, as appropriate, to the responsible HHS official immediately or as soon as practicable, related to any significant incidents affecting the health and safety of program participants, circumstances affecting the financial viability of the program, breaches of personally identifiable information, or program involvement in legal proceedings, any matter for which notification or a report to state, tribal, or local authorities is required by applicable law, including at a minimum:
 - Any reports regarding agency staff or volunteer compliance with federal, state, tribal, or local laws addressing child abuse and neglect or laws governing sex offenders;
 - Incidents that require classrooms or centers to be closed for any reason;
 - Legal proceedings by any party, directly related to program operations; and,
 - All conditions required to be reported under 1304.12, including disqualification from the Child and Adult Care Food Program (CACFP) and license revocation.

Policy and Procedures:

The Governing Body (Tribal Council & Policy Council) will receive monthly status reports during the year. The status reports will include data, *at a minimum* as noted below, which allows on-going oversight by the Tribal Council and Policy Council.

Content Area	Data Reports	Minimum Frequency
Fiscal	Financials/Non-Federal Share	Monthly
ERSEA	Monthly Enrollment/Attendance	Monthly
ERSEA	Demographic Overview	Annually
Disabilities	Percent of Enrolled Children	At each meeting
Education/Health	Developmental Screenings (45 days)	Annual (Nov/Dec)
Education	Child Outcomes/Child Assessment	Quarterly
Education	CLASS Scores	Quarterly (HS)

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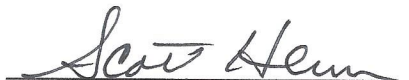
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 Policy Council Chairperson

7/21/2021

Date


 Sicangu Lakota Oyate Head Start/Early Head Start Director

7-21-21
 Date



United States Department of the Interior

BUREAU OF INDIAN AFFAIRS

Rosebud Agency

Post Office Box 228

Mission, South Dakota 57555

NOV 24 2021

IN REPLY REFER TO:
Office of the Superintendent

Honorable Scott Herman
President, Rosebud Sioux Tribe
Post Office Box 430
Rosebud, South Dakota 57570

Attention: Nicole Marshall, Rosebud Sioux Tribe Secretary

Dear President Herman:

Our office is in receipt of the following Rosebud Sioux Tribal Resolutions:

2021-148 (Reconsider and Amend: 11/09/2021), 2021-225 (Amend: 11/10/2021), 2021-253, 2021-266,
2021-267, 2021-268, 2021-269, 2021-270, 2021-271, 2021-272, 2021-273, 2021-274, 2021-275,
2021-276, 2021-277, 2021-297, 2021-298, 2021-300, 2021-301, 2021-302 and 2021-303.

All Tribal Resolutions have been reviewed by this office.

The Self-Determination Program has been provided with the following resolutions for further review
and/or file retention: 2021-148 (Reconsider and Amend: 11/09/2021), 2021-268, 2021-269, 2021-270,
2021-271, 2021-272, 2021-273, 2021-274, 2021-275, 2021-276, 2021-277 and 2021-301.

Sincerely,

Steve Wilkie
Superintendent

Acis

cc: Self-Determination