

## Head Start Governing Board and Policy Council Monthly Report April 2015

### Conduct of Responsibilities-

Each Head Start agency shall ensure the sharing of accurate and regular information for use by the Governing Body and Policy Council.

<b>Enrollment Data March 2015</b>			
<b>Program Name</b>	<b>Funded Enrollment</b>	<b>Current Enrollment</b>	<b>Attendance</b>
Head Start	<b>158</b>	153	84%
Celina Preschool	<b>24 (12 grant)</b>	24	90%

Head Start enrollment is reported to the Office of Head Start monthly. Identified vacancies are filled within 1 month from a wait list. Effective April 1s through the end of the school year any vacancies will not be filled due to the short time remaining in the school year.

Average Daily Attendance: Although our goal for attendance is 100% the agency is required to analyse the cause of absenteeism when attendance falls below 85%.

<b>Total Meals Served –</b>				
<b>Month</b>	<b>Breakfast</b>	<b>Lunches</b>	<b>Snacks</b>	<b>Reimbursement</b>
September	820	1622	698	<b>\$7,084.09</b>
October	973	2048	1304	<b>\$8,474.48</b>
November	627	1384	846	<b>\$5,640.82</b>
December	551	1128	744	<b>\$4,680.71</b>
January	431	1294	736	<b>\$5,048.96</b>
February	726	1836	1150	<b>\$7,414.53</b>
March	730	2070	1150	<b>\$8,172.46</b>

**OUR FUTURE IS SO BRIGHT I'VE GOTTA WEAR SHADES!**



**Budget Information - Non-Federal Share:** \$93,247 through February 2015 130% of required amount to date. Minimal non-federal share collected during summer months, therefore goal of collecting 75% during first ½ of year

<b>2015 Head Start Expenses</b>				
	<b>FEDERAL</b>	<b>TOTAL</b>	<b>ACTUAL</b>	<b>REMAINING</b>
	<b>BUDGET</b>	<b>BUDGET</b>	<b>EXPENDED</b>	<b>BALANCE</b>
<b>Salary</b>	538,796.00	538,796.00	104,051.80	434,744.20
<b>Fringe Benefits</b>	330,000.00	330,000.00	68,574.86	260,699.87
<b>Programming</b>	36,500.00	40,500.00	16,305.80	-6,360.95
<b>Supplies</b>	78,099.00	141,099.00	24,098.59	86,528.35
<b>Capital Outlay</b>	0.00	0.00	0.00	0.00
<b>Other Expenditures</b>	84,000.00	84,000.00	27,035.65	55,064.35
<b>PA22 subtotal</b>	1,067,395.00	1,134,395.00	240,066.70	830,675.82
<b>T &amp; TA Services</b>	12,000.00	12,000.00	2,464.84	5,914.16
<b>Staff out of town travel</b>	3,000.00	3,000.00	14.00	2,261.00
<b>Subtotal Porch Service</b>	15,000.00	15,000.00	2,478.84	8,175.16
<b>T&amp; TA Supplies</b>	4,232.00	4,232.00	529.69	3,010.09
<b>Subtotal Supplies</b>	4,232.00	4,232.00	529.69	3,010.09
	-	-	-	-
<b>T&amp;TA -PA20</b>	19,232.00	19,232.00	3,008.53	11,185.25
<b>TOTALS</b>	1,086,627.00	1,153,627.00	243,075.23	841,861.07

**Credit Card Expenditures: 2/23/15-3/09/2015- \$88.17 (classroom/parent education supplies)**

#### **Recruitment:**

Recruitment efforts for the 2015-16 school year are ongoing within the community and include distribution of Head Start brochures, yard signs, posters and information sheets. Family Advocates participate in county wide Kindergarten screening events and early identification events.

Attendance data is analyzed every month to discern patterns and causes of absenteeism. Teachers and family advocates provide information on the importance of their child maintaining consistent attendance.

#### **Health and Nutrition:**

Follow up is ongoing for expired or non-complete physicals, missing immunizations. The spring height and weight check is underway. Families are notified if their child's height and weight indicates they are of below or above average height and weight.

#### **Disabilities**

Twenty Percent of children with an IEP are enrolled in the program and receive services through itinerant special education teacher and speech language while in attendance. This exceeds the requirement to make at least 10% of the Head Start enrollment slots available to children with disabilities.

### **Parent Engagement**

The POPs group (Parents of Preschoolers) hosted a nutrition and food tasting at their March meeting. The Home Base program provided nutrition and crock pot cooking recipes at the March group socialization day.

### **Education:**

CLASS measures adult-child(ren) interaction in the areas of Emotional Support, Classroom Organization, and including the teaching staff and other adults. This tool was created by a collaboration between the University of Virginia and Teachstone. Teachstone has adapted the CLASS tool for use with infants/toddlers, Preschool (ages 3-5), and K-12 classrooms as well. Head Start utilizes the CLASS tool for two reasons:

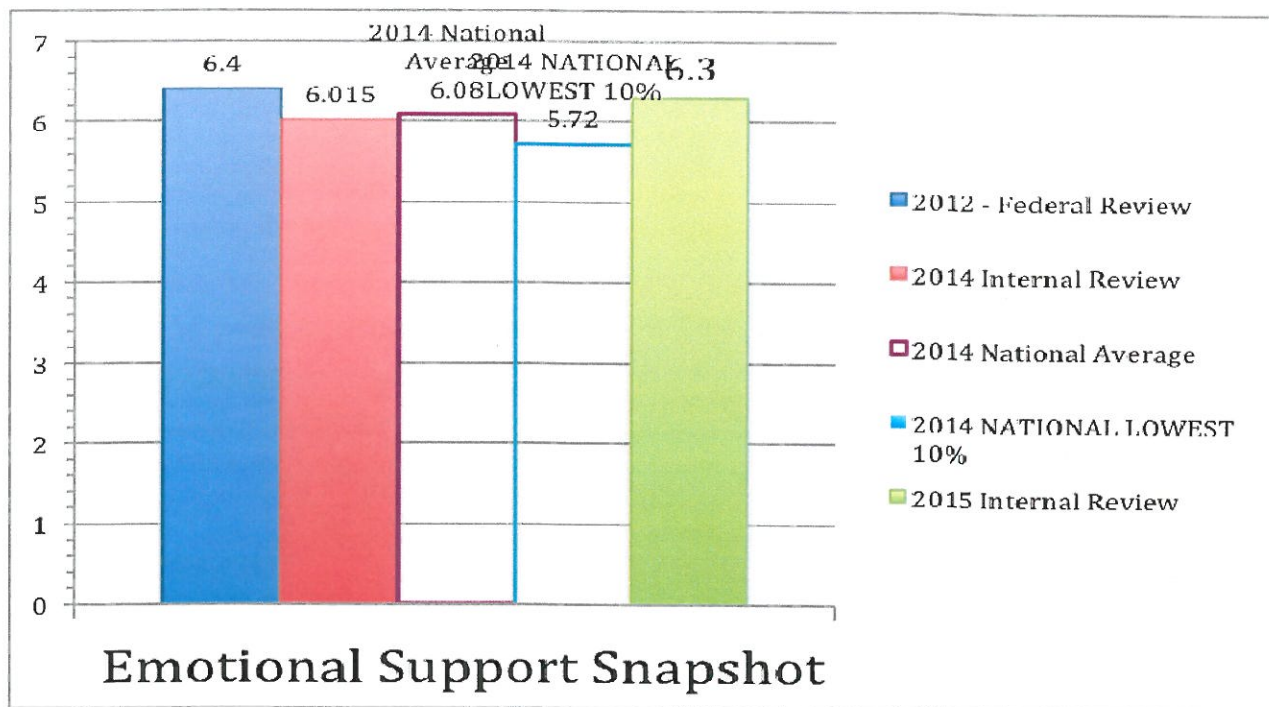
- The CLASS tool is part of the Head Start Federal Review and the CLASS score has an impact on the agency's overall performance snapshot
- The CLASS tool provides data-driven professional development for the teaching staff, which we expect will provide direct correlation to higher CLASS scores

Miami Valley Head Start certified CLASS reviewers conducted an onsite CLASS assessment in all Mercer County Head Start classrooms in March, 2015. CLASS reviewers must be certified through a Teachstone testing process to ensure CLASS principles and coding values are used throughout the observation.

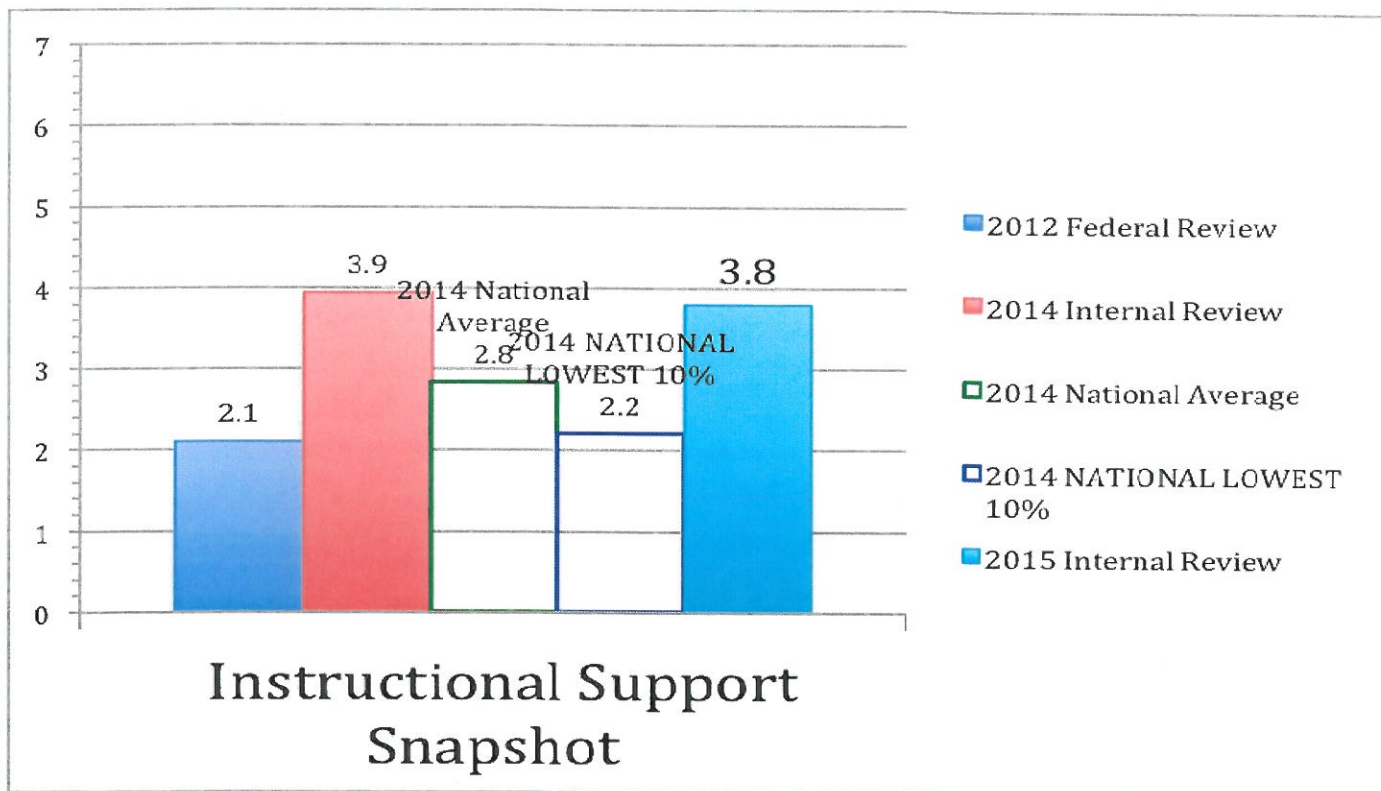
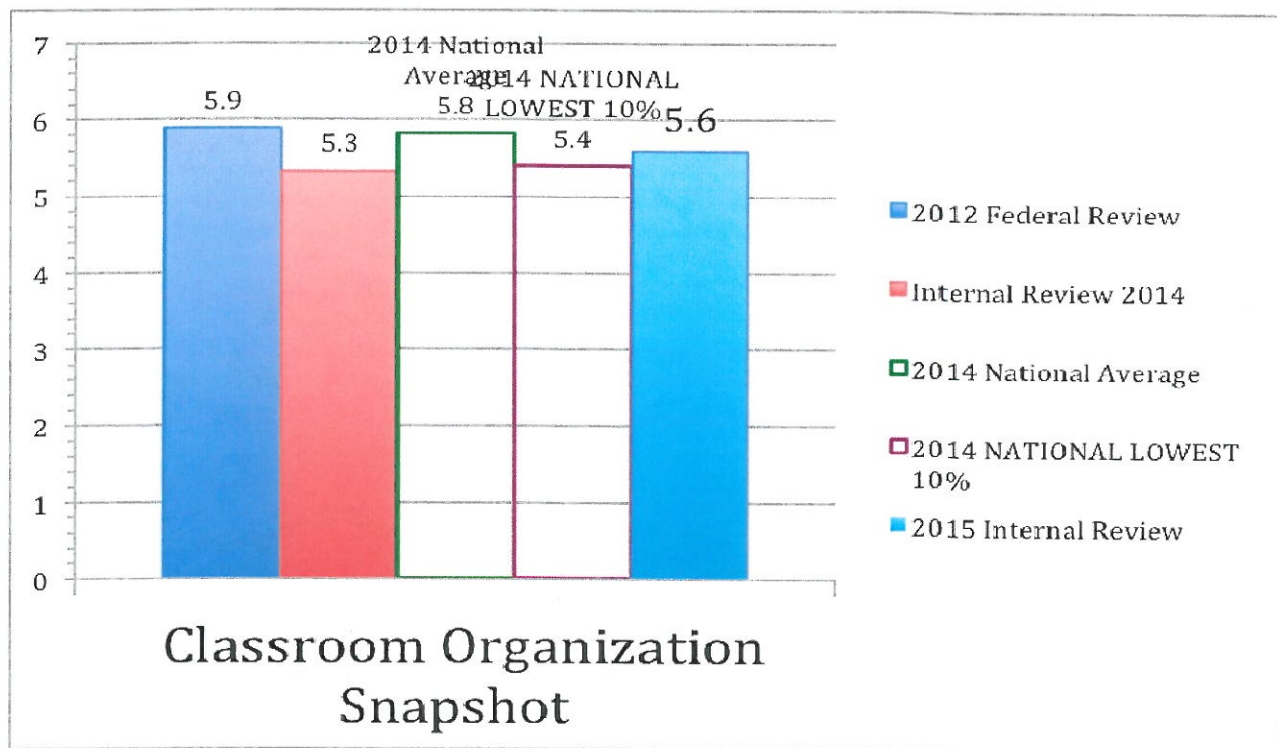
The agency goals for CLASS results are:

Emotional Support:	6
Classroom Organization:	6
Instructional Support:	3

The CLASS observation results, including previous years, are as follows:







For more information regarding the CLASS tool, visit [www.teachstone.com](http://www.teachstone.com)