

Santa Rosa County School District Pre-Kindergarten Programs

Monthly Report for the months of November and December 2017

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 9 and December 8. In November, the council engaged in School Readiness Training and received reporting from each service area specialist and in December, the Parent, Family and Community Engagement Specialist conducted a short training. It was also discussed that the program is currently updating the Head Start Policies and Procedures Manual to reflect the new Head Start Program Performance Standards.

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

- Attendance

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

November

Early Head Start – 83%

Head Start – 90%

VPK – 90%

December

Early Head Start – 85%

Head Start – 89%

VPK – 88%

- Enrollment

The Head Start program has maintained the required full funded enrollment of 40 Early Head Start students and 240 Head Start students for the months of November and December.

Fiscal

- The Head Start Grant was approved at the Santa Rosa County School Board Meeting in November and sent to the Regional Office.
- The Head Start Program should be notified of the Continuation Grant Financial Assistance Award in February. Head Start is completing another grant year and proceeding to complete Project Submission Forms for March 2018 through February 2019 grant year.
- In addition to T. R. Jackson Pre-K Center, six other schools in Santa Rosa County receive Head Start funding for Pre-K to provide a quality program to serve children and families.

EARLY CHILDHOOD DEVELOPMENT AND HEALTH SERVICES

Education

- The first observational period readiness team meeting was held to discuss student progress toward meeting readiness goals. Members of the team discussed each of the goals within the five domains to determine if strategies should be implemented to increase student progress. The first observational period is a baseline, therefore it was determined that students will learn many of the skills as they are exposed to various learning experiences and environment.
- Parents and children enjoyed a “*Twas the Night to Read a Book*” event as part of the program’s year-long reading initiative. The event was one of the many activities that has been planned with families throughout the year to promote reading. Families enjoyed milk and cookies, sang carols with Mr. Gracey and Ms. Green, listened to the story “*Twas the Night Before Christmas*,” and watched a movie. By the way, everyone wore their pajamas and had a great time!

Environmental Health and Safety

- All 7 Head Start centers are in compliance with their School-Site Safety Reporting.
- Our monthly **Fire Drill** was conducted on November 29th and December 1st. We used the regular Primary Route for both drills.
- **Vision, Hearing, and Growth Assessment Screenings** have been on-going since early September. Barbara Atkins from the Audiology Clinic has been doing all of our re-test for hearing and if a child fails the re-test, they are immediately referred to the audiologist at the audiology clinic at Benny Russell Elementary.
- Letters have been sent home to parents to remind them that we either need information on their child's physical, immunizations, hemoglobin, lead, or documentation of a dental visit/check-up or they are out of compliance.

Nutrition

- The Florida Extension Office continues **Nutrition Lessons** for our 4 year old students. They will begin Nutrition Lessons with our 2 and 3 year olds in January.
- We had a "Canning Workshop" for our staff on November 14th. Ginny Hinton, with the Florida Extension Office, conducted the workshop. We had 10 of staff members attend the workshop and they made some delicious Pepper Jelly.
- On December 14th, we had a "Make It & Take It" workshop for our Head Start parents. We had 12 parents attend the workshop! The participants learned about preparing healthy meals, received new recipes to prepare for their family, made arts and crafts that they can do with their children, and ate a delicious lunch! The evaluations from the participants of the workshop were outstanding! Special thanks to the presenters from the Florida Extension Office for making this such an enjoyable workshop for our parents!
- Lunch and Breakfast Recap and Reconciliation Totals for November and December :

T.R. Jackson Pre-K	Total # Free/Reduced	Total # Paid	GRAND TOTAL
BREAKFAST			
NOVEMBER,	(F) 2,711 (R) 26	112	2,849
DECEMBER,	(F) 2,373 (R) 15	88	2,476
LUNCH			
NOVEMBER,	(F) 2,697 (R) 23	95	2,815
DECEMBER,	(F) 2,366 (R) 14	79	2,459
GRAND TOTAL			10, 599

Dental

- Our three final dental trips were completed on November 7, 8, & 9th. We have now completed all class dental trips for all of our 2, 3, and 4 year old Head Start and Early Head Start students.
- Many of our students are now in the treatment phase of their dental program.
- Letters have been mailed home to our parents that chose to take their child to their own dental provider requesting documentation of their child's dental visit.

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

	NOVEMBER	DECEMBER	YEARLY TOTALS
TOTAL MEDICATIONS ADMINISTERED	37	43	180
Minor Injuries	37	22	142
Major Injuries	0	0	0
TOTAL FIRST AID ADMINISTERED	37	22	142
Physical Complaints	58	61	333
Intentional Injuries	0	0	0
Chronic Conditions	0	0	0
Head Lice & Scabies (screening only)	10	27	99
Head Lice & Scabies (positives only)	12	5	55
Other	5	4	17
Medication Intake	6	4	31
TOTAL PARAPROFESSIONAL VISITS	165	166	857
Dispositions			
Returned to Class	128	139	626
Sent Home	31	23	199
Medication Intake (to the clinic)	6	4	31
Emergency Response (911)	0	0	1
TOTAL DISPOSITIONS	165	166	857

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

PARENT FAMILY AND COMMUNITY ENGAGEMENT (PFCE) / MENTAL HEALTH

Through the generosity of our community partners, staff, individuals and organizations associated with our staff, we were able to serve 56 families representing 140 children with gifts of shoes, clothes, and toys for Christmas. A special thank you goes to Pine Terrace Baptist Church which served our eight largest families and the Department of Transportation that took 23 of our children. In addition, Food Raisers provided food boxes for each family and Men with Vision provided fully prepared Christmas dinners for five of our families. We are very grateful for the support of our community in serving our families.