

**FRYSC Continuation Program Plan  
Action Components and  
Implementation and Results (I and R)**

**FY 17-18**

School District: Henderson County  
Center Name: Bend Gate/Spottsville FRC

**Action Component**

**Goal of Component:**

**Full-time Preschool Child Care for Children 2 and 3 years of age**

To provide access to full-time quality child care, centers will identify, coordinate and/or develop resources for child care. Early learning experiences promote growth, education and successful transition into school for children. Access to quality care may help families continue employment and/or education.

Strengthening Families Protective Factors	Place an X below all Strengthening Families Protective Factors addressed through this component					
	Parental Resilience	Social Connections	Knowledge of Child Development	Concrete Support in Times of Need	Social and Emotional Competence of Children	Nurturing and Attachment
			x			x
<b>Needs Assessment Data Summary</b> (Reviewing the data from your CPP Needs Assessment Coversheet, what are the top needs of your school(s) relating to the goal of this component)	Increase in children ages 2&3 enrolling in quality P.S/CC Programs.					
Desired Outcome (Expected Benefit)	Activities with Timelines	Collaborative Partners (w/ fund source and cost)				
100% of parents will have the option for quality, affordable pre-school aged childcare which also provides pre-school curriculum for 3 year olds.	Referrals will be made to Thelma B. Johnson Early Learning Center when parents call inquiring about childcare/education for preschool aged children. (July1, 2016-June 2017.	Thelma B Johnson Early Learning Center.				
	I, NI, PI	Evaluated (Y/N)?				
	If not implemented, briefly, why?					
	Did this activity have the intended impact (Y/N)?					
2 A. All P.S. aged children will have improved school readiness skills as a result of attending a quality P.S/C.C. program.	FRC will assist with referrals and H.V.'s as needed. Assist with P.S./K registration and transition. (July 2016-June 2017)	FRC \$1,000, TBJ, School staff.				
	I, NI, PI	Evaluated (Y/N)?				

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Desired Outcome (Expected Benefit)	Activities with Timelines	Collaborative Partners (w/ fund source and cost)
	If not implemented, briefly, why?	
	Did this activity have the intended impact (Y/N)?	
3. A. All parents of children younger than 3 & 4 and don't qualify for TBJ, will be referred to other community childcare facilities.	FRC will refer to quality community childcare centers within our community. (July 2016-June 2017)	FRC staff, DCBS, school staff
	I, NI, PI	Evaluated (Y/N)?
	If not implemented, briefly, why?	
	Did this activity have the intended impact (Y/N)?	
	I, NI, PI	Evaluated (Y/N)?
	If not implemented, briefly, why?	
	Did this activity have the intended impact (Y/N)?	
	I, NI, PI	Evaluated (Y/N)?
	If not implemented, briefly, why?	
	Did this activity have the intended impact (Y/N)?	
	I, NI, PI	Evaluated (Y/N)?
	If not implemented, briefly, why?	
	Did this activity have the intended impact (Y/N)?	
	I, NI, PI	Evaluated (Y/N)?
	If not implemented, briefly, why?	
	Did this activity have the intended impact (Y/N)?	
	I, NI, PI	Evaluated (Y/N)?
	If not implemented, briefly, why?	
	Did this activity have the intended impact (Y/N)?	

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**Action Component:**

**After-school child care for children ages four (4) through twelve (12), with the child care being full-time during the summer and on other days when school is not in session.**

**Goal of Component:**

To identify, coordinate and/or develop resources to ensure children have access to quality out-of-school time child care and enrichment activities.

This will reduce unsupervised time, increase interpersonal skills, and promote continuation of learning during out-of-school time. (i.e. before/after school hours, seasonal breaks, etc.)

Place an X below all Strengthening Families Protective Factors addressed through this component		
Strengthening Families Protective Factors	<div>Parental Resilience</div> <div>Social Connections</div> <div>Knowledge of Child Development</div> <div>Concrete Support in Times of Need</div> <div>Social and Emotional Competence of Children</div> <div>Nurturing and Attachment</div>	
	<div></div> <div></div> <div></div> <div align="center">X</div> <div align="center">X</div> <div align="center">X</div>	
<b>Needs Assessment Data Summary</b> (Reviewing the data from your CPP Needs Assessment Coversheet, what are the top needs of your school(s) relating to the goal of this component)	To increase awareness of our schools after school program	
Desired Outcome (Expected Benefit)	Activities with Timelines	Collaborative Partners (w/ fund)
1.) Working parents or parents going back to school will have options available for appropriate, meaningful after school care and/or activities for their children.	A.) FRC will make referrals to both schools after school programs, as well as identifying students who are in need of extra services as well as collaborating with other agencies to provide after school enrichment opportunities. (July 2016-June 2017)	FRC, Bend Gate Elementary, Spottsville Elementary, and other area agencies and after school programs.
<div>I, NI, PI <input type="checkbox"/></div> <div>Evaluated (Y/N)? <input type="checkbox"/></div> <div>If not implemented, briefly, why? <input type="text"/></div> <div>Did this activity have the intended impact (Y/N)? <input type="checkbox"/></div>		

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School District: Henderson County  
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**Action Component:**

**Families in Training, which shall consist of an integrated approach to home visits, group meetings, monitoring child development for new and expectant parents.**

**Goal of Component:**

To ensure a productive start in life for every child ages prenatal – 5 (with emphasis on prenatal – age 3), and promote a strong foundation for future school success.

Centers will:

1. Recruit, engage and educate parents on early child development and parenting skills through consistent and ongoing contact\* ;
2. Assist families in identifying developmental concerns;
3. Collaborate with community partners and link families to appropriate prevention and intervention services.

*\* Consistent and ongoing contact includes interactive home visits and group meetings with parents and parents and children together, with an emphasis on expectant parents, infants and toddlers and children not yet in school. Topics should include: Early brain development, child abuse prevention, appropriate developmental experiences and the importance of education.*

<b>Strengthening Families Protective Factors</b>		<b>Place an X below all Strengthening Families Protective Factors addressed through this component</b>					
		Parental Resilience	Social Connections	Knowledge of Child Development	Concrete Support in Times of Need	Social and Emotional Competence of Children	Nurturing and Attachment
		x	x	x	x	x	x
<b>Needs Assessment Data Summary</b> (Reviewing the data from your CPP Needs Assessment Coversheet, what are the top needs of your school(s) relating to the goal of this component)		Increase parents ability identifying developmental concerns by working with community partners and our school.					
<b>Desired Outcome (Expected Benefit)</b>	<b>Activities with Timelines</b>			<b>Collaborative Partners (w/ fund source and cost)</b>			



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Desired Outcome (Expected Benefit)	Activities with Timelines	Collaborative Partners (w/ fund source and cost)
Parents will become more aware of daily, physical and emotional needs of raising a newborn, infant or toddler, and where to turn to for support in our community.	A.) New and expectant parents and their families are invited every year to attend an open house which is held at the extension office every year. July 1, 2016-June 30-2018.	Methodist Hospital, Henderson County Extension Office, FRYSC's, Early Childhood Council,
	I, NI, PI <input type="checkbox"/>	Evaluated (Y/N)? <input type="checkbox"/>
	If not implemented, briefly, why? <input type="text"/>	
	Did this activity have the intended impact (Y/N)? <input type="checkbox"/>	
2. Children age birth to 5 will be better prepared to enter school and perform age appropriate skills .	A.) FRC will work with TBJ Early Learning Center, other schools and agencies, in meeting the educational, physical and emotional needs of all of our families. (July 1, 2016-June 30, 2018)	FRC, Born Learning, TBJ, and other area agencies.
	I, NI, PI <input type="checkbox"/>	Evaluated (Y/N)? <input type="checkbox"/>
	If not implemented, briefly, why? <input type="text"/>	
	Did this activity have the intended impact (Y/N)? <input type="checkbox"/>	
	B.) All Bend Gate and Spottsville families will be invited to family literacy events. (July 1, 2016-June 30, 2018)	
	I, NI, PI <input type="checkbox"/>	Evaluated (Y/N)? <input type="checkbox"/>
	If not implemented, briefly, why? <input type="text"/>	
	Did this activity have the intended impact (Y/N)? <input type="checkbox"/>	
3.) Children age birth to 5 will be better prepared to enter school and perform age appropriate activities	A.) FRC will work with Thelma B Johnson Early Learning Center by referring families and to assist families in meeting the	FRC (\$100). Travel for attendance home visits. TBJ
	I, NI, PI <input type="checkbox"/>	Evaluated (Y/N)? <input type="checkbox"/>
	If not implemented, briefly, why? <input type="text"/>	
	Did this activity have the intended impact (Y/N)? <input type="checkbox"/>	
	B.) All new and expectant families will be invited to family literacy events to be held in late Spring and Summer to introduce their	FRC (\$1,000) Bend Gate and Spottsville Staff
	I, NI, PI <input type="checkbox"/>	Evaluated (Y/N)? <input type="checkbox"/>
	If not implemented, briefly, why? <input type="text"/>	
	Did this activity have the intended impact (Y/N)? <input type="checkbox"/>	
4.) Children will be healthier and receive appropriate health services to enable them to succeed in	A.) FRC will make referrals to Child Find, the Commission for Children with Special Needs, CATCH program, etc. in order to	FRC, Child Find, Commission, CATCH
	I, NI, PI <input type="checkbox"/>	Evaluated (Y/N)? <input type="checkbox"/>
	If not implemented, briefly, why? <input type="text"/>	
	Did this activity have the intended impact (Y/N)? <input type="checkbox"/>	

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School District: Henderson County  
Center Name: Bend Gate/Spottsville FRC

**Action Component:**

**Health Services or Referrals to Health Services, or both**

**Goal of Component:**

To improve the overall health and well-being of students and increase their ability to succeed in school by addressing the coordinated school health components\*, safety and oral health, thereby promoting a lifetime of personal wellness.

\*Coordinated school health components include:

- Physical Education
- Health Services
- Nutrition
- Counseling/Psychological Services
- Social Services
- Health Promotion for Staff
- Family/Community Involvement

Strengthening Families Protective Factors	Place an X below all Strengthening Families Protective Factors addressed through this component					
	Parental Resilience	Social Connections	Knowledge of Child Development	Concrete Support in Times of Need	Social and Emotional Competence of Children	Nurturing and Attachment
			X	X		
<b>Needs Assessment Data Summary</b> (Reviewing the data from your CPP Needs Assessment Coversheet, what are the top needs of your school(s) relating to the goal of this component)	More families will receive assistance with health related issues. Increase the well-being of students and increase their ability to succeed in school.					
<b>Desired Outcome (Expected Benefit)</b>	<b>Activities with Timelines</b>		<b>Collaborative Partners (w/ fund source and cost)</b>			

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Desired Outcome (Expected Benefit)	Activities with Timelines	Collaborative Partners (w/ fund source and cost)
1.) All students will start the school year healthy and ready to learn.	A.) FRC will hold the Back to School Readifest which is held every summer before school starts. Readifest provides free health screenings, immunizations, community health related information, school supplies and clothes. (July 1, 2016-June 30, 2018)	FRC (\$1,500) for school supplies, t-shirts, door prizes, food) CATCH program, Health Department, Extension office, mental health agencies, etc. Local doctors, optometrists, and dentists.
	I, NI, PI <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Evaluated (Y/N)? <input type="checkbox"/>
	Did this activity have the intended impact (Y/N)? <input type="checkbox"/>	
2.) Students and families will be assisted on site allowing students to miss less classroom time while still meeting health care needs.	A.) FRC will assist school nurses to meet medication and health care needs of students and their families. July 1, 2016-June 30, 2018)	FRC (\$500 for non-toxic organic lice treatment)
	I, NI, PI <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Evaluated (Y/N)? <input type="checkbox"/>
	If not implemented, briefly, why? <input type="text"/>	
	Did this activity have the intended impact (Y/N)? <input type="checkbox"/>	
	B.) FRC has contracted with School Smiles to provide on-site dental care for every student.	FRC, School Smiles, Parents
	Did this activity have the intended impact (Y/N)? <input type="checkbox"/>	
3.) Families who have no other means to see a doctor will have access to the CATCH program and Cabell Platt Medical Center.	The CATCH Program is located at various locations throughout the week. FRC and School nurses keep a schedule so that families can either meet them or be seen by a doctor at the school. Cabell Platt medical center is open daily to all of our families. (July 1, 2016-June 30, 2018)	FRC, Cabell-Platt Medical Center, CATCH Program
	I, NI, PI <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Evaluated (Y/N)? <input type="checkbox"/>
	If not implemented, briefly, why? <input type="text"/>	

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Desired Outcome (Expected Benefit)	Activities with Timelines	Collaborative Partners (w/ fund source and cost)
	Did this activity have the intended impact (Y/N)?	
4.) Students and families needs that make off site visits necessary will be met in a more timely manner enabling students to missless time from school.	A.) FRC will assist parents in making needed appointments, completing forms and arranging transportation necessary in obtaining needed health services. Ongoing.	FRC, Local doctors and dentists, Green River Health Department, Lighthouse Counseling, CATCH Program.
	I, NI, PI <input type="checkbox"/> Evaluated (Y/N)? <input type="checkbox"/>	
	If not implemented, briefly, why? <input type="checkbox"/>	
	Did this activity have the intended impact (Y/N)?	
5.) Students will have medication necessary to keep them on task and in school.	A.) FRC will assist with purchasing medication in emergency situtaions when medication is deemed necessary by the physician and parents do not have means to pay. (July 1, 2016-June 30, 2018)	FRC \$500
	I, NI, PI <input type="checkbox"/> Evaluated (Y/N)? <input type="checkbox"/>	
	If not implemented, briefly, why? <input type="checkbox"/>	
	Did this activity have the intended impact (Y/N)?	
6.) Students in need of medical insurance will have access to health care by becoming enrolled qualifying programs.	A.) Frc Coordinator will provide information and assistance in filling out and filing applications. FRC will collaborate with Medicaid office and insurance to assist parents in understanding and filing correct information in order to gain services for their children. Ongoing.	FRC, Medicaid, Insurance Companies
	I, NI, PI <input type="checkbox"/> Evaluated (Y/N)? <input type="checkbox"/>	
	If not implemented, briefly, why? <input type="checkbox"/>	
	Did this activity have the intended impact (Y/N)?	
7.) Students will have enough nutritious food to keep them from being hungry over the weekends and breaks when school is not in session.	A.) FRC will coordinate the Weekend Backpack Program to provide nutritious food items to students in need. Ongoing	FRC (\$1,000), Zion Baptist, Chapel Hill United Methodist Church, other various donations to the Center.
	I, NI, PI <input type="checkbox"/> Evaluated (Y/N)? <input type="checkbox"/>	
	If not implemented, briefly, why? <input type="checkbox"/>	

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**Action Component:**

**Family Literacy Services is a literacy program designed to break the intergenerational cycle of "under education" in Kentucky by providing opportunities for parents and their children (birth - 18) to learn together, thereby creating a desire for life-long learning.**

**Goal of Component:**

To move families toward self-sufficiency and work to break the cycle of poverty by providing a comprehensive family literacy program through on-going center, school and community activities that must include:

1. Child time: Developmentally-appropriate educational activities for children;
2. Parent time: Instruction in parenting; strategies for families to support their child's education and enhance the home-school relationship;
3. Parent and child together time: Quality educational interaction between parents and their children that promotes lifelong learning and supports parents in their role as their child's first teacher;
4. Adult education: Parent instruction in academic and employability skills; assisting parents to obtain their GED or post-secondary education goals.

<b>Strengthening Families Protective Factors</b>		<b>Place an X below all Strengthening Families Protective Factors addressed through this component</b>					
		Parental Resilience	Social Connections	Knowledge of Child Development	Concrete Support in Times of Need	Social and Emotional Competence of Children	Nurturing and Attachment
			X		X		
<b>Needs Assessment Data Summary</b> (Reviewing the data from your CPP Needs Assessment Coversheet, what are the top needs of your school(s) relating to the goal of this component)		Increase in parental involvement in the educational process. Increased quality educational interaction between parents and their children.					
<b>Desired Outcome (Expected Benefit)</b>		<b>Activities with Timelines</b>			<b>Collaborative Partners (w/ fund source and cost)</b>		

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Desired Outcome (Expected Benefit)	Activities with Timelines	Collaborative Partners (w/ fund source and cost)
1.) Parent involvement in the educational process will increase as they attend family literacy events, and measured by pre/post evaluations.	A.) All Pre-school through 5th grade students and their families will be invited to attend Family Literacy Nights throughout the year. These nights will provide parents time to learn and participate in literacy activities with their children. (July 1, 2016-June 30, 2018)	FRC (\$2,000) Media Center, Extension Office, HCC Adult Learning Center, Title 1, All teachers/staff.
<div> <div>If not implemented, briefly, why?</div> <div></div> </div> <div> <div>Did this activity have the intended impact (Y/N)?</div> <div></div> </div>		
2.) Parents needing additional adult education opportunities, such as GED instruction, finding a job, computer skills, literacy skills, will be able to receive instruction needed to improve their educational/employment status.	A. FRC will make referrals to Henderson Community College Adult Learning Center and Adult Education Programs for parents in need of furthering their education. FRC will also assist parents with completing and registration requirements, forms, etc. needed. (July 1, 2016-June 30, 2018)	FRC, Henderson Community College Adult Learning Center.
<div> <div>I, NI, PI</div> <div></div> <div>Evaluated (Y/N)?</div> <div></div> </div> <div> <div>If not implemented, briefly, why?</div> <div></div> </div> <div> <div>Did this activity have the intended impact (Y/N)?</div> <div></div> </div>		
<div> <div>I, NI, PI</div> <div></div> <div>Evaluated (Y/N)?</div> <div></div> </div> <div> <div>If not implemented, briefly, why?</div> <div></div> </div> <div> <div>Did this activity have the intended impact (Y/N)?</div> <div></div> </div>		
<div> <div>I, NI, PI</div> <div></div> <div>Evaluated (Y/N)?</div> <div></div> </div> <div> <div>If not implemented, briefly, why?</div> <div></div> </div> <div> <div>Did this activity have the intended impact (Y/N)?</div> <div></div> </div>		
<div> <div>I, NI, PI</div> <div></div> <div>Evaluated (Y/N)?</div> <div></div> </div>		

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School District: Henderson County  
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**Action Component:**

**Improving School Attendance**

**Goal of Component:**

To contact parents/guardians in order to understand why their child is excessively tardy/absent from school and to remove as many barriers as we can to ensure that those students are at school, learning to the best of their ability and beyond.

Strengthening Families Protective Factors	Place an X below all Strengthening Families Protective Factors addressed through this component					
	Parental Resilience	Social Connections	Knowledge of Child Development	Concrete Support in Times of Need	Social and Emotional Competence of Children	Nurturing and Attachment
	X			X		
<b>Needs Assessment Data Summary</b> (Reviewing the data from your CPP Needs Assessment Coversheet, what are the top needs of your school(s) relating to the goal of this component)	Increased awareness of attendance policy. Increased attendance.					
Desired Outcome (Expected Benefit)	Activities with Timelines	Collaborative Partners (w/ fund source and cost)				
1.) All parents/guardians will become more aware of how many tardies, absences also known as occurances their child has and with FRC assistance, will be able to make every effort to get their child to school every day and on time.	A) Home/School Liaison Heather Thomas will contact parents/guardians of students who continue to be absent or tardy, by daily phone calls and home visits in order to offer FRC assistance. She will then report to FRC Coordinator, and Board Office by documenting information obtained in Infinite Campus. July 1, 2016-June 30, 2018.	FRC (\$20,300). School attendance Secretary, Attendance Specialist				
I, NI, PI <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		Evaluated (Y/N)? <input type="checkbox"/>				
If not implemented, briefly, why? <input type="text"/>						
Did this activity have the intended impact (Y/N)? <input type="checkbox"/>						
I, NI, PI <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		Evaluated (Y/N)? <input type="checkbox"/>				
If not implemented, briefly, why? <input type="text"/>						

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School District: Henderson County  
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**Action Component:**

**Assisting Family Needs**

**Goal of Component:**

Designed to assist families in need of holiday assistance, transportation, back to school supplies, clothes, shoes, food as well as any other assistance regarding school success.

Strengthening Families Protective Factors	Place an X below all Strengthening Families Protective Factors addressed through this component					
	Parental Resilience	Social Connections	Knowledge of Child Development	Concrete Support in Times of Need	Social and Emotional Competence of Children	Nurturing and Attachment
	X	X	X	X	X	X
<b>Needs Assessment Data Summary</b> (Reviewing the data from your CPP Needs Assessment Coversheet, what are the top needs of your school(s) relating to the goal of this component)	Increase families knowledge of assistance that is available to them from school and throughout the community. According to Needs Assessment, parents are concerned about healthcare needs, supplying their children with food, clothing, shoes, holiday assistance, education needs, etc.					
Desired Outcome (Expected Benefit)	Activities with Timelines	Collaborative Partners (w/ fund source and cost)				
Enter desired outcomes, numbered 1, 2, 3, etc. See example tab.	Enter activity (with timelines in parentheses). Leave a gray Implementation row between each activity. Label A, B, C, etc. See example tab.	List partners (fund source and cost in parentheses).				
1.) All students will be able to stay on task and not be distracted due to problems with their clothing and parents will not have to leave work or home in order to bring items to school for their child.	A.) FRC will maintain a clothes closet on site to provide clean, appropriate clothing to any student needing clothes, shoes, socks, etc. (July 1, 2016-June 30, 2018) and ongoing.	FRC (\$500), individual donations of clothes and other items.				
I, NI, PI		Evaluated (Y/N)?				
If not implemented, briefly, why?						
Did this activity have the intended impact (Y/N)?						



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	<p>B.) FRC will collaborate with The Volunteer and Information Center, Henderson Rotary Club, Wilkersons and The Happy Feet Program in order to provide back to school clothing, shoes and coats for all children at Bend Gate and Spottsville who need these items. Ongoing.</p> <p>FRC (\$500). Rotary Club (\$500), Happy Feet (\$1,000)</p> <p>I, NI, PI <input type="checkbox"/> Evaluated (Y/N)? <input type="checkbox"/></p> <p>If not implemented, briefly, why? <input type="text"/></p> <p>Did this activity have the intended impact (Y/N)? <input type="checkbox"/></p>
2.) At least 15 of our targeted students will have increased academic comprehension and test scores as well as better social interactions.	<p>FRC will act as a site manager for 3-5 Foster Grandparents working year round to provide academic tutoring and social mentoring to students identified by their teachers as needing assistance. (July 1, 2016-June 30, 2018)</p> <p>FRC (\$2,000), Audubon Area Foster Grandparent Program (\$30,000)</p> <p>I, NI, PI <input type="checkbox"/> Evaluated (Y/N)? <input type="checkbox"/></p> <p>If not implemented, briefly, why? <input type="text"/></p> <p>Did this activity have the intended impact (Y/N)? <input type="checkbox"/></p>
3.) Families will receive assistance holiday assistance through referrals to the fRC and other community agencies.	<p>A.) FRC will collaborate and make referrals for holiday assistance to VIC, Goodfellows, Santa Clothes Club, Kids and Cops, area churches, volunteers and staff, also including Food Baskets. (July 1- 2016-June 30-2018)</p> <p>FRC (\$500), Henderson FOP, VIC, Channel 25 Santa Clothes Club, Goodfellows, Zion Baptist, other area churches volunteers</p> <p>I, NI, PI <input type="checkbox"/> Evaluated (Y/N)? <input type="checkbox"/></p> <p>If not implemented, briefly, why? <input type="text"/></p> <p>Did this activity have the intended impact (Y/N)? <input type="checkbox"/></p>
4.) Families will receive assistance for their child in order to provide clothing, school supplies, backpacks, shoes etc. throughout the school year.	<p>A.) Information goes home every month with current needs of the FRC and what may be needed that month for the FRC Clothes Closet. (July 1, 2016-June 30, 2018)</p> <p>FRC (\$500) for clothing, (\$2,000 for school supplies, backpacks, parents and community are also encouraged to</p> <p>I, NI, PI <input type="checkbox"/> Evaluated (Y/N)? <input type="checkbox"/></p> <p>If not implemented, briefly, why? <input type="text"/></p> <p>Did this activity have the intended impact (Y/N)? <input type="checkbox"/></p>
5.) Students will have healthy snacks/foods/drinks to get them through the weekend and breaks when food may not be readily available.	<p>A.) FRC will continue the Weekend Backpack Program. FRC will send food bags home on Fridays full of healthy snacks, foods, drinks to designated students. (July 1, 2016-June 30,2018)</p> <p>FRC (\$1,000), area churches, donations.</p> <p>I, NI, PI <input type="checkbox"/> Evaluated (Y/N)? <input type="checkbox"/></p>

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	<div> <div>If not implemented, briefly, why?</div> <div>Did this activity have the intended impact (Y/N)?</div> </div>
<p>B.) FRC will keep families informed at the Henderson County end of the school year where and what times Schools Food the Summer Feed Program will take place in Program order to get breakfast and lunch throughout the summer for every child 18 and under. (July 1, 2016-June 30, 2018)</p>	<div> <div>I, NI, PI</div> <div>Evaluated (Y/N)?</div> <div>If not implemented, briefly, why?</div> <div>Did this activity have the intended impact (Y/N)?</div> </div>
	<div> <div>I, NI, PI</div> <div>Evaluated (Y/N)?</div> <div>If not implemented, briefly, why?</div> <div>Did this activity have the intended impact (Y/N)?</div> </div>
	<div> <div>I, NI, PI</div> <div>Evaluated (Y/N)?</div> <div>If not implemented, briefly, why?</div> <div>Did this activity have the intended impact (Y/N)?</div> </div>
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FRYSC Continuation Program Plan  
Action Components and  
Implementation and Results ( I and R)

Place an X below all Strengthening Families Protective Factors addressed through this component		
	Did this activity have the intended impact (Y/N)?	

# FRYSC Inventory Tracking Form

Center Name: Bend Gate/Spottsville FRC

Date: Feb. 9, 2016

Sept. 2015

Name and Description of item	Property tag number/serial number	Value of item/lease cost	Date of purchase or lease	Fund source	Location of item (include address if different)	Responsible person
Optiplex 3010 Dell w/Speakers	00196274996888	\$1200	N/a	FRC	Spottsville	Coordinator
File Cabinet-3 Drawer	No Serial	\$200	N/A	Donated	Spottsville	Coordinator
Office desk #1 w/Hutch	No serial	N/A	N/A	Donated	Spottsville	Coordinator
Office desk #2	No serial	N/A	N/A	Donated	Spottsville	Coordinator
2 office chairs for visitors	No serial	N/A	N/A	Donated	Spottsville	Coordinator
Desk Chair (Coordinator)	No serial	N/A	N/A	Donated	Spottsville	Coordinator
Small Dorm refrigerator	N/A	\$200	N/A	FRC	Spottsville	Coordinator
Floor Heater-Home Essentials	N/A	\$40	N/A	FRC	Spottsville	Coordinator
3 Shelf Wooden bookcase	N/A	N/A	N/A	Donated	Spottsville	Coordinator
Dell Computer Monitor	N/A	\$60	N/A	Donated	Spottsville	Coordinator
Electric pencil sharpener	N/A	\$20	N/A	FRC	Spottsville	Coordinator
Vtech digital telephone/answering machine	VB700829369	\$100	N/A	FRC	Spottsville	Coordinator
8 Rubbermaid containers	N/A	\$80	N/A	FRC	Spottsville	Coordinator
Backpacks (25)	N/A	\$125	N/A	FRC	Spottsville	Coordinator
2 Standing Rubbermaid Cabinets 2 Dr	N/A	\$200	N/A	Donated	Spottsville	Coordinator
12 X 12 Room sized rug	N/A	N/A	N/A	Donated	Spottsville	Coordinator
8 Winter Queen size blankets	N/A	\$80	N/A	Donated	Spottsville	Coordinator
21 boys/girls winter coats	N/A	\$200	N/A	Donated	Spottsville	Coordinator
1 wooden desk w/hutch	N/A	\$200	N/A	FRC	Bend Gate	Coordinator
1 wooden desk	N/A	\$100	N/A	Donated	Bend Gate	Coordinator
3 Shelf metal book case (2)	N/A	\$600	N/A	Donated	Bend Gate	Coordinator
1 Love seat	N/A	\$200	N/A	Donated	Bend Gate	Coordinator
1 full size couch	N/A	\$200	N/A	Donated	Bend Gate	Coordinator
Small dorm refrigerator	N/A	\$200	N/A	Donated	Bend Gate	Coordinator
1 Galaxy Dorm Microwave	N/A	\$50	N/A	Donated	Bend Gate	Coordinator
Floor Heater-Home Essentials	N/A	\$40	N/A	FRC	Bend Gate	Coordinator
2 3-Drawer Plastic stackable drawers	N/A	\$60	N/A	FRC	Bend Gate	Coordinator
HP Color Laser Jet printer 2600N	N/A	\$500	N/A	FRC	Bend Gate	Coordinator
Dell optiplex monitor & Computer	N/A	\$1200	N/A	FRC	Bend Gate	Coordinator
4 drawer metal filing cabinet	N/A	\$120	N/A	FRC	Bend Gate	Coordinator
Sunburst Media Visual Video Lessons (6)	N/A	\$600	N/A	FRC	Bend Gate	Coordinator
Snow Cone Machine	N/A	\$1200	N/A	FRC	Bend Gate	Coordinator

# CENTER OPERATIONS INFORMATION

## (FYs 17-18)

School District: Henderson County Center Name: Bend Gate/Spottsville FRC Date: Feb. 9, 2016

☒ Original ☐ Revision # \_\_\_\_\_

### Program Site

Please provide the center hours of operation. Describe the physical location of the center and space allocated specifically for center services for each school served. School districts are required to provide space and maintenance for the center. Center allocation cannot be used to pay for center space.

**Hours of Operation:** The posted hours are Monday through Friday, FRC Coordinator is at Bend Gate on Monday, Tuesday and every other Friday, 7:15-3:45. Wednesday and Thursday at Spottsville, 7:15-3:45. While the Home/School/Community Liaison is at Spottsville Monday and Tuesday from 8:30-2:30 and alternating Fridays, 8:30-2:30.

**Description of Center Site:** At Bend Gate, the Center is located in an office off the main hallway of the school, with easy access to the front office and a side door exit. At Spottsville, the center is located in an electrical/storage room/closet that is being used as office space. It is close to the cafeteria, gym, front office and an exit door. This will be changing within next two years due to new school being built. Each FRC office is shared with the schools childcare program Directors.

### Staffing Pattern

Describe the center's staffing pattern. Please list each position that will be charging salary to the center's operating budget. **Note: Any change in staffing pattern must be approved by the DFRYSC prior to the change. Vacancy of any center staff position should be reported to the FRYSC Regional Program Manager within 10 days.** Attach current job descriptions for all center staff paid with FRYSC funds.

Center Staff		
Name: Lynn Swanson Position/Function: Coordinator/Director Wage Source(s): FRC allocation Direct Supervisor: Principals Watson, Harman and Nancy Gibson	Hire Date: 08/23/99 Weekly Hours: 40 # Days Per Year: 240 % of salary from each wage source: 100%	<input type="checkbox"/> Certified <input checked="" type="checkbox"/> Classified
Name: Heather Thomas Position/Function: Home, School, Community Liaison Wage Source(s): FRC Allocation Direct Supervisor: Principals Watson, Harman and Nancy Gibson	Hire Date: 8/22/11 Weekly Hours: 30 # Days Per Year: 180 % of salary from each wage source: 100%	<input type="checkbox"/> Certified <input checked="" type="checkbox"/> Classified
Name: Position/Function: Wage Source(s): Direct Supervisor:	Hire Date: Weekly Hours: # Days Per Year: % of salary from each wage source:	<input type="checkbox"/> Certified <input type="checkbox"/> Classified
Name: Position/Function: Wage Source(s): Direct Supervisor:	Hire Date: Weekly Hours: # Days Per Year: % of salary from each wage source:	<input type="checkbox"/> Certified <input type="checkbox"/> Classified
Name: Position/Function: Wage Source(s): Direct Supervisor:	Hire Date: Weekly Hours: # Days Per Year: % of salary from each wage source:	<input type="checkbox"/> Certified <input type="checkbox"/> Classified

For multiple schools, please describe staff coverage for each location (regular schedule for all staff members, hours at each location, etc).

Lynn Swanson FRC Coordinator: Bend Gate MT & every other Friday 7:15-3:45. Spottsville WTh and every other Friday 7:15-3:45.  
Heather Thomas Home/School/Community Liaison Spottsville MT & every other Friday. 8:30-2:30, Bend Gate WTh and every other Friday 8:30-2:30.

## CENTER OPERATIONS INFORMATION

Continued

### Comprehensive School Improvement Plan Involvement

Please describe how the center is involved in the Comprehensive School Improvement Plan process for each school served (including committee representation and center responsibilities). **DO NOT attach copies of the Comprehensive School Improvement Plan.**

FRC Coordinator sits on various committees such as school climate, KYCID, School Wellness, RTI, FRYSC Regional Advisory Council Representative Region 2. The center is involved in hosting family literacy nights, volunteer programs, mentoring programs, and working with families of students in order to improve overall school attendance. FRC orders materials for events such as Red Ribbon Week, testing, supplies for the nurses offices, meals for volunteers, academic meets, afterschool programs, etc.

**LOCAL DISTRICT CLASSIFICATION PLAN****CLASS TITLE: FAMILY RESOURCE CENTER COORDINATOR III****BASIC FUNCTION:**

Plan, organize, implement and coordinate a project, program or activity having significant impact on the District routinely affecting more than one unit or department; requires adaptation and interpretation of standard practices and procedures; contacts outside the unit require exercise of judgment to obtain approval.

**DISTINGUISHING CHARACTERISTICS:**

The Coordinator series applies to professional-level, supervisory positions which have responsibility for an on-going activity or function in any area of specialty (instruction or administrative). The levels of Coordinator are distinguished by the overall impact on the district, complexity of the activity supervised, the nature of contacts outside the unit and the independence of action required. There are six levels of the series identified according to these criteria.

**REPRESENTATIVE DUTIES:**

- Plan, organize, implement and coordinate a project, program or activity and evaluate staff as assigned.
- Develop, establish or administer project, program or activity.
- Serve as liaison with other units, departments or outside agencies as required.
- Make recommendations regarding implementation of project, program or activity and evaluate effectiveness as assigned.
- Maintain communication and work closely with district staff, local school staff and the community regarding information, developments and implementation of project, program or activity.
- Prepare and assist in preparation of reports, records and other documentation as required.
- Accumulate and research data, documents and other pertinent information as required.
- Assure compliance with federal, State and District policy, administrative procedures and negotiated agreements as applicable to assignment.
- Prepare, deliver or assist with training opportunities as appropriate.
- Perform related duties as assigned.

**KNOWLEDGE AND ABILITIES:****KNOWLEDGE OF:**

- Subject matter in area of assignment.
- Short and long-range planning techniques applicable to area of specialty.
- In-service materials, subject matter and methods in area of specialty.
- Record-keeping techniques.
- Oral and written communication skills.
- Public speaking techniques.
- Research methods and report writing techniques.

**KNOWLEDGE OF - continued:**

- Laws, rules and regulations related to assigned activities.
- Policies and objectives of assigned program and activities.
- Interpersonal skills using tact, patience and courtesy.
- Principles of training and providing work direction.
- Technical aspects of field of specialty.

**ABILITY TO:**

- Provide leadership to an activity having significant impact on the District, requiring interpretation of standard practices with significant contacts outside the unit while working under general supervision.
- Provide technical assistance to District and school personnel in area of proper specialty.
- Oversee the work of committees and task forces.
- Communicate effectively both orally and in writing.
- Prepare and deliver oral presentations.
- Establish and maintain cooperative and effective working relationships with others.
- Maintain records and prepare reports.
- Compile and verify data and prepare reports.
- Prioritize and schedule work.
- Maintain current knowledge of program rules, regulations, requirements and restrictions.
- Maintain current knowledge of technological advances in the field.
- Analyze situations accurately and adopt an effective course of action.
- Meet schedules and time lines.
- Plan and organize work.

**EDUCATION AND EXPERIENCE:**

Any combination equivalent to: bachelor's degree with some graduate study in area of specialty and four years successful experience in area of assignment.



## LOCAL DISTRICT CLASSIFICATION PLAN

**CLASS TITLE: SCHOOL/HOME/COMMUNITY LIAISON**

**BASIC FUNCTION:**

Provide specialized services for a specific school or district program involving the school or district in relation to parents and/or the community at large.

**REPRESENTATIVE DUTIES:**

- Provide specialized services for an assigned program involving the school, district and students in relation to the community and parents.
- Establish and maintain working relationships with clientele.
- Recruit and train volunteers as necessary to work in the program.
- Participate as a team member for specific student problems; assist in resolving issues with purposeful interaction with parents and other family members as necessary.
- Develop and distribute program material and literature to inform the community and parents of assigned program.
- Monitor and evaluate program effectiveness; follow-up on specific cases as necessary.
- Coordinate meetings and special gatherings in support of assigned program.
- Serve as a liaison between students, support groups, parents and others to assist in resolving student problems.
- Plan, organize and implement a community program for a school or the District office.
- Maintain records and prepare reports.
- Perform related duties as assigned.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

- Provide liaison services between the student and the parents or between the school and the community.
- Specific program to which assigned.
- Record-keeping techniques.
- Operation of a computer terminal and data entry techniques.
- Oral and written communication skills.
- Research methods and report writing techniques.
- Laws, rules and regulations related to assigned activities.
- Policies and objectives of assigned program and activities.
- Interpersonal skills using tact, patience and courtesy.
- Technical aspects of field of specialty.

**ABILITY TO:**

- Coordinate assigned activities to resolve student issues or develop community programs.
- Travel to student homes and interact with parents.
- Assist with responsible duties for a specific program.
- Understand and follow oral and written directions.

## **School/Home/Community Liaison - Continued**

### **ABILITY TO - continued:**

- Communicate effectively both orally and in writing.
- Establish and maintain cooperative and effective working relationships with others.
- Maintain records and prepare reports.
- Operate a computer terminal.
- Prioritize and schedule work.
- Learn, apply and explain policies, procedures, rules and regulations.
- Maintain current knowledge of program rules, regulations, requirements and restrictions.
- Determine appropriate action within clearly defined guidelines.
- Work independently with little direction.
- Meet schedules and time lines.

### **EDUCATION AND EXPERIENCE:**

Any combination equivalent to: high school diploma, G.E.D. Certificate or demonstrated progress toward obtaining a G.E.D. as required by Kentucky law and two years instructional experience including at least one year in the area of specialty.

### **LICENSES AND OTHER REQUIREMENTS:**

Valid Kentucky driver's license.

## CPP Needs Assessment Data Sheet

## FRC

FY 17-18

School District: Henderson County

Center Name: Bend Gate/Spottsville FRC

Required Data	Possible Sources	Result
1.) % of children in your school NOT prepared for Kindergarten according to the Kindergarten screening tool (i.e., Brigance)	School Principal	Bend Gate-32.9 % are not prepared. Spottsville-43.8% are not prepared.
2.) Lowest 3 skill areas identified through the Kindergarten screening tool	School Principal	Knowing site words Recognizing numbers Recognizing letters
3.) Attendance rates for each school served	Attendance Clerk, School Report Card	Bend Gate- 95.60 Spottsville-95.51
4.) Average number of minutes parents spend reading with their child(ren) each week	Parent Survey	According to Needs Assessment Survey, on the average, parents report reading with their children 60-120 minutes per week.
5.) % of students reading at grade level	Principal, School Report Card	
6.) Top 3 health issues that interfere with learning as reported by teachers and parents	Teacher Survey, Parent Survey	Flu, Colds & allergies according to parents. Lack of rest, nutrition head lice are the top three issues as reported by teachers.
7.) Number (or %) of adults lacking a GED in your community	KIDS COUNT, Adult Ed.	According to the American Census Survey, there are 4,140 adults aged 18-64 in Henderson County who do not have a GED.
8.) Type and number of behavior/discipline violations in your school(s) during the previous year	PBIS, Guidance Counselor, Infinite Campus	Disobedience Behavior
9.) Top 3 social/emotional issues as reported by staff	Teacher survey, Guidance Counselor	Lack of sleep, poor home situation, ADHD
10.) What are the biggest academic needs for your school, according to the most recent K-PREP results?	Principal, K-PREP	More/adequate technology
11.) Number of parents polled who indicate a need for more after-school or summer enrichment?	Parent survey	22 parents responding said they had a need for afterschool/summer care.
12.) Number of child care providers serving children 0-5? How many of those	Child Care Council, KIDS COUNT, CCR&R	According to the Kentucky Integrated Child Care System, there are 9 childcare providers in Henderson serving children

## Family Resource and Youth Services Centers

### School District Assurance Certification FYs 17-18

I certify that, to the best of my knowledge, the information submitted as documentation for Family Resource and Youth Services Center Continuation Program Plan is correct and complete. The school district has authorized me as its representative to obligate this school district to conduct any ensuing program or activity in accordance with all applicable Federal and State laws and regulations and the following program assurances:

- Compliance with all FRYSC-related statutes and any policies or procedures set forth by the Cabinet for Health and Family Services through its Contract with the school district;
- District Contact/Designee representation at required FRYSC meetings designed specifically for these individuals;
- The center Advisory Council must have a shared role in the hiring of the center coordinator by recommending an applicant to the SBDM if one is in place and/or the Superintendent;
- Student and family records will be kept following the guidelines set forth in the FRYSC School Administrators Guidebook;
- Each Center will maintain written documentation verifying:
  - The number of children eligible to receive free school meals on Dec. 1, 2015 at each school served by the center for FY 17 and Dec. 1, 2016 for FY 18;
  - Permanent representation in the Comprehensive School Improvement Planning process effective for the 2017-2018 school years for each school served by the center;
  - The development of Action Component Plans for each core and optional component provided by the center (with evidence of collaboration with other school district programs);
  - Current needs assessment data that supports programs and activities included in the center's Action Components;
  - An active Advisory Council as outlined in the Contract; and
  - Center staff has access to Infinite Campus
  - Center staff receives monthly detailed MUNIS reports and/or desktop access to MUNIS.

It is understood that the submission of this certification and accompanying center budget constitutes an offer, and if accepted by the Cabinet for Health and Family Services or negotiated to acceptance, a contract will form a binding agreement.

\_\_\_\_\_  
School District

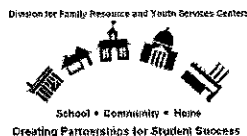
\_\_\_\_\_  
Board Item No. & Date

\_\_\_\_\_  
Superintendent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board of Education Chairperson Signature

\_\_\_\_\_  
Date



# FRYSC SBDM/Principal Agreement

Center Name: Bend Gate/Spottsville FRC School District: Henderson County

School Name: Bend Gate Elementary

Upon submission of the FY 17-18 FRYSC Continuation Program Plan, the SBDM Council hereby assures compliance with all FRYSC-related statutes, and any policies, procedures, and/or requirements as they relate to this application.

Prior to receiving the center allocation, the SBDM Council/Principal shall certify that council/school policies are consistent with the following:

1. Adherence to the locally developed FRYSC Program Plan including budget, action components and designation of center space as contained in the approved application;
2. Assurance that center funds will be utilized for approved center budget and action component activities;
3. Assurance that all job responsibilities of staff funded by this plan will be 100% devoted to center goals, objectives and program activities;
4. Adequate and appropriate record keeping and storage, which includes provisions for the maintenance, custody, security and confidentiality of child and family records;
5. Service priority for children and families with the most urgent needs;
6. Attendance of center coordinators and principals at any required Division of FRYSC training sessions and meetings designed specifically for these individuals;
7. Support for the development of collaborative relationships among the center advisory council, principal, the SBDM Council and other school district programs;
8. The center Advisory Council will have a shared role in the hiring of the center coordinator by recommending an applicant to the SBDM if one is in place and/or the Superintendent.
9. The SBDM Council/Principal will follow the space guidelines outlined in the FRYSC School Administrators Guidebook.
10. Center staff has access to Infinite Campus.
11. Permanent representation in the Comprehensive School Improvement Planning process effective for the 2017-2018 school years for each school served by the center.

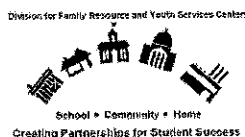
Principal Signature \_\_\_\_\_

Date \_\_\_\_\_

*(Scheduled for)*

- ☐ This document was reviewed and recorded in the SBDM minutes on \_\_\_\_\_.
- ☐ There is no SBDM Council at this school.

***All centers serving 2 or more schools are considered district programs; however, this form must be submitted by every school served by the center.***



# FRYSC SBDM/Principal Agreement

Center Name: Bend Gate/Spottsville FRC School District: Henderson County

School Name: Spottsville Elementary

Upon submission of the FY 17-18 FRYSC Continuation Program Plan, the SBDM Council hereby assures compliance with all FRYSC-related statutes, and any policies, procedures, and/or requirements as they relate to this application.

Prior to receiving the center allocation, the SBDM Council/Principal shall certify that council/school policies are consistent with the following:

1. Adherence to the locally developed FRYSC Program Plan including budget, action components and designation of center space as contained in the approved application;
2. Assurance that center funds will be utilized for approved center budget and action component activities;
3. Assurance that all job responsibilities of staff funded by this plan will be 100% devoted to center goals, objectives and program activities;
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5. Service priority for children and families with the most urgent needs;
6. Attendance of center coordinators and principals at any required Division of FRYSC training sessions and meetings designed specifically for these individuals;
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8. The center Advisory Council will have a shared role in the hiring of the center coordinator by recommending an applicant to the SBDM if one is in place and/or the Superintendent.
9. The SBDM Council/Principal will follow the space guidelines outlined in the FRYSC School Administrators Guidebook.
10. Center staff has access to Infinite Campus.
11. Permanent representation in the Comprehensive School Improvement Planning process effective for the 2017-2018 school years for each school served by the center.

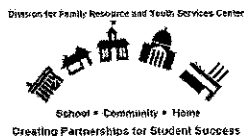
\_\_\_\_\_  
Principal Signature

\_\_\_\_\_  
Date

*(Scheduled for March 8, 2018)*

- ☐ This document was reviewed and recorded in the SBDM minutes on \_\_\_\_\_.
- ☐ There is no SBDM Council at this school.

***All centers serving 2 or more schools are considered district programs; however, this form must be submitted by every school served by the center.***



## Family Resource and Youth Services Centers

### School District Assurance Certification FYs 17-18

I certify that, to the best of my knowledge, the information submitted as documentation for Family Resource and Youth Services Center Continuation Program Plan is correct and complete. The school district has authorized me as its representative to obligate this school district to conduct any ensuing program or activity in accordance with all applicable Federal and State laws and regulations and the following program assurances:

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- Each Center will maintain written documentation verifying:
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  - Permanent representation in the Comprehensive School Improvement Planning process effective for the 2017-2018 school years for each school served by the center;
  - The development of Action Component Plans for each core and optional component provided by the center (with evidence of collaboration with other school district programs);
  - Current needs assessment data that supports programs and activities included in the center's Action Components;
  - An active Advisory Council as outlined in the Contract; and
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It is understood that the submission of this certification and accompanying center budget constitutes an offer, and if accepted by the Cabinet for Health and Family Services or negotiated to acceptance, a contract will form a binding agreement.

\_\_\_\_\_  
School District

\_\_\_\_\_  
Board Item No. & Date

\_\_\_\_\_  
Superintendent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board of Education Chairperson Signature

\_\_\_\_\_  
Date

