

**BBNA'S MONTHLY PROGRAM REPORT**

**DATE: 12/7/09**

**DEPARTMENT: Head Start**

**MONTH: November 2009**

**TRAVEL IN THE PAST MONTH:**

**Site Visits:**

**Ed Manager: Naknek 11/9-10**

**Regional Sites Manager: NA**

**Director: NA**

**Wellness Manager:NA**

**Other Visits:**

**Policy Council Members from all sites to Dillingham for training 11/28-29; meeting 11/30.**

**RELEVANT STATISTICS:**

**Enrollment Statistics (as of 10/30/09):**

| Site          | #<br>Enrolled | Special<br>Needs | Special Ed<br>Referrals | Monitoring<br>for referrals | Transitioning<br>From ILP | Wait List |          |          |
|---------------|---------------|------------------|-------------------------|-----------------------------|---------------------------|-----------|----------|----------|
|               |               |                  |                         |                             |                           | Comp.     | Incomp.  | 2yr old  |
| <b>DLG AM</b> | <b>19</b>     | <b>2</b>         | <b>1</b>                |                             | <b>2 (on waitlist)</b>    | <b>13</b> | <b>3</b> | <b>8</b> |
| <b>DLG PM</b> | <b>18</b>     | <b>1</b>         | <b>1</b>                |                             |                           |           |          |          |
| <b>KNW</b>    | <b>18</b>     | <b>0</b>         | <b>1</b>                | <b>1</b>                    |                           | <b>2</b>  | <b>1</b> | <b>0</b> |
| <b>NAK</b>    | <b>11</b>     | <b>1</b>         | <b>0</b>                |                             |                           | <b>0</b>  | <b>2</b> | <b>1</b> |
| <b>TOG</b>    | <b>19</b>     | <b>0</b>         | <b>1</b>                |                             | <b>2</b>                  | <b>11</b> | <b>1</b> | <b>0</b> |
| <b>KMO</b>    | <b>12</b>     | <b>0</b>         | <b>0</b>                | <b>1</b>                    |                           | <b>0</b>  | <b>1</b> | <b>0</b> |
| <b>TOTALS</b> | <b>97</b>     | <b>4</b>         | <b>4</b>                | <b>2</b>                    | <b>4</b>                  | <b>26</b> | <b>8</b> | <b>9</b> |

**We are funded for 97, currently we have accepted 97. We must maintain space for 10 children with disabilities, currently we have only 4, but we're working to ensure that we have met all children in need. There are a number of suspected delays that we are working with school districts for further testing and referral.**

**Average Monthly Attendance:**

**DLG AM: 81%**

**DLG PM: 84%**

**KMO: 75%**

**NAK: 80%**

**KNW: 86%**

**TOG: 72%**

**In kind:**

**DillinghamAM: \$4,849**

**Dillingham PM: \$3,457.58**

**Manokotak: \$3,455**

**Naknek/KingSalmon: \$9,910**

**New Stuyahok: \$2,535.23**

**Togiak: \$3,793.04**

**Regional: \$1,332.50**

|                         |                     |
|-------------------------|---------------------|
| <b>Total:</b>           | <b>\$29,332.35</b>  |
| <b>Total Needed:</b>    | <b>\$336,959</b>    |
| <b>Remaining needed</b> | <b>\$307,626.65</b> |

**Meals Served:**

|               |             |
|---------------|-------------|
| <b>Dlg Am</b> | <b>443</b>  |
| <b>Dlg pm</b> | <b>407</b>  |
| <b>KMO</b>    | <b>310</b>  |
| <b>KNW</b>    | <b>557</b>  |
| <b>Nak</b>    | <b>304</b>  |
| <b>Tog</b>    | <b>444</b>  |
| <b>Total</b>  | <b>2465</b> |

**MAJOR ACTIVITIES DURING THE LAST MONTH:**

- Still working with SWRSD Maintenance and BBBSD to install Starband equipment; Naknek is proceeding, KMO is unlikely to be installed before spring since the school will not allow a wall or roof mount, a pole will need to be buried.
- Coordinating with Bristol Bay Counseling Center to come up with a better service delivery plan for all sites.
- Working on the Head Start website.
- Working on file review and health services review.
- Policy council came in for training, many were late or cancelled. The PC voted to only allow trained members to sit on the council, since there were so many cancellations, there will be a PC of only 10 this year.
- First book grant submitted by Sarah Andrew was granted in the amount of \$2000.00.
- Working with outside funding sources to ensure that our teachers are able to take required classes.
- All management staff attended ATTI (Alaska Transitional Team Training) here in Dillingham along with management and teaching staff from DCSD and SWRSD and BBAHC Infant learning program to ensure seamless transitions between programs.
- Project Circle is continuing with monthly teleconferences and site visits. The visit to KNW was postponed due to the regional wrestling tournament scheduled for the same week.
- Collin Larson's fathers program is off to a good start and is building steam. Currently, the DCSD has offered the gym for a much reduced rate to support the fatherhood program.
- State immunization report is complete and will be submitted soon.
- HSAC held their quarterly meeting on 11/12.
- H1N1 vaccine was provided to children at the Dillingham site.
- Dental team provided exams to all Dillingham children at the HS center.
- Togiak center ran out of fuel and froze up, pipes broke but the water was shut off and pipes replaced before any major damage could take place.

**PLANS FOR UPCOMING MAJOR ACTIVITIES:**

- Possible expansion grant available, working with SWRSD and WFD to braid funding for a 2<sup>nd</sup> classroom located in the Togiak school.
- Scheduling 'mini retreats' to create new 3 year Goals and Outcomes.

- **Board Training- Jan**
- **Community Needs Assessment**
- **Annual Self Assessment**
- **Wellness Manager to the Ak Health Summit**
- **Finalizing file and health reviews.**
- **Travel for AHSA conference- planning on sending winners and 4-5 parents**
- **Travel for AAIEYC- planning on sending 4 staff members**
- **Finalizing federal questionnaire regarding emergency preparedness.**

**ANY SERVICE PROBLEMS ENCOUNTERED LAST MONTH / FORESEEN FOR UPCOMING MONTH:**

- **New Stuyahok's bus has been down since the beginning of the year. Having trouble locating the parts needed by the mechanic before he will make a trip.**
- **Togiak's bus is down due to a broken e-brake.**