

Quarterly Report January – March 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 PBPN Tribal Supplement.

Total number of children on **waiting list: 14**

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 PBPN Tribal Supplement.

Total number of children on the **waiting list: 12**

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. Current members of Policy Council are:

Kelly Mills-President
Michelle Torres-Secretary
Josie Pahmahmie
Kristina Throssell
Jackie Cummings
Cory Wabski

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: 5 infants, 6 Toddlers (1 year olds), 8 Toddlers (2 year olds), 22 Pre-school, 9 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 years old. Hours are from 7am to 5:30pm Monday through Friday. Funding sources are the Child Care Development Fund Grant and PBP Tribal Supplement.

Total number of children on **waiting list age's birth-12 years of age: 19**

4. Part C and Early Childhood Special Education:
infant/toddlers (Part C) **current enrollment 4** and
3-5 year olds (ECSE) **current enrollment 13**

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 PBP Tribal Supplement. Preschool age: 3 on pending list; birth-3 years of age: 3 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 transportation/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**.

**Prairie Band Potawatomi Early Childhood Education Center Ben-no-tteh Wigwam (House of the Child)
Child Care, Head Start, Early Head Start, ECSE, Part C**

Staff Training January 1 through March 31, 2011		
date	staff	training
1/19/2011	Management Staff	Audio Conference on Reflective Supervision
1/28/2011	All Staff	Stress Management
1/28/2011	All Staff	Fire Safety
1/28/2011	All Staff	Attachment-How children get attached to caregivers
1/28/2011	Hope, Edie, Melinda	Reggio Emilia
3/2/2011	Thedi and Heather P	Food Safety Basics
4/4/2011	Hope	Kronos Training

College courses:

Kate
Juliet
Judy
Stephanie
Reina
Miyah
Jeannine
Edie
Michelle
Heather P.
Jayme

Facilities:

Waterline Break:

A waterline broke between the dates of December 23, 2009 and December 28, 2009. The insurance company approved for floor cabinets and all tile floors to be replaced due to water damage. During the Spring break, cabinets were replaced as well as flooring.

Playground resurfacing project is underway at the center. A onetime funding grant was awarded the center to replace existing surfacing due to being unsafe and uneven.

Grant:

The Department of Health and Human Services refunding grant application was submitted by the due date of March 1, 2011. Tribal Council reviewed and signed the application on February 14, 2011. We are currently waiting for the Financial Assistance Award (FAA) letter from the Office of Head Start stating the grant has been awarded.