

# Director's Report

## July 2022

### **Early Intervention:**

- Staff are reviewing current CDS policies with the new ones from the Departments of Health and Education. New and amended policies will be brought to the board for consideration during the September meeting.
- The summer community screening schedule offers numerous days and times for screenings. Total count for Part C and Part B is ahead of last year at this time.
- Early Intervention staff are scheduled to attend phase 2 of the Wyoming Inclusion Project and the WAVE conference sponsored by the Department of Education. Both trainings occur in July.

### **Early Childhood:**

- Staff will begin work on designing the west playground re-design. Public Works is hoping to put the request for proposals out for bid this Fall.
- The Standards Committee is finishing up their work and will have recommendations to determine how we identify and monitor outcomes in our programs.
- We have completed fire, sanitation, and health inspections for our annual DFS Licensing requirements.

### **Early Head Start:**

- We are still waiting for notice on the Federal Review.
- EHS Staff are beginning their work on the annual Program Information Report (PIR), due August 31<sup>st</sup>.

### **Financial:**

- Jana is closing out the recently completed budget year and preparing for the audit. She is also working with the new grants manager to input this year's grants into the Tyler system.
- The CDS-CC Foundation has voted to move forward with establishing an endowment through the Wyoming Community Foundation.

### **Personnel:**

- The annual training for the August 11<sup>th</sup> and 12<sup>th</sup> all staff training, Trust Based Relational Intervention TBRI is on schedule.
- We have two Early Childhood Instructor positions and an Instructional Assistant position open. Interviews are being conducted to fill those positions.
- The Human Resources Office will be conducting a 365 Assessment for all managers.

- We have started to recruit for our two new positions, Part C Early Interventionist and Speech and Language Pathologist.

**Other:**

- We will begin planning for the replacement of the West Playground. This year's budget includes funding for the planning phase of the playground.
- The main building fire alarms have been going off, due to a faulty panel. Maintenance and Collins are working to replace the fire panel.
- We are preparing for the annual deep cleaning the custodial staff will conduct through August.