



Operational Reports

August, 2022 Information

September 8, 2022 Board Meeting

September 21, 2022 Policy Council Meeting



Empowering people, transforming lives

Highlights



WNCSource Children's services held an open house on August 25 and 26th - Many families and children came to meet their teachers, visit their classrooms, and learn about all of the WNCSource services and community resources! Children were delighted by the bubble machines, small gifts, and family photo "bubble "board.

Hooray! Forest City Classrooms are furnished, and the toys are on the shelves! The staff is working hard to open soon!

We had a fantastic in-service training on August 22,23 and 24th - lots of outstanding trainers, group activities, and inspirational messages to prepare and motivate us for the 2022- 2023 school year!

WNCSource Early Childhood Education Job Fair on Thursday, September 1st, 10 -4 at Forest City Children's Center.

WNCSource Soft team concluded their season with a huge win - Runner-up in the Henderson county B Division Adult Softball. We had many Board and Policy council members, teachers, site supervisors, managers and more join the fun and play ball !

Incidents Requiring Classrooms to be Closed

Covid Classroom Impact - 08/01 - 08/28 (Aug)

Classroom	Reason	Date(s)	Day(s) Out	Staff Affected	Children Affected	Cumulative Days Out: Staff	Cumulative Days Out: Children
NO Classrooms Closed							
Totals:				0	0		
<i>ALL classrooms were closed August 22nd - 24th for Pre-Service</i>							
<i>EHS classrooms were closed August 18th, 19th, 25th & 26th for Teacher Workdays.</i>							
<i>10 Month employees returned on Monday, August 15th. Many children will return on Monday, August 29th & 30th. Some classrooms have a delayed start.</i>							
<i>Bruce Drysdale had an early dismissal on Wednesday, August 3rd, and was closed on Friday, August 19th for a Teacher Workday.</i>							
<i>Etawah did not provide wraparound due to lack of staff.</i>							
<i>Hillview is ending wraparound at 4:30 due to lack of staff.</i>							

Staffing Updates



Staff Hired:

Colleen Dolan, Site Supervisor

April Barrett, Site Supervisor Trainee

78 Staffing Positions Open (*Forest City now included.*)

Staff Departing:

Alexandra Green, Nc Pre-K Teacher @ Hillandale
Resignation on 8/2

Kristen Lewis, Nc Pre-K Teacher @ Clear Creek
Resignation on 8/12

Crystal Robles, Bilingual ERSEA Specialist
Resignation on 8/17

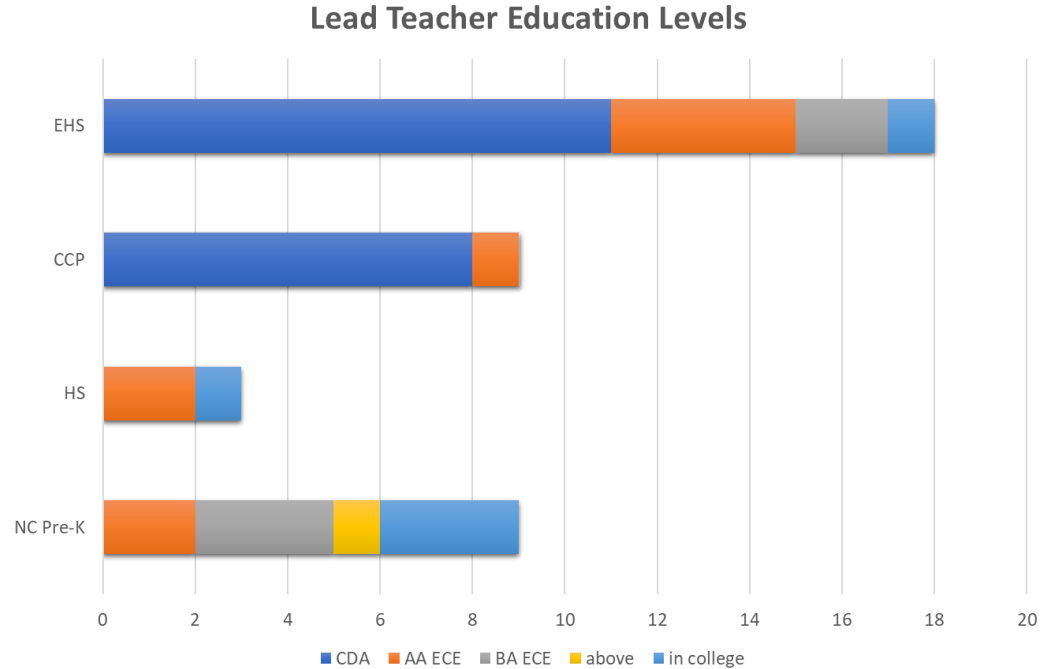
Deirdre Clark, NC Pre-K Teacher @ Etowah
Resignation on 8/22

Nikita Norris, Head Start Teacher (Temporary TA) @ Etowah
Resignation on 8/22

Education Levels of Teaching Staff

11 teaching staff working towards higher education levels.

- 2 EHS teachers
- 1 floater
- 1 CCP teacher
- 1 HS teacher
- 3 NC Pre-K teachers
- 3 NC Pre-K assistants



Professional Development Updates



Pre-Service 2022 August 15th - 26th:

- 3 days at First United Methodist Church in Hendersonville
- 3 days at Lutheridge Camp and Conference Center
- Creating a Family led training for our staff on Prenatal Substance Abuse. We will have a follow up in September with them.
- Teaching Strategies provided training for our teaching staff on the Assessment part of implementation of curriculum
- Conscious Discipline provided training for all of our staff on the brain's role in making connections with children.
- ASAP provided training for our preschool staff in implementation of the Growing Mind Curriculum
- The Health Department Hygienist provided training on toothbrushing in the classroom.
- Additional training topics by internal staff on Health communications, Social Emotional and Sensory Supports to the curriculum, a new Infant Toddler observer tool QCIT, Routines for Infants/Toddlers/Twos, Medication, Policies & Procedures, CACFP, Health & Safety & More.

Coaching Updates



The coaching team provided 70 informal coaching contacts, 6 intensive in-person coaching contacts, 19 standard coaching contacts, 4 data chats, and 3 meetings with supervisors in August. In addition, three days of onboarding was provided for one new EHS teacher.

Coaches completed Curriculum to Fidelity checklists in July and August for traditional EHS sites and CCP sites are in progress with completion expected soon.

Coaches also planned and/or assisted with three training sessions for pre-service. This included: *Hearts and Minds is For Everyone*; *Routines for Infants/Toddlers/Twos*; and *Intro to QCIT*. The CCP coach also met with CCP staff during training to discuss lesson plans, home visit requirements, the Fidelity tool/coaching goals, and plans for onboarding new staff.

Coaches participated in Open House events and shared information about the Family App.

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Early Head Start Updates

Etowah received a \$150 check from Mathematica/Univ of Massachusetts for participating in the ExCELS study. Parents participated in the National Night Out event at Jackson Park.

Hillview received the most improved site in the decluttering campaign with the reward of dinner out and a treat.

Conducted three site visit for Internal monitoring of playgrounds and Active Supervision.

Forest City will have open house on September 1, 2022, from 10am-4pm.

August trainings: Prenatal Exposure, CPR/First Aid and SIDS.

EHS open house events were a huge success! Parents met teachers, toured classrooms and learned about EHS services.



NC Pre-K & Head Start Updates

- LETRS (lead NC Pre-K teacher early literacy training) resumes for 2022-23 school year (upcoming training date: September 15th)
- Our Henderson County NC Pre-K committee met 8/17/22 and established committee members for the 2022-23 year
- Several policies and plans were also approved (Conflict of Interest policy, Contract/Budget/Slot Allocations, Reimbursement Rates, Prevention of Suspension/Expulsion plan, Transition plan, Family Engagement plan, Limited English Proficiency plan)
- Long Tern sub lead teachers can be reimbursed at the lead teacher rate
- Monthly reimbursement to contracting agencies will be paid based on attendance instead of a contracted slot rate



- WNCSource Bruce Drysdale classroom opened July 11th (HCPS “flex” schedule)
- Other HCPS WNCSource classrooms (Dana Elementary & Hillandale Elementary) open on August 29th
- Clear Creek Elementary classroom will open mid October w/ new staff



- Interviewing continues for HS & NCPRK teachers / teacher assistants. We remain optimistic on increasing our staff for the coming year!
- Long-term lead and assistant NC Pre-K teacher qualification flexibilities and duration are in effect for the full 2022-23 program year.
(Rule .3013 for flexibilities per the NC Pre-K Additional Guidance)

Partnership (CCP) Updates



CCP participated in many aspects of the inservice training -it was great to have them with us!

The new teacher onboarding training given by our new Program Quality Support, Paige Bronson, is providing a solid start for CCP EHS staff! This training program also includes Patty Burgess providing a one-hour training on behavior intervention techniques, Cecilia Pace offering an hour on using Teaching Strategies and our curriculum, and Kathleen McDavid presenting an overview or the history of Head Start and what a significant impact it has on children and families to be a Head Start teacher. These trainings will be offered to all new-hire CCP EHS teachers moving forward. Kids' Kingdom teachers will be receiving this training at their site August 27, 2022.

A new CCP classroom has opened at our Little Blessings partnership site with four new EHS slots.

Enrollment

Overall Enrollment

Bruce Drysdale opened on 7/11/22 for the new program year. Additional Head Start and NCPK classrooms will open on 8/29/22 with some having a delayed opening in October 2022.

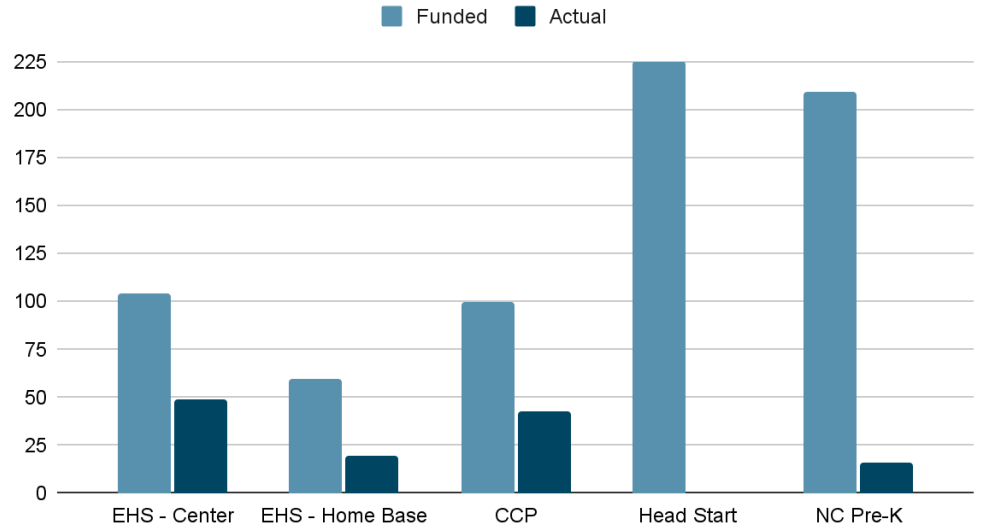
- Early Head Start (Center-Based) - 47%
- Early Head Start (Home-Based) - 33%
- EHS/CCP - 43%
- NCPK (Bruce Drysdale Only) - 89%

Waitlist

- **398** Participants on the Waiting List. Some children may be waitlisted for multiple program options.
- **28** Families are Waitlisted for the Home Visiting Program
- **144** Children are Waitlisted for the Early Head Start or CCP Program and **5** Expectant Families are Waitlisted.
- **247** Children are Waitlisted for Head Start or NC Pre-K Program

During the month of July, the ERSEA Team has received and processed 59 new applications for enrollment. Over the last 3 months, the ERSEA Team received, on average 60 applications per month.

2022-2023 Enrollment



Attendance

August 2022

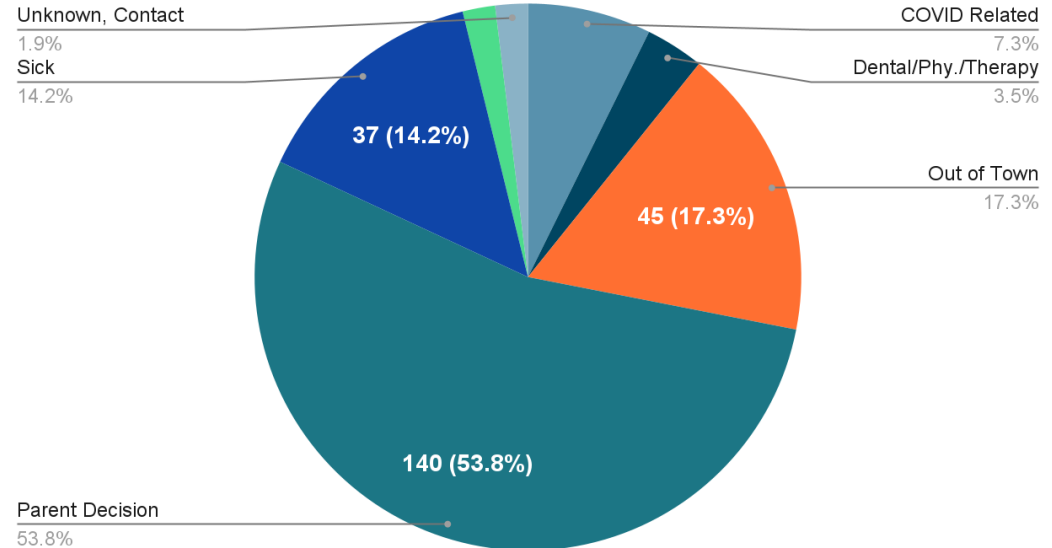
Average Daily Attendance by Program Type

- EHS Average Attendance 76%
(Increase of 10%!!!)
- CCP Average Attendance 75%
- Head Start & NC Pre-K 91%
(Bruce Drysdale Only)

Absence Summary



- Total number of 260 Absences in August 2022
- Only 7.3% of those absences are related to COVID and a majority of them are Parent Decision.

Absence Reasons



Family Strengths & Needs

- Family Advocates and Parent Educators have already started meeting with their families for the 2022-2023 Program Year and developing relationships and goals!
 - The 2022-2023 Early Head Start Program year started on 7/1/2022
 - The 2022-2023 EHS - CCP Program Year started on 8/1/2022
- 70% of all currently enrolled families have the Family Strengths & Needs Assessment (FSNA) completed by the FA/PE. This is to be completed within 45 days of enrollment - so at this time - no FSNA's are past due!

Report Totals	Preliminary			End of the year		
	Completed	Due within 30 days	Past Due	Completed	Due within 30 days	Past Due
Families: 56	70% 	0	0	0% 	0	0

Development & Behavior Screenings

For the 22-23 Program Year, our procedures have changed and the Early Intervention Team will be meeting with families individually to complete the screenings together.

All currently enrolled children either have the screening completed or are scheduled.



We have completed 108 ASQ-3 and ASQ: SE -2 and are continuing to complete scheduled ASQs with families.


We are scheduling new enrollees as soon as possible.

Two referrals have been initiated and are in process.

We are enjoying getting to know the families and having his information immediately and knowing where our children are before school starts.

[22-23 ASQ Tracker](#)

Disabilities Services



Program	Served	% of enrolled	% of funded enrollment	Referrals
EHS	10	17%	6%	1
CCP	5	12%	6%	0
Expansion	0	0%	0%	0
HS	6	33%	1%	1

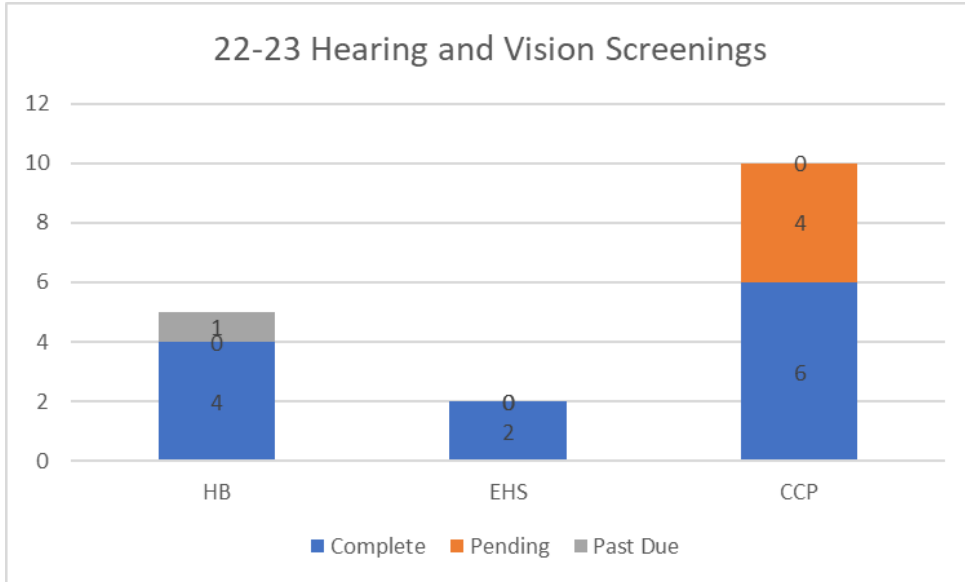
Currently no Expansion grants have any children enrolled.

We are having new referrals requested at open houses and they are in process.

As we complete ASQs more referrals maybe made.

We are offering resources at open houses and at the time of doing the ASQs. At all open houses we are introducing ourselves and encouraging parents and teachers to use the EI team as a resource.

Hearing & Vision Screenings



16 new EHS and CCP enrollees for 2022-2023 Program Year:

Home Based- 4 Complete, and 1 passed due and missing as of 8/26/22 (expired 8/26)

- Working with PEs on common time to visit family to complete screening

EHS- 2 complete, and 0 passed due and missing as of 8/26/22

CCP- 6 Complete and 4 pending due 10/6 or later

Health Specialists are gearing up for 45 day requirement for newly enrolled CCP and Head Start Children

Safety



The state of emergency was lifted on August 15, 2022. This means Senate Bill 570 regarding "Hold Harmless" expires six months after the state of emergency is rescinded. DCDEE is in the process of developing procedures on the process to get back on track with rated license assessments. More information to come.

Routine unannounced visits have now been reinstated. This means consultants will be conducting two monitoring visits within 12 months. -annual compliance visit

Criminal Background Check -Qualification expiration has changed from every three to every five years. A new qualification letter will not be issued. We will put the five-year date instead of the three-year expiration date on the staff and training worksheet. Example: issue date is 8/4/2020 -will be 8/4/2025 (5 years).

During in-service training, children's Services completed Health and Safety training on 8/24/22. The next agency Safety meeting will be **on September 13, 2022.**

The new Children's Services shoe policy training has been completed, and the policy is in effect. Each school site is updating and reviewing its Emergency Preparation and Response plans.