



# Operational Reports

February 2024 Information

March 14<sup>th</sup> Board Meeting

March 21<sup>st</sup> Policy Council Meeting



Empowering people, transforming lives

---

# Program Information

Linda Carter, Children's Services Director

# Highlights



Our CCP Partner Little Bright Minds is expanding and moving to Saint James Church at 766 N Main St, Hendersonville, NC 28792. We are so excited to see her wonderful Early Childhood program grow!

February is designated as National Children's Dental Health Month. WNCSource organized a Children's Services Dental Campaign to support this initiative, which was a tremendous success. Thanks to the tireless efforts of teachers, Site Supervisors, the Health Team, and Family Advocates for families, we increased the number of families with a dental home.

Children's Services Director took part in the first Safe Sleep Pilot Committee meeting for Henderson County on 2/16, HCPS Stakeholders Focus group for strategic planning on 2/21, Henderson PreK subcommittee meeting panel discussion on 2/23, PCPS NC PRE K Committee meeting 2/28 and Henderson County ECE Taskforce meeting 2/29.

# Classroom Closures



January 27 - 31, February

## Unscheduled:

1 Classroom at Forest City closed on January 29th due to lack of staff.

1 Classroom at King Creek closed on January 29th due to lack of staff.

1 Classroom at Etowah closed on January 31st due to both staff out.

1 Classroom at Dana closed on January 31st due to lack of staff.

1 Classroom at Etowah closed on February 1st due to both staff out.

1 Classroom at Forest City closed on February 1st due to lack of staff.

1 Classroom at Forest City closed on February 5th due to lack of staff.

1 Classroom at Sugar Hill closed on February 7th due to lack of staff.

1 Classroom at Etowah closed on February 12th due to lack of staff.

The Developmental Day classroom closed at Tebeau on February 15th due to two of the three staff being out.

1 Classroom at Dana closed on February 19th due to lack of staff.

1 Classroom at Tebeau closed on February 23rd due to lack of staff.

1 Classroom at Hillview closed on February 26th due to lack of staff.

1 Classroom at Sugar Hill closed on February 26th due to both staff out.

1 Classroom at Sugar Hill closed on February 27th due to both staff out.

1 Classroom at Forest City closed on February 28th due to lack of staff.

## Scheduled:

All classrooms were closed on Friday, February 16th for a Teacher Workday.

# Staffing Updates



## Staff Hired:

**Lindsay Ridgley** - After-school Team Member

**Ashley Abbatiello** - HS Teacher

**Kate Robinson** - Family Advocate

**Natasha "Tasha" Levi Perkins** - Substitute

**Summer Brookshear** - EHS Teacher

**Kaydence Wilson** - After-school Team Member

**Laurie Kaliff** - Substitute

**Rowan Long** - After-school Team Member

**Madeline Ortiz Mendez** - Enrollment Coordinator

**Abby Grossen** - After-school Team Member

19 Trainees since 03/22- Program Inception

5 Apprentices hired 06/27/2023

37 Staffing Positions Open\*

*\*Not including After-school, Columbus, Substitute and Trainee/Apprenticeship positions. It DOES now include Development Day as well as Fletcher & Edneyville. It does include positions that are currently being filled by Trainees.*

## Staff Departing:

**Dari Medina**, Center Floater

**Marlene Dominguez**, EHS Teacher

**Audrey Marr**, HS Teacher

# Wrap Around Staff



## **Current Staff:**

- Henderson County: Rachel Dombeck, Rowan Long, Teodora Palomino, Hannah Powell, Michelle Quinn, Lindsay Ridgley, Alma Rodriguez, Dara Seetaram, Cynthia Sherer, Alejandra Vera, and Kaydence Wilson.
- Rutherford County: Krystal Bates, Brooklyn Watkins (WA ends March 8th at this location)
- Transylvania County: Lauren Street

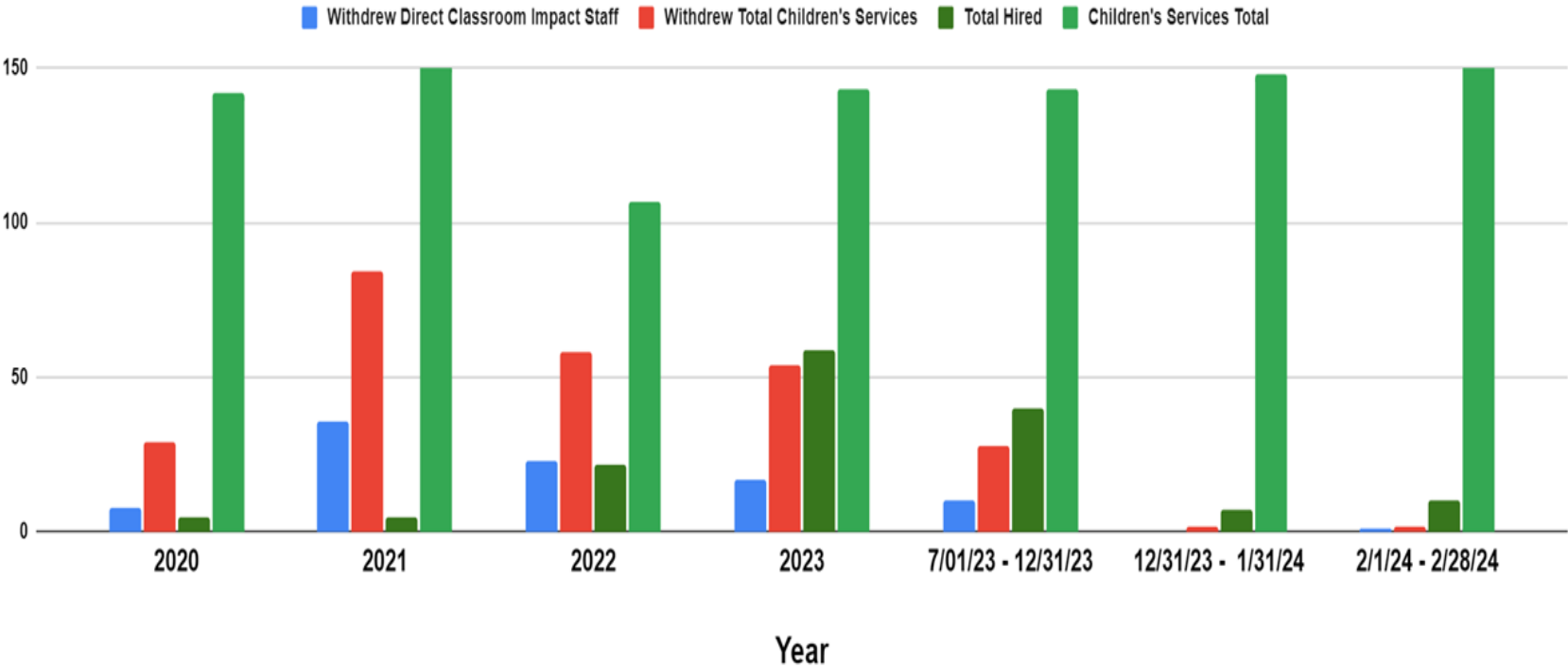
## **In the Pipeline:**

- Gracen Wilbanks (01/31), Abby Grossen (03/06), Emma Boothe (03/06), and Maggie Travis (03/06).

## **Needs: (only taking in consideration current numbers of children signed up for wrap around)**

- Henderson County: TBA (WA moved to other locations from FRCC in February.)
- Rutherford County: 0 (WA ends March 8th at this location)
- Transylvania County: 3

# Staffing Changes



# Facilities



The WNCSource Safety Team meeting was held on February 13, 2024.



# Program Instruction



**ACF-PI-OHS-24-01** Issuance Date: 1/9/2024 <https://eclkc.ohs.acf.hhs.gov/policy/pi/acf-pi-ohs-24-01>

**SUBJECT:** Federal Reporting Standard Forms 425 & 428

## **INSTRUCTION:**

This Program Instruction (PI) notifies recipients of the submission requirements for Federal Financial Report Standard Form (SF)-425 for expenditures to the U.S. Department of Health and Human Services (HHS) Payment Management System (PMS) and SF-428 for tangible personal property. HHS has adopted [2 CFR §200.344](#) for the closeout of federal awards. As such, the liquidation period for closeout is now no later than 120 calendar days after the end of the period of performance (i.e., project period). This only applies to the closeout of the project, not budget periods within the project. The frequency of report submission is updated with details identified below.

This PI supersedes ACF-PI-HS-17-04.

---

# Enrollment

Kasheiva Jackson, Family Services Manager

# Enrollment

## Overall Enrollment

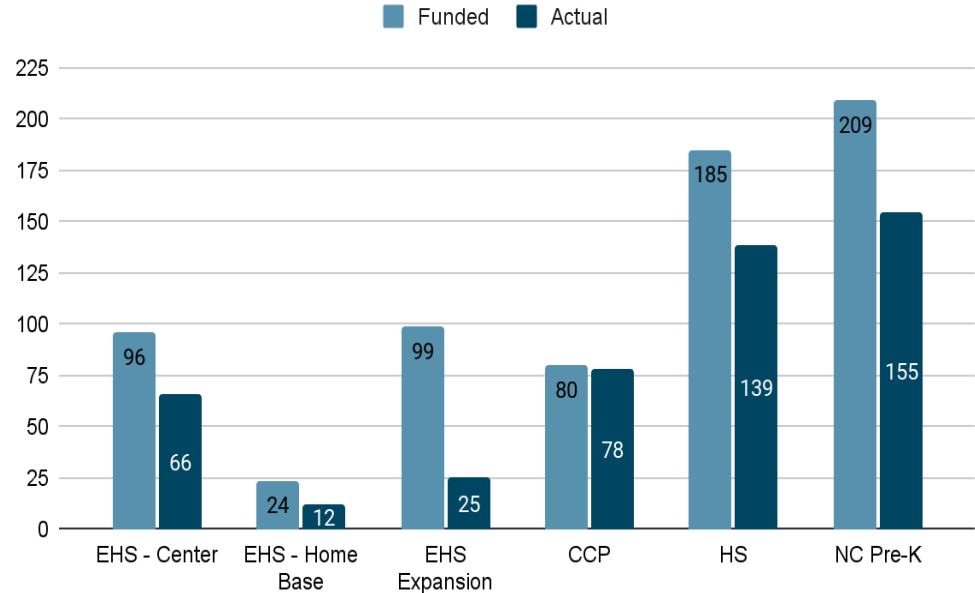
King Creek 1 projected opening 3/11

- Early Head Start (Center-Based) 68%
- Early Head Start (Home-Based) 50%
- EHS Expansion 25%
- EHS/CCP 97%
- HS-75%
- NCPK- 74%

## Waitlist

- **140** Participants on the Waiting List. Some children may be waitlisted for multiple program options.
- **47** Children are Waitlisted for the Early Head Start.
- 1 waitlisted for EHS Expansion
- 1 waitlisted for CCP Program
- **79** Children are Waitlisted for Head Start
- **15** NC Pre-K Program

## 2023-2024 Enrollment



# Attendance

February 2024

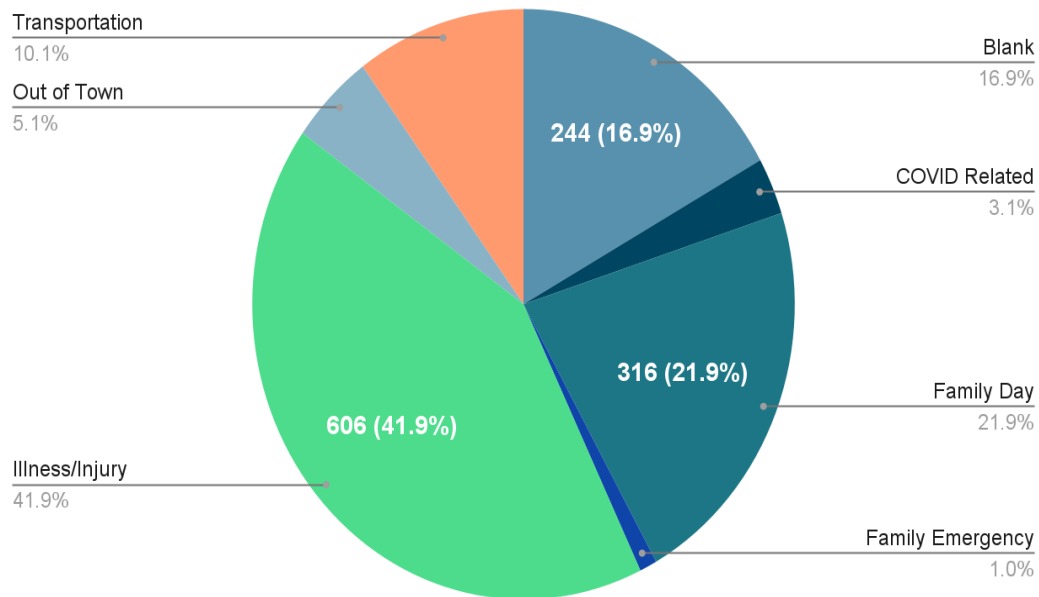
## Average Daily Attendance by Program Type

- EHS Average Attendance 82%
- EHS Expansion Attendance 76%
- CCP Average Attendance 79%
- Head Start Average Attendance 82%
- NC Pre-K Average Attendance 83%

## Absence Summary

- Total number of Absences from 1/27/24-2/28/24
  - 1445 (Increase of 346)
- 45 absences are related to COVID and a majority absences are due to Illness/Injury (606).

## Absence Reasons



---

# Education & Child Development

Candy Doncevic, Education Coordinator

# Snapshot of Winter 2024 Checkpoint Data



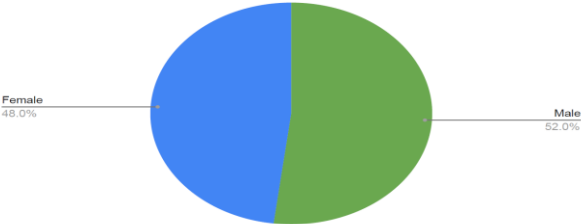
- Out of 377 possible children 372 had enough GOLD data.
- Children are from 426 classrooms and 17 sites
- 51% Male, 48% Female, 1% Non-Binary
- 8% African American, 76% White, 2% No response
- 44% Hispanic or Latino and 56% not Hispanic or Latino
- 12% children with IFSP (EHS) 16% with IEP (HS)
- 69% of the children's primary Language is English and 31% are Spanish

# Child Assessment Data



WNCSource Fall 23/24 (131 Children)

Gender



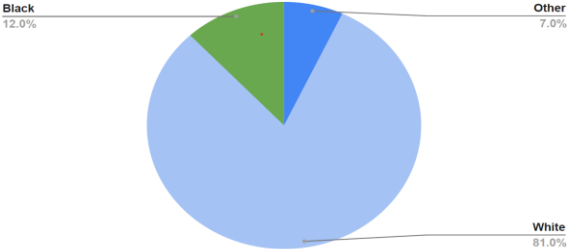
WNCSource Winter 23/24 (338 Children)

Gender



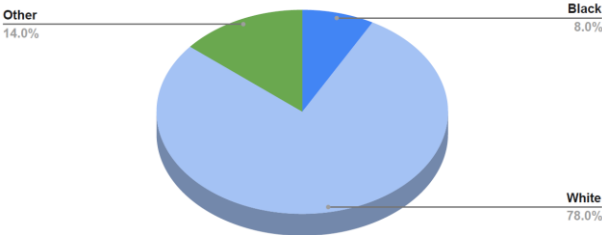
WNCSource Fall 23/24

Race

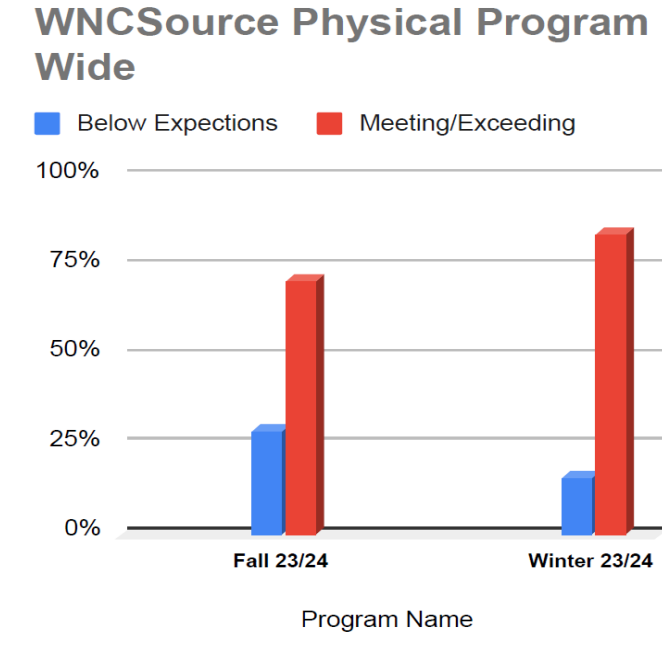
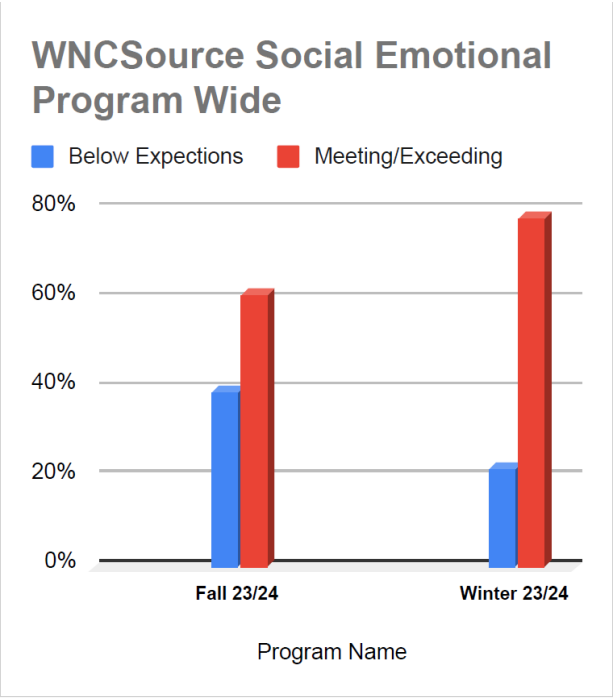


WNCSource Winter 23/24

Race



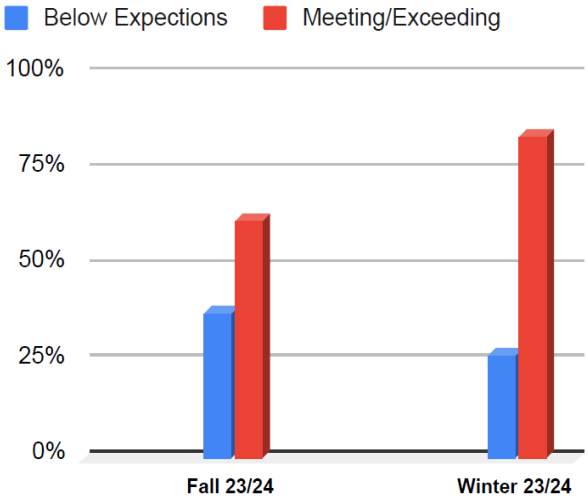
# Child Assessment Data



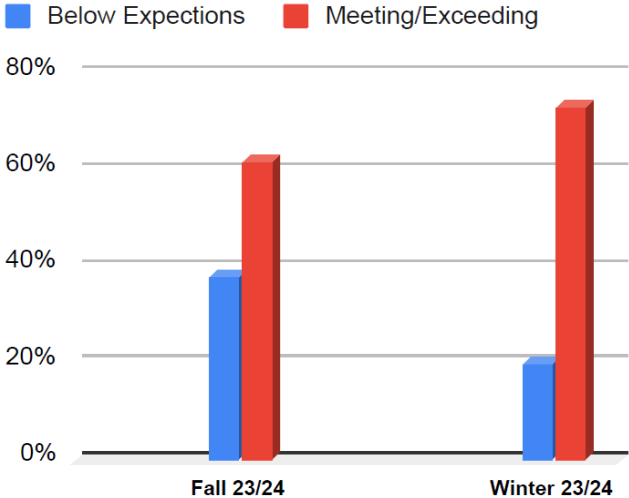


# Child Assessment Data

## WNCSource Language Program Wide

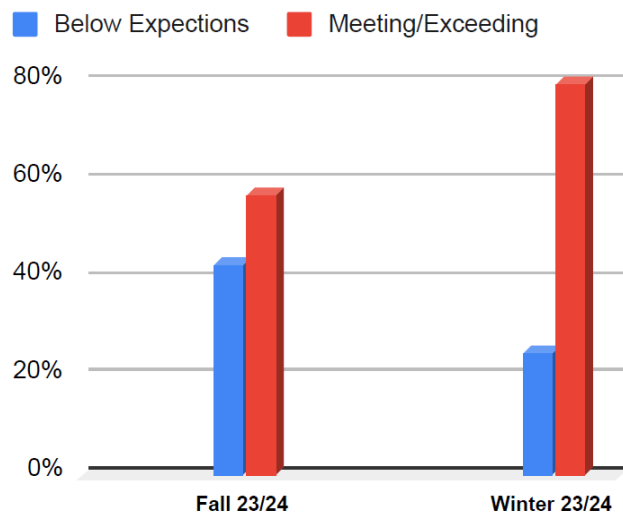


## WNCSource Cognitive Program Wide

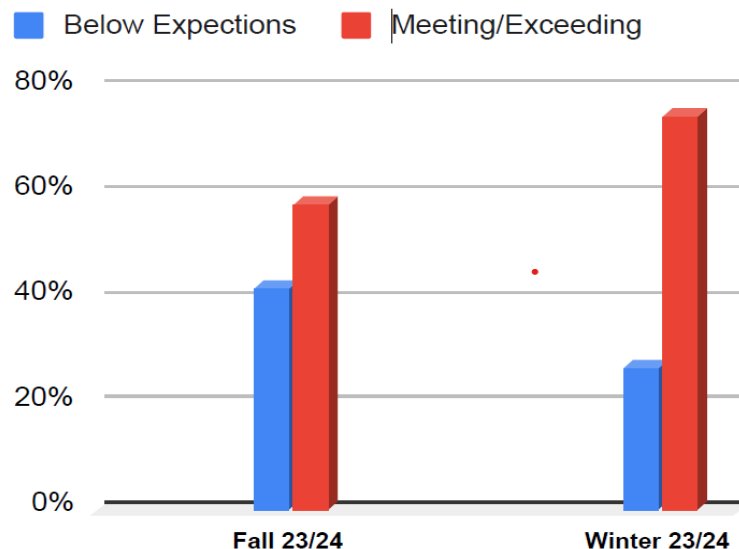


# Child Assessment Data

## WNCSource Literacy Program Wide



## WNCSource Math Program Wide



# Child Development Progress



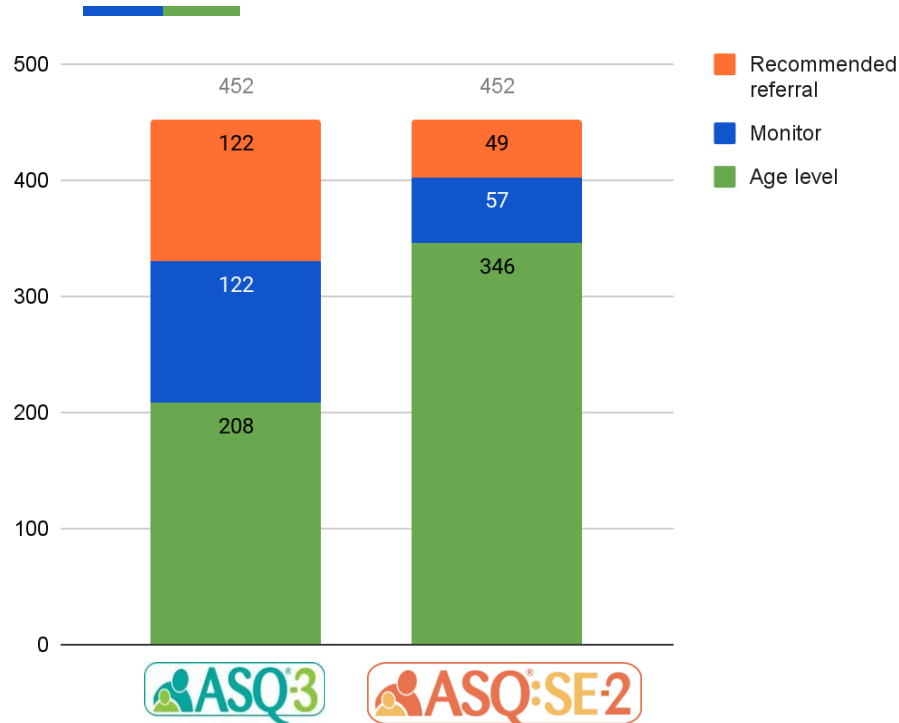
- The largest age group of children we serve are 4 year olds at 42%
- One of the largest areas of Growth we saw were in Social/Emotional domain. With the growth in this area the 377 children we serve 223 children we are their first experience in a classroom setting. That group starts off with much lower skill levels and almost all are meeting or exceeding expectations by the end of the program year.
- Language domain is the area with the least growth. 38% of our children are dual language learners. Coaches are working with our staff on how to boost language use in the classrooms. 50% of teaching staff have goals around this area.

---

# Early Intervention

Mary Hanson, Early Intervention Coordinator

# Development & Behavior Screenings



## Narrative ...

- 171 Children have a “Referral Recommended” status. Some families have requested referrals and we are supporting those. Others we are using ongoing classroom monitoring and teacher report for updates.
- 100 for Developmental Needs only
  - 27 for Behavioral Needs only
  - 22 for both
- 38 Children are scheduled to have ASQs completed within 45 day requirement.

# Disabilities Services

Grant	Open IFSP / IEP	Cum. Enrollment	% of enrolled	Referrals	Child Support Plans
EHS & HS	48	298	16%	22	16
CCP	15	123	12%	4	2
Expansion	4	54	7%	5	1
NC PreK	17	113	15%	12	15

Each OHS grant requires us to serve 10% of our cumulative enrollment with children who qualify for an IEP or IFSP. We include NCPreK for comparative. Disability Waiver was submitted for the Expansion Grant.

Diagnosed Disabilities include:

- Autism (20)
- Health Impairment (10)
- Developmental Delay (29)
- Speech or Language Impairment (12)
- Hearing Impairment (1)

Team is supporting 9 children with an initial Early Alert to determine any developmental needs.

# Early Intervention Updates



17 Children are currently receiving private therapy throughout our agency.

Our Classroom Specialist Nathalie Steffan Santos is wrapping up in a class at Sugar Hill with a move to Etowah next and Forest City following.

Our new developmental specialist is out seeing children, helping to modify curriculum and embed IEP goals into lesson plans. She is also supporting children with IEPs and IFSPs and coordinating services with the school systems and CDSA.

Nathalie and I are attending a train the trainer program this month so that we can provide the Circle of Security classes to parents at our centers in the future.

## Support Provided:

- Notify school systems and CDSA for IFSPs, IEPs
- ASQ screenings and parent conferences
- Child Support Plan meetings
- Communications with parents and community partners
- Sensory tools and strategies
- Observations and development of BSPs and CSPs as well as small groups.
- Classroom teacher supports
- Working with HCPS ,TCPS, CDSA, Olson Huff, TEACH, Key Autism Center, Carolina Peds, Mental Health Specialists, Children and Family Resource Center.

---

# Health & Nutrition

Caitlin Cole-Ekman, Health & Nutrition Coordinator



# Well Child Check Status



Expired Well Child Checks as of 02/27/2024:

EHS: 22 Children; 80% up to date

CCP: 12 Children; 82% up to date

HS: 2 Children; 85% up to date

NCPK: 16 Children; 83% up to date

## Dental Status



Dental status as of 02/27/2024:

- 331/409 children >1 years old have dental homes
- 104 have been seen in last 6 months
  - Many more had appointments but we haven't received paperwork

# Vision and Hearing Referral Status



February 2024

Heath team currently completing screenings for 2023-2024 program year

- 1st priority is to screen new participants
- All children are screened annually
- If a child fails screening 2x, we refer to them to their pediatrician for further screening/evaluation

Hearing - 367 completed, 3 children past 45 day requirement, 0 referrals needed

Vision- 366 completed, 1 child past 45 day requirement, 14 children are currently in the referral process

# CACFP February

Center	Breakfast Meals Served	Lunch Meals Served	Afternoon Snacks Served
Bruce Drysdale	257	256	233
Clear Creek	269	255	248
Dana	248	248	226
Edneyville	212	208	117
Etowah	688	686	591
Flat Rock	231	232	196
Forest City	257	258	246
Hillandale	249	241	231
Hillview	619	599	560
King Creek	931	920	870
Sugar Hill	772	786	696
Tebeau	599	600	591

November Reimbursement: \$33,861

October Reimbursement: \$35,683

September Reimbursement: \$31,662

August Reimbursement: \$21,269

July Reimbursement:  
\$2,922

(Snacks, Forest City and Hillview Only)

June Reimbursement:  
\$14,149

May Reimbursement:  
\$27,232

April Reimbursement:  
\$21,816

March Reimbursement: \$22,797

---

# Family Services

Kasheiva Jackson, Family Services Manager

# Family Services



# Parenting Curriculum: Ready Rosie



We have 252 (+10) families connected to ReadyRosie.

## Parent Comments

- **Bear Hunt** "I've been wanting to try things with them at the park, so I love this video. Most of the time, they just want to run away from me & it's frustrating with two! I've started bringing a ball with us, so we can roll it back & forth. I'm sure because they don't talk, we can't start the "Bear Hunt" activity, but I like this because I know we can build towards it/try it out when they understand more!"
- **Routine Strategy: Routine Chart:** "Me parece muy interesante hacer una lista de las cosas que tenemos que hacer de rutina para que ellos vayan recordando que todos los días son necesarias hacerlas."

---

# Program Updates

**Bridgett Librado, EHS Program Services Manager**

**Amy Smith, HS / NCPK Program Services Manager**

**Kathleen McDavid, CCP Coordinator**

**Hunter Weatherford, PD Coordinator**





# EARLY HEAD START UPDATES



- ❑ Wrap Around (Aftercare) ended for the Flat Rock Children's Center site on February 15th. Unfortunately we were unable to keep aftercare open due to the very limited amount of need in that area. We have offered anyone affected to please sign up for another location that has aftercare open near this area.
- ❑ Hillview held a Literacy Family Engagement last month and held a puppet show for EHS families. I have added pictures of the reading event.
- ❑ Hillview staff also work hard on creating their newsletter for their families on current events updates every month which families enjoy
- ❑ Sugarhill had a Friendship Party in February to celebrate the love and connection between family and friends. They had a photo booth, dance party, and snacks for everyone who attended. The families were also given a training on fire safety and explained the drills practiced at the center.

# Early Head Start Pictures

## Hillview Literacy Engagement



# Early HeadStart Pictures

## SUGARHILL FRIENDSHIP PARTY





# Head Start / NC Pre-K Program Highlights

## Kindergarten Readiness Activities Continue as Kindergarten Registration Opens.

- Transition plans
- K rallies
- Parent committees on K readiness skills/needs



## Leadership and Advocacy:

### Teachers Achieving Higher Education Goals

- For a project at UNCG, teacher Melanie Sellers has chosen to focus on family engagement, specifically male involvement. Throughout February and March, her classroom will be inviting all male role models to come into the classroom and "Play the Day Away" with their child. Head Start's mission is to promote school readiness of children by enhancing their cognitive, social, and emotional development. As an educator, I know this cannot be accomplished without the support of each child's family and "learning through play". Male role models in young children's lives play a vital role in this development. Through encouraging the male role models to come into the classroom and see how we use play as a vehicle we will empower them to continue using play in this way outside of the classroom.

# HS/NCPK Classroom Highlights

## “Caring for Our Community” project @ Clear Creek!

In this picture, the children are working cooperatively to clean tables and materials. The objective: To participate cooperatively and constructively in group situations, balances the needs and rights of self and others, and solves social problems. The intent was to teach the children about the basics of functional behavior in a community, if we all take part in caring for our environment (our classroom), we are taking responsibility for ourselves and our own conduct (mess it up, clean it up) as well as showing respect and consideration for the other members of our community.



The teacher was able to draw connections between scrubbing tables/materials and participating in a “Fix It Up” day at a local park, scrubbing, painting and picking up trash.

The children wanted to “Fix It Up” in their classroom.  
(comments from children while cleaning the tables)

- “Do it like a rowboat, row, row, row that boat”
- “That is not good enough, you need to use some bell bow grease!”

# Partnership (CCP), EHS, and \*FCCH Updates

Slide 1

Total Enrolled in Partner sites: 48

Little Red School - **Ten of 10 EHS Spots Filled**

- LR1 has 4 EHS children
- LR2 has 6 EHS children

\*God's Gifts (FCCH) - **Three of 4 EHS Spots Filled**

Pisgah Kid City - **Eleven of 16 EHS Spots Filled.**

\*Laurie's Child Care - **Four of Five EHS Spots**

- Four of five (FCCH) EHS spots filled. One teacher

Kids' Kingdom - **Eleven of 12 EHS Spots Filled.**

- Infants/Ones Room: Four of four EHS spots filled, Staff: Two teachers.
- Toddler 1 Room: Seven of eight EHS spots filled.

Little Bright Minds - **Eight of eight spots filled**

# Partnership (CCP), EHS, and FCCH Updates

Slide 2

We now have six partners in the CCP program. Four in Henderson county, one in Transylvania county, and one in Rutherford county. WNCSource is no longer partnering with Rosman, Kids City USA.

On February 2, 2024, we completed our Creative Curriculum training. During this full-day training, CCP directors and teachers learned about Responsive Planning with Creative Curriculum for Infants, Toddlers, and Twos.



# Professional Development Updates



**March** we will have 2 members of our early intervention team to attend a multi day training event from Circle of Security in Cary, NC. They are excited to attend and we look forward to hearing all about it upon their return!

**February 2nd Teaching Strategies:** We had the opportunity to come together at Grace Lutheran Church with some team members from our CCP site for another wonderful training provided by Teaching Strategies. We were honored to have Kathryn Shilling lead the training on Responsive Planning for Infants, Toddlers, and Twos. Folks who were in attendance responded really well to the training and we have booked Kathryn to come back out in July for another session with our CCP folks!

**Motivational Interviewing:** On the 15th and 16th of this month 30 staff were finally able to attend the Motivational Interviewing training that was rescheduled due to inclement weather. MI Institute for Change trainer Chris provided us with two full days of thought provoking, wonderful training!

**Trainee Program:** Our new trainee Yamili Olvera has diligently working on obtaining her IT CDA and is on track to finish the process in the next couple of months. We are also happy to announce that 2 more trainees will be joining us soon and we look forward to getting them ready to step into the classroom and join the WNCSource team!

**Apprenticeship Program:** Apprentices are doing great! We are excited to announce that Donaria Alexander has recently accepted a TA position with us and was slated to start 2/26! We also had Sianna Gilbert accept a TA position and will hopefully be starting soon! Our current cohort of Apprentices are slated to graduate on May 11th and we could not be prouder of the progress they have made!

As we look to the future, Apprentice Program 24-25 at BRCC is currently accepting applications! We are planning to have our draft day at BRCC on June 25th where we will decide who will be joining us for the next apprenticeship term.