

CARROLL COUNTY CHILD DEVELOPMENT CENTER

“Nurturing the Champion in Every Child”

GOVERNING BOARD REPORT

December 10, 2012 – January 16, 2013

ERSEA: Enrollment, Recruitment, Selection, Eligibility and Attendance:

Head Start 4 Year Olds	42
Head Start 3 Year Olds	42
Enhanced	21
Total Head Start	105

KY Preschool 4 Year Olds	17
KY Preschool 3 Year Olds	7
Receiving Speech Services Only	4
Total KY Preschool	28

Total Enrollment 133

Early Head Start Center Based	48
Early Head Start Home Based	32
Total Enrollment	80

Current Waiting List Status for Head Start and Early Head Start Programs:

Head Start 4 Year Olds	1 Eligible 5 over Income
Head Start 3 Year Olds	23 Eligible 6 over Income

Total Children on Head Start waiting list- 35

Early Head Start	4 over Income
Early Head Start – Requests Full day or ½ day center slots	7 Eligible
Early Head Start – Requests Home Based	1 Eligible
Total Children on Early Head Start waiting list-12 (including 4 Over Income)	

Early Head Start – Enrolled in Home Based and requests center based – 6 children

Health:

- Pam McNeal, Cathy Payton, Glenda Litter and Kelly Warren attended the Managing Health in Head Start and Early Head Start that was sponsored by TTAS in Nashville in December. The conference was very informative and we brought back lots of information to better enhance our program.

- FSWs are working with parents to ensure that all health needs for children are met and that files remain current. This is an ongoing process throughout the year for all family services workers and parents.
- Dr. Habas office will be conducting dental exams for children on February 20. Children who need to be seen in January, February and March will be seen on the 20th. We will then schedule for them to return in the latter part of April to see children who need to be examined before the end of the year.
- Kelly Warren will be contacting the health department in regards to scheduling a health screening fair tentatively on Friday, March 19th.

Environments:

- Manager has created an updated safety/environmental checklist based on Monitoring Protocol guidelines.
- Staff training will be scheduled on how to properly operate fire extinguishers.
- Ongoing maintenance needs are reported to manager and addressed in a timely manner.
- Concerns regarding classroom door locks not working properly have been reported to maintenance.

Transportation:

- Lengths of bus routes continue to be a concern. Routes for buses 135 and 143 are lengthy due to the limited travel range of sub bus #127. Routes are revised as much as possible to increase timely delivery of children.
- Cameras are now installed on buses 135 and 143.
- All drivers and monitors will participate in transportation training on January 22 at Cartmell Elementary.
- Bus evacuations, as scheduled by the district, were completed on Jan. 9th.

Disabilities:

- ARC or transition meetings this month: 5
- Current identified disabilities: 26– Speech
 - 9 – Developmental delays
 - 1-Hearing Impaired
 - 1 – Vision Impaired
 - 2 - Autism
- There are seven Early Head Start students receiving First Steps Services
- Pending referrals for Preschool/Head Start - 1.

Family and Community Services:

- December's Family Fun was well attended by Head Start families.
- Kindermusik socialization was held Monday, January 14.
- Parent committee meeting is scheduled for Friday, Jan. 25.

Education/Early Child Development:

- Talkies training has been scheduled for Infant/Toddler Lead Teachers and three/four year old teachers on January 18th.
- Coach participated in team planning with preschool teachers on Friday's to ensure lesson plans are satisfactory.
- Coach conducted professional development for teachers on writing targets objectives (I can statements) into weekly lesson plans
- Coach assisted in helping plan the Early Childhood Council event on January 31st from 5:30-7:00
- Daily monitoring of lesson plans and observing in the classrooms continues.

Mental Health:

- All Preschool classrooms are participating in Incredible Years. Mental Health Manager makes weekly visits to each classroom and lessons focus on problem solving skills building.
- "Parenting Matters" meetings have resumed. Mental Health Manager uses materials from The Center on the Social and Emotional Foundations for Early Learning (CSEFEL).

Program Design and Management:

- Staff meetings for Home-based nurturers, Infant/Toddler staff and Preschool Staff have been held.
- Parent-Teacher Conferences have been held by all preschool teachers.
- McNeal attended Cluster Leader Training with Allyson Taylor, Region IV support person.
- McNeal responded to findings sited by Division of Regulated Child Care as a result of a December 11th conference call.
- Preliminary plans are being drafted for the 2013 summer learning program.
- Management team met on Monday, Dec. 14.
- McNeal, Spencer, Winkle and Byrd will attend the Region IV Conference in Atlanta on Feb. 4 – 6.

Governance:

- Policy Council met on Dec. 18 at Hometown Pizza.

Fiscal:

- Administration costs continue to be monitored to assure that we are within the required 15% of budget as follows: HS – \$11,755 and EHS - \$16,861.
- Total year to date expenditures for each grant are as follows: Head Start - \$281,621 and Early Head Start - \$394,398.