

**HEAD START GOVERNING BOARD AND POLICY COUNCIL MONTHLY REPORT:
NOVEMBER 2019**

ENROLLMENT

Month	Head Start Enrollment	Funded Enrollment	Attendance
July 2019	<i>The program is not operational during the month of July.</i>		
August 2019	624	624	80%
September 2019	624	624	85%
October 2019	624	624	92%
November 2019	624	624	90%
December 2019		624	
January 2020		624	
February 2020		624	
March 2020		624	
April 2020		624	
May 2020		624	

TOTAL MEALS SERVED

Month	Breakfasts	Lunches	Snacks
July 2019	<i>The program is not operational during the month of July.</i>		
August 2019	4,946	4,853	5,167
September 2019	8,663	8,750	9,069
October 2019	11,294	11,314	11,832
November 2019	8,730	8,731	8,978
December 2019			
January 2020			
February 2020			
March 2020			
April 2020			
May 2020			

FISCAL YEAR 2020 (INCLUDES P-CARD EXPENSES) – Head Start Grant Year 3

Cost Category	Amended Budget	Actuals		Balance of Grant Award
		Nov-19	YTD	
Payroll	\$3,185,287.00	\$265,948.83	\$1,047,401.12	\$2,137,885.88
Fringe	\$1,049,854.00	\$90,007.84	\$349,434.52	\$700,419.48
Supplies	\$119,567.00	\$3,845.57	\$17,494.01	\$102,072.99
Equipment	\$11,000.00	\$0.00	\$10,835.00	\$165.00
Travel *	\$0.00	\$0.00	\$0.00	\$0.00
Contractual	\$249,044.00	\$4,872.36	\$67,954.33	\$181,089.67
Other	\$174,993.00	\$31,074.19	\$45,046.44	\$129,946.56
Indirect Cost	\$229,483.00	\$17,795.45	\$71,977.35	\$157,505.65
TTA (includes Travel)	\$56,323.00	\$5,685.25	\$22,694.09	\$33,628.91
Totals	\$5,075,551.00	\$419,229.49	\$1,632,836.86	\$3,442,714.14

CONTENT AREA SPECIALIST REPORT: NOVEMBER 2019

EARLY CHILDHOOD DEVELOPMENT, TEACHING AND LEARNING

Instructional coaches continued to build relationships with school teams. Reviewed New Teacher Survival Guide and shared resources with new teachers and assistants as needed. Provided suggestions for resources and materials to support program goals and outcomes. *(1302. Teaching and Learning Environment, 1302.92 Training and Professional Development, 1302.47(b) Safety Practices, Implementation of Program Performance Standards, 1302.32 Curricula)*

Education staff met with teachers to review CLASS scores and discuss potential Practice Based Coaching opportunities within classroom scores. Spot feedback forms for CLASS domains were completed for several sites. *(1302. Teaching and Learning Environment, 1302.92 Training and Professional Development, 1302.32 Curricula, Implementation of Program Performance Standards, 1302.32 Curricula)*

Parent Contact Logs and Parent Engagement binders were monitored by instructional coaches to meet program goals and help with compliance. *(1302. Teaching and Learning Environment, 1302.92 Training and Professional Development, 1302.32 Curricula, 1302.103 Implementation of Program Performance Standards)*

An instructional coach met with teachers to review classroom [Active Supervision](#) and focus on classroom intent. Additional resources and materials were provided in order to continue to meet program goals and outcomes to help with compliance. *(1302. Teaching and Learning Environment, 1302.92 Training and Professional Development, 1302.32 Curricula, 1302.103 Implementation of Program Performance Standards)*

The [behavior analyst](#) collected data from school staff regarding individual student responses to interventions in the classrooms. Meetings were held to revise data collection in order to garner more efficient and accurate data. *(1302.92 Training and Professional Development, 1302.31 Teaching and the Learning Environment)*

Sixty students (9.88% of our funded enrollment) with Individual Education Plans (IEP's) are enrolled in the program and receiving services. *(1302.60 Subpart F-Additional Services for Children with Disabilities)*

Fourteen students are receiving [Kinder Konsulting](#) services. Eight additional referrals have been made are in the process of being completed. *(1302.45 Child Mental Health and Social and Emotional Well-Being)*

The [ESE Specialist](#) attended Exceptional Student Education (ESE) eligibility meetings and parent meetings for referral paperwork. *(1302.60 Subpart F-Additional Services for Children with Disabilities)*

EARLY CHILDHOOD HEALTH AND WELLNESS

Student health cards and physical exam reports are being used to identify children with health concerns. Follow-up is conducted and an Individual Health Plan and, if necessary, an emergency Action Plan is decided and forwarded to each child's teacher, school clinic and guidance office. *(1302.41 Collaboration and Communication with Parents, 1302.42 Child Health Status and Care)*

[Health technicians](#) are performing height, weight, blood pressure and hematocrit screenings at each site. *(1302.42 Child Health Status and Care)*

PARENT FAMILY AND COMMUNITY ENGAGEMENT (PFCE)

An instructional coach provided parent training on Conscious Discipline. *(1302.50 Family Engagement, 1302.51 Parent activities to promote child learning & development)*

[Family advocates](#) held parent meetings at each site. Topics included were active parenting, conscious discipline, brain development from birth to five and the importance of sleep and bedtime routines. Parents attending meetings totaled 111 with 21 father figures included. *(1302.50 Family Engagement, 1302. Teaching and Learning Environment)*

Parents and guardians are encouraged to begin the process to become [volunteers](#) and are assisted by family advocates as needed. Head Start funds are allocated to pay the \$35 fingerprinting fee. Current volunteers donated 218 hours of classroom assistance in November. *(1302.50 Family Engagement)*

PROFESSIONAL DEVELOPMENT

[Instructional coaches](#) provided consistent GOLD data collection support in the classroom with teachers to continue weekly GOLD input for classroom management opportunities. *(1302.91 Staff qualifications and competency, 1302. Teaching and Learning Environment, 1302.92 Training)*

and Professional Development, 1302.32 Curricula, 1302.103 Implementation of Program Performance Standards)

Two instructional coaches attended CLASS Group Coaching (MMCI) Training. This training focuses on making the most out of child interactions. Future group coaching for implementing positive CLASS interaction will be provided to teachers. *(1302.91 Staff qualification and competency, 1302. Teaching and Learning Environment, 1302.92 Training and Professional Development, 1302.32 Curricula, 1302.103 Implementation of Program Performance Standards)*

The educational staff met to discuss CLASS score results and an improvement plan. *(1302.92 Training and Professional Development, 1302.32 Curricula)*

An instructional coach met with teachers to review classroom Active Supervision and focus on classroom intent. *(1302. Teaching and Learning Environment, 1302.92 Training and Professional Development, 1302.32 Curricula, 1302.103 Implementation of Program Performance Standards)*

Family advocates received training from Brevard CARES on quality documentation and from administrative staff on medical home/insurance documentation. *(1302.92 Training and Professional Development)*

The behavior analyst conducted research and prepared materials for upcoming training of the education staff on Sanford Harmony's social emotional learning curriculum. *(1302.92 Training & Professional Development, 1302.45 Child Mental Health & Social Emotional Well Being)*

INFORMATION AND GUIDANCE FROM THE OFFICE OF HEAD START

NEWS FROM DR. DEBORAH BERGERON, DIRECTOR OF THE FEDERAL OFFICE OF HEAD START

Find out how the Office of Head Start is addressing the opioid crisis and other substance use disorders. In this [video](#), Dr. Bergeron shares some of the creative approaches Head Start programs have taken to support children who are affected by substance use, including wrap-around care and supports to grandparents who are raising their grandchildren. She also discusses the regional meetings on opioids and highlights the relationships established with the medical community. Dr. Bergeron shares a love note about an organization in Missouri that created a pioneering bridge program to continue providing family supports to Head Start children from kindergarten to second grade. <https://eclkc.ohs.acf.hhs.gov/blog/head-start-takes-stand-against-opioids>

This [Information Memorandum](#) released December 4, 2019 provides updated guidance. The Financial Accounting Standards Board (FASB) issued updated guidance on lease accounting (Accounting Standards Update 2016-2). Its purpose is to improve financial reporting about leasing transactions. The guidance affects all Head Start grantees that lease capital assets, such as real estate and equipment.

The federal Office of Head Start (OHS) will conduct a [Focus Area Two \(FA2\) monitoring event](#) of the School Board of Brevard County Head Start program during the week of 01/27/2020 – 01/31/2020. The Focus Area Two (FA2) review is an opportunity to demonstrate our effectiveness in implementing a high-quality program to promote positive outcomes and school readiness for children and their families. This focus area is designed to broaden the Office of Head Start's (OHS) understanding of our performance and to determine if we are meeting the requirements of the Head Start Program Performance Standards (HSPPS), Uniform Guidance, and the Head Start Act.

The [2018-19 Head Start Annual Report](#) is available for our stakeholders and public at our [website](#).