



# City of San Antonio

## Agenda Memorandum

**File Number:**18-2726

---

**Agenda Item Number:** 2

**Agenda Date:** 4/3/2018

**In Control:** Community Health and Equity Committee

---

**DEPARTMENT:** Human Services

**DEPARTMENT HEAD:** Melody Woosley

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Head Start Briefing and Approval Item

**SUMMARY:**

This item presents the following from the Department of Human Services Head Start and Early Head Start-Child Care Partnership programs for action by the Community Health and Equity Committee:

1. 2016-2017 DHS, Head Start Annual Report;
2. Briefing on the Program and Fiscal items for the month of January 2018

**BACKGROUND INFORMATION:**

The U.S. Department of Health and Human Services (HHS) requires recipients of Head Start grants to provide regular briefings on program and fiscal activities and ongoing training throughout the program year to their governing body. The City's Community Health and Equity Committee and the Head Start Policy Council provide shared governance oversight of the Department of Human Services (DHS) Head Start grants.

The Head Start and Early Head Start-Child Care Partnership (EHS-CCP) grant programs are federally-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 Grant** serves children at or below the federal poverty line and prioritizes the most vulnerable children, including those with disabilities, experiencing homelessness, and children in the foster care system. The program mission is to prepare children and engage families for school readiness and lifelong success. The City of San Antonio 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, Head Start provides direct program management, oversight, training and technical assistance, governance, family support and mental wellness services. The comprehensive services approach positively impacts families and holistically addresses the needs of the children. Head Start also contracts with EISD and SAISD for the provision of educational and disability services, the Metropolitan Health District for dental services, and University of the Incarnate Word 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). Early Head Start 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:**

The rules and regulations for the Head Start and Early Start-Child Care Partnership Grant as set forth by the U.S. Department of Health and Human Services (HHS) require the Governing Body, through the Community Health and Equity Committee, to review the following items, taking action on the first one:

- 1. 2016-2017 DHS, Head Start Annual Report (Attachment A)** - The Head Start Act requires the Head Start Program to make available to the public a report published at least once in each fiscal year that discloses information from the most recently concluded fiscal year. The information on the report includes all the required elements by the Act which include: number of children and families served, average monthly enrollment, percentage of eligible children served, fiscal items, budget expenditures, financial audit, percentage of children that received medical and dental exams, parent involvement activities, and the agency's efforts to prepare children for kindergarten. The 2016-2017 DHS, Head Start Annual Report was approved by the Head Start Policy Council on February 27, 2018.
- 2. Program and Fiscal Briefing for January 2018 (Attachment B)** - This item provides a monthly program and fiscal briefing for January 2018. 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 U.S. Department of Health and Human Services rules and regulations 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.