

Preschool Program Monthly Summary December 2025

Enrollment

	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May
Classrooms	9									
Total Children Enrolled	122	123	123	123	123					
*Head Start	80	80	80	80	80					
*NC PreK	86	88	88	89	90					
*Other (Title I, Tuition, Exceptional Children)	23	22	21	20	19					

*Children may be counted in more than one category

Head Start Percentage in Attendance

	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May
All Classrooms	92%	91%	88%	91%	85%					
Polk Central Conner	88%	94%	86%	92%	79%					
Polk Central Crowder	90%	86%	85%	88%	90%					
Polk Central Potter	96%	94%	91%	94%	91%					
Saluda Freck	93%	93%	80%	88%	61%					
Sunny View Burnett	91%	96%	93%	97%	84%					
Tryon Eadus	88%	95%	96%	93%	98%					
Tryon Faltraco	93%	85%	86%	85%	84%					
Tryon Moore	95%	88%	91%	94%	92%					
Tryon Roush	97%	96%	91%	92%	85%					

All PreK Students Percentage in Attendance

	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May
All Classrooms	94%	92%	90%	92%	87%					
Polk Central Conner	89%	93%	86%	92%	80%					
Polk Central Crowder	91%	87%	86%	88%	90%					
Polk Central Potter	96%	96%	91%	95%	93%					
Saluda Freck	94%	94%	85%	90%	73%					
Sunny View Burnett	92%	93%	93%	94%	90%					
Tryon Eadus	92%	90%	93%	89%	94%					
Tryon Faltraco	90%	88%	87%	85%	85%					
Tryon Moore	96%	90%	92%	92%	92%					
Tryon Roush	98%	95%	94%	96%	93%					

Family Services

- December attendance numbers and documentation were collected and entered in the databases.
- Assisted with in-class family engagement activities in all classrooms.
- Planned and facilitated the Head Start Policy Council Meeting.
- Amy worked with new families regarding enrollment, document collection, and forms for the 2025-2026 school year due to child withdrawals.
- Held enrollment appointments and created additional new child files. Sent invitations in Ready Rosie, Parenting App for newly enrolled children. Scanned documents to school data managers for creation of cumulative files and Infinite Campus records.
- Attended Head Start ERSEA and family services Cluster meeting.
- Attended Professional Development training online surrounding mental health topics and family engagement.
- Began updating Head Start Self-assessment Summary and Improvement Plan.
- Participated in the Polk County Resource Collaborative monthly meeting.

Support Coach

- Supported students and teachers in the classroom.
- Maintained facilities notebook: fire drills, sanitation, and etc.
- Ordered and delivered supplies for schools
- Attended Headstart Policy Council Meeting for WNC-Source.

- Participated and presented at policy council about materials used in classrooms for social emotional learning in preschool classrooms.
- Participated in an IEP meeting for student.
- Printed Christmas pictures with Santa for Polk Central.

Health and Safety

- Continue to collect Health Assessments and Immunizations for newly enrolled children, as well as, updating Immunization information as children continue to receive additional vaccinations.
- Monitoring new enrollments and reviewing any health related documents. .
- Hearing and Vision Screens Referrals have all been completed currently. Two children have received glasses and are currently assisting another family by submitting an application to Prevent Blindness for a voucher to replace lost glasses.
- Completed Medication Expiration letters and 6 month medication authorization forms, which will go out to families as soon as we return from Christmas break.
- IEP evaluations and meetings, continue to address any student that there is a possible concern on.
- Attended 2025 NC School Nurse's Conference in Winston Salem, NC.
- Filled in and assisted at some of the schools when the on site school nurse had to be out.

Education:

- Our first Checkpoint for TeachingStrategies GOLD ended on November 14th. Data from each classroom was analyzed, reports for Individual children were printed and placed in their files
- Teachers began Parent Teacher conferences to discuss progress and goals for children. Teachers submit conference forms once completed
- Attended IEP and Referral meetings and assisted teachers with interventions in the classroom for students being monitored for progress
- Followed up with teachers about students with concerns to discuss possible need for referrals, continue monitoring or if they were making progress
- Conducted ECERS-3 and CLASS Assessments in classrooms. Results are shared with Teachers and Assistants and are used to celebrate their successes as well as look at areas of growth
- Conducted observations for Teacher furthering her education through Western Carolina University, as her Clinical Educator
- Participated in a tour at the Forbes site with Preschool administrative staff from Montgomery County Schools. Answered questions regarding curriculum and assessments used.
- Completed training on FINCH Literacy, which we will implement later this school year to assess literacy skills

Program Management

- Learning Head Start, NC PreK, and NCDCDEE policies and guidelines
- Visited all sites to meet staff and facilities
- Submitted Estimated Resources for NC Pre-K
- Submitted HS Attendance
- Submitted NC Pre-K Monthly Paperwork

Meals Served by Polk County Schools Department of Child Nutrition in December:

Breakfast 1575 Lunch 1501