

## Quarterly Report October – December 2011

### Mission Statement

The Prairie Band Potawatomi Early Childhood Education Center is committed to providing quality services, which assure a seamless system of care and education for children, families, staff and the community.

### Ben-no-tteh Wigwam Philosophy

A child can best benefit from a comprehensive inter-disciplinary program. We must consider the whole child in which his entire family and community partners are involved. The child's language and culture will be respected and reflected in the learning environment and interactions. Parents are recognized as the child's most important teachers and contributors to growth and development.

#### 1. Head Start Funded Enrollment: 32 Current enrollment: 32 (Full)

The purpose of Head Start is to provide comprehensive services to thirty-two (32) income-eligible children, three to five years old, and their families. High priority is given to children that are low income, children with a disability, and Tribal children. This service is free. Head Start children attend one of five sessions in three classrooms. Transportation is provided by center staff and Royal Valley USD 337 transportation staff. Applications are available at the center or on the Tribal website. Funding sources are the Department of Health and Human Services Head Start Grant and PBPB Tribal Supplement.

Total number of children on **waiting list: 11**

#### 2. Early Head Start Funded Enrollment: 12 Current enrollment: 12 (Full)

The purpose of Early Head Start is to provide comprehensive services to twelve (12) income-eligible families of expectant mothers or infants and toddlers, birth to age three. High priority is given to children that are low income, children with a disability, and Tribal children. EHS families have the option of being placed in our center based or our home based program. Our center based program is for parents that are working, in training or attending an educational program and our home based program is for stay-at-home families. This service is free. Funding sources are the Department of Health and Human Services Early Head Start Grant and PBPB Tribal Supplement.

Total number of children on the **waiting list: 8**

#### Parent Policy Council for Head Start and Early Head Start

According to Head Start/Early Head Start performance standards a parent group is formed to help govern the programs. Parents are nominated or volunteer to serve a period not to exceed 3 years. Meetings are held monthly on the third Wednesday of the month.

#### Parent Committee

A parent committee is formed to allow parents to participate in planning trainings and family activities for the center families.

#### Interagency Coordinating Council

Community partners are invited to participate in meetings held every other month to give input and advice to center staff about issues in the center. Center policies are discussed and revised with ICC approval and sent to Tribal Council for final approval.

#### 3. Child Care: Current enrollment: 6 infants, 6 Toddlers (1 year olds), 8 Toddlers (2 year olds), 14 Pre-school age, 10 after-school

The purpose of the child care service is to increase availability, affordability and quality of child care for the Potawatomi Reservation community. Families must be working, attending training, or an educational program on a full-time basis. Payment rates are based on a sliding fee scale for low income families and affordable rates are available for over income participants. Child care serves children 6 weeks to twelve

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years old. Hours are from 7am to 5:30pm Monday through Friday. Funding sources are the Child Care Development Fund Grant and PBPB Tribal Supplement.

Total number of children on **waiting list age's birth-12 years of age: 40**

**4. Part C and Early Childhood Special Education:  
infant/toddlers (Part C) current enrollment 7 and  
3-5 year olds (ECSE) current enrollment 10**

The purpose of early intervention services is to provide appropriate services to children diagnosed with a disability or developmental delay. For ECSE, a collaborative effort between the PBP Nation and Royal Valley USD # 337 enables the center to enroll eligible children in four different class sessions with special education teachers on staff. Our center is Royal Valley's special education site for children ages 3-5 years. RV also helps transport children to and from school. The Part C services are geared toward children birth to three years of age with a disability. Funding sources include Part C Infant/Toddler Services Grant, Royal Valley USD #337, and PBPB Tribal Supplement. Preschool age: 12 on pending list; birth-3 years of age: 0 pending list

**5. CACFP-Child and Adult Care Food Program:**

Children are served a nutritious breakfast, lunch and afternoon snack. In addition, nutrition education is provided that includes learning about the food groups and the importance of physical fitness. Menus are approved by a nutrition consultant, and food expenses are reimbursed through a Kansas State Department of Education grant supplemented by the Prairie Band Potawatomi Nation.

**Staff:**

The PBP Early Childhood Center employs **one director** to oversee all programs with the help of **four program managers**. Two of the manager's salaries are funded through the Head Start grant with one salary coming out of the EHS grant. The fourth manager's salary is funded through Tribal Supplement for child care services. The Director's salary is divided between three programs (HS/EHS/CC). In **Head Start** there are **three teaching staff, two bus drivers/custodians, and one administrative assistant**. In **Early Head Start** there are **one teacher and one home visitor**. The **child care** service staff consists of **two infant room personnel, four toddler staff, three pre-school staff, two food service staff and one office clerk**. The **ECSE** staff is employed by Royal Valley USD 337. The Prairie Band Potawatomi Early Childhood Education Center is the site for the RV early childhood special education program. In the classrooms we have **2 special education teachers, 3 paraprofessionals, one speech pathologist, and one psychologist**.

Staff Trainings:

<i>Date</i>	<i>Name</i>	<i>Training</i>
Oct-11	Cheryl Simon, Miyah Danielson	Advanced Home Visiting
10/6/2011	Reina Rodriguez	Sensory Processing Disorder
10/12/2011	Natalie McClane, Miyah Danielson, Juliet Carlisle, PC Invited	HS Webinar: An Overview of HS Monitoring
10/13/2011	Reina Rodriguez, Kate Adame, Vicki Wahquaboshkuk	Supporting Children w/Challenging Behavior
10-14-11	All staff	Lice Detection, Prevention, and Policy
10/17/2011	Edie Wamego, Hope Adame, Melinda Knowles	Grant Writing

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10/25/2011	Juliet Carlisle	Understanding Children's Temperament
10/26/2011	Miyah Danielson, Juliet Carlisle, Melinda Knowles, PC Invited	HS Webinar: Governing Body
11/14/2011	Natalie McClane	Designing Effective Staff Development
11/18/2011	All Staff	First Aid and CPR
11/18/2011	All Staff	Inclusive Child Care Settings
11/22/2011	All Staff	Kronos Policy Update
11/23/2011	Juliet Carlisle	Creating Positive Settings for Children and Families
12-16-11	All Staff	Safe Lifting in Child Care Settings