



Mrs. Dawn Alt  
Director of Pre-kindergarten Programs

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November 14, 2019

Region IV Head Start Association, Inc.  
Attn: Sherice Ellison  
61 Forsyth Street S. W.  
Suite 4M60  
Atlanta, GA 30303

To Whom It May Concern:

The Santa Rosa County School District is the grantee for the Santa Rosa County School District's Head Start and Early Head Start Programs. It is the goal of this grantee to remain in compliance with the Head Start Program Performance Standards and other federal requirements at all times, thus providing students and their families with a quality preschool program emphasizing social and emotional development, health and safety practices, and school readiness.

Head Start Program Performance Standard 1303.72(a)(4) lists specific federal guidance for the operation of vehicles.

*With the exception of transportation services to children served under a home-based option, there is at least one bus monitor on board at all times, with additional bus monitors provided as necessary.*

In alignment with Head Start Performance Standard 1303.72(a)(4), the Santa Rosa County School District's Head Start and Early Head Start Program would like to request a waiver applicable for the period **March 1, 2020 - February 28, 2021** for the bus monitor requirement as mandated by Head Start Program Performance Standard 1303.72(a)(4). We request this waiver for the following reasons:

- The Santa Rosa County School District's Head Start and Early Head Start Programs have a collaborative agreement with the Santa Rosa County School District's contracted transportation provider, Student Transportation of America. This collaborative agreement provides bus transportation as in-kind to the Head Start Program for an estimated 27% of the total Head Start student population to and from school each day.
  - Any Head Start enrolled student who lives outside of a two-mile radius, but within a specified school zone in which a Head Start Program site is located, is eligible for District contracted bus transportation.

- The Head Start and Early Head Start Programs located at the Santa Rosa School District's Pre-K Administrative site, T.R. Jackson Pre-K Center, rely solely on parent-provided student transportation to and from school each day. *It should be noted that with this arrangement, the average monthly attendance for the Head Start and Early Head Start Programs have been 92% and 95% respectively.* This can confirm that parent-provided transportation does not cause an attendance concern.
- Of the contracted buses providing transportation to the Head Start Program, there are no more than five Head Start students on a bus at any time. The population of Head Start students transported via bus transportation to and from school each day represents 27% of the total population of Head Start students.
- Of the 60 Head Start students transported via the District's contracted transportation services, it would be considered a disruption in the program's daily operations to provide bus monitors for such a small percentage of students who are transported to and from school each day via contracted bus service provided as in-kind to the program.
- The in-kind support given by the Santa Rosa County District Schools through the transportation contracted services helps the Head Start Program to meet the grant matching requirements of the Head Start Performance Standard 1303.40.

We greatly appreciate the opportunities this grantee has been given to serve the Head Start and Early Head Start eligible children within our community. Award of this transportation waiver will allow us to continue to provide quality and efficient integrated services to all eligible participants.

Thank you for your time, consideration, and on-going support of the Santa Rosa County School District's Head Start and Early Head Start Program. If you have any questions, please contact the grantee's appointed Director of the Prekindergarten Program, Dawn Alt at (850) 983-5720 ext. 200.

Respectfully submitted,

Carol Boston  
Santa Rosa County School Board Chairperson

Timothy Wyrosdick  
Santa Rosa County Schools Superintendent

Dawn Alt  
Director of Pre-K Programs

## Head Start 45 CFR Part 1303 - Transportation Waiver Request Data Collection Form

Grant Number 04CH4795-00

Legal Name of Grantee Santa Rosa County School District Head Start/Early Head Start

Name, Title and Signature of Authorized Official Requesting Waiver *(Please see letter attached)*

Ms. Carol Boston, Board Chairman

Mr. Timothy Wyrosdick, Superintendent/Executive Director

Mrs. Dawn Alt, Director of Pre-K Programs

Phone Number (850) 983-5720

Fax Number (850) 983-5722

Email Address alte@santarosa.k12.fl.us

1. Number of Children Served

Head Start 220

Early Head Start 40

2. Number of Children Provided Transportation Services:

Head Start 60

Early Head Start 0

a. Using Grantee Owned or Leased Vehicles 0

b. Through Grantee Contracted Transportation Services 60

c. Through Arrangement at No Cost to Grantee 0

3. Proposed Number of Children who will be covered by Waiver

Head Start 60

Early Head Start 0

4. Requesting Waiver Of:

     Child safety restraint systems requirement (45CFR 1303.71(d))

  X   Bus monitor requirement (45CFR 1303.72(a)(4))

5. Waiver Request Applies to the Following:

  X   Grantee            Delegate(s) (please list)

6. Grantee's Justification for Requesting a Waiver (attach no more than 5 pages).

Please explain fully as each request will be considered separately and waivers will not receive automatic approval. *(Please see the attached)*

*If requesting waivers of both 45CFR 1303.71(d), child safety restraint systems requirement, and 45CFR 1303.72(a)(4), bus monitor requirement, you must provide justification for each requirement*

  
**Approved**  
**Policy Council**  
**Date** 6/Nov/14