



Program Monitoring: Preschool

Gallatin County

75 Boardwalk
Warsaw, KY 41095

TABLE OF CONTENTS

Introduction . 1.....

Section A: Program Structure and Personnel . 2.....

Section B: Environment . 8.....

Section C: Curriculum and Assessment . 18.....

Section D: Health Safety and Nutrition . 22.....

Section E: Families and Communities . 25.....

DRAFT

Introduction

Objective: To review the district's preschool program(s) and to ensure all statutes and regulations are being followed. To provide technical assistance and guidance for the improvement of quality alternative education programs.

During the visit, some of the areas to be reviewed are: (1) Program Structure and Personnel, (2) Environment, (3) Curriculum and Assessment, (4) Health Safety and Nutrition, and (5) Families and Communities.

Within two weeks of the site visit, a written notification will be sent to the preschool program contact at the district. This notification will outline areas of Required Action, Opportunity for Improvement, Powerful Practice. A summary of this information will be discussed as part of the exit interview prior to leaving the district.

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Section A: Program Structure and Personnel

Label	Assurance	Response	Comment	Attachment
1a. Eligibility - 704 KAR 3:410 Section 2	All preschool children served are residents of the district unless there is a reciprocal agreement with a neighboring district.			

Label	Assurance	Response	Comment	Attachment
1b. Eligibility - 704 KAR 3:410 Section 2	At-risk children are 4 years old by Aug. 1.			

Label	Assurance	Response	Comment	Attachment
1c. Eligibility - 704 KAR 3:410 Section 2	Eligibility may be determined up to 4 months prior to start of school year.			

Label	Assurance	Response	Comment	Attachment
1d. Eligibility - 704 KAR 3:410 Section 2	Once at-risk eligibility has been approved, the child shall remain eligible for enrollment in the preschool program for the remainder of the school year.			

Label	Assurance	Response	Comment	Attachment
1e. Eligibility - 704 KAR 3:410 Section 2	Other non-eligible children are served through district funds or tuition as space is available.			

Label	Assurance	Response	Comment	Attachment
2a. Special Education - 707 KAR 1:002 to 707 KAR 1:380	The Child Find process ensures delivery of appropriate, relevant, research based instruction and tiered intervention services (KSI) prior to, or as a part of the special education referral process.			

Label	Assurance	Response	Comment	Attachment
2b. Special Education - 707 KAR 1:002 to 707 KAR 1:380	The related service staff work collaboratively with the classroom teachers in providing special education services as much as possible within the classroom environment.			

Label	Assurance	Response	Comment	Attachment
2c. Special Education - 707 KAR 1:002 to 707 KAR 1:380	The district has an effective transition process in place for helping children transition from First Steps into the preschool program.			

Label	Assurance	Response	Comment	Attachment
2d. Special Education - 707 KAR 1:002 to 707 KAR 1:380	The student information (Infinite Campus) system is used to document enrollment of children and the information is confidential and kept up to date on all children including children with disabilities.			

Label	Assurance	Response	Comment	Attachment
2e. Special Education - 707 KAR 1:002 to 707 KAR 1:380	Children with disabilities are placed with non-disabled peers as much as possible.			

Label	Assurance	Response	Comment	Attachment
2f. Special Education - 707 KAR 1:002 to 707 KAR 1:380	Children with disabilities are guaranteed a full continuum of services based on their needs.			

Label	Assurance	Response	Comment	Attachment
2g. Special Education - 707 KAR 1:002 to 707 KAR 1:380	Specially designed instruction is provided by an appropriately certified professional.			

Label	Assurance	Response	Comment	Attachment
3a. Program Operation - 704 KAR 3:410 Section 6	Preschool program meets for four (4) or five (5) days a week, or a locally designed program approved by the chief state school officer.			

Label	Assurance	Response	Comment	Attachment
3b. Program Operation - 704 KAR 3:410 Section 6	With a double session, provisions are to be made to allow staff to prepare for the session as well as give individual attention to children entering and leaving the program.			

Label	Assurance	Response	Comment	Attachment
3c. Program Operation - 704 KAR 3:410 Section 6	Adequate break times are provided for staff during the course of the day and each full-time teacher shall be provided with a duty-free lunch period each day (KRS 158.060 and the Kentucky Wage and Hour Laws).			

Label	Assurance	Response	Comment	Attachment
3d. Program Operation - 704 KAR 3:410 Section 6	The minimum hours of operation of the half-day program is two and one half (2 1/2) hours of classroom time per day plus breakfast or lunch.			

Label	Assurance	Response	Comment	Attachment
3e. Program Operation - 704 KAR 3:410 Section 6	The program shall provide direct services for children or parents for the minimum number of teaching days set by the local school district for the school year.			

Label	Assurance	Response	Comment	Attachment
4a. Staffing/Teacher Credentials - 704 KAR 3:410 Section 7 and 8, 16 KAR 2:040, 704 KAR 3:420, 16 KAR 2:140	The lead teacher holds an Interdisciplinary Early Childhood Education (IECE) certification or statement of eligibility, or has been exempted by the Kentucky Education Professional Standards Board from additional certification.			

Label	Assurance	Response	Comment	Attachment
4b. Staffing/Teacher Credentials - 704 KAR 3:410 Section 7 and 8, 16 KAR 2:040, 704 KAR 3:420, 16 KAR 2:140	A district may also employ a lead teacher who is a preschool associate teacher (CDA- Child Development Associate or AA) who was employed prior to the 2004-2005 school year and who has continued in the same position. This preschool associate teacher receives at least weekly contact and consultation by a qualified professional regarding the classroom, the curriculum, and teacher performance standards in IECE (704 KAR 3:420).			

Label	Assurance	Response	Comment	Attachment
4c. Staffing/Teacher Credentials - 704 KAR 3:410 Section 7 and 8, 16 KAR 2:040, 704 KAR 3:420, 16 KAR 2:140	A lead teacher organizes the classroom, provides a developmentally appropriate curriculum, and supervises and assigns the activities of teaching assistants, student helpers, and other non-certified staff in the preschool class.			

Label	Assurance	Response	Comment	Attachment
4d. Staffing/Teacher Credentials - 704 KAR 3:410 Section 7 and 8, 16 KAR 2:040, 704 KAR 3:420, 16 KAR 2:140	A local school district shall assign professional staff, including the lead teacher, to conduct parental involvement activities and coordination with health and social services. A lead teacher who has been assigned coordination responsibilities shall be considered to be going beyond responsibilities and shall provide services to a maximum of thirty-four (34) children total.			

Label	Assurance	Response	Comment	Attachment
5a. Contracting - 704 KAR 3:410 Section 4	All contracting sites meet preschool regulations in addition to all other applicable school laws. (note: Head Start contracting is not included in this section)			

Label	Assurance	Response	Comment	Attachment
5b. Contracting - 704 KAR 3:410 Section 4	A contract or cooperative agreement shall be in writing.			

Label	Assurance	Response	Comment	Attachment
5c. Contracting - 704 KAR 3:410 Section 4	Contracted sites are separately incorporated from a religious institution. (documentation of meeting state laws/regulations)			

Label	Assurance	Response	Comment	Attachment
5d. Contracting - 704 KAR 3:410 Section 4	The program maintains a nonsectarian board of directors.			

Label	Assurance	Response	Comment	Attachment
5e. Contracting - 704 KAR 3:410 Section 4	All proceeds and debts are the property of that corporation.			

Label	Assurance	Response	Comment	Attachment
5f. Contracting - 704 KAR 3:410 Section 4	The program pays reasonable rent; and the program's curriculum is not religious in nature.			

Label	Assurance	Response	Comment	Attachment
5g. Contracting - 704 KAR 3:410 Section 4	The application for contracting is approved beforehand by the Kentucky Department of Education.			

Label	Assurance	Response	Comment	Attachment
6a. Attendance - 704 KAR 3:410 Section 5	Daily attendance records are maintained.			

Program Monitoring: Preschool

Gallatin County

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Label	Assurance	Response	Comment	Attachment
6b. Attendance - 704 KAR 3:410 Section 5	Families are contacted if enrolled child attendance is irregular or if the child has been absent for (4) consecutive program days.			

Label	Assurance	Response	Comment	Attachment
7a. Professional Development - 704 KAR 3:410 Section 7	Lead teacher(s) participate in the same number of professional development days as certified personnel in the local school district.			

Label	Assurance	Response	Comment	Attachment
7b. Professional Development - 704 KAR 3:410 Section 7	Teaching assistant(s) participate(s) annually in a minimum of eighteen (18) hours of professional development.			

Label	Assurance	Response	Comment	Attachment
7c. Professional Development - 704 KAR 3:410 Section 7	Professional development activities are related to the nature and needs of young children and their families, including those with special needs.			

Label	Assurance	Response	Comment	Attachment
7d. Professional Development - 704 KAR 3:410 Section 7	Records are kept for all personnel documenting participation in professional development training.			

Label	Assurance	Response	Comment	Attachment
7e. Professional Development - 704 KAR 3:410 Section 7	At all times, a staff person is on the premises who is trained in emergency first aid and cardiopulmonary resuscitation (CPR).			

Label	Assurance	Response	Comment	Attachment
8a. Head Start Collaboration - 704 KAR 3:410, KRS 157.3175	Blended programs utilize the higher standards from both programs (regulations).			

Label	Assurance	Response	Comment	Attachment
8b. Head Start Collaboration - 704 KAR 3:410, KRS 157.3175	Full utilization of at-risk 4s was achieved during the current school year with Head Start.			

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Label	Assurance	Response	Comment	Attachment
8c. Head Start Collaboration - 704 KAR 3:410, KRS 157.3175	Blended programs may enhance state-funded children by giving these children Head Start services. However, enhanced children may not be counted in the Full Utilization numbers (to avoid supplanting federal funds).			

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Section B: Environment

Label	Assurance	Response	Comment	Attachment
9a. Ratio and Staffing - 704 KAR 3:410 Section 6 (4)	Maximum group size is twenty (20) children.			

Label	Assurance	Response	Comment	Attachment
9b. Ratio and Staffing - 704 KAR 3:410 Section 6 (4)	Consideration is given to increasing the number of staff or decreasing the group size depending upon the needs of the children, including the needs of children with disabilities.			

Label	Assurance	Response	Comment	Attachment
9c. Ratio and Staffing - 704 KAR 3:410 Section 6 (4)	An adult is never left alone with more than ten (10) preschool children.			

Label	Assurance	Response	Comment	Attachment
9d. Ratio and Staffing - 704 KAR 3:410 Section 6 (4)	The local school district has a written policy for assistance from another adult if one (1) adult is responsible for a group of children.			

Label	Assurance	Response	Comment	Attachment
10a. Developmentally Appropriate Practices (DAP) - 704 KAR 3:410 Section 6	The preschool program includes developmentally appropriate experiences in cognitive, communication, social, physical, emotional development and creative expression.			

Label	Assurance	Response	Comment	Attachment
10b. Developmentally Appropriate Practices (DAP) - 704 KAR 3:410 Section 6	The preschool program assists children with their intrapersonal and interpersonal skills and in maximizing self-management and independence.			

Label	Assurance	Response	Comment	Attachment
10c. Developmentally Appropriate Practices (DAP) - 704 KAR 3:410 Section 6	The program includes appropriate learning activities and teaching techniques in accordance with each child's level of comprehension and maturation.			

Label	Assurance	Response	Comment	Attachment
10d. Developmentally Appropriate Practices (DAP) - 704 KAR 3:410 Section 6	The program provides a supportive social and emotional climate.			

Label	Assurance	Response	Comment	Attachment
10e. Developmentally Appropriate Practices (DAP) - 704 KAR 3:410 Section 6	The program enhances children's understanding of themselves as individuals, and in relation to others, by providing for individual, small group, and large group activities.			

Label	Assurance	Response	Comment	Attachment
10f. Developmentally Appropriate Practices (DAP) - 704 KAR 3:410 Section 6	The program gives children many opportunities for success through developmentally appropriate program activities.			

Label	Assurance	Response	Comment	Attachment
10g. Developmentally Appropriate Practices (DAP) - 704 KAR 3:410 Section 6	The program provides an environment of acceptance that helps each child develop a positive self-concept, enhance his or her individual strengths, build ethnic pride, and facilitate social relationships.			

Label	Assurance	Response	Comment	Attachment
10h. Developmentally Appropriate Practices (DAP) - 704 KAR 3:410 Section 6	The program promotes the development of intellectual skills by: Encouraging children to solve problems, initiate activities, explore, experiment, question, and gain mastery through learning by doing (concrete experiential learning).			

Label	Assurance	Response	Comment	Attachment
10i. Developmentally Appropriate Practices (DAP) - 704 KAR 3:410 Section 6	The program promotes the development of intellectual skills by: Promoting language understanding and use in an atmosphere that encourages both communication among children and between children and adults.			

Program Monitoring: Preschool

Gallatin County

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Label	Assurance	Response	Comment	Attachment
10j. Developmentally Appropriate Practices (DAP) - 704 KAR 3:410 Section 6	The program promotes the development of intellectual skills by: Utilizing a curriculum in which a variety of skills are integrated into activities targeted toward the interests of children.			

Label	Assurance	Response	Comment	Attachment
10k. Developmentally Appropriate Practices (DAP) - 704 KAR 3:410 Section 6	The program promotes the development of intellectual skills by: Encouraging children to organize their experiences and understand concepts.			

Label	Assurance	Response	Comment	Attachment
10l. Developmentally Appropriate Practices (DAP) - 704 KAR 3:410 Section 6	The program promotes the development of intellectual skills by: Utilizing a language experience approach to introduce printed materials according to the individual developmental level of the child.			

Label	Assurance	Response	Comment	Attachment
11a. Routines - 704 KAR 3:410 Section 6	Provide a daily balance of activities: Indoors.			

Label	Assurance	Response	Comment	Attachment
11b. Routines - 704 KAR 3:410 Section 6	Provide a daily balance of activities: Outdoors.			

Label	Assurance	Response	Comment	Attachment
11c. Routines - 704 KAR 3:410 Section 6	Provide a daily balance of activities: Quiet and active times.			

Label	Assurance	Response	Comment	Attachment
11d. Routines - 704 KAR 3:410 Section 6	Provide a daily balance of activities: Individual and group times.			

Label	Assurance	Response	Comment	Attachment
11e. Routines - 704 KAR 3:410 Section 6	Provide a daily balance of activities: Include opportunities for large and small groups.			

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Label	Assurance	Response	Comment	Attachment
11f. Routines - 704 KAR 3:410 Section 6	Provide a daily balance of activities: Child and staff initiated.			

Label	Assurance	Response	Comment	Attachment
11g. Routines - 704 KAR 3:410 Section 6	Provide a daily balance of activities: Structured and spontaneous.			

Label	Assurance	Response	Comment	Attachment
11h. Routines - 704 KAR 3:410 Section 6	Provide a daily balance of activities: The program promotes physical growth by providing developmentally appropriate materials and equipment, in sufficient quantity to allow choice.			

Label	Assurance	Response	Comment	Attachment
11i. Routines - 704 KAR 3:410 Section 6	Provide a daily balance of activities: Provides supervised time for children to use large and small muscles to increase their physical skills.			

Label	Assurance	Response	Comment	Attachment
11j. Routines - 704 KAR 3:410 Section 6	Provide a daily balance of activities: Provides appropriate guidance while children use equipment and materials that promote children's physical growth.			

Label	Assurance	Response	Comment	Attachment
12a. Equipment and Materials - 704 KAR 3:410 Section 6	The equipment and materials are: Consistent with specific educational objectives of the local program.			

Label	Assurance	Response	Comment	Attachment
12b. Equipment and Materials - 704 KAR 3:410 Section 6	The equipment and materials are: Consistent with the cultural and ethnic background of the children.			

Label	Assurance	Response	Comment	Attachment
12c. Equipment and Materials - 704 KAR 3:410 Section 6	The equipment and materials are: Geared to the age, ability, and developmental needs of the children.			

Label	Assurance	Response	Comment	Attachment
12d. Equipment and Materials - 704 KAR 3:410 Section 6	The equipment and materials are: Safe, durable, and kept in good condition.			

Label	Assurance	Response	Comment	Attachment
12e. Equipment and Materials - 704 KAR 3:410 Section 6	The equipment and materials are: Stored in a safe and orderly fashion when not in use.			

Label	Assurance	Response	Comment	Attachment
12f. Equipment and Materials - 704 KAR 3:410 Section 6	The equipment and materials are: Accessible, attractive, and inviting to the children.			

Label	Assurance	Response	Comment	Attachment
12g. Equipment and Materials - 704 KAR 3:410 Section 6	The equipment and materials are: Designed to provide a variety of learning experiences and to encourage experimentation and exploration.			

Label	Assurance	Response	Comment	Attachment
13a. Space - 704 KAR 3:410 Section 6, Facility Requirement for Preschool (8/08), 702 KAR 4:170, 702 KAR 4:180	Space is arranged so that children may work individually, together in small groups, and in a large group.			

Label	Assurance	Response	Comment	Attachment
13b. Space - 704 KAR 3:410 Section 6, Facility Requirement for Preschool (8/08), 702 KAR 4:170, 702 KAR 4:180	Space is arranged to provide clear pathways for children to move from one area to another.			

Label	Assurance	Response	Comment	Attachment
13c. Space - 704 KAR 3:410 Section 6, Facility Requirement for Preschool (8/08), 702 KAR 4:170, 702 KAR 4:180	Indoor space is a minimum of 35 square feet per child of usable space (existing structures) for a total of 700 square feet. For classrooms built or renovated after 2008, the minimum space is 825 square feet Including storage, office and preschool toilet.			

Label	Assurance	Response	Comment	Attachment
13d. Space - 704 KAR 3:410 Section 6, Facility Requirement for Preschool (8/08), 702 KAR 4:170, 702 KAR 4:180	Outdoor space is a minimum of 75 square feet per child or 1500 square feet, 1/3 paved, 2/3 turf.			

Label	Assurance	Response	Comment	Attachment
13e. Space - 704 KAR 3:410 Section 6, Facility Requirement for Preschool (8/08), 702 KAR 4:170, 702 KAR 4:180	Outdoor space is fenced with a 48-inch high fence and two 36-inch wide latchable gates.			

Label	Assurance	Response	Comment	Attachment
13f. Space - 704 KAR 3:410 Section 6, Facility Requirement for Preschool (8/08), 702 KAR 4:170, 702 KAR 4:180	Centers or areas in the classroom includes space for the following centers: Art, block building, cooking, gross motor, housekeeping or dramatic play, language arts or library, manipulative materials, math or problem solving, multimedia, music, science or social studies, and/or wood working.			

Label	Assurance	Response	Comment	Attachment
13g. Space - 704 KAR 3:410 Section 6, Facility Requirement for Preschool (8/08), 702 KAR 4:170, 702 KAR 4:180	Centers or areas in the classroom includes space for the following centers: Classroom space within the classroom for children's materials.			

Label	Assurance	Response	Comment	Attachment
13h. Space - 704 KAR 3:410 Section 6, Facility Requirement for Preschool (8/08), 702 KAR 4:170, 702 KAR 4:180	Centers or areas in the classroom includes space for the following centers: Individual spaces for hanging of clothing and storage of personal items.			

Label	Assurance	Response	Comment	Attachment
13i. Space - 704 KAR 3:410 Section 6, Facility Requirement for Preschool (8/08), 702 KAR 4:170, 702 KAR 4:180	Centers or areas in the classroom includes space for the following centers: Classroom space provides secured storage space beyond the 35 square feet per child for teacher supplies, equipment, and student materials currently not in use.			

Label	Assurance	Response	Comment	Attachment
13j. Space - 704 KAR 3:410 Section 6, Facility Requirement for Preschool (8/08), 702 KAR 4:170, 702 KAR 4:180	Classroom is readily accessible to transportation drop-off and pick-up.			

Label	Assurance	Response	Comment	Attachment
13k. Space - 704 KAR 3:410 Section 6, Facility Requirement for Preschool (8/08), 702 KAR 4:170, 702 KAR 4:180	Classroom is located on a floor exiting at ground level.			

Label	Assurance	Response	Comment	Attachment
13l. Space - 704 KAR 3:410 Section 6, Facility Requirement for Preschool (8/08), 702 KAR 4:170, 702 KAR 4:180	Classroom is located within 75 feet of accessible hand washing and toilet facilities with steps-up or other devices appropriate to accommodate the size of student for each sex.			

Label	Assurance	Response	Comment	Attachment
13m. Space - 704 KAR 3:410 Section 6, Facility Requirement for Preschool (8/08), 702 KAR 4:170, 702 KAR 4:180	Classroom is provided with a minimum 50 foot candles and light.			

Label	Assurance	Response	Comment	Attachment
13n. Space - 704 KAR 3:410 Section 6, Facility Requirement for Preschool (8/08), 702 KAR 4:170, 702 KAR 4:180	Classroom is provided with heating and ventilates with fresh air or conditioned.			

Label	Assurance	Response	Comment	Attachment
13o. Space - 704 KAR 3:410 Section 6, Facility Requirement for Preschool (8/08), 702 KAR 4:170, 702 KAR 4:180	Classroom has instructions posted near the door with graphics of evacuation routes and emergency procedures specifically addressing young children and children with handicaps.			

Label	Assurance	Response	Comment	Attachment
13p. Space - 704 KAR 3:410 Section 6, Facility Requirement for Preschool (8/08), 702 KAR 4:170, 702 KAR 4:180	Classroom has hand-washing devices provided in room if food is prepared in the classroom.			

Label	Assurance	Response	Comment	Attachment
13q. Space - 704 KAR 3:410 Section 6, Facility Requirement for Preschool (8/08), 702 KAR 4:170, 702 KAR 4:180	Cafeteria/eating area must be provided for meal (prepared by kitchen staff), with age-appropriate seating and utensils.			

Label	Assurance	Response	Comment	Attachment
13r. Space - 704 KAR 3:410 Section 6, Facility Requirement for Preschool (8/08), 702 KAR 4:170, 702 KAR 4:180	Existing relocatable/temporary isolated classroom units are acceptable for preschool if provided with a toilet and a minimum of one ramped exit to grade. However, classes of older students may be housed in relocatable units to free existing interior space for preschool.			

Label	Assurance	Response	Comment	Attachment
13s. Space - 704 KAR 3:410 Section 6, Facility Requirement for Preschool (8/08), 702 KAR 4:170, 702 KAR 4:180	Leased/Contract/Other Off-Site Facilities - Sites not housed in existing school centers must meet one of the two following conditions: the off-site program is currently licensed as a child day care facility (905 KAR 2:010) or the off-site space/facilities are approved by the Division of Facilities Management, KDE through inspection.			

Label	Assurance	Response	Comment	Attachment
14a. Funding - 702 KAR 3:250	MUNIS reports are submitted quarterly in a timely manner.			

Label	Assurance	Response	Comment	Attachment
14b. Funding - 702 KAR 3:250	All expenditures are related to the preschool program.			

Label	Assurance	Response	Comment	Attachment
14c. Funding - 702 KAR 3:250	Flexible Focus Funding may be used for preschool as long as the other programmatic requirements are met.			

Label	Assurance	Response	Comment	Attachment
14d. Funding - 702 KAR 3:250	Appropriations to the local school district for the preschool program shall be separate and apart from the other funds appropriated to the local school.			

Label	Assurance	Response	Comment	Attachment
15a. Individual Needs of Children - 704 KAR 3:410 Section 6	The program promotes social skills and social interactions by providing positive guidance with consistent, clear rules presented in developmentally appropriate ways.			

Label	Assurance	Response	Comment	Attachment
15b. Individual Needs of Children - 704 KAR 3:410 Section 6	The program provides positive adult and peer role models, focusing on the level of the child.			

Label	Assurance	Response	Comment	Attachment
15c. Individual Needs of Children - 704 KAR 3:410 Section 6	The program is individualized to meet the special needs of children by having a curriculum that is relevant and reflective of the needs of the population served (such as, bilingual or bicultural, multicultural, rural, urban, or migrant).			

Label	Assurance	Response	Comment	Attachment
15d. Individual Needs of Children - 704 KAR 3:410 Section 6	The program has staff and program resources reflective of the needs of population of the children in the program.			

Label	Assurance	Response	Comment	Attachment
15e. Individual Needs of Children - 704 KAR 3:410 Section 6	The staff and program resources are reflective of the racial and ethnic population of the children in the program.			

Label	Assurance	Response	Comment	Attachment
15f. Individual Needs of Children - 704 KAR 3:410 Section 6	Adaptations are made for children with special needs.			

Label	Assurance	Response	Comment	Attachment
15g. Individual Needs of Children - 704 KAR 3:410 Section 6	Furniture, equipment and materials are arranged in a way as to facilitate learning, assure a balanced program of spontaneous and structured activities, and encourage self-reliance in the children.			

Label	Assurance	Response	Comment	Attachment
15h. Individual Needs of Children - 704 KAR 3:410 Section 6	Test sheets, workbooks and ditto sheets are not used.			

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Section C: Curriculum and Assessment

Label	Assurance	Response	Comment	Attachment
16a. Assessment of Children - 704 KAR 3:410 Section 6	Assessment activities are not to be used to restrict entry into or exit from the preschool program.			

Label	Assurance	Response	Comment	Attachment
16b. Assessment of Children - 704 KAR 3:410 Section 6	The program includes developmentally appropriate assessment.			

Label	Assurance	Response	Comment	Attachment
16c. Assessment of Children - 704 KAR 3:410 Section 6	These assessments: Provide for ongoing observation, recording and evaluation of each child's growth and development for the purpose of planning activities to suit individual needs.			

Label	Assurance	Response	Comment	Attachment
16d. Assessment of Children - 704 KAR 3:410 Section 6	These assessments: Are accomplished by observation or activity with the child in familiar structured and informal situations.			

Label	Assurance	Response	Comment	Attachment
16e. Assessment of Children - 704 KAR 3:410 Section 6	These assessments: Includes information from parents.			

Label	Assurance	Response	Comment	Attachment
16f. Assessment of Children - 704 KAR 3:410 Section 6	These assessments: Are used to inform parents/guardians on a regular basis regarding the child's progress and physical, intellectual, communication, social, emotional, intrapersonal, and interpersonal skills and development.			

Label	Assurance	Response	Comment	Attachment
16g. Assessment of Children - 704 KAR 3:410 Section 6	These assessments: Consider the cultural background of the child.			

Program Monitoring: Preschool

Gallatin County

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Label	Assurance	Response	Comment	Attachment
16h. Assessment of Children - 704 KAR 3:410 Section 6	These assessments: Children are not retained in the preschool program.			

Label	Assurance	Response	Comment	Attachment
17a. Annual Evaluation of Preschool Program - 704 KAR 3:410 Section 9	At least annually, parents, staff and other professionals are involved in evaluating the local preschool program's effectiveness in meeting the needs of participating children.			

Label	Assurance	Response	Comment	Attachment
17b. Annual Evaluation of Preschool Program - 704 KAR 3:410 Section 9	The program evaluation addresses: Rate of participation by eligible children.			

Label	Assurance	Response	Comment	Attachment
17c. Annual Evaluation of Preschool Program - 704 KAR 3:410 Section 9	The program evaluation addresses: Parental satisfaction with services provided.			

Label	Assurance	Response	Comment	Attachment
17d. Annual Evaluation of Preschool Program - 704 KAR 3:410 Section 9	The program evaluation addresses: Success of participating children as they complete the preschool program and progress through the primary school program.			

Label	Assurance	Response	Comment	Attachment
18a. Student Information - 704 KAR 3:410 Section 5 & Section 2	Prior to attendance, each child shall have on file: A copy of the legal birth certificate (within 30 days of enrollment) or other reliable proof of the student's identity and age, and an affidavit of the inability to produce a copy of the birth certificate (KRS 158.032).			

Label	Assurance	Response	Comment	Attachment
18b. Student Information - 704 KAR 3:410 Section 5 & Section 2	Prior to attendance, each child shall have on file: A Kentucky Certificate of Immunization within two (2) weeks of the child's attendance (KRS 13A).			

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Program Monitoring: Preschool

Gallatin County

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Label	Assurance	Response	Comment	Attachment
18c. Student Information - 704 KAR 3:410 Section 5 & Section 2	Prior to attendance, each child shall have on file: A medical examination meeting requirements conducted within twelve (12) months prior to entry into the school program.			

Label	Assurance	Response	Comment	Attachment
18d. Student Information - 704 KAR 3:410 Section 5 & Section 2	Prior to attendance, each child shall have on file: Information regarding preschool program eligibility.			

Label	Assurance	Response	Comment	Attachment
18e. Student Information - 704 KAR 3:410 Section 5 & Section 2	Prior to attendance, each child shall have on file: A vision examination by an optometrist or ophthalmologist shall be submitted to the school no later than January 1 of the first year a child is enrolled in school (KRS 156.160).			

Label	Assurance	Response	Comment	Attachment
18f. Student Information - 704 KAR 3:410 Section 5 & Section 2	Prior to attendance, each child shall have on file: Providing a student's Social Security number is optional (KRS 156.160).			

Label	Assurance	Response	Comment	Attachment
19a. Screening 704 KAR 3:410 Sections 5 & 6	The program collaborates with medical, health, mental health and social service agencies to meet comprehensive needs of children.			

Label	Assurance	Response	Comment	Attachment
19b. Screening 704 KAR 3:410 Sections 5 & 6	A local school district shall assure that all children participating in the program receive child development and health screening through coordination with existing medical and social services.			

Label	Assurance	Response	Comment	Attachment
19c. Screening 704 KAR 3:410 Sections 5 & 6	Health screening includes growth assessment, vision and hearing screening, assessment of current immunization status, and general health status.			

Label	Assurance	Response	Comment	Attachment
19d. Screening 704 KAR 3:410 Sections 5 & 6	Child development screening includes screening of gross and fine motor skills, cognitive functioning, communication skills, self help skills and social emotional skills.			

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Label	Assurance	Response	Comment	Attachment
19e. Screening 704 KAR 3:410 Sections 5 & 6	Child development screening may be accomplished through various means, including systematic observation in the classroom or other natural setting.			

Label	Assurance	Response	Comment	Attachment
19f. Screening 704 KAR 3:410 Sections 5 & 6	Screening results are not used for determining placement or planning the curriculum.			

Label	Assurance	Response	Comment	Attachment
19g. Screening 704 KAR 3:410 Sections 5 & 6	Child development and health screening is completed within thirty (30) school days of enrollment by personnel trained in the procedures utilized.			

Label	Assurance	Response	Comment	Attachment
19h. Screening 704 KAR 3:410 Sections 5 & 6	Parents or legal guardians are contacted if screening results indicate a need for further assessment by a specialist, follow-up, or referral for special education and related services or other appropriate resources.			

Label	Assurance	Response	Comment	Attachment
19i. Screening 704 KAR 3:410 Sections 5 & 6	A local school shall assist the parent or legal guardian as needed through cooperation with existing medical and social services to obtain the physical examination required of all children prior to school enrollment.			

Section D: Health Safety and Nutrition

Label	Assurance	Response	Comment	Attachment
20a. Meals - 704 KAR 3:410 Section 6	All children receive breakfast of lunch, pursuant to the requirements of the National School Breakfast Program or National School Lunch Program.			

Label	Assurance	Response	Comment	Attachment
20b. Meals - 704 KAR 3:410 Section 6	All children receive developmentally appropriate information regarding nutrition.			

Label	Assurance	Response	Comment	Attachment
20c. Meals - 704 KAR 3:410 Section 6	As much as feasible, children are involved in the planning and preparation of snacks and meals.			

Label	Assurance	Response	Comment	Attachment
20d. Meals - 704 KAR 3:410 Section 6	Teacher provides appropriate supervision during meals to develop language, understanding and problem-solving skills.			

Label	Assurance	Response	Comment	Attachment
20e. Meals - 704 KAR 3:410 Section 6	Teacher provides developmentally appropriate information about health as an integral part of program activities.			

Label	Assurance	Response	Comment	Attachment
21a. Safety Policies - 704 KAR 3:410 Section 6	The preschool program operates in compliance with administrative regulations in areas including facilities, safety, health and transportation.			

Label	Assurance	Response	Comment	Attachment
21b. Safety Policies - 704 KAR 3:410 Section 6	The preschool program provides developmentally appropriate instruction to children regarding safety procedures, such as riding the bus and emergency procedures.			

Program Monitoring: Preschool

Gallatin County

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Label	Assurance	Response	Comment	Attachment
21c. Safety Policies - 704 KAR 3:410 Section 6	The preschool program utilizes the local school district's current safety policies regarding: accident records.			

Label	Assurance	Response	Comment	Attachment
21d. Safety Policies - 704 KAR 3:410 Section 6	The preschool program utilizes the local school district's current safety policies regarding: medical emergency plans.			

Label	Assurance	Response	Comment	Attachment
21e. Safety Policies - 704 KAR 3:410 Section 6	The preschool program utilizes the local school district's current safety policies regarding: fire and disaster plans.			

Label	Assurance	Response	Comment	Attachment
21f. Safety Policies - 704 KAR 3:410 Section 6	The preschool program utilizes the local school district's current safety policies regarding: first aid.			

Label	Assurance	Response	Comment	Attachment
21g. Safety Policies - 704 KAR 3:410 Section 6	The preschool program utilizes the local school district's current safety policies regarding: dispensing of medications.			

Label	Assurance	Response	Comment	Attachment
21h. Safety Policies - 704 KAR 3:410 Section 6	The preschool program utilizes the local school district's current safety policies regarding: reporting of child abuse and neglect, with modification as needed to accommodate young children.			

Label	Assurance	Response	Comment	Attachment
22a. Transportation - 704 KAR 3:410 Section 8, 702 KAR 5:150	A local school district may provide transportation to preschool children.			

Label	Assurance	Response	Comment	Attachment
22b. Transportation - 704 KAR 3:410 Section 8, 702 KAR 5:150	If the local school district transports preschool children, services conform with administrative regulations (702 KAR Chapter 5), including having a driver assistant on each bus transporting 3 and 4 year old children.			

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Label	Assurance	Response	Comment	Attachment
22c. Transportation - 704 KAR 3:410 Section 8, 702 KAR 5:150	A local school district makes provisions for safe arrival and departure of all children.			

Label	Assurance	Response	Comment	Attachment
22d. Transportation - 704 KAR 3:410 Section 8, 702 KAR 5:150	Procedures are in place for ensuring that preschool children are released to the parent or a person authorized by the parent.			

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Section E: Families and Communities

Label	Assurance	Response	Comment	Attachment
23a. Recruitment - 704 KAR 3:410 Section 5	Enrollment of (eligible) children in the preschool program is at the discretion of the parent or legal guardian.			

Label	Assurance	Response	Comment	Attachment
23b. Recruitment - 704 KAR 3:410 Section 5	Each local school district establishes and maintains an active recruitment process that systematically assures enrollment of eligible children.			

Label	Assurance	Response	Comment	Attachment
23c. Recruitment - 704 KAR 3:410 Section 5	The recruitment process is outlined in a written plan which includes procedures for: Notification of the right to participate, presented in the parent's primary language or natural mode of communication.			

Label	Assurance	Response	Comment	Attachment
23d. Recruitment - 704 KAR 3:410 Section 5	The recruitment process is outlined in a written plan which includes procedures for: Identification of all eligible children regardless of race, sex, color, national origin or handicapping condition.			

Label	Assurance	Response	Comment	Attachment
23e. Recruitment - 704 KAR 3:410 Section 5	The recruitment process is outlined in a written plan which includes procedures for: Written documentation to demonstrate that emphasis had been given to recruiting those eligible children not currently served by a preschool program.			

Label	Assurance	Response	Comment	Attachment
23f. Recruitment - 704 KAR 3:410 Section 5	The recruitment process is outlined in a written plan which includes procedures for: Contact to agencies and programs serving local preschool children or their families to encourage participating in the recruitment process, taking into account the demographic makeup of the community and the needs of the children and their families.			

Label	Assurance	Response	Comment	Attachment
23g. Recruitment - 704 KAR 3:410 Section 5	The recruitment process is outlined in a written plan which includes procedures for: All educational records are kept confidential according to the requirements of the Family Education Rights and Privacy Act regulation, 34 CFR Part 99.			

Label	Assurance	Response	Comment	Attachment
24a. Parent/Family Involvement - 704 KAR 3:410 Section 6 and 7	The program allows active parental involvement. Consideration of the different types of family structure, such as the single parent, foster parent and extended family, shall be made when planning activities.			

Label	Assurance	Response	Comment	Attachment
24b. Parent/Family Involvement - 704 KAR 3:410 Section 6 and 7	At least the following opportunities are made available to parents: Participation in classroom and other preschool activities as volunteers or observers.			

Label	Assurance	Response	Comment	Attachment
24c. Parent/Family Involvement - 704 KAR 3:410 Section 6 and 7	At least the following opportunities are made available to parents: Parent training, education or other activities which the parent has helped to develop.			

Label	Assurance	Response	Comment	Attachment
24d. Parent/Family Involvement - 704 KAR 3:410 Section 6 and 7	At least the following opportunities are made available to parents: Working with the child in cooperation with preschool staff.			

Label	Assurance	Response	Comment	Attachment
24e. Parent/Family Involvement - 704 KAR 3:410 Section 6 and 7	At least the following opportunities are made available to parents: Meeting with preschool and other appropriate staff regarding the child's individual needs and progress or other two (2) way communication system developed with the parent.			

Label	Assurance	Response	Comment	Attachment
24f. Parent/Family Involvement - 704 KAR 3:410 Section 6 and 7	At least the following opportunities are made available to parents: Periodic home visits by preschool staff, with a minimum of two (2) visits per child per year and with the first visit conducted within sixty (60) school days after enrollment.			

Label	Assurance	Response	Comment	Attachment
24g. Parent/Family Involvement - 704 KAR 3:410 Section 6 and 7	A lead teacher is responsible for at least the following: Parent participation in the classroom.			

Label	Assurance	Response	Comment	Attachment
24h. Parent/Family Involvement - 704 KAR 3:410 Section 6 and 7	A lead teacher is responsible for at least the following: Parent-teacher conferences.			

Label	Assurance	Response	Comment	Attachment
24i. Parent/Family Involvement - 704 KAR 3:410 Section 6 and 7	The local districts assign professional staff, including the lead teacher, to conduct parental involvement activities and coordination with health and social services.			

Label	Assurance	Response	Comment	Attachment
25. Wrap Around Services - 704 KAR 3:410 Section 8	If a program is extended to provide child care before or after the standard operating hours of the preschool program, that portion of the program will meet the standards for day care facilities promulgated by the Cabinet for Families and Children.			

