



# City of San Antonio

## Agenda Memorandum

**File Number:**18-4536

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**Agenda Item Number:** 2

**Agenda Date:** 8/7/2018

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

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**DEPARTMENT:** Human Services

**DEPARTMENT HEAD:** Melody Woosley

**COUNCIL DISTRICTS IMPACTED:** Citywide

### **SUBJECT:**

Head Start Approval Items

### **SUMMARY:**

This item provides a briefing on the Head Start and Early Head Start-Child Care Partnership programs including:

1. 2018-2019 DHS Head Start Program Policy Updates for Approval
2. 2018-2019 DHS Head Start Program School Readiness Goals for Approval
3. 2018-2019 DHS Head Start Program Center Enrollment Plans for Approval
4. Briefing on the Program and Fiscal items for the months of February 2018 to June 2018
5. Briefing on the Head Start-Texas A&M University-San Antonio Summer Institute

### **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:

- 1. 2018-2019 DHS Head Start Program Policy Updates (Attachment A)** - The Head Start Act section 642(c)(1)(E) states that the governing body shall have legal and fiscal responsibility for administering and overseeing the program, including the safeguarding of federal funds and reviewing and approving all major policies of the program. The 2018-2019 DHS Head Start Policy Index is a list of recommended changes made to be compliant with the Head Start Program Performance Standards. The Head Start Policy Council approved the 2018-2019 DHS Head Start Policy Updates on April 24, 2018.
- 2. 2018-2019 DHS Head Start Program School Readiness Goals (Attachment B)** - Head Start Performance Standards section 1301.2 requires the Governing Body to annually approve Head Start School Readiness Goals. These goals, developed in collaboration with EISD, SAISD, and EHS center directors, guide School Year 2018-2019 programming to ensure children are ready for school, families are ready to support their children's learning, and schools are ready for children. The Head Start Policy Council approved the 2017-2018 Head Start School Readiness Goals on July 24, 2018.
- 3. 2018-2019 DHS Head Start Program Center Enrollment Plans (Attachment C)** - The Head Start Act section 642(c) requires the Governing Body to review and approve the 2018-2019 Center Enrollment Plans. The plans reflect a total of 19 DHS Head Start centers (two in EISD and 17 in SAISD) and six Early Head Start- Child Care Partnership centers (one in the EISD service area and five in the SAISD service area). Through collaboration with the local school districts and centers, the Head Start and EHS-CCP programs provide full-day program instruction to enrolled children. Both are currently at 100% enrollment with 3,236 children enrolled. The Head Start Policy Council approved the 2018-2019 Head Start Center Enrollment Plans on July 24, 2018.
- 4. Program and Fiscal Briefing for February 2018 to June 2018 (Attachment D)** - This item provides a monthly program and fiscal briefing for the months of February, March, April, May and June 2018.

The report includes a status of the enrollment, meals served, family and community support, health, education, and fiscal indicators.

- 5. Briefing on Summer Institute Partnership between City of San Antonio Head Start and Texas A&M University-San Antonio** - This item describes a partnership between the DHS Head Start Program and Texas A&M University-San Antonio to provide up to 10 Head Start teachers with the opportunity to gain valuable early childhood knowledge and experience and earn 18 hours of graduate level coursework credit over two summers.

**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 review and approval of the items included in this memorandum.