

Name of Program: BUSY BEES DAYCARE & PRESCHOOL

Dates of Reporting Period: July 2007 to July 2008

Submitted by: Aimee Weldon-Pitlick, Director/Owner

Summary Table

| Contractor (Contact) FY08 Amount Contract Period | Target Audience and Goals | Scope of Services | Performance Measures | FY08 Outcomes |
|--|--|--|--|--|
| <p>Busy Bees Preschool (Aimee Weldon- Pitlick)</p> <p>Rural Scholarships \$ 60,000 1- year</p> <p>Amount used year-to-date: \$59,904.50</p> | <p>Provide a quality early childhood education program to children in communities within a 10 mile radius of Tiffin and address accessibility barriers by providing scholarships fro children to participate</p> | <p>Scholarships (maximum of \$250 per month per child)</p> | <p>Children will make developmental gains while participating in the program</p> <p>Busy Bees will participate in the Iowa Quality Rating System at a Level II or higher</p> | <p># of children served: 0-2: 18 3 yr: 7 4 yr: 8 5 yr: 0</p> <p># of ASQ: 0-2 yr: 36 3-5 yr: 38</p> <p># resulting in referrals: 0-2 yr: 0 3-5 yr: 3</p> <p># of services: 0-2 yr: 0 3-5 yr: 1</p> <p># of ASQ:SE 0-2yr: 25 3-5 yr: 38</p> <p># of resulting referrals 0-2 yr: 0 3-5 yr: 5</p> <p># of services: 0-2 yr: 0 3-5 yr: 1</p> |

1. Implementation

Summarize the overall program and the grant funded portion of the program. In addition, **for children supported with these funds**, include:

• **Service information:**

- a. Hours of operation: **6:30 am to 6:00 pm**
- b. Dates of operation: **Year Around**
- c. Class size: **6/10/18/14/24**
- d. Number of classrooms served: **0-2 years~ 3 classrooms: 3-5 years~ 2 classrooms**

• **Preschool information:**

- a. Identify any or all of the quality standards met to receive these funds:
 - **Completing the IA Quality Preschool Program Standards (IQPPS) process~ this spring we entered our second year.**
 - **Completed IA QRS certification @ Level 4, dated March 1, 2008**
- b. Utilizes a Healthy Child Care Iowa Nurse Consultant for technical assistance
 - Yes **X**
 - No
- c. Educational level of the head teachers (total number of each):
 - High School Diploma: **1 Staff (0-2 years)**
 - Child Development Associate: **1 Staff**
 - Bachelors Degree in related field: **4 Staff- (3) Elementary Education, with 2 having their Early Childhood Endorsement, (1) Early Childhood Education**
- d. Identify the curriculum(s) used: **Creative Curriculum**

• **Child information (for the children supported with these funds):**

- a. Total number of children assisted: **33**
- b. Age of children at the time assistance was first provided:
 - Number of 0-2 year olds **18**
 - Number of 3 year olds **7**
 - Number of 4 year olds **8**
 - Number of 5 year olds **0**
- c. Children's gender (total number of each): 3-5 year olds
 - Females **6**
 - Males **9**

d. Children's Race (total number of each): 3-5 year olds

- White 14
- Black or African American 0
- American Indian or Native Alaskan 0
- Asian 0
- Native Hawaiian or other Pacific Islander 0
- More than one race reported 1
- Other or Unknown 0

e. Children's Ethnicity (total number of each): 3-5 year olds

- Hispanic or Latino 1
- Not Hispanic or Latino 14

f. Children Health: Ages 0-2

- Number of children with health insurance 18
- Percent of children with health insurance 100%

g. Children Health: Ages 3-5

- Number of children with health insurance 15
- Percent of children with health insurance 100%

h. Child Development: Ages 0-2

- Number of children demonstrating age appropriate skills 18
- Percent of children demonstrating age appropriate skills 100%
- Assessment tool used to determine the child's development A&S

i. Child Development: Ages: 3-5

- Number of children demonstrating age appropriate skills 14
- Percent of children demonstrating age appropriate skills 93.3%
- Assessment tool used to determine the child's development A&S

- Number of hours that parents volunteered in preschool services: **80 hours '07-'08**

- Highlight successes:

QRS Level 4~ we will be resubmitting for level 5 in March '09

July 7th added another preschool teacher with a BA in Early Childhood

We have added an additional preschool classroom to open on August 25th. This classroom will house our part-time preschool program, opening up 6 spots in our full-time classroom.

Our staff without their BA's will have their CDA by years end.

Appendix A - Reporting Sheet

| <u>Overall</u> | 1 st Quarter | 2 nd Quarter | 3 rd Quarter | 4 th Quarter | Total Year (unduplicated) |
|---|-------------------------|-------------------------|-------------------------|-------------------------|------------------------------|
| # of children age 0-2 assisted | 11 | 15 | 14 | 11 | 18 |
| # of 3-yr-olds assisted | 6 | 6 | 7 | 7 | 7 |
| # of 4-yr-olds assisted | 4 | 4 | 7 | 7 | 8 |
| # of 5-yr-olds assisted | 0 | 0 | 0 | 0 | 0 |
| | | | | | |
| <u>ASQ: ages 0-2</u> | | | | | Total Year |
| # of ASQs completed | 11 | 0 | 14 | 11 | 36 |
| # of children receiving an ASQ | 11 | 0 | 14 | 11 | 18 |
| # of referrals as result of ASQ | 0 | 0 | 0 | 0 | 0 |
| # of referred children receiving services | 0 | 0 | 0 | 0 | 0 |
| | | | | | |
| <u>ASQ:SE: ages 0-2</u> | | | | | |
| # of ASQ:SEs completed | 0 | 0 | 17 | 11 | 28 |
| # of children receiving an ASQ:SE | 0 | 0 | 17 | 11 | 17 |
| # of referrals as result of ASQ:SE | 0 | 0 | 0 | 0 | 0 |
| # of referred children receiving services | 0 | 0 | 0 | 0 | 0 |
| | | | | | |
| <u>ASQ: ages 3-5</u> | | | | | |
| # of ASQs completed | 10 | 0 | 14 | 14 | 38 |
| # of children receiving an ASQ | 10 | 0 | 14 | 14 | 15 |
| # of referrals as result of ASQ | 0 | 0 | 2 | 1 | 3 |
| # of referred children receiving services | 0 | 0 | 0 | 1- to begin in August | 1 |
| | | | | | |
| <u>ASQ:SE: ages 3-5</u> | | | | | |
| # of ASQ:SEs completed | 10 | 0 | 14 | 14 | 38 |
| # of children receiving an ASQ:SE | 10 | 0 | 14 | 14 | 15 |
| # of referrals as result of ASQ:SE | 0 | 0 | 0 | 5 | 5 |
| # of referred children receiving services | 0 | 0 | 0 | 1- to begin in August | 1 |

Total Year does NOT equal quarters 1+2+3+4

| Empowerment Final Budget Report (follow program proposal budget) | | | | |
|---|---|--------------------------------|--------------------------|---------------------------------|
| Program Name: BUSY BEES DAYCARE & PRESCHOOL | | | | |
| Reporting Period: July 2007 - July 2008 | | | | |
| | Contracted budget amounts | Total Empowerment Expenditures | Total Other Expenditures | Total Year-To-Date Expenditures |
| 1. Salaries & Personnel | 0 | 0 | 0 | 0 |
| Program costs (provide detail) | | | | |
| a. | | | | |
| b. | | | | |
| 2. Program costs subtotal | 0 | 0 | 0 | 0 |
| Participant supports (provide detail) | | | | |
| a. Age 0-2 scholarships | 30,000.00 | 30,904.50 | 2,400.00 | 33,304.50 |
| b. Age 3-5 scholarships | 30,000.00 | 29,000.00 | 2,600.00 | 31,600.00 |
| 3. Participant supports subtotal | 60,000.00 | 59,904.50 | 5,000.00 | 64,904.50 |
| Other (provide detail) | | | | |
| a. Fundraising | 5,000.00 | | | |
| b. | | | | |
| 4. Other subtotal | 5,000.00 | 0 | 0 | 0 |
| 5. TOTAL DIRECT | 65,000.00 | 59,904.50 | 5,000.00 | 64,904.50 |
| Administration | | | | |
| Other indirect | | | | |
| 6. TOTAL INDIRECT | 0 | 0 | 0 | 0 |
| 7. TOTAL EXPENDITURES | 65,000.00 | 59,904.50 | 5,000.00 | 64,904.50 |
| Detail Chart B: Other Revenue | | | | |
| Source of Other Revenue | Total amount of other revenue from source | | | |
| 1 Age 0-2 | 2,400.00 | | | |
| 2 Age 3-5 | 2,600.00 | | | |
| Total Other Revenue | 5,000.00 | | | |

From: Laurie Nash [mailto:empower@jcemowerment.org]
Sent: Friday, August 01, 2008 1:32 PM
To: Aimee Weldon-Pitlick
Subject: RE: Reports

Thanks, Aimee. The budget looks good, but the report looks the same as the last one you sent.
LN

From: Aimee Weldon-Pitlick [mailto:busybees@southslope.net]
Sent: Friday, August 01, 2008 12:21 PM
To: Nash, Laurie
Subject: Reports

Thanks!

From: Laurie Nash [mailto:empower@jcemowerment.org]
Sent: Friday, August 01, 2008 10:49 AM
To: Aimee Weldon-Pitlick
Subject: RE: Reports

Ok, so in Appendix A. There were ASQ:SE's completed on only 12 children 0-2, so 2 children received 2 ASQ:SEs in 3rd quarter (it says 14 children received ASQ:SE that quarter)?

Also, I've made the necessary changes to Appendix A regarding final numbers of ASQ and ASQ:SE. You still need to report the total number of ASQ done and the total number of children (unduplicated) who had an ASQ.

Also, the 4th quarter budget I had received 7/25 was correct, but the final budget wasn't. I still need a final budget.

From: Aimee Weldon-Pitlick [mailto:busybees@southslope.net]
Sent: Friday, August 01, 2008 10:35 AM
To: Nash, Laurie
Subject: Reports

Every 3-5 year received at least (1) ASQ, some received (2) and most received (3).

Aimee

From: Laurie Nash
Sent: Monday, July 28, 2008 11:18 AM
To: Aimee Weldon-Pitlick
Subject: RE: 4th Quarter/FY08 Final

Aimee,
We have a budget discrepancy. We have that Busy Bees billed for \$59,904.50. This is consistent with your 4th quarter report, but not with your final report or the summary table in the narrative.
Laurie

From: Laurie Nash
Sent: Friday, July 25, 2008 9:34 AM
To: Aimee Weldon-Pitlick
Subject: RE: 4th Quarter/FY08 Final

Aimee,
I don't even want to say this, but I still have some questions on Appendix A.

The # of ASQs looks better. But the number of children receiving ASQ doesn't make sense. I can see how many received an ASQ each quarter, but the final column can't equal more than the total number of children who participated in the program. So, while there were a total of 33 children served, it says that 36 children received an ASQ.

for # of ASQ and ASQ:SE: you would put the actual amount in each quarter and then add each quarter for the total year
for # of children receiving ASQ & ASQ:SE: you would put the actual number of children in each quarter and then put the actual total number of children in the total year (NOT just adding the quarters)

Also, we should count a child as being referred only once. So, either count them as being referred for a low ASQ score OR for a high ASQ:SE score, but not both.

Please call if there are any questions!
Thanks,
Laurie

From: Aimee Weldon-Pitlick [mailto:busybees@southslope.net]
Sent: Friday, July 25, 2008 12:09 AM
To: Nash, Laurie
Subject: 4th Quarter/FY08 Final

Laurie~

You are so patient...I would have lost faith in me long ago!!! So, after I read your e-mail and then read over the "sample report" we made last year, a light bulb went off! I hope this is acceptable! If I need to make corrections, I will do so on Thursday.

Thanks and have a great weekend!
Aimee

From: Laurie Nash
Sent: Thursday, July 24, 2008 11:29 AM
To: Aimee Weldon-Pitlick
Subject: RE: FY08 Final Report

Aimee,

We need both a 4th quarter report and a final report. You can put them in the same document, but we do need both including 2 budgets.

For Appendix A, the numbers in the quarterly columns should be the actual number of children served that quarter. For example, I can see from the billing that you served 26 children in 4th quarter even though Appendix A says you didn't serve any. So, while each of the quarterly columns will reflect the number of children served that quarter, the final column is not simply the sum of those quarters but is the unduplicated number for the year.

With the ASQ, the number of children would maybe be appropriate, but I don't know how you could do 18 ASQ in 3rd quarter and 18 ASQ in 4th quarter but only have done 18 ASQ for the year. For number of ASQ or ASQ:SE (not for # of children), then the final column would be the sum of the quarters. For 3-5 ASQ referrals, the body of the report says 2 referrals were made with 0 receiving services, but Appendix A says 3 referrals and 1 services.

Does this make sense? Otherwise you can call me at 339-6179.

Thanks!
Laurie

From: Aimee Weldon-Pitlick [mailto:busybees@southslope.net]
Sent: Thursday, July 24, 2008 11:15 AM
To: Nash, Laurie
Subject: FY08 Final Report

Laurie~

Here is our FY08 report. I will be out of town tomorrow until next Thursday. If you should have any questions, please contact Bridget. If she can not answer them, she will then call me.

Thanks~ Aimee