

**HEAD START GOVERNING BOARD AND POLICY COUNCIL MONTHLY REPORT:  
DECEMBER 2020**

**ENROLLMENT**

Month	Head Start Enrollment	Funded Enrollment	Attendance
July 2020	<i>The program is not operational during the month of July.</i>		
August 2020	332	624	97.76%
September 2020	388	624	91.95%
October 2020	421	624	92.59%
November 2020	452	624	86.19%
December 2020	470	624	89%
January 2021		624	
February 2021		624	
March 2021		624	
April 2021		624	
May 2021		624	

**TOTAL MEALS SERVED**

Month	Breakfasts	Lunches	Snacks
July 2020	<i>The program is not operational during the month of July.</i>		
August 2020	<i>School started 8.31.2020, meals counts will be provided in the Sept 2020 report.</i>		
September 2020	5,992	5,612	6,239
October 2020	7,246	7,274	7,499
November 2020	5,576	5,622	5,819
December 2020	4,763	4,935	5,031
January 2021			
February 2021			
March 2021			
April 2021			
May 2021			

**FISCAL YEAR 2021 (INCLUDES P-CARD EXPENSES) – Head Start Grant Year 4**

Cost Category	Amended Budget	Actuals		Balance of Grant Award
		Dec-20	YTD	
Payroll	\$3,360,704.00	\$257,807.33	\$1,348,257.36	\$2,012,446.64
Fringe	\$1,075,702.00	\$91,708.45	\$464,689.88	\$611,012.12
Supplies	\$169,583.00	\$1,990.47	\$43,074.26	\$126,508.74
Equipment	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Travel *	\$0.00	\$0.00	\$0.00	\$0.00
Contractual	\$298,895.00	\$8,833.00	\$87,048.27	\$211,846.73
Other	\$119,157.00	\$4,753.05	\$19,769.50	\$99,387.50
Indirect Cost	\$253,815.00	\$9,569.58	\$90,526.94	\$163,288.06
TTA (includes Travel)	\$59,010.00	\$745.00	\$6,691.51	\$52,318.49
Supplement COVID-19	\$548,376.00	\$66.95	\$21,784.95	\$526,591.05
<b>Totals</b>	<b>\$5,890,242.00</b>	<b>\$375,473.83</b>	<b>\$2,081,842.67</b>	<b>\$3,808,399.33</b>

**EARLY CHILDHOOD DEVELOPMENT, TEACHING AND LEARNING**

The following standards are highlighted this month:

- 1302.92(c) A program must implement a research-based coordinated coaching strategy for education staff.
- 1302.31 (b) (i) Teaching and the Learning Environment

1302.92© A program must implement a research-based coordinated coaching strategy for education staff

The leadership team met to determine how to fill two coach openings. They determined they would internally cover schools with the current leadership team until hiring could be completed. Interviews were completed in December and two people were recommended for hire. We are planning for the two new coaches to begin at the end of January.

1302.31(b) Teaching and the Learning Environment

CLASS Dimensions of Regard for Student Perspective, Behavior Management and Instructional Learning Formats were highlighted in three consecutive Staff Newsletters in the month of December to help the teaching staff understand the components of each dimension and support improvement in each. An observation sheet for each dimension was also given to each coach to be able to pinpoint the strategies needed to improve practice.

The behavior analyst consulted with teachers, instructional assistants and coaches to offer support to students and families. This included virtual and in-person meetings to define target behaviors, replacement behaviors, develop data collection and reinforcement systems and create visual cues to help support students.

The ESE specialist supported Head Start sites with disability and mental health information and attended parent meetings as needed. *(1302.45 Child Mental Health & Social Emotional Well-Being, 1302.60 Additional Services for Children with Disabilities)*

Thirty-two students (6.93% of enrollment) with Individual Education Plans (IEP's) are enrolled in the program and receiving services. *(1302.60 Additional Services for Children with Disabilities)*

Eight students are receiving Kinder Konsulting services. Five children are in the initial meeting phase. *(1302.45 Child Mental Health and Social and Emotional Well-Being)*

## EARLY CHILDHOOD HEALTH AND WELLNESS

The following standards are highlighted this month:

- 1302.41 Collaboration and Communication with Parents
- 1302.42 Child Health Status

New students are screened when they enroll in the program. Rescreening is being conducted on children who did not pass the initial screening. *(1302.42 Child Health Status)*

The Head Start health supervisor made initial contact with the Brevard County Health Department's School Health Coordinator to request no cost dental exams and preventive treatment for uninsured Head Start children. Details and schedules continue to be worked out. *(1302.42 Child Health Status)*

Updated Child Health Observation forms were sent to teachers and placed in the newsletter. *(1302.42 Child Health Status)*

## PARENT FAMILY AND COMMUNITY ENGAGEMENT (PFCE)

Applications are available to all interested families via the Head Start website, email or by U.S mail. Selections are made from new applications and a "wait list" each Monday. *(1302.13 Recruitment)*

Family advocates continue to conduct parent meetings via ZOOM. Information on emotional wellness and holiday disappointment during COVID-19 was shared with parents via ZOOM and Class DOJO. Resources for toys and clothing for children/families was shared with families. Turkeys and foodstuffs were again donated by community organizations and advocates delivered them to families before the break. *(1302.51 Parent Activities to Promote Learning and Development, 1302.41 Collaboration and Communication with Parents)*

## PROFESSIONAL DEVELOPMENT

The following standard is highlighted this month:

- 1302.92(b) Training and Professional Development

A survey was developed to enlist Head Start staff opinions on what type of staff development they would like to receive starting in January 2021. This included presentations that should be repeated and new presentations they are interested in. Other feedback was solicited to provide the leadership team information to develop a series of presentations that will meet the needs of the Head Start staff. The following is some of the feedback we received:

<b>CLASS Dimension you are most interested in learning about in Classroom Organization</b>			
	Family Advocate	Teacher	IA
Behavior Management	8	6	17
Productivity	3	9	8
Instruction Learning Formats	2	19	11

<b>CLASS Dimension you are most interested in learning about in Instructional Support</b>			
	Family Advocate	Teacher	IA
Concept Development	4	18	10
Quality Feedback	5	6	5
Language Modeling	7	7	14

<b>CLASS Dimension you are most interested in learning about in Emotional Support</b>			
	Family Advocate	Teacher	IA
Positive Climate	8	7	13
Teacher Sensitivity	5	4	8
Regard for Student Perspective	6	16	13

<b>What Presentation would you like to see repeated?</b>				
		Family Advocate	Teacher	IA
Conscious Discipline	12	1	4	7
Effective Way to Read Aloud	7		4	3
Creating Strong Partnership	5	3	2	
Think It, Show It, Tell It, Talk It	9	1	7	1
How to Influence Behavior	14	4	3	7
Transitions	7	1	5	1

**INFORMATION AND GUIDANCE FROM THE OFFICE OF HEAD START**

The Office of Head Start (OHS) released an interim final rule (IFR) that adds a new section to the Head Start Program Performance Standards under [1304 Subpart B – Designation Renewal](#). This new section, establishes parameters by which OHS may make designation renewal determinations when certain federally declared disasters or emergencies prevent collection of all data normally required for making such determinations. For additional information click [here](#).