

**HEAD START GOVERNING BOARD AND POLICY COUNCIL MONTHLY REPORT:
AUG 2021**

ENROLLMENT				
Month	Head Start Enrollment	Funded Enrollment	Attendance	IEP
July 2021	<i>The program is not operational during the month of July.</i>			
August 2021	493	624	84.07%	6.57%
September 2021		624		
October 2021		624		
November 2021		624		
December 2021		624		
January 2022		624		
February 2022		624		
March 2022		624		
April 2022		624		
May 2022		624		

TOTAL MEALS SERVED			
Month	Breakfasts	Lunches	Snacks
July 2021	<i>The program is not operational during the month of July.</i>		
August 2021	3733	3772	4727
September 2021			
October 2021			
November 2021			
December 2021			
January 2022			
February 2022			
March 2022			
April 2022			
May 2022			

FISCAL YEAR 2022 (INCLUDES P-CARD EXPENSES) - Head Start Grant Year 5 - Project 422xxx - Base Grant				
Cost Category	Federal Budget	Actuals		Balance of Grant Award
		Aug-21	YTD	
Payroll	\$3,289,642.00	\$217,911.59	\$234,625.75	\$3,055,016.25
Fringe	\$1,271,278.00	\$76,618.35	\$80,771.21	\$1,190,506.79
Supplies	\$134,224.00	\$1,614.19	\$1,614.19	\$132,609.81
Contractual	\$310,808.00	\$13,360.68	\$13,360.68	\$297,447.32
Other	\$92,888.00	\$2,976.24	\$3,041.76	\$89,846.24
Indirect Cost	\$248,467.00	\$0.00	\$0.00	\$248,467.00
TTA (includes Travel)	\$59,010.00	\$13,473.53	\$13,473.53	\$45,536.47
Total Base Grant	\$5,406,317.00	\$325,954.58	\$346,887.12	\$5,059,429.88

FISCAL YEAR 2022 (INCLUDES P-CARD EXPENSES) – Head Start Grant Year 5 – Project 421024 ARP				
Cost Category	Federal Budget	Actuals		Balance of Grant Award
		Aug-21	YTD	
Payroll	\$0.00	\$0.00	\$0.00	\$0.00
Fringe	\$0.00	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$708,763.00	\$0.00	\$0.00	\$708,763.00
Indirect Cost	\$37,853.00	\$0.00	\$0.00	\$37,853.00
TTA (includes Travel)	\$0.00	\$0.00	\$0.00	\$0.00
Total- American Rescue	\$746,616.00	\$0.00	\$0.00	\$746,616.00

FISCAL YEAR 2022 (INCLUDES P-CARD EXPENSES) – Head Start Grant Year 5 – Project 421029 CRRSA				
Cost Category	Federal Budget	Actuals		Balance of Grant Award
		Aug-21	YTD	
Payroll	\$27,435.34	\$2,087.13	\$4,076.76	\$23,358.58
Fringe	\$12,071.10	\$397.14	\$775.75	\$11,295.35
Supplies	\$50,000.00	\$0.00	\$0.00	\$50,000.00
Equipment	\$47,805.00	\$0.00	\$0.00	\$47,805.00
Contractual	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$43,182.00	\$0.00	\$0.00	\$43,182.00
Indirect Cost	\$6,792.98	\$0.00	\$115.33	\$6,677.65
TTA (includes Travel)	\$0.00	\$0.00	\$0.00	\$0.00
Total - CRSSA (Current)	\$187,286.42	\$2,484.27	\$4,967.84	\$182,318.58
Total - CRSSA (Original)	\$187,805.00	-	\$4,967.84	\$182,837.16

FISCAL YEAR 2022 (INCLUDES P-CARD EXPENSES) – Head Start Grant Year 5 – Project 421028 Cares Act Fund				
Cost Category	Federal Budget	Actuals		Balance of Grant Award
		Aug-21 (Liquidated)	YTD	
CARES Act Fund	\$548,376.00	\$19,528.98	\$504,619.27	\$43,756.73
Total - CARES Act Fund	\$548,376.00	\$19,528.98	\$504,619.27	\$43,756.73

NOTE: Project 421029 original federal budget was \$187,805.00. There was an expense of \$518.58 done in FY21 and because this grant will roll every year FY22 budget amount decreased to \$187,286.42.

NOTE: Project 421028 – Cares Act Fund- The column in this table for “Balance of Grant Award” is not a final number. Liquidations are still in process. Final grant award balance for the Grant Year 4, will not be available until after 9/30/21.

CONTENT AREA SPECIALIST REPORT: AUGUST 2021

EARLY CHILDHOOD DEVELOPMENT, TEACHING AND LEARNING

New this year! Prior to the first day of school, parents scheduled a one-on-one meeting with the teacher and family advocate. This time was invaluable to build our partnership with parents and welcome our children to the learning environment. This will support us in having a productive and proactive year!

All staff hired prior to 8/17 are required to have six of the DCF Courses completed prior to working in the classroom. Coaches will be reached out to teachers, IAs and Principals to ensure our teaching staff are meeting this requirement.

Baby Doll Circle Time is an important component of Conscious Discipline. It provides an opportunity for child to experience the attachment, attunement and social play required for optimal brain development. It also teaches our 3-year-old students' emotional literacy: the ability to understand, express and manage feelings, to recognize and adapt to the feelings and emotions of others, and improves their ability to empathize, cooperate and self-regulate.

In the event a classroom should need to quarantine, the backpacks will be sent home along with a lesson plan of activities to do with the family using these materials. Introducing Home Learning Backpacks to your families during your Virtual Home Visits or through your classroom newsletter or Class Dojo. Consider making a short video to post on your Class Dojo. This is a perfect opportunity to show them the materials and how the backpack will be used to support Learning at Home, if needed.

EARLY CHILDHOOD HEALTH AND WELLNESS

The DOH's dental hygienist has started setting up an in-class screening initiative. Parent letters are being developed to grant permission for screening, to share information on the results of the screening and recommendations for future services.

Health technicians and family advocates followed up with parents to determine the outcomes of failed vision screening, dental referrals, and missing health documentation.

ERSEA/PARENT FAMILY AND COMMUNITY ENGAGEMENT (PFCE)

Applications are available to all interested families via the Head Start website, email or by U.S mail. A flyer was created with a QR code that provides easy access to the Head Start application.

Family advocates continue to look for opportunities to post information about the program in additional apartment complexes, neighborhood gathering spots and doctor's offices.

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

On May 20, 2021, a Program Instruction (PI) was issued regarding Office of Head Start (OHS) [Expectations for Head Start Programs in Program Year \(PY\) 2021–2022](#). This PI outlines OHS's expectations for Head Start programs to begin working toward full enrollment and providing in-person comprehensive services for all enrolled children, regardless of program option.

Operating Status and Enrollment

OHS expects Head Start programs to provide comprehensive services in their approved program options beginning in PY 2021–2022, to the extent possible, as local health conditions allow.

OHS acknowledges programs are in different stages of fully returning to in-person services. Many programs continued to provide in-person services for children and families throughout the COVID-19 pandemic. These programs are expected to continue serving children in person, as local health conditions allow.

OHS expects programs to work toward full enrollment and full comprehensive services, contingent upon U.S. Centers for Disease Control and Prevention (CDC) guidelines and state and local health department guidance and in consideration of local school districts' decisions.

In September 2021, OHS will begin reviewing monthly enrollment in the Head Start Enterprise System (HSES) and discuss program plans for moving to full enrollment. Programs should build toward full enrollment and provide comprehensive services for all enrolled children as soon as possible. Programs must communicate with their Regional Office and be able to demonstrate why they are unable to be fully enrolled or serve children in person in their approved program options. All programs must have plans in place that allow for adaptation to changing guidance and to changes in community conditions, which may affect achieving full enrollment or cause programs to temporarily suspend in-person services.

Beginning January 2022, OHS will reinstate pre-pandemic practices for tracking and monitoring enrollment. OHS will also resume evaluating which programs enter the Full Enrollment Initiative in January 2022. All programs will start fresh, including those participating in the Full Enrollment Initiative prior to the pandemic. Reported enrollment in January 2022 is the first month of enrollment that OHS will evaluate for the under-enrollment process. Click [here](#) for additional details.