

Santa Rosa County School District Head Start/Early Head Start/Voluntary Pre-Kindergarten Programs

Monthly Report for the months of August and September 2019

Submitted to the School Board

From Mrs. Dawn Alt, Director of Pre-K Programs

PROGRAM DESIGN AND MANAGEMENT (PDM)

The Policy Council/School Advisory Council had its first meeting of the year on September 6. Nathan Tannehill was elected as Council Chair, Tracy Cowart as Vice-Chair and Tianna Novacic as Secretary. At the meeting, the council discussed and approved the 2019-2020 School Improvement Plan and also received reports from each Service Area Specialist.

Fiscal

- The Head Start/Early Head Start program is working on the Baseline Grant for 2020-2021 budget period. Guidance on the requirements for submission of the Head Start/Early Head Start Grant application was received on 9/13/19. The approved annual funding amount for the enrollment of 220 Head Start students and 40 Early Head Start students is \$2,698,317. This amount reflects the Head Start/Early Head Start Federal Funded Program Operations and Training/Technical Assistance (T&TA) plan and also the approved amount from the Supplement to Increase Program Hours and enrollment levels. The 2020-2021 Baseline Grant and T&TA plan will be submitted for approval at the November 1st Policy Council meeting and the November 14th School Board Meeting. The application for the Head Start/Early Head Start Baseline grant is due 12/01/2019 and must be submitted via upload to the Head Start Enterprise System (HSES).
- The following seven schools in Santa Rosa County receive Head Start/Early Head Start funds for Pre-K:
 1. Bagdad Elementary School
 2. Berryhill Elementary School
 3. Central School
 4. East Milton Elementary School
 5. Jay Elementary School
 6. T.R. Jackson Pre-K Center
 7. West Navarre Primary School

Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA)

- Attendance
Attendance information reported to the Office of Head Start was as follows:

<u>August</u>	<u>September</u>
Early Head Start – 97%	Early Head Start – 92%
Head Start – 92%	Head Start – 92%
	VPK – 92%

EARLY CHILDHOOD DEVELOPMENT AND HEALTH SERVICES (ECDHS)

Education

- The Early Head Start students began school on August 12th and started learning about our school and the school routines. The teacher conducted the first Home Visits the week prior to the students beginning school and believes that it was a great start to knowing the children and their parents.
- Head Start students, ages 3 and 4, started school on August 19th because the teachers conducted Home Visits August 12th thru August 16th. The teachers were able to visit the students in their homes which made for an easier transition to the classroom.
- The Early Head Start and Head Start teachers are completing the Ages and Stages Questions (ASQ), *Dial-4* Screenings, Individual Portfolios and Galileo assessments on the children during the month of August and September. The screening and assessment data will assist the teachers to know and plan for the individual students' learning experiences.
- The Voluntary Pre-Kindergarten (VPK) Assessment Period (AP)-1 Assessment has been completed on students who will be going to kindergarten in the fall of 2020. The VPK AP-1 will serve as baseline data for the students entering pre-kindergarten 2019-20 year. Overall, the Head Start pre-k program students have an average baseline score of 39.7% in the Area of Early Literacy and an average baseline score of 36.9% in the area of math. The VPK AP-3 will be administered in the spring of 2020 to evaluate progress to meet expectations for Kindergarten Readiness.

Environmental Health and Safety/Nutrition & Dental

- All 7 Head Start Centers are in compliance with their **School-Site Safety Reporting**.
- On July 31st, Mrs. Alt and Mr. Gracey met with a team comprised of Law Enforcement, Emergency Management, and select School Board personnel to go over the **Emergency Management Plan** for T. R. Jackson. The plan received their approval without any major changes.
- Two **fire drills** were conducted during the first two weeks of school which were on August 15th & 22nd. The September **fire drill** was conducted on September 17th.
- The **School Inspection** from the **Florida Department of Health** was on July 23rd. In-house items were taken care of and work orders generated for those maintenance needs were addressed.
- The annual **Hood and Fire Extinguisher inspection** was on July 26th.
- The **Comprehensive Safety Inspection** was on Monday, August 29th. Overall, we had an excellent report. We are now working on correcting any deficiencies found during the inspection. Work Orders were submitted for deficiencies that could not be corrected “in-house.”

Health

- **Vision and Hearing Screenings** were completed on September 3, 4, & 5 on all Early Head Start and Head Start students. Sacred Heart’s “Mission in Motion” team assisted with the screenings along with Sandy Peloke from the Early Learning Coalition.
- The **Flu Shot Clinic** for staff and faculty was on Wednesday, September 17th.
- All new employees are completing their **Physicals and TB screenings**.
- We had a **CPR/AED/FIRST AID Certification class** on Wednesday, September 11th. Twelve staff members were recertified. Over 50 Head Start/Early Head Start personnel are now certified in CPR/AED/FIRST AID!!
- Mr. Gracey attended **School Health Advisory Council** meetings on August 28th and September 25th. He brought back some great information and resources that he shared with our staff and parents.
- **School (TRJ) Clinic Totals by Registered Nurse – Holly Ledbetter**

	AUGUST 2019	SEPTEMBER 2019	YEARLY TOTALS
TOTAL MEDICATIONS ADMINISTERED	19	36	55
Minor Injuries	24	40	64
Major Injuries	0	0	0
TOTAL FIRST AID ADMINISTERED	24	40	64
Physical Complaints	52	119	171
Intentional Injuries	0	0	0
Chronic Conditions	0	0	0
Head Lice & Scabies (screening only)	0	12	12
Head Lice & Scabies (positives only)	0	0	0
Other	14	213	227
Medication Intake	14	3	17
TOTAL PARAPROFESSIONAL VISITS	123	423	546
Dispositions			
Returned to Class	91	380	471
Sent Home	18	40	58
Medication Intake (to the clinic)	14	3	17
Emergency Response (911)	0	0	0
TOTAL DISPOSITIONS	123	423	546

(The AED is checked and documented weekly by our Registered Nurse)

Nutrition

- We recently met with the Florida Extension Office to plan this year’s calendar of activities. Here is a brief summary of activities planned:
 - Monthly Nutrition Lessons – began for 4-year old’s in September.
 - October 14 – 18 National School Lunch Week - Parents will join us for lunch on Friday, October 18th.
 - October 31 – Storybook Parade
 - November 14 – Parent “Crock Pot” cooking class
 - December 11 – “Make It & Take It” Workshop for Parents
 - March 2 - 6 – National School Breakfast Week

Lunch and Breakfast Recap and Reconciliation Totals

<i>T.R. Jackson Pre-K</i>	<i>Total # Free/Reduced</i>	<i>Total # Paid</i>	<i>GRAND TOTAL</i>
BREAKFAST			
AUGUST, 2019	(F) 1,795 (R) 17	22	1,834
SEPTEMBER, 2019	(F) 3,125 (R) 37	20	3,182
LUNCH			
AUGUST, 2019	(F) 1,826 (R) 15	23	1,864
SEPTEMBER, 2019	(F) 3,020 (R) 37	20	3,077
GRAND TOTAL			9,957

Dental

The program will use the dental clinic located at the Santa Rosa County Health Department and Midway. The dental provider is Pro Med Pediatric Dental Clinic. All Head Start and Early Head Start classes have been scheduled and dental trips began on September the 9th.

PARENT FAMILY AND COMMUNITY ENGAGEMENT (PFCE) / MENTAL HEALTH

- We have partnered with Santa Rosa Adult School to offer a GED class on the TR Jackson campus, Monday-Thursday of each week. This year, 34 adults in the homes of our parents have not completed their high school education. Offering a class during the school day at the school their child attends has encouraged some parents to work towards their GED.
- Our Family Advocates met with families to review the Head Start Partnership Agreement and to help them write goal plans. The intention of the goal plans is to help families identify needs and action steps toward successfully making change in their lives. We continue to work with community resources to help families with basic need (food, clothing, housing, utilities), continuing education, parenting and discipline training, job placement, transportation, etc.
- We launched the DUGOUT, an organization for D.ads, U.ncles, G.rands, and O.ther adult men. The purpose of this organization is to focus attention on the need for men to be engaged in the education of children. The tailgate event was an opportunity for men with children in the Head Start Program to consider ways to be engaged in their child's education. They also had a chance to volunteer to plan the next event that will be held in the Spring 2020.

MENTAL HEALTH

- We are continuing to see increased need for behavioral support in our classrooms. We were able to double the hours our Mental Health Consultant works with the program this year from one full day to one full day and two half days. Our mental health consultant observes classrooms, consults and parents and staff, and provides mental health related trainings to families and staff.