

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

Monthly Report for the months of April and May 2021

Submitted to the School Board

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

PROGRAM DESIGN AND MANAGEMENT (PDM)

Our big 20-21 year came to a close with us receiving an American Rescue Plan Grant in the amount of \$311,090.00! You will see more in our FISCAL report below.

We had a great year at TR Jackson Pre-K Center as well as in our Early Head Start and Head Start Programs. The children easily got into all of the new routines such as hand sanitizing and wearing masks. Our families were so supportive of every single modification that we had to make due to COVID.

Our recruitment for next year's program is on-going and we hope to have full enrollment for this next school year at all of our sites.

We are looking forward to the 21-22 school year!

The Policy/School Advisory Council met on April 9 and May 28. The council engaged in Program Self-Assessment training. The council voted to approve the COLA (Cost of Living Adjustment) Grant and the Heggerty Pre-K Phonemic Awareness Curriculum. Reports on the School Readiness Outcomes and the Program Self-Assessment were given. Each Service Area Specialist also gave their report.

Fiscal

- The Head Start/Early Head Start Program Cost of Living Adjustment (COLA) supplemental grant application was submitted in the Head Start Enterprise System (HSES) on 4/14/2021. We are still waiting for approval and Notice of Award. The COLA will help support a 1.22 percent increase above FY 2020 funding levels to increase staff salaries, fringe benefits, and offset higher operating costs. The Head Start program amount is \$24,440.00 and the Early Head Start program amount is \$9,572.00 for total funding of \$34,012.00. The COLA supplement budget period will be for 3/1/2021 – 2/28/2022.
- The Head Start Program received notification in HSES to apply for the Emergency Supplemental Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) one-time grant funds. Allocations were provided proportionally to all Head Start grants based on federal funded enrollment levels as required by the Consolidated Appropriations Act of 2021. Narratives, budget justifications, and governing body or policy council approvals were not required for this application. These CARES Act supplemental funds will help our program continue to prevent, prepare, and respond to COVID-19 (Coronavirus disease). The program received the Notice of Award for \$78,252.00 on 4/7/2021 for the budget period 4/1/2021 – 3/31/2023.
- The Head Start Program received notification in HSES to apply for the Head Start Emergency American Rescue Plan (ARP) Supplemental one-time grant funds. This grant was awarded under the other CRRSA CARES Act funds we have already received. Allocations were provided proportionally to all Head Start grants based on federally funded enrollment levels as required by the American Rescue Plan Act of 2021. Narratives, budget justifications, and governing body or policy council approvals were not required for this application. The program received the Notice of Award for \$311,090.00 on 5/27/2021 for budget period 4/1/2021 – 3/31/2023.
- The Federal Financial Report (SF-425) for Head Start/Early Head Start Grant period 3/1/2020 – 2/28/2021 was submitted electronically to the Department of Health and Human Services on 5/17/2021 per Mrs. Lynn Green. A Carryover Request application was submitted via HSES to the Office of Head Start Regional Office on 5/19/2021 for an unobligated balance of \$146,174.00. The Head Start amount \$110,000.00 is being requested to be used for Head Start student supplies-\$90,000 & Head Start Staff Training - \$20,000. The Early Head Start amount \$36,174.00 is being requested to be used for Early Head Start student supplies-\$31,174 & Early Head Start Staff Training-\$5,000. We are still waiting on approval and Notice of Award of the Carryover Request.
- The following six (6) schools in Santa Rosa County receive Head Start/Early Head Start funds for Pre-K:
 - Bagdad Elementary School (HS)
 - Central School (HS)
 - East Milton Elementary School (HS)
 - Jay Elementary School (HS)
 - T.R. Jackson Pre-K Center (EHS/HS)
 - West Navarre Primary School (HS)

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

- Average Daily Attendance:

<u>April</u>	<u>May</u>
EHS - 84%	EHS - 80%
HS - 88%	HS - 88%

EARLY CHILDHOOD DEVELOPMENT AND HEALTH SERVICES (ECDHS)

Education

- On April 6, the Education and Assessment Service Area hosted Paola Risco from Creative Curriculum for a presentation to research possible new curriculum for the program.
- Beth Coogle did a presentation to our Head Start teachers of 4 year olds on Kindergarten Readiness Transition.
- Spencer Lunsford presented "TEAMS 101" for teachers that were interested in learning more about using TEAMS.
- The Education Area completed the Annual Self-Assessment for the program year 2020-21. It was noted that the COVID-19 global pandemic had constant changes and challenges for our program. Our Program was able to adapt and change as needed to accommodate the CDC and local Santa Rosa County School District guidelines for the students to be able to attend in the "Brick and Mortar" learning style. However, some program services had to be completed virtually or by phone.
- Teachers finalized their Galileo Data input and had Parent Conferences during the month of May 2021.
- Head Start teacher of 4 year olds evaluated their students using the Star Early Literacy (SEL) AP-3 Assessment for the VPK Progress Monitoring Pilot program.

Environmental Health and Safety/Nutrition & Dental

Health and Safety

- 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 covering) are readily available to our staff and parents and we continue to encourage everyone to wear one.
- The T. R. Jackson Threat Assessment Team had their monthly meetings on April 8 and May 19.
- Fire Drills for T. R. Jackson were conducted April 22 and May 14.
- The School Health Advisory Council met on April 28 and May 18.
- The Annual Head Start Self-Assessment was held on May 14. The Management Team met on May 18 to share strengths and challenges for each Service Area.
- The final School Site Safety Committee meeting is scheduled for June 2.

Nutrition

- Lunch and Breakfast Recap and Reconciliation Totals: **April & May 2021**

<i>T.R. Jackson Pre-K</i>	<i>Total # Free/Reduced</i>	<i>Total # Paid</i>	<i>GRAND TOTAL</i>
BREAKFAST			
April	(Free) 0 (Red) 0	0	-
May	(Free) 0 (Red) 0	0	-
Total			3,816
LUNCH			
April	(Free) 0 (Red) 0	0	-
May	(Free) 0 (Red) 0	0	-
Total			3,626
GRAND TOTAL			7,442

Dental

With the recent approval of our new Dental Services Contract with Aidan and Associates, we are now scheduling in our new students and those students needing treatment. We are also contacting parents of the children that have not provided documentation of their child receiving dental services.

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

	APRIL	MAY	YEARLY TOTALS
TOTAL MEDICATIONS ADMINISTERED	17	31	202
Minor Injuries	50	42	227
Major Injuries	0	0	2
TOTAL FIRST AID ADMINISTERED	50	42	229
Physical Complaints	51	40	344
Intentional Injuries	0	0	0
Chronic Conditions	0	19	19
Head Lice & Scabies (screening only)	11	21	122
Head Lice & Scabies (positives only)	7	6	75
Other	86	64	729
Medication Intake	3	3	44
TOTAL PARAPROFESSIONAL VISITS	225	226	1764
Dispositions			
Returned to Class	186	180	1442
Sent Home	36	43	276
Medication Intake (to the clinic)	3	3	44
Emergency Response (911)	0	0	2
TOTAL DISPOSITIONS	225	226	1764

PARENT FAMILY AND COMMUNITY ENGAGEMENT (PFCE) / MENTAL HEALTH

- Our advocates completed follow up conferences with parents to review progress on their goal plans and in the seven domains of the PFCE Outcome Framework. This year 89% of our families set goals, which was a significant increase from the previous two years. Only 44% of these families completed and/or showed progress toward completing their goals. In addition, 26% of families ended the year showing gains in the PFCE Outcome Framework. As we review this data, we have determined three indicators to consider as we prepare for the 2021-22 school year;
 1. How did COVID impact family goals early in the year? Were families more engaged with the program due to lack of jobs, income, food insecurity, housing concerns, etc.? Were families less engaged as the year went on as they found work and diligently tackled their challenges?
 2. We have identified a few tweaks that need to be made in our data entry and documentation. In the month of May, the PFCE team met to review Child Plus and develop a manual to give clear direction to all PFCE staff when documenting family service data.
 3. How did the process impact success? Parent participation was 100% in September when PFCE held its first family conferences. As the year went by parents were less likely to respond to phone calls, texts, and requests for virtual meetings. We believe as COVID restrictions continue to be lifted, we will have better participation throughout the 2021-22 school year.
- In the month of June, we will be saying goodbye to one of our advocates, Doris Luther, as she retires from service in the district. Christine Wyatt has been hired in her place to begin the 2021-22 school year. We held a PFCE advocate orientation on June 2 and look forward to her addition to our team.
- We are grateful to our community partner, Food Raising Friends that will be serving 80 of our families representing 336 people with food insecurity this summer. We have two disbursement dates: June 8 and July 13.

Guidance/Social and Emotional Health

- In April, the Guidance department focused on social skills. Working on social skills helps to develop appropriate reactions in social situations, improves student's ability to function in daily social situations, enhances communication, and it helps to reduce anxiety and stress in social situations.
- Classroom observations were conducted, and interventions/strategies and materials were given to teachers.
- Parent/teacher/Guidance/Administration conferences were held during the month of April.
- Daily Grief Lessons
- Weekly Guidance Lessons
- In May, the Guidance department focused on Self Control. Small and whole group lessons were tailored to working with the students on their ability to control their body, actions, and words. A person who has self-control doesn't get distracted as easily. They can manage time better and it helps prevent them from saying or doing things they shouldn't do or say.
- Monthly Threat Assessment/ Crisis Team Meeting was held on May 19.
- The Annual Head Start Self-Assessment meeting was on May 18.