

CARROLL COUNTY CHILD DEVELOPMENT CENTER

“Nurturing the Champion in Every Child”

GOVERNING BOARD REPORT

January 15 – February 19, 2014

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

HEAD START

• Head Start 4 Year Olds	40
• Enhanced 4 Year Olds	25
• Head Start 3 Year Olds	40
Total Head Start	105
• KY Preschool 4 Year Olds	16
• KY Preschool 3 Year Olds	8
• KY Preschool – Speech Only	1
Total KY Preschool	25
Total Enrolled	130

Current Waiting List Status Head Start Program:

• 4 Year olds Eligible	0
• 4 Year olds - Over Income	8
• 3-year old – Eligible	1
• 3 Year Olds – Over Income	8

EARLY HEAD START

• Early Head Start Center Based	47
• Early Head Start Home Based	27
Total Enrolled	74

Current waiting list status for EHS Program:

• Over-income	4
• EHS Eligible	4*

*Of the eligible Early Head Start students, all four parents request full center services only.

We are stepping up recruitment for Early Head Start Home-Based Services. Many of our parents are working which creates conflict when scheduling home visits. Home-based slots are becoming increasingly difficult to fill.

Health:

- School Smiles will be at the CCCDC on Tuesday the 25th. There are 43 children signed up for the program, 68 children already have dentist, and 15 parents have not responded

to numerous attempts to return forms or phone calls. Those families will receive a home-visit from FSWs.

- Dr. Habas and staff will be at our center on March 5th at 2:00 and March 6th at 9:00 to examine children in the Early Head Start program.
- Occupational Medicine will be coming on Feb 18th to do TB tests. They will be returning on the 20th to read the results.
- Alexander Safety Solutions will be conducting CPR/AED/First Aid for all staff on Friday February 28st. The bus drivers will not be attending this class they will attend this at the eight hour update in the summer.
- Family Fun Night will be on the 18th with emphasis on Dental care for the whole family. Activities and the children's book "Just Going to the Dentist" will be given to each family in attendance.

Environments:

- All required drills have been conducted for this month.
- Building and grounds concerns have been reported to maintenance..

Transportation

- Bus Routes have been updated and distributed to appropriate personnel.
- Buses have been serviced by bus maintenance and there are no issues to be addressed.
- Bus inspections have been completed and re-stocked with necessary supplies.
- Self-assessment team meeting was held for the 2014-2015 self-assessment on transportation. Suggestions for improvements for the 2014-15 were made. Strengths and weaknesses were discussed.

Disabilities:

- ARC and First Steps transition meetings this month: 6
- Current identified disabilities: 12– Speech
10 – Developmental delays
1 – Vision Impaired
1 - Autism
- There are 6 Early Head Start students receiving First Steps Services.
- Pending First Steps transitions – 1 students
- Coordinator attended meeting with Larry Taylor, K. Beiger and Winn special needs staff to discuss more effective ways to provide services to identified special needs students.
- Self-assessment committee will complete questionnaire to determine strengths and weaknesses. Suggestions for 2014-15 will be made.

Family and Community Partnerships:

- Parent Group next meeting will be Thursday 2/20 at 1:30 at the public library. In an effort to improve attendance, FSW is starting a "Bring a Parent" contest. The parent who brings the most new potential members to the next meeting will get a small prize. This incentive will continue that until the end of the year.
- Manager will pilot the 'Remind 101' text message service for the Parent Group to test its effectiveness. Each member will get a text reminder about meetings.

- Manager attended KHSA committee meetings in Lexington. Topics included information about the upcoming spring conference. There will be another meeting in April to finalize ideas about the conference.

Education/Early Child Development:

Instructional Coach has performed the following duties this month:

- Attended KHSA committee meeting on 2/12 in Lexington and reported updates to management team
- Attended Preschool Cadre' meeting at OVEC offices and reported all updates to coordinator.
- Conducted weekly planning sessions with preschool teachers
- Conducted formal and informal observations in all classrooms
- Gathered evidence and data for Preschool Review. Monitored other services areas for data entries.
- Reviewed and discussed ECERS tool and areas of concern.
- Assisted CECC with the planning of the annual Dr. Seuss Bash to be held on March 1.

Mental Health:

Mental Health Moments from K. Watkins:

- "Parenting Matters" group continues to meet each Thursday at the CC Public Library.
- Self-assessment group has met to discuss program's strengths and weakness. Suggestions were made and will be reported to Management Team in March.
- Small group sessions continue for preschool.
- Assistance to teachers and parents in regards to students' behaviors.
- Assisted FSW during monthly parenting groups.
- Attended district lead counselors' meeting on 2/18. Discussed with coordinator

Program Design and Management:

- Discussed current enrollment and recruitment planning for the 2014-15 program year.
- Management team meeting met February 14.
- Formal ECERS scoring window with KDE has been schedule for March 24
- Corrective Action Plan resulting for our non-compliance finding has been drafted and submitted to Region IV Program Manager, David Hurlbert.
- Coordinator participated in Region IV conference call on Jan. 28
- Coordinator participated in P2R webinar with KDE on Jan. 19.
- All monthly staff meetings have been held.

Governance:

- The January Policy Council meeting met at Hometown Pizza on January 28.
- February Policy Council meeting is scheduled for February 25th.

Fiscal:

	Total Expenditures Year To Date	Total Administrative Costs Year To Date	Total In-Kind Year to Date	Credit Card Purchases
Head Start 6553	\$691,127	\$81,115	\$172,782	
Early Head Start 6443	\$982,062	\$98,092	\$277,917	
Head Start 6554	331,177	\$13,844		
Early Head Start 6444	620,643	\$25,079		
PNC				\$260.20
Kroger				0.00
Walmart				\$133.98