



# City of San Antonio

## Agenda Memorandum

**File Number:**16-4317

---

**Agenda Item Number:** 4.

**Agenda Date:** 8/15/2016

**In Control:** Neighborhoods and Livability Committee

---

**DEPARTMENT:** Human Services

**DEPARTMENT HEAD:** Melody Woosley

**COUNCIL DISTRICTS IMPACTED:** Citywide

### **SUBJECT:**

Head Start Briefing and Approval Items

### **SUMMARY:**

This item presents the following Head Start grants items:

1. Early Head Start-Child Care Partnership 2016-2017 Policies for Approval
2. 2016 Community Assessment Update for Approval
3. Program and Fiscal Briefing for June 2016

The U.S. Department of Health and Human Services (HHS) requires that recipients of Head Start Grants provide monthly briefings on program and fiscal activities and ongoing training throughout the program year to their governing bodies. The City's Neighborhood and Livability Committee and the Head Start Policy Council provide governance oversight of City's Head Start grants.

### **BACKGROUND INFORMATION:**

The City's Head Start and Early Head Start-Child Care Partnership grant programs are federal funded programs administered by HHS. The programs provide early childhood education, family support, and comprehensive support services to eligible children between the ages of six weeks and five years, and their families.

**The Head Start Program** serves children at or below the federal poverty line and prioritizes the most

vulnerable, including those with disabilities, experiencing homelessness, and children in the foster care system. The program serves a total of 3,020 children: 777 children in the Edgewood Independent School District (EISD) and 2,243 children in the San Antonio Independent School District (SAISD). As the program grantee, the City's Department of Human Services (DHS) provides direct program management, oversight, technical assistance, governance, family support and mental wellness services and contracts with EISD and SAISD for the provision of educational and disability services, the Metropolitan Health District for dental services, and University Health System for health services.

**The Early Head Start - Child Care Partnership grant** provides early childhood education and development for low-income families with infants and toddlers (ages 6 weeks to 35 months). DHS partners with six non-profit child care centers to expand access to high-quality comprehensive services for 216 low-income infants and toddlers and their families.

## **ISSUE:**

This item requests review from the Neighborhoods and Livability Committee of the following:

- 1. Early Head Start-Child Care Partnership 2016-2017 Policies** - Head Start Performance Standards require the Governing Body to review and approve the City of San Antonio Early Head Start-Child Care Partnership Program's Policies annually. The 64 new policies for 2016-2017 are in compliance with the Head Start Standards and the Head Start Act; the Head Start Policy Council approved them on July 26, 2016.
- 2. 2016 Community Assessment Update-** Head Start Performance Standards require the program to conduct a comprehensive community assessment once every three years, and provide an update each year. The program conducted a full community assessment in 2015; including an analysis of demographic data, disability statistics, education, health, nutrition, social service's needs and policy development. The program uses the community assessment information in program planning and for the implementation of initiatives to connect children and families to needed services. The Head Start Performance Standards require the Governing Body to review and approve the annual Community Assessment.
- 3. Program and Fiscal Briefing for June 2016** - Additionally, this item provides a monthly program and fiscal briefing for the month of June 2016. The report includes a status of enrollment, meals served, family and community support, health, education, and fiscal indicators.

## **ALTERNATIVES:**

The review and approval of the items included in this memorandum are required for program compliance with the Department of Health and Human Services rules and standards for Head Start and Early Head Start programs.

## **FISCAL IMPACT:**

There is no anticipated impact to the general fund as a result of these actions.

**RECOMMENDATION:**

Staff recommends approval of the items included in this memorandum.