

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

Report for the months of March, April and May of 2022

Submitted to the School Board
From Nancy Haupt, Director of Pre-K Programs

PROGRAM DESIGN AND MANAGEMENT (PDM)

The Policy/School Advisory Council met on March 12th, April 8th, April 25th and May 20th.

The council received training on Mental Wellness and on the Head Start Program Self-Assessment. They discussed the Council Membership Roll and reviewed the Policy Council By-Laws. It was decided that revisions to the by-laws were needed. In April, the Office of Head Start sent instructions to apply for the Cost of Living Adjustment (COLA) and Quality Improvement Grant. The council engaged in the preparation of the grant. Also, the ERSEA Service Area made the council aware of ACF-IM-HS-22-03 which categorizes the Supplemental Nutrition Assistance Program as public assistance.

The council voted and approved the removal of inactive members from the membership roll, the COLA and Improvement Grant, the revised Policy Council By-Laws, and SNAP being added the 2022-2023 Selection Priority Criteria.

The Program Self-Assessment and School Readiness Reports were given along with each service area report.

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

Eligibility

The Administration for Children and Families issued an Information Memorandum on April 21, 2022, which makes Head Start Categorical Eligibility for Families Eligible for the Supplemental Nutrition Assistance Program (SNAP). Congress established Head Start eligibility criteria in Sec. 645(a)(1)(B)(i) of the Head Start Act to include families with incomes at or below the federal poverty level and families that are eligible for public assistance. Congress also allowed for other categorical eligibility allowances which consider family need rather than income. For example, children experiencing homelessness and children in foster care are categorically eligible for Head Start services.

The interpretation provided herein, that SNAP is considered public assistance” for purposes of section 645(a)(1)(B)(i) of the Head Start Act, does not change statutory eligibility criteria.

Recruitment:

At this time, the Program has received 448 applications for Head Start/Early Head Start for the 2022-2023 school year.

Selection:

On May 20th, SNAP was added to the 2022-2023 Head Start/Early Head Start Selection Priority Criteria by the Policy Council.

Enrollment

Enrollment numbers were consistent for the months of March – April 2022

Early Head Start 40
Head Start 220

Attendance

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

	<u>March</u>	<u>April</u>	<u>May</u>
Early Head Start	88%	89%	90%
Head Start	90%	89%	88%

Fiscal

- The new HS/EHS budget period from 3/1/2022 - 2/28/2023 is in effect for the Head Start program. The program received the Notice of Award on 2/25/22 that the HS/EHS 2022-2023 Continuation Grant was approved for the approved budget of \$2,258,717.00 on 2/18/2022. The Continuation Grant includes Program Head Start and Early Head Start Operations and Training/Technical Assistance which reflects the enrollment of 220 Head Start students and 40 Early Head Start students.
- The Head Start program received notice on 4/20/2022 to apply for the Cost-of-Living Adjustment (COLA) Supplement and the Quality Improvement Grant (QI) combined applications for fiscal year (FY) 2022. The COLA along with the QI supplement supports a 2.28 percent increase above FY 2021 funding levels to increase staff salaries, fringe benefits, and offset higher operating costs along with increasing staff wages. The Head Start program amount to apply for the program was \$57,681.00 in Head Start funds and \$21,287.00 in Early Head Start funds for total funding of \$78,968.00. The supplemental application was submitted on 5/30/2022 because it was due and had to be submitted via the Head Start Enterprise System (HSES) by 6/1/2022.
- 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)

EARLY CHILDHOOD DEVELOPMENT AND HEALTH SERVICES

Education

- CLASS (Classroom Assessment Scoring System) Observations have taken place by Mr. Bott, Ms. Baker and Ms. Patrick in the classrooms. The scores will be used to determine the needs of training for the staff.
- STEAM Fair was a fun-filled event that was well attended by families. We had over 280 people come that night!
- The teachers and have completed their end-of-year assessments with Galileo, VPK and Star Early Literacy.
- The teachers and advocates had their final parent conference for the school year and went over the assessment data with the parents.
- All Galileo Assessment data has been collected from each class. Mrs. Baker has calculated all the data and it is ready to be discussed with the Readiness Leadership Team.
- Program Self-Assessment was conducted by the management team on May 12, 2022. The program successes and challenges were discussed. The information will be compiled as part of the upcoming grant. The Technical/Training and Assistance Plan is created from the information obtained from the program Self-Assessment.
- The Early Head Start classes hosted a Mother's Day Tea in the ETC. The parents and children and teachers all enjoyed the event.
- Early Head Start will continue during the Summer with the Love and Learn program. All EHS families will have four, 90 minute home visits and 2 socializations. Home visits will begin the week of June 6th.
- Books have been purchased for all in the Head Start program. One book will be sent home with each student by Tuesday, May 24th.

Environmental Health and Safety

- All 6 Head Start Centers are in compliance with their School-Site Safety Reporting.
- Our Threat Assessment Team had their monthly meeting on March 10th, April 14th and May 25th.
- Providing COVID 19 disinfecting supplies to our teachers and classrooms continue 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.
- Our T. R. Jackson Site Safety Committee met on March 11th.
- Mrs. Hart and Mr. Gracey attended the monthly School Health Advisory Council meetings virtually on March 23rd, April 28th and May 26th. It was reported that COVID numbers in the county and the state are way down and that COVID numbers will no longer be tracked by the Health Department. New Health Cards will be completed by parents on-line next school year.
- The TRJ monthly Fire Drill was conducted on, March 24th, April 26th and May 3rd.
- We finalized our **Vision and Hearing Screenings** for new students, students that failed their first screening, and make-up screenings for students that were absent on the day their class did screenings.
- We continue to use **ChildPlus** to monitor and communicate with parents regarding any student that has a physical and/or immunization that is about to expire or has expired.

Dental

In March and April, our Dental Provider is Aidan & Associates Dental Clinic. They are located at the Santa Rosa County Health Department in Milton, Florida. We met our 90-day timeline for all students that received their dental services through Head Start and not a private dental provider. We are now in the treatment phase of our dental program for students that were identified as needing further treatment and services. These dental treatments are on-going. Our goal is to get these students oral health corrected so they will be ready for kindergarten.

In May, we found out that our present Dental Provider, Aidan & Associates Dental Clinic located in the Santa Rosa County Health Department, will not be returning this next school year. The Health Department does not have plans to replace the dental services/provider at this time. Our challenge now is to locate a new dental provider that will accept Medicaid and serve our Head Start students and families.

Nutrition

- JoLynn Peoples, with the Florida Extension Office, completed her final nutrition lessons with the 2 & 3-year-old students. We greatly appreciate all the Florida Extension Office has done for us this school year.
- The Florida Extension Office recently provided all Head Start and Early Head Start teachers with the supplies (baskets, potting soil, potatoes, and pine straw) to do a class Potato Garden. This is always a fun learning experience for staff and students.
- On April 6th the Florida Extension Office conducted a parent workshop, “Cooking Matters at the Store.” After the education/classroom portion of the workshop the parents were provided a \$10 Publix gift card to shop for a meal for a family of four.
The workshop was well attended with 14 parents participating.
- Nutrition and/or Health Care Plans were written by our Registered Nurse for any new students entering the program with nutritional and/or health issues. These will carry over to the next school year for any students returning with health or nutritional needs.

Lunch and Breakfast Recap and Reconciliation Totals: March - May 2022

T.R. Jackson Pre-K	Total # Free(F)/Reduced(R)	Total # Paid	GRAND TOTAL
BREAKFAST			
March	(F) 0 (R) 0	0	ALL FREE
April	(F) 0 (R) 0	0	ALL FREE
May	(F) 0 (R) 0	0	ALL FREE
LUNCH			
March	(F) 0 (R) 0	0	ALL FREE
April	(F) 0 (R) 0	0	ALL FREE
May	(F) 0 (R) 0	0	ALL FREE
GRAND TOTAL	March 3,230 Free	April 3,610 Free	May 3,190 Free

Note: All students are now receiving free breakfast and lunch.

Clinic Totals

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

	MARCH	APRIL	MAY	YEARLY TOTALS
TOTAL MEDICATIONS ADMINISTERED	28	224	18	256
Minor Injuries	39	55	47	350
Major Injuries	0	0	0	1
TOTAL FIRST AID ADMINISTERED	39	55	47	350
Physical Complaints	54	57	59	469
Intentional Injuries	0	0	0	2
Chronic Conditions	0	0	0	0
Head Lice & Scabies (screening only)	9	8	9	92
Head Lice & Scabies (positives only)	4	9	8	56
Other	132	31	196	1128
Medication Intake	3	1	3	45
TOTAL PARAPROFESSIONAL VISITS	269	185	340	2399
Dispositions				
Returned to Class	240	156	306	2046
Sent Home	26	28	31	308
Medication Intake (to the clinic)	3	1	3	45
Emergency Response (911)	0	0	0	0
TOTAL DISPOSITIONS	269	185	340	2399

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

PARENT FAMILY AND COMMUNITY ENGAGEMENT (PFCE) / MENTAL HEALTH

- Eighty-Eight families were provided supplemental food during Spring Break through our partnership with Food Raising Friends.
- Eight children received shoes from our shoe and jacket supply provided by generous donations from the community.
- Five staff including PFCE Family Advocates, the ERSEA Specialist and assistant set up an information tent at Re-Imagine Milton to encourage families to apply for our programs. They also made connections with leaders from other community agencies and organizations.
- Ninety-Five percent of our enrolled students' parents participated in Parent, Teacher, Advocate conferences. Sixty-Six families that wrote Family Goals have completed or have shown progress toward the completion of their goals.

Community Book Houses

Our parent engagement family advocate, Chris Wyatt, made our community book houses a priority during the school year. This school year our families have borrowed and received for their own home libraries over 1,000 books thanks to many generous donations. During the month of April we held a book drive and received over 250 more books for our children and families.

Milton Kiwanis Club Visit and Donation

Our Parent, Family and Community Engagement Specialist, Lee Bott, was invited to speak about Head Start at the monthly meeting of the Milton Kiwanis Club. At the conclusion of his presentation, the club presented a check to help us provide shoes, jackets, and hygiene bags to our children and families.

Shoes, Jackets, and Hygiene Bags

We provided six children with shoes from our shoe supply. Over the summer we will restock our shoes and jackets to prepare for the 2022-23 school year.

Year End Parent Conferences

Our advocates met with the families of our Early Head Start and Head Start children. Once data entry is complete a report of family goal progress will be added to this report.

Mental Health: Guidance/Social and Emotional Health **March**

- Guidance department conducted individual guidance lessons.
- Mental Wellness presentation to policy counsel/SAC.
- Continuation of "Wellness Wednesday" healthy snacks and motivational emails to staff.
- Self- Care information given to staff
- Counselors are a part of weekly MTSS meetings where we discuss and address student concerns.
- School Counselors are an active part of the Crisis Team meetings that are held monthly.
- The Guidance Department attended ESE IEP eligibility meetings.
- Counselors did classroom observations and provided teachers with feedback that included interventions.

April

- Guidance Counselors created and taught whole group lessons on teamwork and cooperation.
- Guidance department conducted individual guidance lessons.
- Continuation of "Wellness Wednesday" healthy snacks and motivational emails.
- Self- Care information given to staff
- Guidance department assisted with classroom coverage and classroom management.
- Counselors are a part of weekly MTSS meetings where we discuss and address student concerns.
- School Counselors are an active part of the Crisis Team meetings that are held monthly.
- Counselors are a part of Parent/teacher/admin conferences helping to foster support for our teachers and staff as well as a positive learning environment for the students and their families.
- The Guidance Department attended ESE IEP eligibility meetings.
- School counselors attended the Elementary school counselor PLC.
- Counselors attended "Conscious Discipline" book study
- Counselors attended Kindergarten transition meeting and discussed roles of Guidance Counselors in the elementary setting.

May

- Guidance department conducted individual guidance lessons.
- Continuation of “Wellness Wednesday” healthy snacks and motivational emails.
- Guidance department assisted with classroom coverage and classroom management.
- Counselors are a part of weekly MTSS meetings where we discuss and address student concerns.
- School Counselors are an active part of the Crisis Team meetings that are held monthly.
- Guidance department was a part of the Self-Assessment meetings that were held.
- Counselor attended the Regional Steering Committee meeting
- Counselors attended “Conscious Discipline” book study