



## 2010-11 Annual Report

Funding Period – August 1 – July 30

### Mission Statement:

The Carroll County Child Development Center will provide a quality education/health/social services program to ensure an opportunity for all preschool-aged children, who meet Head Start guidelines and their families to develop life skills, self-worth, and a love for learning through developmentally-appropriate activities in a warm, caring, positive environment. All Carroll County Child Development Center staff members are dedicated to our program’s vision to *‘nurture the champion in every child’*.

### Program Facts:

Grantee: Carroll County Board of Education

Service Area: Carroll County

Funded Enrollment: Head Start – 105; Early Head Start – 80  
Kentucky Preschool – determined annually

Program Options: Head Start and Kentucky Preschool offers the center-based option for eligible children age three or four by October 1 of the program year. Early Head Start services eligible children ages birth to 36 months and pregnant women. This program offers both center-based and home- based program options.

### Enrollment Statistics:

	2010 – 2011 Program Year		2011-2012 Program Year	
	Early Head Start	Head Start and Preschool	Early Head Start	Head Start and Preschool
Total number of Children Served	106	137		

Average Monthly Attendance	93.79%	96.47%		
Children receiving medical examinations	85.52%	95.62%		
Children receiving dental examination	97.81%	82.52%		
Family partnership agreements	100%	100%		

Data from most recent PIR report

### **Funding and Budgeting Information**

A total of \$2,391,880 in public funds was received by the Carroll County Board of Education, grantee for both Head Start and Early Head Start programs, in fiscal year 2010-2011 for continuation grants. An additional \$130,384 was received from the Kentucky Department of Education as Kentucky Preschool funds.

Head Start Financial Assistance Award was in the amount of \$686,293. The original proposed budget included salary expenses of \$344,854 (50%), fringe expenses of \$183,638 (26%); and operating expenses of \$142,879 (21%).

A total of \$14,922 (3%) was designated to be used by the Head Start program for training and technical assistance. One hundred percent of which was used to provide tuition assistance, training, professional development and attendance at training conferences by Head Start staff.

Early Head Start Financial Assistance Award (through ARRA funds) was in the amount of \$1,705,587. This award represents \$574,947 in carry-over dollars from the start-up grant award. The balance of \$1,130,640 is the operational award grant for this program year. The original proposed budget for operational expenses included salary expenses of \$378,721 (34%), fringe expenses of \$223,004 (19%); and operating expenses of \$475,075 (42%) which includes \$248,000 in new construction costs. Carry over funds were used for new construction costs and additional improvements to the early childhood facility.

A total of \$53,840 (5%) was designated to be used by the Early Head Start program for training and technical assistance. One hundred percent of which was used to provide training, professional development and attendance at training conferences by Early Head Start staff.

Non-Federal Share (In-kind): A total of \$706,168 was recorded in non-federal ('in-kind') dollars for Head Start (\$212,692) and Early Head Start (\$493,476) grants. This represents 29% of the total program combined budgets and satisfies the 25% required in-kind match.

Administrative costs: Current administrative costs are documented at 4 % for each Head Start and Early Head Start programs. This is below the 15% maximum allowable for administrative costs.

## **Program Monitoring**

The most recent review of the Carroll County Board of Education Head Start and Early Head Start programs by the Administration for Children and Families was conducted in March, 2011. The initial review highlighted and recognized program accomplishments in meeting performance standards in the areas of Safe Environments; Disability Services; Family and Community Services; Fiscal; Child Development and Health Services; Education and Early Childhood Development; Managing Systems and Procedures; and Human Resources Management. Areas where a finding was noted include Nutrition Services and Transportation.

In response to these findings, Corrective Action Plans were developed outlining steps for reviewing procedures in improving systems to correct the areas of concern. An on-site follow-up review was conducted by OHS Program Specialist, David Hurlbert, to assess implementation of the corrective action plans. All areas of non-compliance were resolved based on the follow up review visit and no further action was required. The full OHS report and corrective action plans are available for review upon request. The next program review is scheduled for 2013-14.

The Carroll County Board of Education is committed to excellence and quality of service of the children and families enrolled in the Carroll County Child Development Center. We believe in a process of continuous improvement and utilize the review findings to refine operations and build a program of excellence.

## **Curriculum and Assessment**

**Curriculum:** All staff (both HS and EHS) has been trained in High Scope practices and philosophy of child development.

The following curriculum is used by the Head Start program:

- Building Language for Literacy - Literacy program that is theme based. Program includes pre and post assessments for each theme.
- Everyday Math - a math program that utilizes developmentally appropriate games to teach concepts. The program is used in our school system through 6th grade.
- Second Steps - Violence prevention, social-emotional development. In addition, program's Mental Health Consultant supplements this area using The Incredible Years.
- LEAP –nutrition literacy/exercise program for preschoolers

The following curriculum is used by the Early Head Start program:

- Home-based - The Portage Project
- Center-based - High Scope with ongoing assessment through COR
- Pregnant women - Partners for a Healthy Baby

All domains from the Head Start Child Development and Early Learning Framework are aligned within these curriculum choices and crosswalk documents area available.

**Assessment:** The Head Start/Kentucky Preschool programs use the Brigance Screening Tool to collect baseline information and the Child Observation Record (COR)/Preschool as an ongoing assessment tool. Individual student tracking sheets that document progress in the areas of fine

motor, gross motor, adaptive, cognitive, social, and social communication are also kept. The Early Head Start program uses Ages and Stages to screen children in the above mentioned areas. The COR/Infant Toddler program is used for ongoing assessment.

### **School Readiness Goals:**

Carroll County Child Development Center, in collaboration with Kentucky Department of Education, has adopted the following school readiness definition as set forth by the Governor's Task Force on Early Childhood Development and Education:

**Each child enters school ready to engage in and benefit from early learning experiences that best promote the child's success.**

It is understood that five developmental areas will be targeted to ensure school readiness for all children exiting our program. These areas include: approaches to learning, health and physical well-being, language and communication development, social emotional development, and cognitive and general knowledge. Goals are further defined for each domain as follows:

#### Physical Development and Health

- Children will demonstrate control of large muscles for movement, navigation, and balance.
- Children will demonstrate control of small muscles for such purposes as using utensils, self-care, building, writing, and exploring.
- Children and families will practice healthy and safe habits.

#### Social and Emotional Development

- Children will develop and demonstrate positive interactions and relationships with adults and peers.
- Children will develop and demonstrate the ability to recognize and regulate emotions, attention, impulses, and behavior.

#### Approaches to Learning

- Creative Arts Expression – Children will demonstrate an interest in and participate in a variety of visual arts, dance, music and dramatic experiences.
- Approaches to Learning – Children will demonstrate flexibility, inventiveness, curiosity, motivation, persistence and engagement in learning.

#### Language and Literacy

- Language Development – Children will be able to utilize language to express their wants and needs.
- Language Development – Children will engage in conversations, follow directions, and comprehend language
- Literacy Knowledge and Skills – Children will be able to demonstrate knowledge of print and develop the awareness that print conveys meaning
- English Language Development – Children who are dual language learners will demonstrate competency in their home language while acquiring beginning proficiency in English

## Cognition and General Knowledge

- Logic and reason – Children will find multiple solutions utilizing symbolic representation to questions, tasks, problems and challenges by using reasoning skills.
- Mathematics knowledge and skills – Children will use math in everyday routines to count, compare, relate, pattern and problem solve.
- Science knowledge and skills - Children will engage in exploring their environments through observations, manipulation, asking questions, making predictions and development hypotheses.
- Social Studies knowledge and skills – Children will engage in exploring their family and community, its history and events, and interacting with people and the environment.

These goals articulate high expectations for children’s progress across the domains of the Head Start Child Development and Early Learning Framework and the Kentucky Early Childhood Standards.

In order to achieve these goals and to facilitate each child’s entry into kindergarten ready to engage in and benefit from early learning experiences that best promote his/her success, the Carroll County Child Development Center will:

- Provide engaging environments, interactions and developmental experiences that promote growth and learning to ensure that all children enter school eager and excited to learn.
- Develop child goals based on Head Start Child Development and Early Learning Framework, Kentucky Early Childhood Standards, COR for infants, toddlers, and preschoolers.
- Provide highly individualized intentional teaching and learning.
- Implement research-based curricula and teaching practices.
- Provide intentional support to English language learners and children with disabilities.
- Implement strategies to improve attendance.
- Assess all children three times per year on COR for infants, toddlers, and preschoolers. Monitor exit skills for children leaving 3-year old program and 4-year programs.
- Conduct ITERS-R evaluations for Infant/Toddler classrooms and ECERS-R for Preschool classrooms twice annually.
- Use data (including CLASS data) to plan improvement with classroom staff, determine professional development activities, and budget funds for classroom materials and supplies.
- Inform all stakeholders of progress of school readiness goals.

## **Parent Involvement**

A variety of parent involvement opportunities are offered to our families annually. These activities provide parents with an opportunity to engage in developmentally appropriate interactions with their child while enhancing parenting skills. All parents are encouraged to complete a family interest survey upon their child’s entry to the program. Trainings are planned throughout the year based on these interest areas. Parent involvement opportunities during this program year include:

- Enrollment of all children in Dolly Parton Imagination Library

- Participation in ‘RIF (Reading is Fundamental) Week’ activities.
- Parent/Teacher conferences conducted twice annually for preschool families.
- ‘Stronger Together’ parenting classes and ‘Family Wellness’ classes both offered by community partner, Northern Kentucky Community Action Center
- Bi-monthly socialization for families enrolled in EHS home-based option including a variety of topics (such as budgeting)
- Health clinics designed to provide parents an opportunity to complete health requirements for their children.
- Workshops, including a couponing class and “Healthy Weight, the Reality Series” were offered in collaboration with the UK Cooperative Extension service.
- Volunteer opportunities to assist in EHS and HS classrooms
- Membership in our program’s parenting group
- Membership on our program’s Health Advisory Board.
- End of Year picnic and moving up ceremony for Head Start/Preschool families
- Family Fun Night activities which includes activities such as Open House, Community Baby Shower, Fall Festival, and Holiday Make and Take.
- District-wide literacy fair themed around the birthday of Dr. Seuss.
- Summer Enrichment Program, a family-based opportunity offered to children leaving our program and preparing to enter Kindergarten

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Head Start and Early Head Start Programs

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Head Start and Early Head Start Programs

Approved by Policy Council on \_\_\_\_\_ and Governing Board on \_\_\_\_\_