

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

Monthly Report for the months of November and December 2020

Submitted to the School Board
From Mrs. Dawn Alt, Director of Pre-K Programs

PROGRAM DESIGN AND MANAGEMENT (PDM)

The Policy/School Advisory Council met on November 6 and December 11. The council engaged in School Readiness training, Parent, Family and Community Engagement training, and received reports from each Service Area Specialist. In November, the council approved funding for the New Continuation Grant FY 2021-2022, Training & Technical Assistant Plan, and the Transportation Waiver Request.

On December 16, the Program received a letter from the Office of Head Start regarding the Focus Area 1 monitoring review of Santa Rosa County School District's Head Start Program. The Review will be conducted the week of February 1, 2021.

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

- **Attendance**

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

<u>November</u>	<u>December</u>
Early Head Start – 92%	Early Head Start – 84%
Head Start – 91%	Head Start – 88%

- **Enrollment**

Early Head Start is currently at full funded enrollment. The ERSEA Service Area continues working toward Head Start's full funded enrollment of 220.

<u>November</u>	<u>December</u>
Early Head Start – 40	Early Head Start – 40
Head Start – 205	Head Start – 207

Fiscal

- The Head Start/Early Head Start Program submitted the Continuation Grant for 2021-2022 budget period via the Head Start Enterprise System (HSES) on 11/30/2020.
- The approved annual funding amount for the Continuation Grant 2021-2022 budget period from 03/01/2021 – 02/28/2022 is for the enrollment of 220 Head Start (HS) students and 40 Early Head Start (EHS) students for the total amount of \$2,824,705.00. This amount reflects the Head Start/Early Head Start Federal Funded Program Operations and Training/Technical Assistance.
- The following six Other Designated Sites (ODS) in Santa Rosa County receive Head Start/Early Head Start funds for Pre-K:
 1. Bagdad Elementary School
 2. Central School
 3. East Milton Elementary School
 4. Jay Elementary School
 5. T.R. Jackson Pre-K Center
 6. West Navarre Primary School

EARLY CHILDHOOD DEVELOPMENT AND HEALTH SERVICES

Education

- **November:**
 - Five Pre- Kindergarten teachers attended the NAEYC Virtual Conference held the week of November 8-11.
 - Curriculum Assessment and Planning meeting with “Outdoor Classroom” training was held on November 10. Topic: *The Playful Teaching Garden by Victoria Hackett*
 - Teachers completed Galileo data input to be ready for Parent/Teacher conferences.
 - Teachers completed 1st observation period Outcome/Monitoring Reports.
 - CLASS observations began for HS-3’s, Hs-4’s and ODS.
- **December:**
 - The Education Area supplied Santa with books to give to each student on December 8, 2020. The children were also given a candy cane from Santa. There were elves helping Santa and the teachers.
 - TRJ Pajama Day was held on December 10th with the children participating in many holiday activities in each classroom. Some activities included the students watching movies and creating a holiday ornament
 - A Photo Gingerbread House activity was provided by the Education Department and supplies for tasting parties.

Environmental Health and Safety, Nutrition and Dental

- All 6 Head Start sites are in compliance with their School-Site Safety Reporting.
 - Providing COVID 19 disinfecting supplies to our teachers and classrooms continues to be a major priority for our Service Area.
 - Masks (Face coverings are readily available to our staff and parents and we continue to encourage everyone to wear one.
 - The Threat Assessment Team had their monthly meeting on December 10.
 - Fire drills were conducted on November 19 and December 15.
 - Mr. Gracey attended a School Health Advisory Council meeting on December 15.
 - The School Site Safety Committee conducted their quarterly meeting on December 17.
- **Nutrition**
 - Lunch and Breakfast Recap and Reconciliation Totals for November and December:

T.R. Jackson Pre-K	Total # Free/Reduced	Total # Paid	GRAND TOTAL
NOVEMBER			
BREAKFAST	(Free) (Reduced)	0	
LUNCH	(Free) (Reduced)	0	
GRAND TOTAL			2,579
DECEMBER			
BREAKFAST	(Free) (Reduced)	0	
LUNCH	(Free) (Reduced)	0	
GRAND TOTAL			2,475

- **Dental Service Updates:**

- Our dental provider this year was Pro-Med Pediatric Dental Clinic. They ended their contract with the Health Department on Friday, October 23. All Head Start and Early Head Start classes completed their dental trips on October 21. We are now happy to report that a new dental provider is now able to serve our students at the Santa Rosa County Health Department dental clinic. The new dental provider is "Aidan and Associates L.L.C." The primary dentist is Adrian Attkisson who was one of the former dentists with Pro-Med dental clinic. We are in the process of finalizing a new Dental Services contract and we hope to begin sending our students that need dental treatment in mid-January 2021.

- **School (TRJ) Clinic Totals:** Registered Nurse – Holly Ledbetter

	NOVEMBER	DECEMBER	YEARLY TOTALS
TOTAL MEDICATIONS ADMINISTERED	27	10	88
Minor Injuries	21	11	63
Major Injuries	0	1	2
TOTAL FIRST AID ADMINISTERED	21	12	65
Physical Complaints	40	25	165
Intentional Injuries	0	0	0
Chronic Conditions	0	0	0
Head Lice & Scabies (screening only)	8	15	52
Head Lice & Scabies (positives only)	7	4	31
Other	26	24	284
Medication Intake	4	0	29
TOTAL PARAPROFESSIONAL VISITS	133	90	714
Dispositions			
Returned to Class	103	74	568
Sent Home	25	15	115
Medication Intake (to the clinic)	4	0	29
Emergency Response (911)	1	0	2
TOTAL DISPOSITIONS	133	90	714

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

PARENT, FAMILY AND COMMUNITY ENGAGEMENT (PFCE) / MENTAL HEALTH

Community Partners Providing Food Security to Families

Food Raising Friends (FRF) helped us to provide supplementary food to 47 families (200 people) during the Thanksgiving break, 54 families during the Christmas break, and 6 families (205 peoples) during other times during those months. In total FRF provided our families 162 food bags to supplement resources to families facing food insecurity at this time.

In addition, Woodbine Community Church is Pace, provided 37 families with food boxes for Thanksgiving.

Resourcing Families with Clothing

During the month of November, the Department of Transportation in Milton held a clothing drive to provide our teachers and clinic with clothing for children that have accidents at school and do not have a change of clothes. As a result of this drive, the DOT has decided to collect clothing year round to provide for families that are in need in our program.

In addition, we provided backpacks to children that did not have one and referred families to community resources for assistance with utilities, finding work, and securing health and dental coverage for their family.

During the months of November and December we provided 15 pairs of shoes and 15 jackets to the children in our program. As we enter the winter months, we anticipate a heightened need to serve our families with clothing.

Family Services Parent Conferences and Goal Planning

An important part of the Head Start Program is the Partnership Agreement. Through this agreement, families agree to meet certain expectation within the program. One of these is to meet with their assigned family advocate and complete a survey that helps us identify family strengths and needs. This survey assists us in knowing ways to connect families with community resources that can help meet their needs. In addition, we encourage families to write a family goal in an area of their family life that they would like to see change (i.e. housing, education, employment, etc.). This year, as of November 100% of our families participated in these conferences and most of them wrote goals. Currently family advocates are following up with families to assess their progress.