

**HEAD START GOVERNING BOARD AND POLICY COUNCIL MONTHLY REPORT:  
Aug 2022**

<b>ENROLLMENT</b>				
<b>Month</b>	<b>Head Start Enrollment</b>	<b>Funded Enrollment</b>	<b>Attendance</b>	<b>IEP</b>
July 2022	<i>The program is not operational during the month of July.</i>			
August 2022	624	624		6.87%
September 2022		624		
October 2022		624		
November 2022		624		
December 2022		624		
January 2023		624		
February 2023		624		
March 2023		624		
April 2023		624		
May 2023		624		

<b>TOTAL MEALS SERVED</b>			
<b>Month</b>	<b>Breakfasts</b>	<b>Lunches</b>	<b>Snacks</b>
July 2022	<i>The program is not operational during the month of July.</i>		
August 2022	4995	4460	6137
September 2022			
October 2022			
November 2022			
December 2022			
January 2023			
February 2023			
March 2023			
April 2023			
May 2023			

<b>FY 2023 (INCLUDES P-CARD EXPENSES) - Head Start Grant Year 1 - Project 423xxx - Base Grant</b>				
<b>Cost Category</b>	<b>Federal Budget</b>	<b>Actuals</b>		<b>Balance of Grant Award</b>
		<b>Aug-22</b>	<b>YTD</b>	
Payroll	\$3,161,716.00	\$219,558.58	\$244,772.04	\$2,916,943.96
Fringe	\$1,332,324.00	\$79,661.51	\$87,087.93	\$1,245,236.07
Supplies	\$151,274.00	\$1,575.03	\$1,575.03	\$149,698.97
Contractual	\$376,692.00	\$0.00	\$0.00	\$376,692.00
Other	\$129,046.00	\$2,047.30	\$4,595.79	\$124,450.21
Indirect Cost	\$196,255.00	\$0.00	\$0.00	\$196,255.00
TTA (includes Travel)	\$59,010.00	\$465.00	\$465.00	\$58,545.00
<b>Total Base Grant</b>	<b>\$5,406,317.00</b>	<b>\$303,307.42</b>	<b>\$338,495.79</b>	<b>\$5,067,821.21</b>

<i>Head Start Grant - Project 421024 ARP (04/01/21-03/31/23) (Includes P-Card Expenses)</i>				
Cost Category	Federal Budget	Actuals		Balance of Grant Award
		Aug-22	YTD	
Payroll	\$2,272.96	\$6,403.08	\$6,403.08	(\$4,130.12)
Fringe	\$615.24	\$525.56	\$525.56	\$89.68
Supplies	\$4,522.02	\$17.36	\$17.36	\$4,504.66
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Contractual	\$272,032.00	\$12,472.11	\$12,472.11	\$259,559.89
Other	\$325,709.70	\$1,760.00	\$1,760.00	\$323,949.70
Indirect Cost	\$34,395.41	\$0.00	\$0.00	\$34,395.41
TTA (includes Travel)	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total - CRSSA</b>	<b>\$639,547.33</b>	<b>\$21,178.11</b>	<b>\$21,178.11</b>	<b>\$618,369.22</b>

NOA Starting Budget	746,616.00
Expended as of 6/30/22 -FY22	<u>107,068.67</u>
Balance as of 7/1/22	\$ 639,547.33
Expended as of 8/31/22 -FY23	<u>21,178.11</u>
Balance as of 8/31/22	\$ 618,369.22

<i>Head Start Grant - Project 421029 CRRSA (04/01/21-03/31/23) (Includes P-Card Expenses)</i>				
Cost Category	Federal Budget	Actuals		Balance of Grant Award
		Aug-22	YTD	
Payroll	\$29,202.67	\$8,028.43	\$10,413.63	\$18,789.04
Fringe	\$8,638.48	\$1,613.48	\$2,093.35	\$6,545.13
Supplies	\$68,272.68	\$2,607.88	\$2,607.88	\$65,664.80
Equipment	\$15,305.99	\$125.97	\$1,376.17	\$13,929.82
Contractual	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$14,740.84	\$6,771.00	\$6,771.00	\$7,969.84
Indirect Cost	\$5,883.45	\$0.00	\$0.00	\$5,883.45
TTA (includes Travel)	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total - CRSSA</b>	<b>\$142,044.11</b>	<b>\$19,146.76</b>	<b>\$23,262.03</b>	<b>\$118,782.08</b>

NOA Starting Budget	187,805.00
Expended as of 6/30/22 -FY22	<u>45,760.89</u>
Balance as of 7/1/22	\$ 142,044.11
Expended as of 8/31/22 -FY23	<u>23,262.03</u>
Balance as of 8/31/22	\$ 118,782.08

## CONTENT AREA SPECIALIST REPORT: August 2022

### EARLY CHILDHOOD DEVELOPMENT, TEACHING AND LEARNING

Weekly newsletters attached to this monthly report provide information for this content area. *(1302.31 – 1302.33 Teaching and the Learning Environment, Curricula, Child Screenings and Assessments)*

During the 2021-22 school year, education staff provided 320 small group, differentiated professional development sessions to teaching teams at 12 school sites. Topics included: Instructional Learning Format (ILF), Regard for Student Perspective (RSP). Self-Regulation, and Ready to Advance Early Learning Curriculum. In addition, 63 teachers and instructional assistants participated in a full day of CLASS training. *(1302.92 Training and Professional Development)*

### EARLY CHILDHOOD HEALTH AND WELLNESS

The ESE specialist attended meetings and supported Head Start teaching teams with disabilities and mental health information. Two students are receiving Kinder Consulting services, and intakes are in process for four students. *(1302.45 Child Mental Health and Social and Emotional Well-Being)*

41 (6.87%) students with Individual Education Plans (IEP's) are enrolled in the program *(1302.60 Additional Services for Children with Disabilities)*

As children registered for school year a review of physicals and immunizations was completed to begin the process of determining child health status. *(1302.42 Child Health Status and Care)*

### ERSEA/PARENT FAMILY AND COMMUNITY ENGAGEMENT (PFCE)

The program continues accepting pre-applications for the 2022 -2023 school year. [Pre-applications](#) are available to all interested families via the [Head Start website](#), email or by U.S mail. *(1302.13 Recruitment)*

Family advocates met with parents to discuss the importance of regular attendance and sign attendance agreements.

### INFORMATION AND GUIDANCE FROM THE OFFICE OF HEAD START (OHS)

No new information or guidance was provided from the Office of Head Start.

VOLUME 2 AUGUST 8, 2022



# THE SCOOP



HEAD START NEWS

## Planning Our Time Together this Week

The schedule for the Orientation Day with  
your coach is as follows:

August 9 - Jupiter, Port Malabar,  
University Park and Coquina

August 10 - Sherwood, Saturn, Cambridge  
and Endeavour

August 11 - Palm Bay, Discovery,  
Enterprise and Mims

ALL Head Start teachers, instructional  
assistants and Family Advocates are  
required to attend. Time will be 8:00 to 2:30.  
Looking forward to seeing everyone!



**Teachers and Advocates**  
The link below will be **ACTIVE** today Monday 8/8/2022. Advocates can now share with parents and ask them to complete it. Teachers you may begin to use it this week if you are starting to meet with parents.

**<https://www.brevardschools.org/Page/3603>**

Parents will find their school and click on the link. Both Cambridge and Endeavour parents have the option of using the screener in Spanish.

Reminders: The ASQ will be completed during the Home Visit, Open House or Jump Start. Please plan on having an iPad ready for parents to complete this screening. It will not take more than 10 minutes. Although teachers will not be completing this it will be prudent for teachers AND Family Advocates to devise a system to support parents in getting it done.

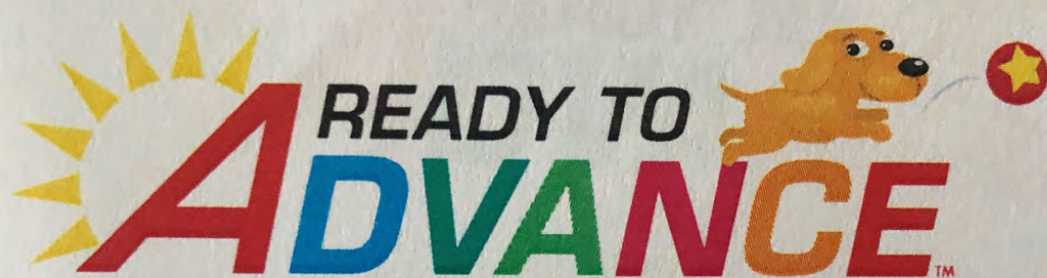
Soon teachers will be receiving an email to set up their account and create a username and password.

ASQ is on the agenda for the day with the coach in case you have any questions.

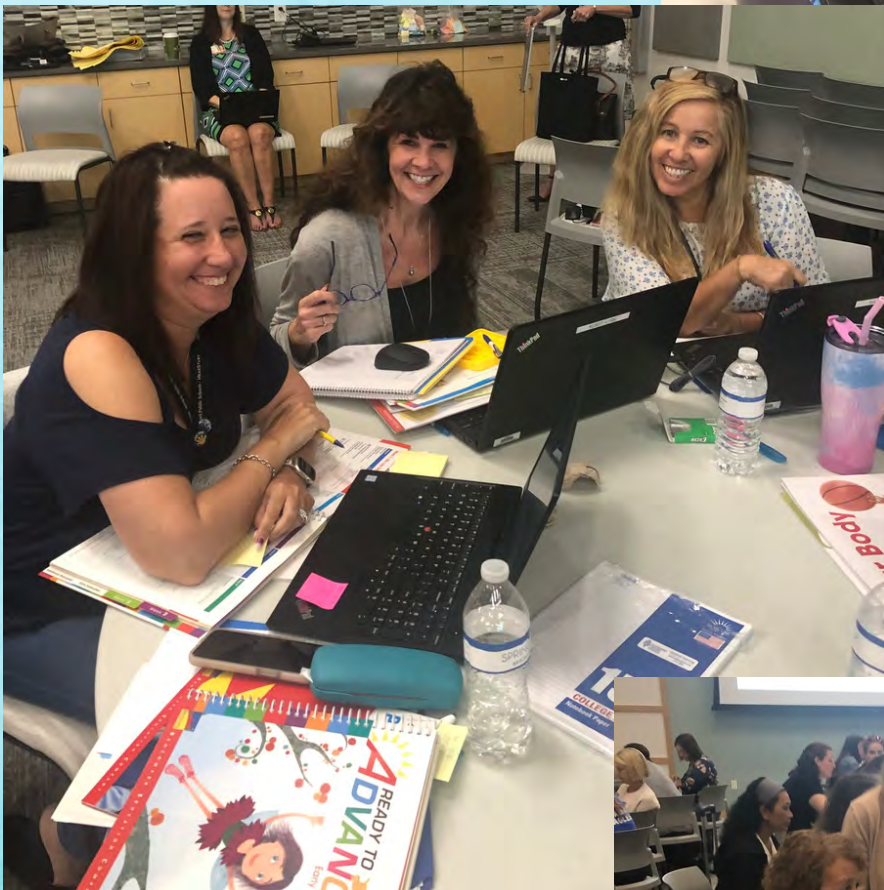
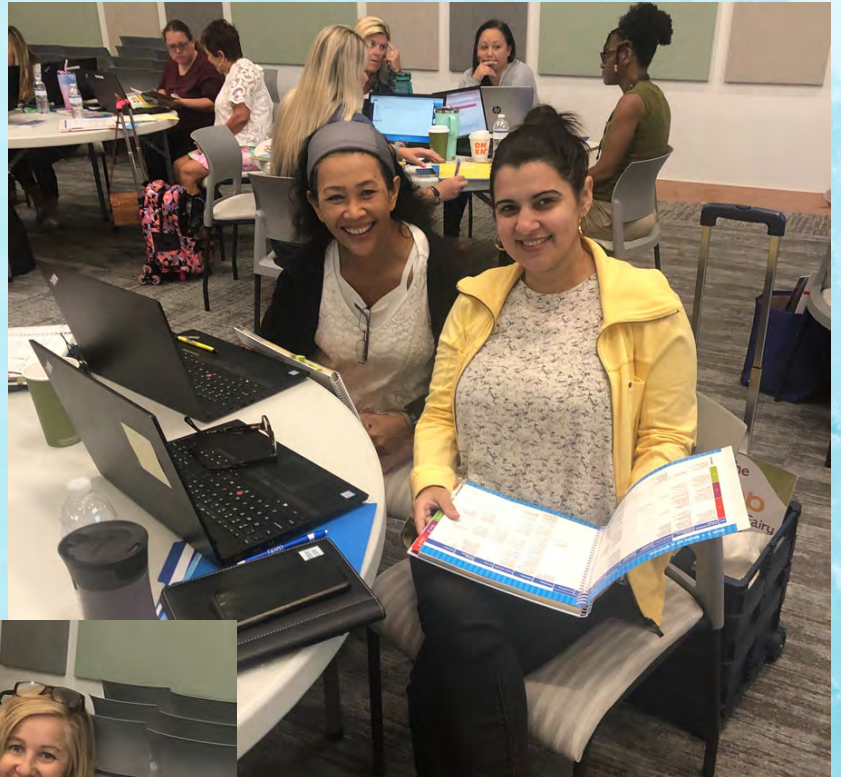
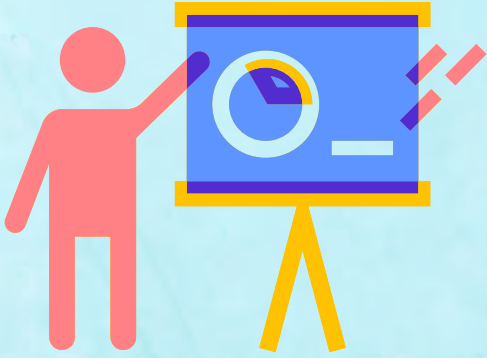
Ready to Advance training was held last week and we had ALL 34 Head Start teachers attend! Thank you to the great conversations and planning that was done by each school. Our trainer was knowledgeable and so helpful as we learned the new curriculum.



**Saturn with RTA Trainer**



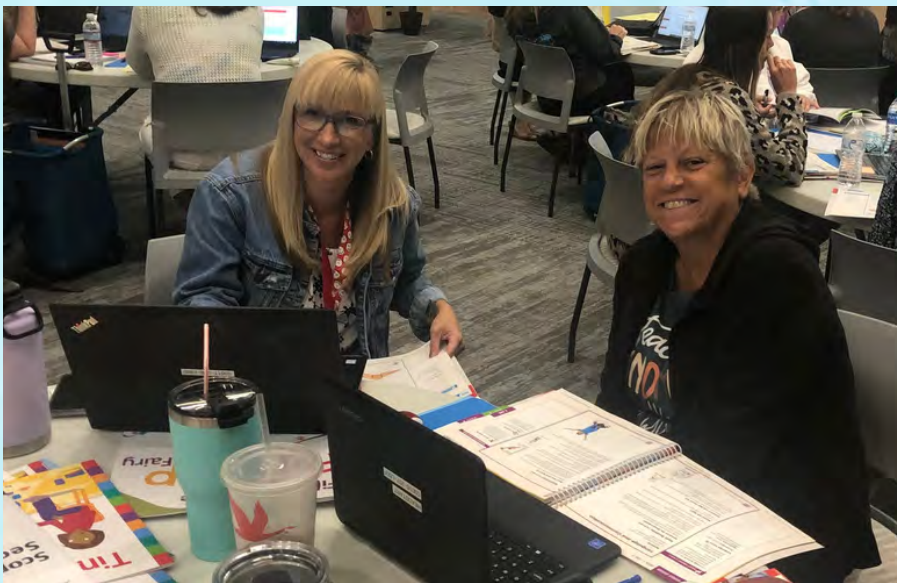
# Jupiter



**Port Malabar and  
Coaches Tarra  
Bertram and  
Melissa Hardy**

# Uni Park





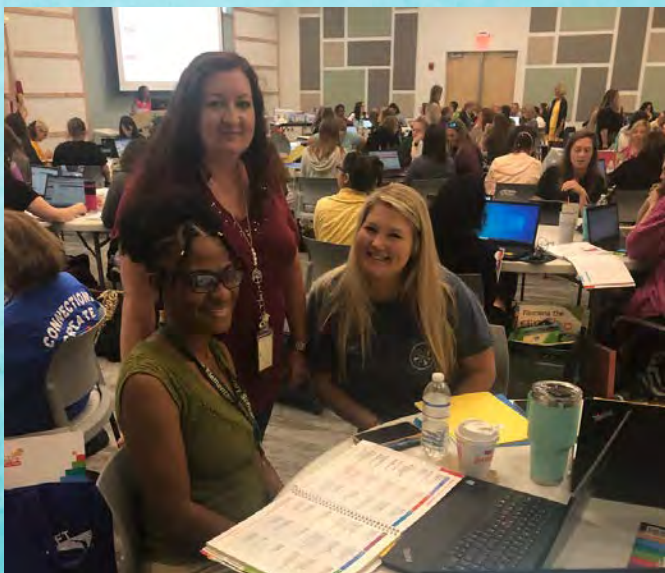
# Enterprise



# Endeavour



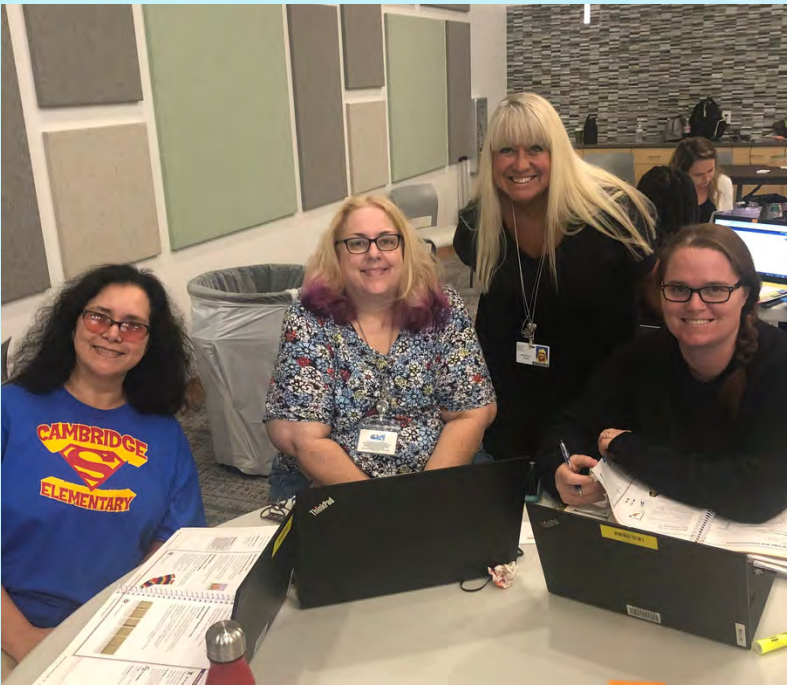
# Mims



# Coquina and Coach Kendra Wolford







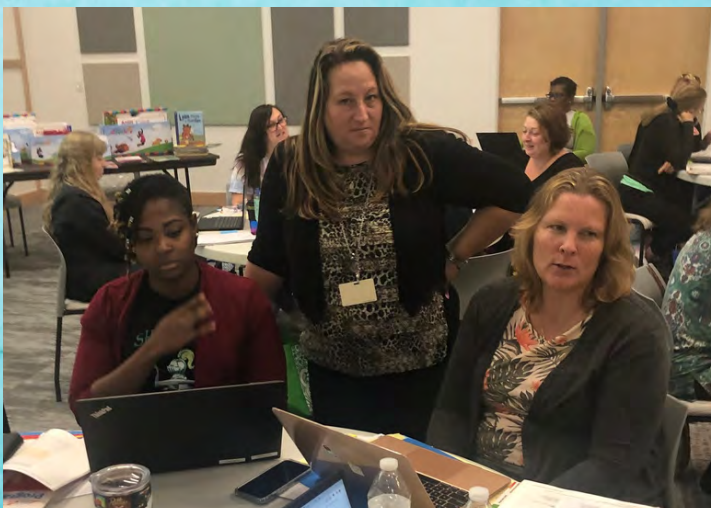
**Cambridge and Coach  
Michelle Dale**



**Palm Bay**



**Discovery**



**Sherwood and Coaches  
Melissa Hardy and Tarra  
Bertram**



# 24<sup>th</sup> ANNUAL

# TEACHER OPEN HOUSE

Wednesday, Sept. 21 | 5:30 - 8 PM

Enjoy a night to mix and mingle with fellow teachers, plan great experiences for your students and win fun door prizes! Educational organizations and businesses from throughout Central Florida will be present to speak with you and provide informational handouts and freebies for your classroom and school. Registration is required to attend this educator-only event. Hors d'oeuvres will be provided.

## GREAT DOOR PRIZES!

- Brevard Zoo membership
- Gift baskets
- Gift cards
- Classroom books
- Apparel
- Tickets to local attractions
- ...and more!



## MORE THAN 30 EXHIBITORS INCLUDING:

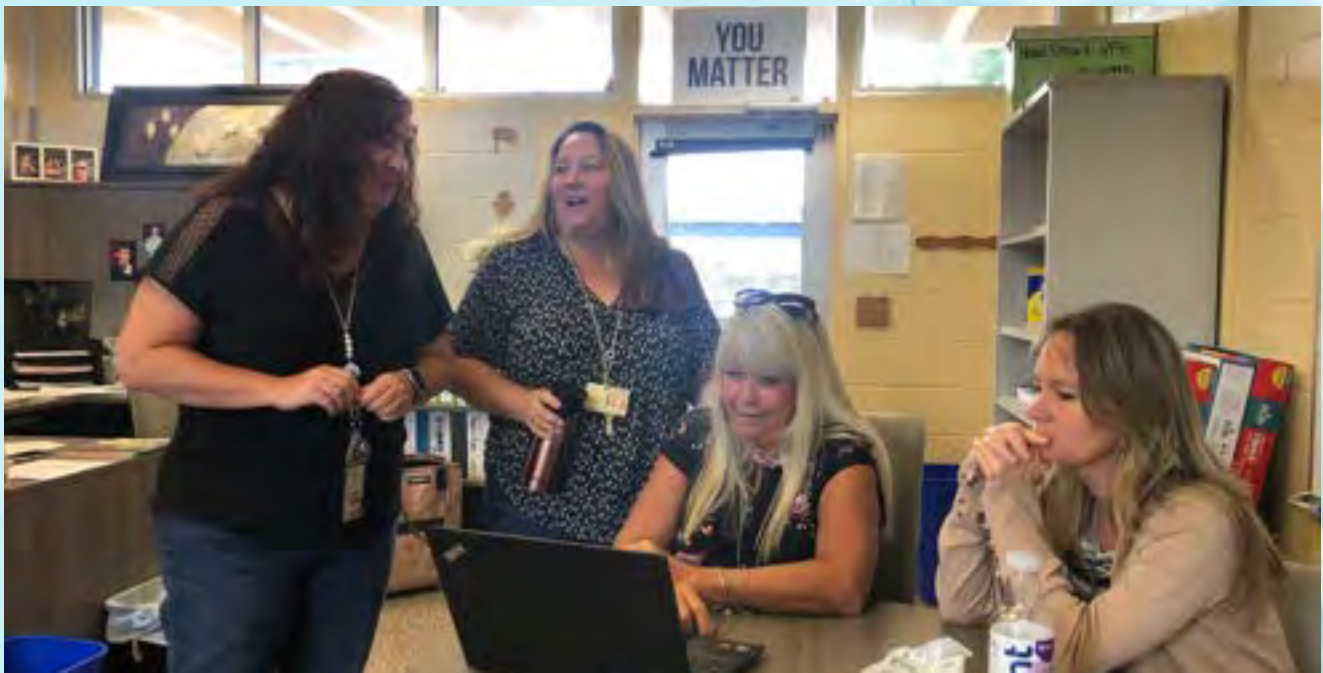
- Cape Canaveral Lighthouse
- City of Melbourne—Eco Division
- Crayola Experience
- Environmental Learning Center
- Florida Wildlife Hospital
- Keiser University
- Marine Resources Council
- Recycle Brevard
- Sea Turtle Preservation Society
- Solar Energy Center
- WonderWorks
- Veterans Memorial Center
- ...and many more!

Register online at  
[brevardzoo.org/teacher-resources](http://brevardzoo.org/teacher-resources)

Registration open August 8 - September 6







Kendra Wolford, Tarra Bertram, Michelle Dale  
and Melissa Hardy

Thank you to our wonderful  
Instructional Coaches who worked so  
diligently to plan, prepare and support  
our school teams!





DIVISION OF  
**Early Learning**

LEARN EARLY. LEARN FOR LIFE.

**TO VPK TEACHERS:** The DIVISION OF EARLY LEARNING (DEL) will no longer utilize the VPK Assessment. This year we will be taking Renaissance Star Early Literacy to gauge the performance in early literacy and numeracy skills as part of Florida's Assessment of Student Thinking (FAST) using Star Early Literacy.

Also, all VPK teachers must complete the new training session for FAST using Star Early Literacy. Many of our VPK teachers have completed this 2-hour webinar. If you have not, please contact your coach.

VPK Teachers please be on the lookout for:

- VPK calendars to give to parents
- 3 headphones for each school for the STAR testing

Please look for regular updates and information in our newsletter on this new assessment. Your coach will also guide you in the new protocols.



# Our Wonderful Teams



Saturn Team



Discovery Team



Endeavour Team



Port Malabar  
Team



Jupiter Team



Saturn staff using  
the CD Apron!



More Team Pictures  
to Come



Each school team was given a set of paper dolls for their classroom. We are looking for creative ways you are using these to promote our first RTA unit (All About Me), Conscious Discipline and/or Second Step. Please take a picture of the activity and/or board and send it to your coach. We will be picking a few winning ideas to post, and the new "Woo Hoo" wagon will visit those classrooms to deliver some goodies.



**REMINDER**



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Reminders: The ASQ will be completed during the Home Visit, Open House or Jump Start. Please plan on having an iPad ready for parents to complete this screening. It will not take more than 10 minutes. Although teachers will not be completing this it will be prudent for teachers AND Family Advocates to devise a system to support parents in getting it done.



VOLUME 4 AUGUST 22, 2022

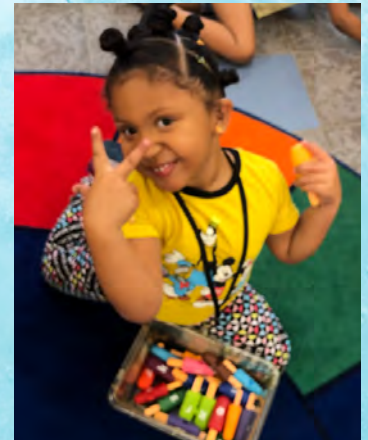


# THE SCOOP

## HEAD START NEWS



Thank you to ALL Head Start staff for making our first days enjoyable! We are proud of all the efforts made to make our children and families feel welcomed to our Head Start program. We are off to another great year.



### Reminder

Next week, August 29th, we begin a daily routine of brushing children's teeth before rest time.

Teaching staff please check your **BINDER** for the details of how this will need to be completed.

Check NOW to assure you have your toothbrush holder labeled with children's names, toothbrushes, toothpaste and small cups.

Please discuss AS A TEAM the details of implementing this for maximum success before our children before August 29th.



Amanda Willis, Dental Hygienist, will begin performing onsite dental assessments/screenings this week.

A tentative schedule was sent to each principal. Below is the schedule for August and September. Advocates, please work with your teaching team to have a space ready for her. If you have any questions please email Terri Barlow.



## Schedule



	Set Up	Exam Dates
Cambridge	8/23	8/24-8/30
Saturn	8/31	8/31-9/7
Coquina	9/8	9/8-9/13
Endeavour	9/14	9/14-9/20
Mims	9/21	9/21-9/28
Enterprise	9/29	9/29-10/4



Elizabeth Stanek, Kirena Marten, Elba Rodriguez from Jupiter



Sherwood Staff Planning together



# Thank You

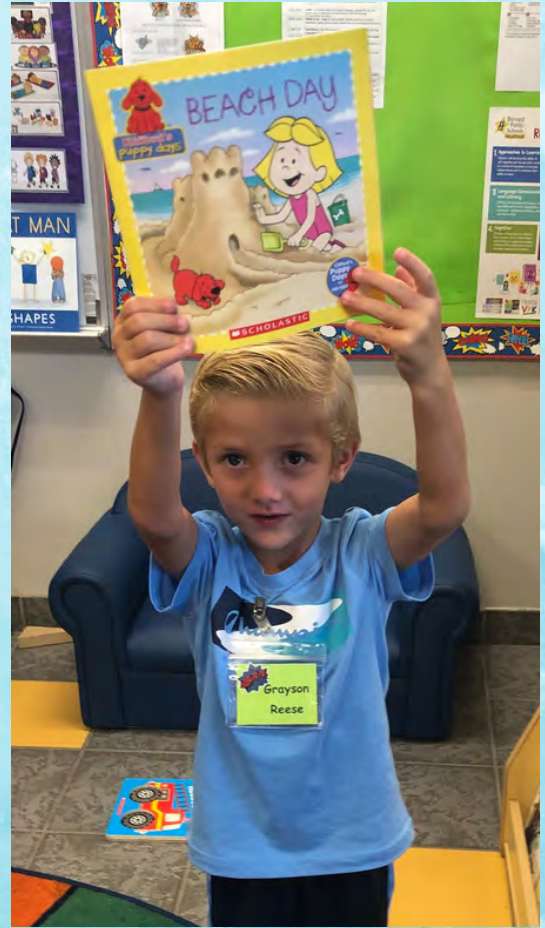


**Ms. Dale  
Instructional Coach**

**Thank you to anyone who came to a Head Start classroom on the first day of school! We had coaches, members of the leadership team, principals and school staff who came to support us!**

Each school team was given a set of paper dolls for their classroom. We are looking for creative ways you are using these to promote our first RTA unit (All About Me), Conscious Discipline and/or Second Step. Please take a picture of the activity and/or board and send it to your coach. We will be picking a few winning ideas to post, and the new "Woo Hoo" wagon will visit those classrooms to deliver some goodies.

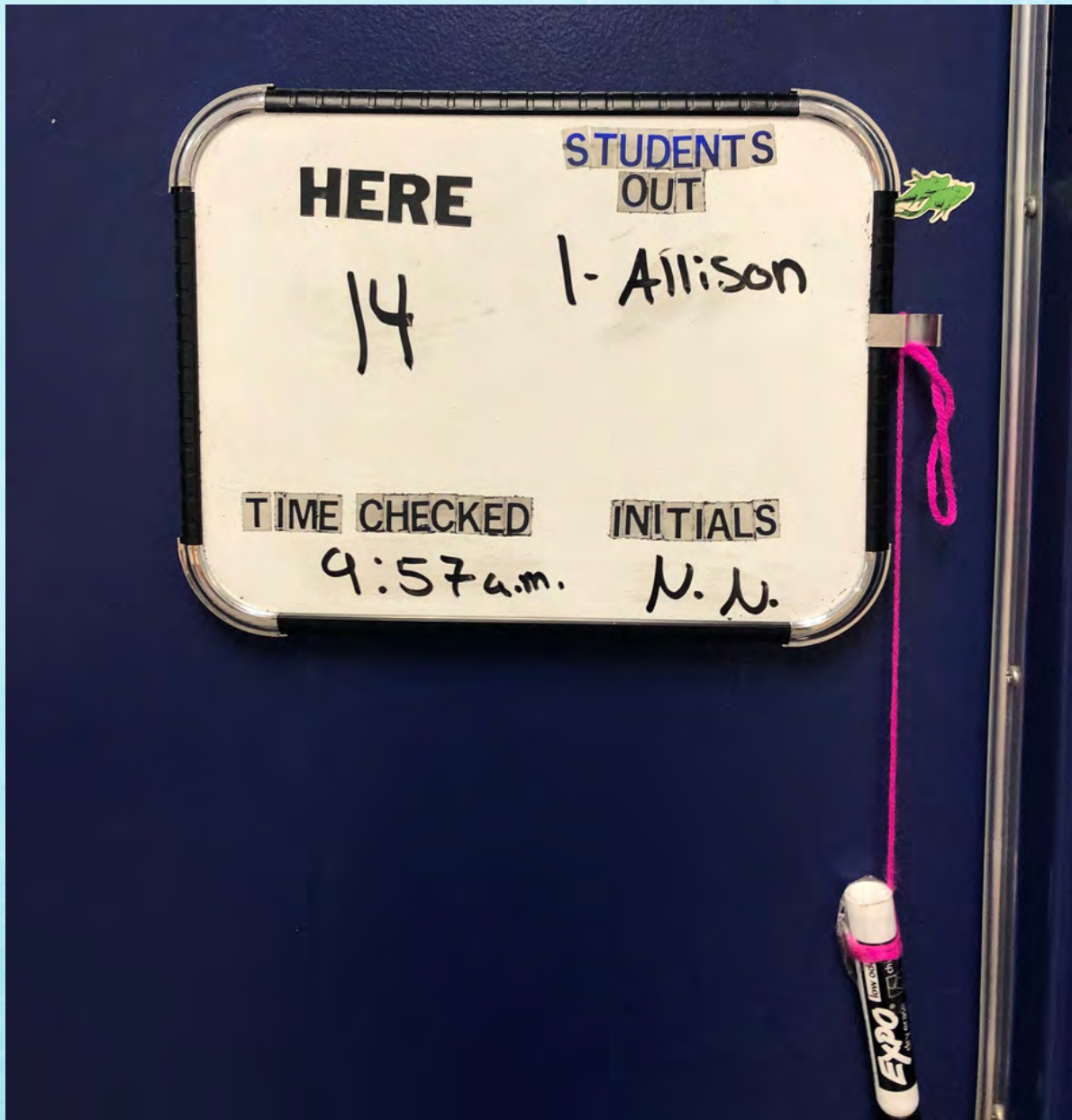




# Enjoying Books at Uni Park

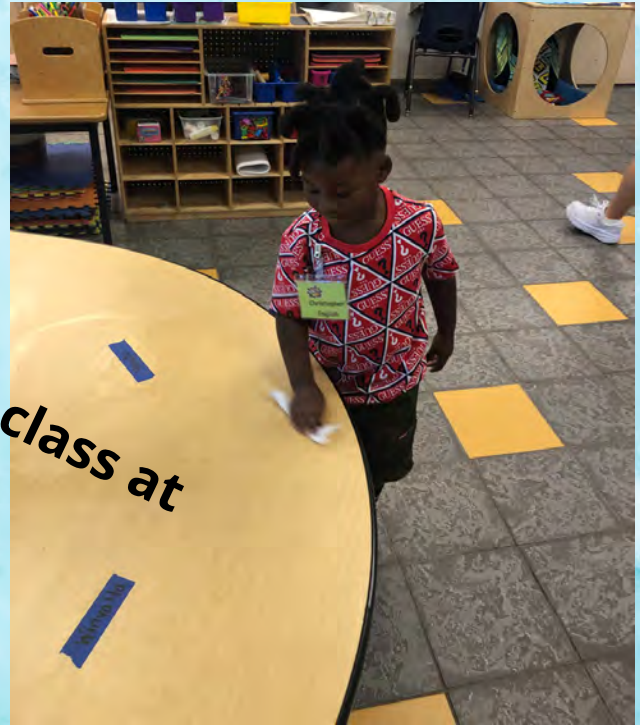
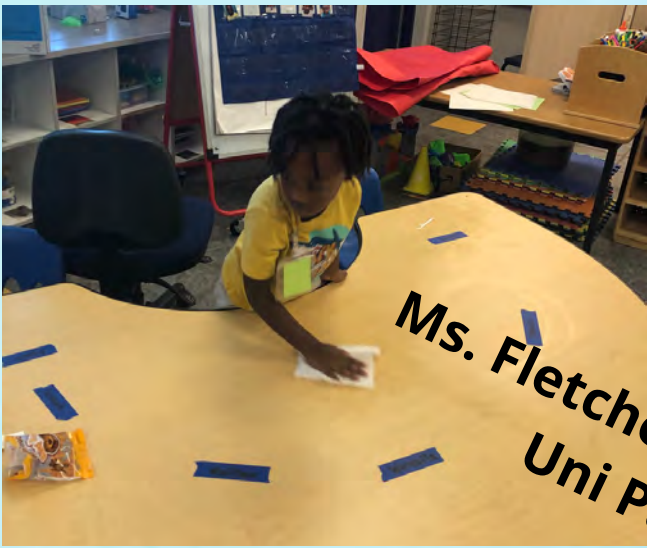


**Ms. Smith class at Uni Park**



Counting Boards are up  
and being utilized!





**Teaching children to take care of the classroom is vital!**

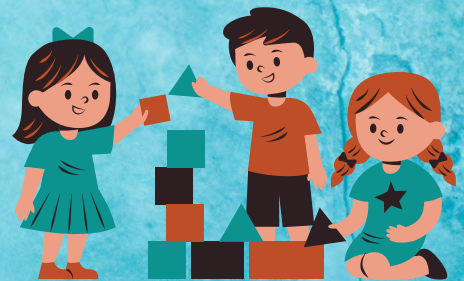


**Ms. Bailey's class at Uni Park  
Numbers on the floor are critical to support young children in lining up**





**All adults should be engaged with the children during Center Time. This is where skills can be taught and reinforced.**



**Such wonderful interaction during Center Time in Ms. Costa's classroom at Uni Park**

VOLUME 5 AUGUST 29, 2022

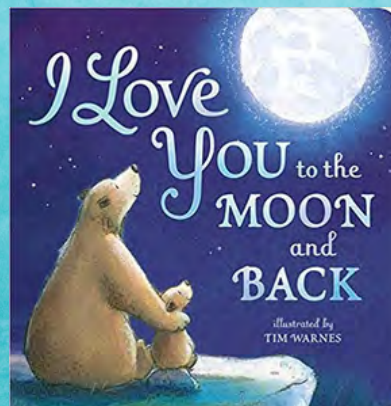


# THE SCOOP

HEAD START NEWS



How momentous that we will have a rocket heading to the MOON today. As our Head Start year begins, we are also on to momentous beginnings and new adventures.



Artemis Rocket



**ADVOCATES AND TEACHERS:** Please support parents in completing the ASQ screening. Just a reminder that students screening information needs to be completed within 45 calendar days of enrollment. If a student enrolled on the first day (August 17th) the screener is due on Friday, September 30th.



**Cleaning up in Ms. Bailey's 3-year-old room at Uni Park. It is vital children help in the classroom, cafeteria and anywhere they can. This builds skills and their sense of community.**

We are very sorry that we did not have the supplies for classes to begin tooth brushing on August 29th. We will begin on Monday, September 12th.





**Sherwood fun with Ms. Veal and Ms. Normile teaching Second Step. Ms. Ahern and IMIL (I am Moving, I am Learning) activities.**

**Ms. Mandy - Sherwood's Amazing Sub**





Amanda Willis, Dental Hygienist, will continue with onsite dental assessments/screenings this week. A tentative schedule was sent to each principal. Below is the **UPDATED** schedule for August and September. Advocates, please work with your teaching team to have a space ready for her. If you have any questions please email Terri Barlow. SEE PICTURES ON THE NEXT PAGE!



## **UPDATED Schedule**

	Set Up	Exam Dates
Cambridge	8/23	8/24-8/30
Coquina	8/31	8/31-9/7
Enterprise	9/8	9/8-9/13
Endeavour	9/14	9/14-9/20
Mims	9/21	9/21-9/28

Our first dental screenings at Cambridge began last week! What a wonderful program to support Head Start children in having healthy teeth. Thank you to Terri Barlow for bringing this great idea to our grantee!





Ms. Burns and Ms. Guevera at Enterprise teaching big and little - measuring with unifix cubes!



**Outside time is meant to be used as an  
OUTDOOR CENTER TIME.**

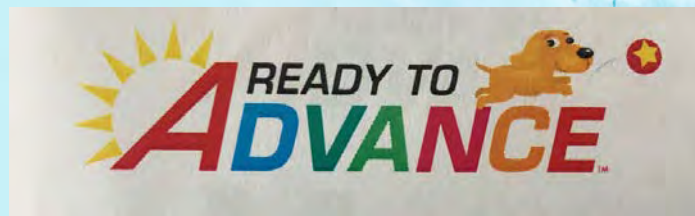
**Staff are best used by playing with children.**

**In this hot weather please be sure children  
have access to water on the playground.  
Also, if you have 40 minutes of recess time  
you do NOT have to stay that long. Please  
be aware of children AND adults overheating.**

**Water play is great on hot days! Set up your  
sensory tables and provide options during  
their outdoor play for a variety of social  
emotional, small motor, gross motor, and  
physical development activities.**







We should all be beginning week TWO of our first Unit in our Ready to Advance curriculum.

It will be important to keep on target to assure all 10 Units are covered by the end of the year.



**Ms. Metott  
at Mims  
organizes  
her room for  
success.**





**NEWS FROM MIMS** The master builder hard hat award was passed from Ms. Dora-Kelly, to Ms. Anne Parker (new IA to Head Start), She past the award to the entire Head Start team!

From a teacher at Mims about one of our NEW Instructional Assistant Annie Parker. "I am carefully throwing the hat to the person on this campus that is more dedicated, more patient, and more kind than anyone I have ever met...Ms. Annie Parker. She literally saved my life last year. She is an angel on this earth. Ms. Season is so lucky to have her. Ms. Parker has my undying respect, gratitude, and admiration...and now she has a hard hat to prove it.



When Miss Kauffman at Jupiter brings out a new toy, she first models how to use it and then she calls small groups of children to try it out and talk about what they think of it. This is a GREAT strategy when introducing anything new to the children.



Eating in the cafeteria OR picking up breakfast/lunches can both bring some challenges. Having a system that is visual and reinforced will help children be successful. Even if children are just picking up their lunch work on a system that is visual, allows for movement and also put in strategies where children are not waiting too long. Also, think of a way they can be helpers here too.

