

Buchanan County Head Start
Where learning is fun!

**August
2016**



| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|-----------|--|--|--|---------------------------------------|---------------------------------------|-----------|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 Staff Pre-Service 8 - 3 Time Sheets due | 16 Staff Pre-Service 8 - 3 | 17 Staff works in centers | 18 Meet-N-Greet Families | 19 Meet-N-Greet Families | 20 |
| 21 | 22 Head Start Classes Begin | 23 Policy Council Meeting | 24 | 25 Pay Day | 26 | 27 |
| 28 | 29 | 30 Management Meeting 10 AM | 31 Gas Receipts & In-Kind due | | | |

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**September
2016**



| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|------------------------------------|---------------------------------------|---|---|--|---|-----------|
| | | | | 1 Parent Meeting Hurley 1 & 2 10:30 AM | 2 Team Planning Day | 3 |
| 4 | 5 Labor Day/Paid Holiday | 6 Parent Meeting Whitewood 10:30 Garden 11:30 | 7 Parent Meeting J.M. Bevins 10:00 AM | 8 Parent Meeting Council 10:30 AM | 9 Center Day Parent Meeting Riverview 10:00 AM HB – Socialization | 10 |
| 11 Grand Parent's Day | 12 | 13 Policy Council Meeting | 14 Parent Workshop "Child Abuse & Neglect" 10:30 AM | 15 Time & Mileage Sheets due | 16 Teacher's Meeting FSP's Meeting 8 -10 AM | 17 |
| 18 | 19 | 20 Governance Training | 21 | 22 Parent Workshop "Child Development" | 23 PAY DAY Staff Training "Safety" | 24 |
| 25 | 26 | 27 Management Meeting 10 AM | 28 | 29 | 30 Gas Receipts & In- kind Due | |

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**October
2016**



| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|-----------|--|--|-----------|---|---|-----------|
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 Team Planning Staff In-service 12 – 3 | 8 |
| 9 | 10 Columbus Day Open House All Centers | 11 Mobile Dental Unit Policy Council Meeting | 12 | 13 | 14 Center Day Fall Festival Time/Mileage Sheets due | 15 |
| 16 | 17 Boss' Day | 18 | 19 | 20 Parent Workshop "Child Development" | 21 | 22 |
| 23 | 24 | 25 PAY DAY Management Meeting 9 AM | 26 | 27 | 28 Center Day TS Gold 1st Assessment Due | 29 |
| 30 | 31 Halloween Gas Receipts & In- kind Due | | | | | |

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**November
2016**



| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|-----------|-----------|---|--|---|---|-----------|
| | | 1 | 2 | 3 | 4 Team Planning Day | 5 |
| 6 | 7 | 8 Election Day BCHS Closed | 9 Health Advisory Committee Meeting | 10 Parent Workshop 5 PM | 11 Veteran's Day HB Socialization Center Day | 12 |
| 13 | 14 | 15 Policy Council Meeting Time & Mileage Sheets Due | 16 | 17 Parent Workshop "Child Development" 10:30 AM | 18 Staff Training Day | 19 |
| 20 | 21 | 22 Pay Day | 23 Break | 24 Thanksgiving Day/Paid Holiday | 25 Paid Holiday | 26 |
| 27 | 28 | 29 Management Meeting 10 AM | 30 Gas Receipts & In- kind Due | | | |

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**December
2016**



| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|--|--|---|--|---|----------------------------------|--|
| | | | | 1 | 2 Team Planning Day | 3 |
| 4 | 5 | 6 Santa Day Alliance | 7 Santa Day Alliance | 8 Santa Day Alliance | 9 | 10 |
| 11 | 12 Parent Workshop "Food" | 13 Policy Council Meeting Time & Mileage Sheets Due | 14 | 15 Parent Workshop "Child Development" | 16 Center Day | 17 |
| 18 | 19 | 20 Last Center Day before break | 21 Pay Day Staff Training Gas Receipts & In-kind Due | 22 Break | 23 Break | 24 Christmas Eve Paid Holiday |
| 25 Christmas Paid Holiday | 26 Break | 27 Break | 28 Break | 29 Break | 30 Break | 31 |

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**January
2017**



| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|--|--|---|----------------------|--|---|-----------|
| 1 New Year's Day Paid Holiday | 2 Break | 3 Staff Training | 4 | 5 | 6 Center Day | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 HB Socialization Time & Mileage Sheets Due | 14 |
| 15 | 16 BCHS Closed - Martin Luther King Day Paid Holiday | 17 | 18 | 19 Parent Workshop "Child Development" | 20 Center Day | 21 |
| 22 | 23 | 24 | 25 PAY DAY | 26 | 27 Teacher's Meeting FSP's Meeting 8-10 | 28 |
| 29 | 30 | 31 Management Meeting 10 AM Gas Receipts & In- kind due | | | | |

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**February
2017**



| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|-----------|---|---|---|---|--|-----------|
| | | | 1 | 2 | 3 Team Planning Day Staff In-service 12-3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 Home Base Socialization | 11 |
| 12 | 13 | 14 Policy Council Meeting Valentine's Day | 15 Time & Mileage Sheets Due | 16 Parent Workshop "Child Development" | 17 TS Gold 2 nd Assessment Due | 18 |
| 19 | 20 BCHS Closed President's Day | 21 | 22 | 23 | 24 Pay Day Center Day | 25 |
| 26 | 27 | 28 Management Meeting 10 AM Gas Receipts & In-kind Due | | | | |

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**March
2017**



| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|--|-----------|---------------------------------------|--|--|--|-----------|
| | | | 1 | 2 Read Across America Day | 3 Team Planning Day | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 Home Base Socialization | 11 |
| 12 Daylight Saving's Time Begins | 13 | 14 Policy Council Meeting | 15 Time & Mileage Sheets Due | 16 Parent Workshop "Child Development" | 17 St. Patrick's Day Teacher's Meeting FSP's Meeting – 8 - 10 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 Pay Day Center Day | 25 |
| 26 | 27 | 28 Management Meeting 10 AM | 29 | 30 | 31 Gas Receipts & In-kind Due | |

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**April
2017**



| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|-----------|-----------|--|---|--|---|------------------------|
| | | | | | | 1 |
| 2 | 3 | 4 | 5 Health Advisory Committee Meeting | 6 | 7 Team Planning Day HB Socialization | 8 |
| 9 | 10 | 11 Mobile Dental Unit Policy Council Meeting | 12 | 13 Time & Mileage Sheets Due | 14 Good Friday Paid Holiday BCHS Closed | 15 |
| 16 | 17 | 18 | 19 | 20 Parent Workshop "School Readiness" | 21 Center Day | 22 Earth Day |
| 23 | 24 | 25 Pay Day Management Meeting 10 AM | 26 | 27 | 28 Teacher's & FSP's Meetings – 8 – 10 Gas Receipts & In-kind Due | 29 |
| 30 | | | | | | |

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**May
2017**



| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|---------------------------|--|---------------------------------------|---|---|------------------------------|-----------|
| | 1 <u>Teacher</u> | 2 <u>Appreciation</u> | 3 <u>Week</u> | 4 <u> </u> | 5 Center Day | 6 |
| 7 | 8 | 9 Policy Council Meeting | 10 | 11 | 12 Last Center Day | 13 |
| 14 Mother's Day | 15 Time & Mileage Sheets Due | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 Pay Day | | 27 |
| 28 | 29 Memorial Day Paid Holiday | 30 Management Meeting 10 AM | 31 Gas Receipts & In-kind Due | | | |

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**June
2017**



| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|---------------------------|-----------|--|-----------|---|----------------------|-----------|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 Policy Council Meeting | 14 | 15 Time & Mileage Sheets Due | 16 | 17 |
| 18 Father's Day | 19 | 20 | 21 | 22 | 23 Pay Day | 24 |
| 25 | 26 | 27 Management Meeting 10 AM | 28 | 29 | 30 | |
| | | | | | | |

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**July
2017**



| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|-----------|-----------|--|-----------|-----------|---|-----------|
| | | | | | | 1 |
| 2 | 3 | 4 BCHS Closed Independence Day Paid Holiday | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 Policy Council Meeting | 12 | 13 | 14 Time & Mileage Sheets Due | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 PAY DAY Management Meeting 10 AM | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |