

**HEAD START GOVERNING BOARD AND POLICY COUNCIL MONTHLY REPORT:  
APRIL 2021**

**ENROLLMENT**

Month	Head Start Enrollment	Funded Enrollment	Attendance
July 2020	<i>The program is not operational during the month of July.</i>		
August 2020	332	624	97.76%
September 2020	388	624	91.95%
October 2020	421	624	92.59%
November 2020	452	624	86.19%
December 2020	470	624	89.15%
January 2021	492	624	85.25%
February 2021	508	624	91.05%
March 2021	513	624	90.77%
April 2021	509	624	87.21%
May 2021		624	

**TOTAL MEALS SERVED**

Month	Breakfasts	Lunches	Snacks
July 2020	<i>The program is not operational during the month of July.</i>		
August 2020	<i>School started 8.31.2020, meals counts will be provided in the Sept 2020 report.</i>		
September 2020	5,992	5,612	6,239
October 2020	7,246	7,274	7,499
November 2020	5,576	5,622	5,819
December 2020	4,763	4,935	5,031
January 2021	6,778	6,750	6,991
February 2021	10,167	10,204	10,251
March 2021	7,108	7,031	7,306
April 2021	7,564	7,568	7,717
May 2021			

**FISCAL YEAR 2021 (INCLUDES P-CARD EXPENSES) – Head Start Grant Year 4**

Cost Category	Amended Budget	Actuals		Balance of Grant Award
		Apr-21	YTD	
Payroll	\$3,152,512.77	\$262,110.81	\$2,394,498.29	\$758,014.48
Fringe	\$1,147,072.51	\$95,053.71	\$839,151.16	\$307,921.35
Supplies	\$169,583.00	\$4,408.85	\$51,930.46	\$117,652.54
Equipment	\$5,000.00	\$0.00	\$4,595.00	\$405.00
Travel *	\$0.00	\$0.00	\$0.00	\$0.00
Contractual	\$435,715.72	\$8,833.00	\$165,031.10	\$270,684.62
Other	\$119,157.00	\$10,216.99	\$49,059.43	\$70,097.57
Indirect Cost	\$253,815.00	\$19,103.99	\$178,854.90	\$74,960.10
TTA (includes Travel)	\$59,010.00	\$710.00	\$10,470.30	\$48,539.70
Supplement COVID-19	\$548,376.00	\$20.98	\$414,266.69	\$134,109.31
<b>Totals</b>	<b>\$5,890,242.00</b>	<b>\$400,458.33</b>	<b>\$4,107,857.33</b>	<b>\$1,782,384.67</b>

## CONTENT AREA SPECIALIST REPORT: APRIL 2021

### EARLY CHILDHOOD DEVELOPMENT, TEACHING AND LEARNING

The following standards are highlighted this month:

- 1302.31 (b) (iii) Teaching and the Learning Environment

MMCI training was provided by two coaches for six teachers and instructional assistants. This intensive CLASS training supports the objectives and emphasis on high quality interactions for classroom teaching staff.

Fifty-five spring goals were written by thirty teachers with the support of the instructional coaches. Goals written support CLASS, State Literacy Standards and Conscious Discipline alignment.

The behavior analyst met with teachers, instructional assistants and instructional coaches to provide consultation on ways to redirect students in a positive manner, to engage with students to build rapport, to transition students smoothly, how to write/review and refer back to classroom expectations, and positive interventions and rewards.

The ESE specialist supported Head Start sites with disability and mental health information and attended fourteen parent meetings. *(1302.45 Child Mental Health & Social Emotional Well-Being, 1302.60 Additional Services for Children with Disabilities)*

Forty-nine students (9.76% of enrollment) with Individual Education Plans (IEP's) are enrolled in the program and receiving services. *(1302.60 Additional Services for Children with Disabilities)*

Ten students are receiving Kinder Consulting services. Four children are in the initial meeting phase. One case was closed with a successful discharge noted as the reason. *(1302.45 Child Mental Health and Social and Emotional Well-Being)*

### EARLY CHILDHOOD HEALTH AND WELLNESS

The following standards are highlighted this month:

- 1302.42 Child Health Status
- 1302.41 Communication and Collaboration with Parents

A dental hygienist was hired. In the interim, the Department of Health (DOH) Dental Sealant Program Hygienist will assist with setting up the new program.

The first oral health presentation for Head Start students, developed by the dental hygiene program at Eastern Florida State College, was presented to 3 classes. The presentation included fun videos, hands-on activities, and a dental goodie bag to take home.

## **PARENT FAMILY AND COMMUNITY ENGAGEMENT (PFCE)**

Applications are available to all interested families via the Head Start website, email or by U.S mail. A flyer was created with a QR code that provides easy access to the Head Start application. *(1302.13 Recruitment)*

Family advocates continue to participate in *Pre-K to Kindergarten* transition meetings. Assistance is offered to parents to obtain the VPK certificate. *(1302.41 Collaboration and Communication with Parents)*

Family advocates conducted parent meetings via ZOOM and share information through Class DOJO and handouts. The next section of *Conscious Discipline* training, "Importance of Routines" was offered to parents. *(1302.51 Parent Activities to Promote Learning and Development, 1302.41 Collaboration and Communication with Parents)*

Parent committees at Cambridge, Enterprise, Jupiter, Palm Bay, Port Malabar, Saturn, Sherwood and University Park are focusing on the benefits of "Family Game Night". Advocates worked with parents using CLASS DOJO and Closed Facebook Groups to organize and plan the activity. Participating parents will learn about the benefits of "Family Game Night" and will receive a game the family can enjoy together.

## **PROFESSIONAL DEVELOPMENT**

The following standard is highlighted this month:

- 1302.92(a)(c)(4)(iii) Training and Professional Development

The leadership team completed writing objectives for specific program goals. These covered Practice Based Coaching, the implementation of data utilization to ensure improvement and

developing a systematic approach to providing professional development and improving differentiated lesson planning/individualized student instruction.

The family advocate team was recognized by the *Child Abuse Prevention Task Force* as the social services team of the year for 2021. The award recognizes their tireless efforts to support the Head Start families.

The leadership team meets weekly to discuss ways to improve coaching strategies, provide leadership training and improve strategies to support school-based teaching teams.

The behavior analyst provided training materials for instructional assistants and will provide additional training during consultations.

The health staff received additional training and education hearing screening, human trafficking, parental substance abuse and fetal alcohol syndrome.

The health supervisor attended the monthly dental task force meeting, the ELC board meeting, and the school health inservice meeting.

## **INFORMATION AND GUIDANCE FROM THE OFFICE OF HEAD START (OHS)**

Updated Coronavirus Disease 2019 (COVID-19) Fiscal and Administrative Flexibilities

On March 19, 2021, the Office of Management and Budget issued administrative relief guidance, [M-21-20 Appendix 3 – Disaster Relief Flexibilities to Reduce Burden for Financial Assistance](#). It outlines flexibilities and waivers affecting grant applications, no-cost extensions, extension of certain deadlines, procurement, prior approvals, and single audit submissions. The following is an updated list of current flexibilities and information on how OHS is implementing each provision. This IM supersedes ACF-IM-HS-20-03.

On May 4, 2021, a Program Instruction (PI) was issued regarding the [FY2021 American Rescue Plan Funding Increase for Head Start Programs](#). The PI provides examples of activities grantees can consider as they continue supporting children and families and investing in safe and high-quality early childhood learning opportunities for children. This PI also describes the application requirements for these funds.

Bernadine Futrell, Ph.D., is the new director of the Office of Head Start (OHS). Dr. Futrell, a Head Start child, began her career as an assistant Head Start teacher in Richmond, Virginia. She came to OHS in the Biden Administration from the National Head Start Association (NHSA), where she was most recently the senior director for effective practice. Prior to NHSA, Dr. Futrell led superintendent certification programs at the American Association of School Administrators. She is co-author of the book *ConnectED Leaders: Network and Amplify Your Superintendency*, and a regular contributor in research studies. Learn more about Dr. Futrell and the OHS mission to prepare children for school and life: <https://acf.hhs.gov/ohs/about/leadership>.