

CARROLL COUNTY CHILD DEVELOPMENT CENTER

"Nurturing the Champion in Every Child"

GOVERNING BOARD REPORT

April 18th, 2018- May 16th, 2018

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

Head Start / Kentucky Preschool

Head Start Four Year Olds	40
Enhanced	22
Head Start Three Year Olds	43
Kentucky Preschool Four Year Olds	10
Kentucky Preschool Three Year Olds	16
Total Enrollment as of 5/16/2018	131
Head Start Waiting List	6
Over Income	6

Early Head Start

Early Head Start Center Based	48
Early Head Start Home Based	27
Total Enrollment as of 5/16/2018	75
Early Head Start Waiting List	
Over Income	7
Eligible	5
Total Early Head Start Waiting List	12

Attendance for March:

Head Start –88% Actual Attendance (without excuses)

Head Start – 96% with Excused Absences

Early Head Start – 89% Actual Attendance (without excuses)

Early Head Start- 98% with Excused Absences

Environments Manager – K. Warren:

The health department has been to the modular and the center for the six month walk through. Both facilities received 100 ratings.

19 work orders were sent to our maintenance department.

The shade structure at the modular is not complete. The work was completed by Mr. Mason and his students from the vocational school.

The STEM garden is near completion of its renovations that are being completed by the Ag class and Mrs. Wright.

Family Service Worker Report:

16 letters were sent home requesting documentation for files.

5 phone calls have been made in regards to needing documentation.

3 face to face contacts have been made in regards to documentation.

The four Head Start FSWs have been registered for a TTA/S training in New Orleans in July. Family Engagement is the theme for the 2 day conference.

Transportation- K. Horine:**Health Manager- E. Mahoney:**

- Dr. Nesmith from Carrollton Family Dentistry came May 9th and performed dental screenings for some Early and Head Start students
- Planned and implemented new schedule to distribute health education material to families
- Performed growth assessments for all Head Start students
- Attended webinar on childhood immunizations and received valuable information to be able to share with families

- EHS health data as of 5/10/18
 - Hearing – 66% UTD
 - Vision – 76% UTD
 - Dental – 64% UTD
 - Well baby – 78% UTD
 - Dentist came May 9th to update dental screenings. Several of the children signed up to see her were not present that day. Continuing to encourage and educate parents on importance of a regular dental schedule.

- 3 home based families came for socialization in April to update hearing and vision screenings. Home visits are scheduled to update any other home based children in need of screening.
 - Working with families to update well checks, several have appointments scheduled.
- HS health data as of 5/10/18
 - Hearing – 95% UTD
 - Vision – 93% UTD
 - Dental – 59% UTD
 - Physical – 84% UTD
 - BP – 93% UTD
 - Several students signed up to be seen by School Smiles in April, but were not in attendance on that date to receive an up to date dental exam
 - Dr. Nesmith here to do screenings on May 9th, several students were absent
 - Continuing to encourage and educate parents on importance of a regular dental schedule.
 - Working with families to update physicals, numerous reminders have been implemented

Data Manager/Co-ERSEA Manager – J. Spillman:

PFCE Manager, D. Roth:

- CCCDC's must establish Parent Group which is comprised of parents of currently enrolled children. There was no Parent Group Meeting scheduled for May. I would like to create a form that will become part of the Family Service Workers enrollment packet for the 2018-2019 school year regarding what parents would like to see their parent group to look like. Question whether we can change the title of the group from Parent Group Meeting to Family Group Meeting since we have grandparents, great-grandparents, aunt/uncles and foster parents raising our enrolled children. I would like to have a bulletin board for our parents next year for our parents with information on it for ALL our families.
- Kindergarten Transition for our Head Start children was held the week of April 23- April 26, 2018. 73 children will be moving up to Kindergarten next year. 60 (83%) children were present during transition days. Of the 60 children that participated

in transition days 55% of parents participated with their children. Children and parents ate breakfast or lunch together in the cafeteria going through the lunch line. Children were divided and went into a Kindergarten classroom where they spent one hour. Parents was taking on a tour of the school by one of the Leader in Me children from Kathryn Winn while their children was in a classroom.

- Transition was held on May 11, 2018 for our Early Head Start children who will be moving up to Head Start in the fall. 32 children will have the opportunity to move into a Head Start classroom. 25 (78%) of the children participated in transition. Out of those 25 children 22 (88%) had parents who attended.
- May/June Calendar of Events was sent home to every parent. Reminder letters about the Head Start Transition was sent home to Head Start parents with children moving up to Kindergarten. Reminder letters about Early Head Start transition was sent home to Early Head Start parents with children moving up to Head Start.

Family Service Worker Report:

I will be finishing up my Family Service Worker Credential Training on May 16th- and taking the Credential Training test on May 17th.

A total of 47 contacts were made to families either by face to face, letter, text, e-mail and phone calls. A total of 60 contacts were made when the children were absent.

The table below shows the Facebook CCCDC page activity for the last month.

Page Views April 18 th - May 15 th	Page Likes April 18 th -May 15 th	Reach April 18 th - May 15 th	Post Engagements April 18 th - May 15 th	Videos April 18 th - May 15 th
127 Total Page Views	8 Page Likes 466 likes of items posted on the page.	2113 People Reached	2017 Post Engagement	1164 Total Video Views

Mental Health/Disabilities – L. Brown, Manager

- Assisted in planning for district resiliency poll
- Assisted with Scheduling Kindergarten Transition Meetings
- Attended two Home visits.
- Assisted with resiliency poll follow up counseling throughout district
- Attended social emotional professional development meeting
- Attended conference call for head start review
- Completed interviews for head start review
- Facilitated small counseling groups for head start classrooms and facilitated individual counseling sessions as needed.
- Observed classrooms and worked with students identified by Brigance social/emotional screeners
- Communicated with families regarding mental health concerns
- Communicated with instructional staff regarding social/emotional concerns within classrooms

Disability Meetings: Eligibility-3 ; Consent- 5; Annual- 3; Transition- 2

Education- R. Kates, Manager:

Program Design and Management – Leah Spencer, Manager:

- Staff Meetings held- May 18th
- Policy Council will meet on May 22nd
- Facilitated and presented data for the Federal Review on 4/30-5/4
- CLASS Review will be May 15th- 17th.
- Participated in Summer Kickoff on May 14th for CECC.
- School Readiness data collection; will meet on 6/1
- Created Summer Schedules/Calendars/Home Based visits for EHS Staff
- Worked with TTA on scheduling Professional Development in June for staff
- Approval of resignation of Joanie Baxter- transferring to Transportation
- Approval of Karen Tillette and Jessica Noble to decrease their contract days in order to complete their Student Teaching
- Approval to decrease vacant Instructional Assistant/Bus Monitor positions from 180 days to 165 days
- Approval to hire a certified teacher in place of the classified teaching position that is currently open
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Fiscal – S. Byrd, Manager:

	Total Expenditures Year To Date	Total Administrative Costs Year To Date	Total In- Kind Year to Date	Credit Card Purchases	Carry Over
			\$		
Head Start 655C	\$	\$			
Early Head Start 644C	\$	\$			
KY Preschool	\$				
PNC/ US Bank				\$	
Kroger				\$	
Walmart				\$	

School Readiness Data from 3/23 School Readiness Meeting

Goal 1: All staff at the Carroll County Child Development Center will guarantee that all students will be Kindergarten Ready.

Indicators:

- **COR Advantage-**At the mid-year point in data, all program areas show progress in meeting the goals in all domains. The data is disaggregated for both HS and EHS by gender, language, IEP/No IEP and race. In both programs girls score higher than boys. The gap is not large for EHS and the gap is only slightly greater in HS. The language data shows that bilingual and white students perform higher than the Spanish speaking students. This makes sense based on the fact that the Spanish speaking students are learning English as a second language. Students without an IEP/IFSP perform higher than students that have an IEP/IFSP. The data regarding race shows no significant difference in performance based on race for both HS and EHS.
- **Parent/Teacher Conferences-** Parent/Teacher Conferences are 100% complete for HS and EHS. There are a few families that are new to our program that did not need a conference.
- **Brigance Scores and K-Screen Brigance-** Data for Brigance K-Screen will be presented at the year-end meeting after screening is complete. Mid-year data for EHS Brigance provided a synopsis of the students that passed, failed, needed a referral, are receiving RTI or have a current IFSP or IEP.

Goal 2: The Carroll County Child Development Center staff will ensure that the learning environment is positive at our center in all areas and at all times.

Indicators:

- **ITERS-** Data presented at previous School Readiness Meeting.
- **ECERS-** Data presented at previous School Readiness Meeting.
- **CLASS-** Our goal each year is to stay above a 5 in all domains. We exceeded a 5 in all dimensions except concept development which was a 4.75. All area scores show higher than the national average.

- **Environmental Checklists-** There were 53 maintenance requests for the period between November to March. There was a significant water leak that flooded the building. There were restoration crews in to address the flooded areas in order to re-open the center for children and families. The shade structure for HS is not complete yet. The shade structure for the modular playground is set to be completed by the HS maintenance program. The STEM garden will receive maintenance from the AG department at the HS.

Goal 3: A smooth transition will be ensured for students leaving Head Start and entering Kindergarten and Early Head Start transitioning into Head Start.

Transition Plans are not in place at this point. We are in the process of connecting with staff at KWP to put plans in place for the end of the year.

Goal 4: Our student's parents will understand that they are their child's first teacher and be an active member in their child's academic success and helping ensure their child is Kindergarten Ready.

Indicators:

- **Attendance-** attendance is better for HS and EHS. EHS is lower than HS which is due to children having increased risk of illness in the early program.
- **Reading Logs-** 86% of our families participate in reading logs.
- **In-Kind-** In-Kind has increased significantly in comparison to last year.
- **Health Records-**all data regarding student health records and parent responsibility in meeting required visits or appointments has been shared in the PowerPoint that is attached. The lack of awareness that children need to be seen by a dentist at age 1 is affecting some of the data as well as children that are new to the program and still within the 45 day period. The new requirements regarding Hep-A vaccine had an impact on the stats for immunizations.