

**CARROLL COUNTY CHILD DEVELOPMENT CENTER**

*“Nurturing the Champion in Every Child”*

**GOVERNING BOARD REPORT**

September 17 – October 14, 2015

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

**HEAD START**

- Head Start 4 Year Olds 40
- Enhanced 4 Year Olds 18
- Head Start 3 Year Olds 47
- Total Head Start 105

**KY PRESCHOOL:**

- KY Preschool 4 Year Olds 25
- KY Preschool 3 Year Olds 10
- KY Preschool – Speech Only 2
- Total KY Preschool 37
- Total Enrolled as of 09/10/2015 142**

**Current Waiting List Status Head Start Program:**

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

\*Waiting on doctor release to attend school

**EARLY HEAD START**

- Early Head Start Center Based 45
- Early Head Start Home Based 21
- Total Enrolled as of 09/10/2015 66

**Current Waiting List Status Early Head Start Programs:**

- Early Head Start Over-Income 3
- \*Early Head Start Eligible 2
- Total on Waiting List 4

\*Siblings that want full day services (only 1 full day slot available at this time)

Recruitment efforts for the 2015-16 program year for Early Head Start continue. Under-enrollment in Home-Based slots continue to be a concern.

**Health – K. Warren, Manager:**

- School Smiles will be here on Thursday 10/15 to conduct dental exams on children who signed up for this service. A second visit is planned for 10/21. Thirty-nine children have signed up for the service. School Smiles will process the applications and some children may not be able to be examined due to insurance restrictions
- Dr. Habas will be here on 10/20 to exam children in the EHS program.

- Family Service Workers are working with parents to ensure that all health requirements are up to date and current. This is ongoing throughout the year.
- Kelly Warren received notice of the Kentucky Immunization Survey that is to be completed by all schools, preschools, and day care centers. This report is to be completed by 11-20-15 and is to be submitted on-line. Kelly will complete this survey and submit it on or before 11/20.
- CPR/AED/First Aid for all staff will be held on the November 3<sup>rd</sup> PD. Alexanders Safety Solution will be conducting the training.
- Health Advisory will meet on November 9<sup>th</sup> at 9:30 in the resource room.

#### **Environments – A. Saggus, Manager:**

- Manager has been conducting weekly facilities checks and all concerns have been reported to district maintenance
- All facility smoke detectors have been check for low batteries and replacements have been made.
- The three compartment sink at the modular continues to be a concern. Maintenance has been involved in this repair.
- Required emergency drills for September have been conducted.

#### **Transportation – K. Horine, Manager**

- New bus monitors to be trained this month to be used as Subs/replacements.
- Routes have been updated, and being distributed to appropriate personnel.
- Completed seating charts have been delivered to transportation director.
- Stem Bus has ended its fall schedule and will retire until spring 2016.
- Bus evacuation is scheduled for Wed. October 21 for the Center.

#### **Disabilities – P. McNeal, Manager**

- ARC, RTI, First Steps transition and other special education meetings this month: 11
- Current identified disabilities:
  - 11– Speech
  - 13 – Developmental delay
  - 1 – Autism
  - 1 – Global Delays
- There are 4 Early Head Start students receiving First Steps Services (2 – DD; 2 – Speech).
- There are 4 students transitioning from First Steps in the next 6 months.
- There are 4 students currently enrolled in RTI at the preschool level.
- Based on ASQ screener results, 6 EHS students have been referred to First Steps.
- Laura Ferguson with Kentucky Autism Center was on-site on 10/13 to observe and provide suggestions for strategies for students in need.
- Speech screeners and RTI has been discussed with therapist and referrals are recommended for some.

#### **Family and Community Partnerships – A. Saggus, Manager**

- Our next Parent Group meeting will be October 22<sup>nd</sup>, at the Carroll County Public Library from 1:30-2:30. We will be discussing Halloween Safety and letting parents

know when Trick or Treat is for Carrollton, along with other kid friendly events offered throughout the community.

- The PFCE assessments have been completed and entered into ChildPlus software system.
- Proud Parent Store will be the week of November 3-5<sup>th</sup>. Parents will be able to stop by the store before or after their parent-teacher conference to make purchases with their “Proud Parent” points.

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

- Conducted weekly planning sessions with Preschool Teachers
- Fall CLASS observations on 9/14-9/17 and scores submitted to Head Start
- Met with all teachers on 9/18 to go over their areas of strengths and improvement needs based on CLASS observations
- Attended the Head Start Cluster meeting in Louisville on 9/17; discussed the new Head Start Early Learning Framework and met our new ECE Specialist
- All Preschool Teachers and Instructional Assistants attend our first Practice Based Coaching session- next PBC is set for October 16th
- Provided coverage for classroom teachers to attend ARC meetings
- Attend Kentucky Head Start Association Meetings in Lexington on 10/1
- Informal observations- listening for learning objective, self and parallel talk, providing feedback and scaffolding (CLASS tool) and then giving immediate feedback
- Modeling and pacing Seeing Stars weekly in Preschool classrooms

### **Mental Health – K. Watkins, Manager:**

Mental Health Consulting Moments:

Head Start:

- Child/classroom consults concerning:
- Transitional Issues
- Assisting w/Autistic/Communication concerns

Early Head Start:

- Child/classroom consults concerning:
- Biting Issues, Behavioral Chart implemented & several oral sensory options given
- Physical/Verbal aggression, Behavioral Chart suggested
- Adjustment issues to new room & adults

Management Duties:

- Classroom coverage (HS/EHS), front office, bus, lunch, breakfast duties, as needed
- Creating lunch scan bar code cards for Head Start kids as they enroll
- Management Meeting – Oct. 12, 2015
- Staff Meetings – Oct. 16, 2015
- District Counselor’s Meeting – Sept. 22, 2015
- Kentucky Head Start Association Meetings, Lexington, KY – Oct. 1, 2015
- Conscious Discipline Training implementation as scheduled for 10 new staff @ CCCDC – Sept. 18, 2015
- Parent Café preparations w/Amy Saggus
- Consulting with district counselor about teen pregnancies & CCCDC

- Implementing weekly Mental Health groups with Identified children as scheduled, as possible

**Program Design and Management – P. McNeal, Manager:**

- Coordinator and management team attended KHSA committee meetings.
- McNeal and Spencer attended OHS Cluster Meeting; met newly contracted ICF support staff
- Regular monthly staff meetings have been held.
- Management team meeting for October has been held.
- Lack of substitutes continue to be a problem.

**Fiscal – S. Byrd, Manager:**

As of September 31, 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
			\$456,421	
Head Start 655A	\$699,918	\$82,682		
Early Head Start 644A	\$1,125,766	\$106,537		
KY Preschool	\$163,299			
			\$28,440	
Head Start 655B	\$102,180	\$3,742		
Early Head Start 644B	\$173,901	\$8,236		
KY Preschool	\$21,574			
PNC				*\$3,632.00
Kroger				\$16.00
Walmart				\$397.00
				*continuing education (ex. CDA renewals)