



Head Start/Early Head Start Program Director's Report March 2015

Early Childhood Development

Education

- Shared CLASS results with classroom team, site supervisor and classroom specialists (where applicable). Goals were developed from these meetings.
- Conducted file review (3 random files from each classroom) at Rockwell, LaFayette and Baldwinsville. Site supervisors are sharing results with the classroom staff, ensuring corrections are made (if applicable) and forward file review forms back to child development coordinators after all appropriate signatures are collected and confirmed corrections are made.
- Inputted ASQ dates into PROMIS for the purpose of PIR.
- Attended Education Cluster meeting in Watertown. Only 3 programs were present. We shared information on CLASS - how often they do them as well as who does them and how information is shared and used. We discussed what each program uses for lesson plans and we discussed professional development plans.
- Began discussions at our Child Development meeting about pre-service training in August.
- Education coordinators met with Janette McCord, ECE to discuss Practice Based Coaching 5 year plan, Professional Development using new birth to five NCQTL Suites, and Theory of Change.
- Education coordinators met with Child Development / Health Services Manager to discuss coaching, CLASS reviews, tracking sheets, interview questions, and Continuity of Care.

Health

- Dental Program in process, currently at St Brigid's
- Lead testing completed.
- Review of new Day Care regulations offers clarification on emergency medication training. Staff will be trained on new regulations, and will set up system and certification process.

Mental Health

- MHCs attended Children's MH committee held at Catholic Charities. We discussed becoming a part of the NYS Zero to Three leadership circles.
- MHC brought in Elaine Miller-Karas, director of the Trauma Resource Institute (TRI) from California to meet with FWs who were trained in the Community Resilience Model (CRM). Elaine answered questions about the method and shared how she has helped people in many different countries of the world by teaching this model to help people process their trauma.
- Conducted a three hour parent workshop at Jordan-Elbridge on the basics of the Community Resiliency Model with ideas on how they can incorporate these skills to use for themselves and their children. Five parents and the family worker attended.
- As Post-Partum Depression (PPD) community committee members, the HS MHC, the Healthy Families Program Coordinator, and an Upstate child psychiatrist presented to the volunteers' training session at Contact Community agency about recognizing PPD.
- 18 alerts to MH this month, 2 postpartum home visits

Disabilities

- The Disabilities Coordinator helped the home base program by doing a home visit on a child with special needs. She will continue to do visits with another Child Development Coordinator, while the home base visitor is on medical leave.
- Attended a case conference. It was very successful to have all team members present. In follow-up to this meeting there is also training in April for new staff to assist them with challenging behaviors. In addition, some new materials including a peace place will be ordered for this classroom.
- Attended two transition meetings for children who will be transitioning from EHS to HS. Two of these children have special needs. One child, the Disabilities Coordinator hopes to attend an initial CPSE meeting for this child in April to ensure that the child receives the appropriate services he needs and another child with disabilities has been granted a waiver to stay with the program until the end of August.
- Took part in training for a child who is deaf. The audiologist who is working with her was able to meet with the entire team and discuss how best to help the child in her classroom environment due to her hearing impairment.
- Met with a parent to assist her with her questions regarding her child's special education services. It is always helpful to assist families in knowing how to advocate for their children.
- Attended the monthly Preschool Coalition of Young Children with Special Needs meeting. It was at this meeting that we discussed the possibility of a retreat in the summer and also how the group would like to proceed next fall. It is always helpful to attend these meetings to learn about the larger issues and concerns regarding special education services in our county as well as at the state level.
- We currently have 119 preschoolers who are designated as a preschooler with a disability and 61 who have been referred to the Committee on Preschool Special Education (CPSE) for an evaluation. We currently have 18 children in EHS who receive early intervention services and 2 who have been referred.

Nutrition

- Reviewed and considered with Melissa Hidek a USDA Farm to School Grant Program with a potential award amount of \$65,000 - \$100,000 for the 2016 fiscal year.
- Met with parents of children on special diets to guide dietary management at home.
- Presented nutrition education and food demonstrations for parent meetings at sites.
- Presented to Policy Council a summary of nutrition staff roles and activities.
- Nutrition Program Specialist has once again secured a HS/EHS grant from Share our Strength's Cooking Matters at the Store to provide grocery store tours to 50 families at HS/EHS. Cooking Matters at the Store is an interactive grocery store tour that teaches low income families to shop for healthy, affordable food. Participants learn to find whole grains, buy fruits and vegetables on a tight budget, compare unit prices, and read food labels. Each family that participates in the grocery store tour will also receive a \$10 gift card at the end of the tour so they can purchase healthy foods and practice the skills they just learned. All family workers and home-based visitors have the opportunity to become trained as tour leaders. They are working to identify those families that would benefit most from this experience.

Family and Community Services

- March enrollment for HS and EHS was 100%.
- March attendance for HS was 82.2% and for EHS was 84.2% although an improvement over last month there were some classrooms with low attendance James St room 201- 73%, Liverpool room 4 AM 67%, Merrick 204 AM 71%, Merrick 211 UPK 69%. The overall reasons for low attendance are illness, transportation, and inclement weather.
- PROMIS staff received 35 referrals and 101 applications
- 3/14 St. Patrick's Day Parade had about 200 in attendance and all looked good in the white sweatshirts with green and orange.
- 3/10 Atonement parent meeting had 22 in attendance and this parent group collected food, toys, and clothing for the homeless shelter.

- 3/6 Family workers received list of all elementary schools in our area and Kindergarten registration dates to share with families.
- Kindergarten transition meetings were held at Jordan 3/17 with 4 parents, LaFayette 3/18 with 6 parents, and Sumner 3/19 with 7 parents.
- 3/19 EHS transition meeting to discuss individual transitions and to set up meetings at sites to discuss with all involved staff.
- F&C Coordinating staff have been doing file reviews and monitoring. Most findings center around IFPA goal follow up and printing out case notes on a regular basis. The coordinators are following up with individuals who are missing paperwork or are not keeping up with file work.
- 3/13 School readiness meeting discussed up to date interventions to improve attendance and what to do moving forward
- 3/19 ERSEA Coordinator, F&C Manager, and HS Director met with Catherine Dickerson from the Regional T/TA network about an Enrollment Plan for next program year.

Trainings and Staff Development

- CPR/FA trainings were held on March 6th
- Medicating training on March 13th
- Cavity Free Kids oral health training on 4/9/15 at County for Healthy Families Staff.
- Various trainings in PROMIS took place during the month
- 3/5 F&C meeting the FW's from the day care partnerships presented on their individual sites and discussed completing DSS paperwork for day care funding to be proactive for the summer.
- 3/6 attended LaFayette's staff meeting to talk about RIC's
- 3/31 Attended Cluster meeting on Program Planning
- Child development team is discussing how to implement professional development plans with staff.
- MHC brought in Elaine Miller-Karas, Executive Director of the Trauma Resource Institute (TRI) from California to meet with FWs who were trained in the Community Resilience Model (CRM). Staff spoke of cases in which this tool can be used and ways that it can be adapted to best serve our population. Elaine answered questions about the method and shared how she has helped people in many different countries of the world by teaching this model to help people process their trauma and bring themselves back into their Resiliency Zone.
- Helped at CRM training for community colleagues at Onondaga Case Management.
- Provided a training for Cabhorse employees on Conscious Discipline (power of love/I love you rituals) as well as sections of the beginning teachers series (given by the education coordinator). I love you rituals were provided to staff as well as breathing icons to those who were in need of newer versions. Site staff discussed situations in which these tools could be used with children in their rooms.
- Cabhorse: new staff paperwork training
- Cabhorse: Collaborated with Mental Health Assistant Coordinator for Instructional Support and Conscious Discipline training for HS staff as a direct reflection of CLASS scores.
- Training and support to Family Workers and Home-Based Visitors who will be taking families on grocery store tours during the months of April and May.

The new nutrition aid at LaFayette was trained on CACFP requirements.

