

CARROLL COUNTY CHILD DEVELOPMENT CENTER

“Nurturing the Champion in Every Child”

GOVERNING BOARD REPORT

March 19 – April 15, 2015

Enrollment, Recruitment, Selection, Eligibility and Attendance – J. Winkle, Manager:

HEAD START

• Head Start 4 Year Olds	39
• Enhanced 4 Year Olds	22
• Head Start 3 Year Olds	43
Total Head Start	* 104
• KY Preschool 4 Year Olds	5
• KY Preschool 3 Year Olds	15
• KY Preschool – Speech Only	2
Total KY PRESCHOOL	22
Total Enrolled as of 04/07/2015	126

***One 4 year old Head Start moved out of state 4/1. Have talked with the parent of a 4 year old who is in the Trimble County Head Start program and is moving to Carroll County. If this child is income eligible, he will be placed as a 4 year old Head Start student.**

***Serving 1 student through Speech RTI.**

Current Waiting List Status Head Start Program:

• 4 Year olds Eligible	0
• 4 Year olds - Over-Income	1
• 3 Year olds Eligible	0
• 3 Year olds – Over Income	6
Total on Waiting List	7

EARLY HEAD START

• Early Head Start Center Based	48
• Early Head Start Home Based	32
Total Enrolled as of 04/07/2015	80

Current Waiting List Status Early Head Start Programs:

• Early Head Start Over-Income	10
• Early Head Start Eligible	6
Total on Waiting List	16

Health – K. Warren, Manager:

- School Smiles were scheduled to come on March 25th but due to a conflict had to reschedule for March 31st. Eight children were examined that day. We had a number of

students who were absent for various reasons. Manager has made contact with their scheduling coordinator and am trying to have those children seen when the dentist comes back to Kathryn Winn.

- Dr. Habas and staff will be at the center on April 16th to screen our EHS students who need to be screened.
- FSW's are working with parents to ensure that all health documentation is current and up to date. March and April are the time of year when a majority of Head Start physicals start to expire.
- Health Manage is still working towards the Head Start Health Credential which is a self-study course that will be reviewed by the NHSA Health Committee.

Environments – A. Saggus, Manager:

- Monthly playground inspections have been completed and concerns have been addressed or reported.
- Plans are being finalized for the installation of a poured playground surface and shade structure at the playground at the high school campus location.
- Manger has been in touch with Mr. Vessels in regards to the landscaping project at the High School campus location
- Environmental health and safety checklists have been completed and concerns have been reported or addressed.
- All emergency drills have been conducted this month.

Transportation – K. Horine, Manager

- Bus Routes and numeric list have been updated and distributed to appropriate personnel.
- Bus 135 is being used as sub bus for Bus 155 that is currently out for repairs.
- Bus evacuation event was conducted on March 18.
- Bus Seating Charts have been copied and delivered to transportation director.
- Special needs bus is still transporting a special needs student for our program.
- Transportation issues were reported and have been addressed timely and professionally.
- Plans have been finalized to have the STEM bus out in the community beginning April 17th.

Disabilities – P. McNeal, Manager

- ARC, RTI, First Steps transition and other special education meetings this month: 6
- Current identified disabilities: 21– Speech
11 – Developmental delay
1 - Autism
- There are 8 Early Head Start students receiving First Steps Services.
- There is two preschool students currently in the RTI process.
- There are 6 students transitioning from First Steps in the next 6 months.
- McNeal consulted with OT, Lea Morgan and Mariam Hardin, PT, to discuss strategies to be used with high-need students.

- Ms. Truckenmiller reviewed of the Autism module with select staff in an effort to more effectively implement strategies in the classroom..

Family and Community Partnerships – A. Saggus, Manager

- KHSA Conference we will be taking parents on Wednesday 15th and coming back Thursday 16th.
- Parent Group Meeting is April 30th.
- Manager will be attending an OHS sponsored data training next week April 21st-23rd.
- We will be transitioning our Head start 4 year olds into kindergarten classroom May 4th through the 7th, as well as EHS into Head Start.

Education/Early Child Development – L. Spencer, Manager:

The following duties were completed:

- Formal CLASS observations on 3/16-3/19
- Met with individual teachers on specific feedback and goals for continued improvement
- PBC- watched four videos with all lead teachers and instructional assistants focusing on specific areas where we need growth: self/parallel talk, frequent conversation, open ended question and learning objective
- Met with Nancy Shinault from OHS on our PBC model 3/20
- Created an informal walkthrough tool with a focus on above areas and then give immediate feedback to teachers
- Weekly planning sessions with all lead teachers
- Assisted the new STEM Bus teacher with plans and inventory on the STEM bus

Mental Health – K. Watkins, Manager:

Mental Health Consulting Moments:

- Child/Classroom/Staff/Home consults:
- Head Start – Child concerns with verbal/physical aggression on consistent basis, discussed these concerns with father, staff, etc., developed behavioral plan to address issues, Child consult concerning uncooperativeness with following directions, Staff consult about teaching personalities/conflicts, Child consult with child/classroom of child out of routine with school because of absenteeism, Sending two school reports to DCBS concerning child's inappropriate comments verbalized to teachers @ school
- Early Head Start - Teacher consult concerning parental concerns of depression, Child consults for misbehaviors of physical aggression, needs for greater mental stimulation/hands on activities, unwillingness to clean up, Assisting in classroom during naptimes
- Carroll County Child Development Center, High School Campus – Morning Duty (7:30 – 9:00)

Management Duties:

- Classroom & front office coverage, as needed
- Drug Free CC Coalition Mtg. – March 26, 2015
- Parent Groups – March 26, 2015 – Celebrating Head Starts 50th Birthday
- Professional Development Plan/Yearly Evaluation with Coordinator

- Staff consult about Transition Days with kids from HS to KG, EHS to HS
- Community Partnership Mtg. – April 1, 2015
- Management meeting – April 13, 2015
- Kentucky Head Start Association Meetings/Conferences – April 15, 16, 2015

Program Design and Management – P. McNeal, Manager:

- Kentucky Preschool Program Review Report was received. Program was evaluated in the 5 areas of Program Structure and Personnel; Environments; Curriculum and Assessment; Health, Safety and Nutrition; and Families and communities. Our program scored a 22/22 and met all of the required indicators demonstrating high quality.
- All classified staff evaluation has been completed and turned into central office personnel.
- 2015-16 Grant application has been completed and approval is requested.
- McNeal attended the Preschool Leadership meeting on 3/18
- March staff meetings and management team meeting have been held for March.
- School Readiness Team met on 3/27 to analyze 3rd quarter data and suggest program improvement.
- STARS quality rater visited the center on 4/1 to assist in the preparation of the renewal application.
- Lack of substitutes available to work at this center continues to be a high concern.
- Policy Council met April 16 at the child development center.

Fiscal – S. Byrd, Manager:

As of February 28, 2015, the following administration costs and credit card purchases are reported:

	Total Expenditures Year To Date	Total Administrative Costs Year To Date	Total In-Kind Year to Date	Credit Card Purchases
Head Start 6554	\$454,920	\$46,939		
Early Head Start 6444	\$704,631	\$62,339		
Both HS and EHS			\$248,840	
State Funded Preschool	\$101,769			
PNC				\$624.03
Kroger				\$0.00
Walmart				\$97.13