

IDC Program Operations and Facilities Management Master Rubric

Competency	Distinguished	Proficient	Needs Improvement	Unsatisfactory	Unable to Assess
<p>POFM1: Develop plans and procedures that ensure healthy, nutritious, and safe program and facility operations.</p>	<p>Elaborates and expands plans and procedures that ensure healthy, nutritious, and safe program and facility operations. Can articulate strategies for logistical implementation of plans and procedures.</p>	<p>A comprehensive budgetary plan to support maintenance, refurbishment, and enhancement of the physical facility is developed.</p> <p>A risk management plan, inclusive of comprehensive procedures designed to maintain the safety of people, facilities, equipment, and materials.</p> <p>Nutritious food service plan, nutrition program, and health programs are comprehensive and evidence-based, and include adaptations for culturally and ability diverse young children and their families is developed.</p> <p>Child abuse and neglect prevention plan is effective, comprehensive, and focused on prevention.</p>	<p>A budgetary plan to support maintenance, refurbishment, and enhancement of the physical facility is developed.</p> <p>Risk management plan developed includes procedures designed to maintain the safety of people, facilities, equipment, and materials.</p> <p>Nutritious food service plan, nutrition program, and health program are developed.</p> <p>Child abuse and neglect prevention plan is developed.</p>	<p>A budgetary plan to support maintenance, refurbishment, and enhancement of the physical facility is developed.</p> <p>Risk management plan developed includes procedures designed to maintain the safety of people, facilities, equipment, and materials.</p> <p>Nutritious food service plan, nutrition program, and health program are developed.</p> <p>Child abuse and neglect prevention plan developed is incomplete or inaccurate.</p>	
<p>POFM2: Design, arrange, and evaluate the effective use of space based on principles of environmental psychology, safety, and child development.</p>	<p>Models and supports effective use of classroom and center space which reflect the needs of children and families as well as staff. Can justify choices using established principles of environmental psychology, safety, and child development</p>	<p>Environmental design is inclusive of children’s developmental needs.</p> <p>Environmental design is inclusive of adult developmental needs.</p> <p>Environmental safety assessment/evaluation is comprehensive and reflects the evidence-base.</p>	<p>Environmental design is partially inclusive of children’s developmental needs.</p> <p>Environmental design is partially inclusive of adult developmental needs.</p> <p>Environmental safety assessment/evaluation is comprehensive.</p>	<p>Environmental design is does not reflect children’s developmental needs.</p> <p>Environmental design does not reflect adult developmental needs.</p> <p>Environmental safety assessment/evaluation lacks comprehensiveness.</p>	

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Competency	Distinguished	Proficient	Needs Improvement	Unsatisfactory	Unable to Assess
<p>POFM3: Implement organizational systems that ensure healthy, nutritious, and safe program and facility operations.</p>	<p>Elaborates and expands organizational systems that ensure healthy, nutritious, and safe program and facility operations. Can articulate strategies for logistical implementation of plans and procedures.</p>	<p>Effective, comprehensive systems are developed for ensuring routine maintenance, repair, and replacement.</p> <p>Inventory control and records management plans are comprehensive and supportive of accuracy and confidentiality.</p> <p>Policies and procedures for monitoring the physical environment reflect state and national standards and the evidence-base of the field.</p>	<p>Systems are developed for ensuring routine maintenance, repair, and replacement.</p> <p>Inventory control and records management plans support accuracy and confidentiality.</p> <p>Policies and procedures for monitoring the physical environment reflect state and national standards.</p>	<p>Ineffective systems are developed for ensuring routine maintenance, repair, and replacement.</p> <p>Inventory control and records management plans do not support accuracy and confidentiality.</p> <p>Policies and procedures for monitoring the physical environment do not reflect state and national standards.</p>	

Level I—Beige

Level III—Purple