

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

Monthly Report for the month of April 2019

Submitted to the School Board

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

PROGRAM DESIGN AND MANAGEMENT (PDM)

On April 12, the council voted to approve the School Based Budget, engaged in Self-Assessment Training and each service area specialist gave a monthly report.

Cindy Kaier, our Office of Head Start Region IV, Education Specialist conducted a Practice Based Coaching Training on April 2nd and 3rd. Both Escambia and Okaloosa County Head Start Programs participated in the training.

Fiscal

- The following seven (7) schools in Santa Rosa County receive Head Start funds for Pre-K to provide a quality program to serve children and families:
 1. Bagdad Elementary School
 2. Berryhill Elementary School
 3. Central School
 4. East Milton Elementary School
 5. Jay Elementary School
 6. T.R. Jackson Pre-K Center
 7. West Navarre Primary School
- The Head Start/Early Head Start program received the EHS Supplemental Grant to Increase Hours on 3/26/2019. This is for budget year 2019-2020.
- The Head Start/Early Head Start program received the FY 2019 Cost-of-Living Adjustment (COLA) Supplemental Grant on 3/28/2019. This is for budget year 2019-2020.
- The SAC (School Advisory Council) met, discussed, and approved the School-Based Budget/901 Account for the 2019-2020 school year on 4/12/2019.
- The Semi-Annual Non-Federal Share/In-Kind reports were submitted to the District on 4/15/19.
- The Head Start/Early Head Start Program submitted the Head Start Change of Scope-Enrollment Application in HSES for the 2019-2020 budget period on 4/16/2019.
- The 425 Federal Financial Report was submitted to the District on 4/22/19 for budget year 3/1/2018 – 2/28/2019

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

- Attendance
The daily average attendance information reported to the Office of Head Start for April 2019 is as follows:

Early Head Start – 92%
Head Start – 92%
VPK – 92%
- Enrollment
The Head Start funded enrollment for the month of April is 240 students and Early Head Start 40 students.

EARLY CHILDHOOD DEVELOPMENT AND HEALTH SERVICES

Education

- During the month of April, the Education Department hosted the Practice Based Coaching training with Cindy Kaier. The training was very beneficial for the new curriculum coach Sally Baker. There were two other Head Start programs in attendance.
- Ms. Hudson and Mrs. Baker attended the Frog Street Leadership conference in Kissimmee, Florida. The training provided in depth information about the Frog Street Infant & Toddler and Frog Street Three's curriculum.
- Santa Rosa County School District (SRCSD) Head Start and Early Head Start Programs conducted the annual self-assessment on Thursday April 18, 2019. The Self-Assessment team consisted of community partners, the local education agency, parents, and program staff.

Environmental Health and Safety

- All 7 Head Start Centers are in compliance with their School-Site Safety Reporting.
- We had a Threat Assessment Meeting on Thursday, April 11th
- Our monthly **fire drill** was conducted on April 25th. We used the regular fire exit route during the drill.
- On Tuesday, April 23rd, the Santa Rosa Health Department in conjunction with the University of West Florida and the 5-2-1-0 campaign came to our campus and read to every class the book "Walker Finds His Wiggle." At the conclusion all students and staff were given their very own book. The focus of this program is healthy eating, less screen time, and exercise!!
- On Wednesday, April 24th, we had another CPR/AED/First Aid Re-Certification Class. We had 7 staff members get re-certified in CPR. This gives us a grand total of 60 staff members that are certified in CPR/AED/FIRST AID.
- We are continually tracking and monitoring compliance of all our student's physicals, immunizations, lead, hemoglobin, and our dental treatment plans. Letters have been mailed to the parents whose children are not in compliance in any of these areas. We also have just completed the final Growth Assessment on all our students.

Nutrition

Here is a summary of nutrition activities that we have either completed or have planned:

- The final Monthly Nutrition Lessons for our 2-year-old Early Head Start students and our 3 and 4-year-old Head Start students were completed in April. A special thanks to Instructor JoLynn Peoples and the Florida Extension Office for providing this nutrition curriculum and lessons to our Head Start Pre-K students.
- The Spring Potato Container Gardens are continuing to sprout up all over our campus. The students and staff are enjoying watching the potato plants grow. Congratulations to Mrs. Kerry in the STEAM Lab! She had the first producing potato plants and the students were excited to see our first potato!!!
- On Wednesday, April 24th, we had an Audit of our Food Service program by the USDA! The auditors were here for most of the day and gave us an excellent report after the audit! Thanks for a job well done to our Food Service Manager, Nicole Woodward and Food Service Worker, Vicki Prescott!!!
- **Lunch and Breakfast Recap and Reconciliation Totals – April 2019**

<i>T.R. Jackson Pre-K</i>	<i>Total # Free/Reduced</i>	<i>Total # Full Paid</i>	<i>GRAND TOTAL</i>
BREAKFAST	(F) 3,669 (R) 42	61	3,772
LUNCH	(F) 3,619 (R) 42	59	3,720
GRAND TOTAL			7,492

Average Daily Participation – Breakfast (180) Lunch (177)

Average daily attendance - 189

Dental

- We have now completed all our large group/class dental trips. Our students are now in the treatment phase of their dental program. We are now tracking and making sure the parents comply in the completion of their child's dental treatment plan.
- **T. R. Jackson Pre-K Center Clinic Totals: by Registered Nurse – Holly Ledbetter**

	APRIL 2019	YEARLY TOTALS
TOTAL MEDICATIONS ADMINISTERED	33	172
Minor Injuries	26	189
Major Injuries	0	0
TOTAL FIRST AID ADMINISTERED	26	189
Physical Complaints	113	719
Intentional Injuries	0	0
Chronic Conditions	0	0
Head Lice & Scabies (screening only)	2	24
Head Lice & Scabies (positives only)	0	5
Other	15	723
Medication Intake	8	42
TOTAL PARAPROFESSIONAL VISITS	236	2,002
Dispositions		
Returned to Class	201	1,694
Sent Home	26	265
Medication Intake (to the clinic)	8	42
Emergency Response (911)	0	0
TOTAL DISPOSITIONS	236	2,002

- The AED is checked and documented weekly by our Registered Nurse.

PARENT, FAMILY AND COMMUNITY ENGAGEMENT (PFCE) / SOCIAL EMOTIONAL

We held our annual Kindergarten Transition Training for parents; Gearing Up for Kindergarten. Many of our families attended morning or evening sessions. Mrs. Alt and special guest, former kindergarten teacher Kristen White, shared important information about what is expected of their children in kindergarten, and most importantly that they must register their child and be sure to let the school know they are currently students in the Head Start/VPK Program.

Mental Health

- Mrs. Alt and a group of TR Jackson staff attended a training on Social Thinking. The concepts of Social Thinking pair well with the social emotional content of the Frog Street Curriculum; Conscious Discipline. Social Thinking provides tools for our teachers and exposes children to the concepts before they go to kindergarten. Many of them will be in classrooms using Social Thinking, so this addition will better prepare them for the approach to expectations when they get to kindergarten.