



City of San Antonio

Agenda Memorandum

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Agenda Date: 3/3/2015

In Control: Economic and Community Development Committee

INTERDEPARTMENTAL MEMORANDUM

TO: Sheryl Sculley, City Manager

FROM: Melody Woosley, Director, Department of Human Services (DHS)

COPIES TO: Economic and Community Development Committee; Gloria Hurtado, Assistant City Manager; Richard Keith, Assistant Director, DHS; Mikel Brightman, Head Start Administrator, DHS; File

SUBJECT: Head Start Briefing and Approval Items

DATE: March 3, 2015

SUMMARY:

This item requests approval of the 2013-2014 Head Start Annual Report and the 2015-2016 Eligibility, Recruitment, Selection, Enrollment, Attendance (ERSEA) Selection Criteria Point System Matrix. This item also provides a briefing on program and fiscal information for the month of January, 2015.

BACKGROUND:

The Head Start program provides comprehensive, high quality early childhood education services to 3,020 children in the San Antonio and Edgewood Independent School Districts. The City of San Antonio, as the program grantee, acts as the oversight, monitoring, technical assistance, and administrative agency for the program. The Economic and Community Development Committee (ECDC), in conjunction with the Head Start Policy Council (parent led board), provides governance oversight of the program.

The Head Start Act requires the release of an annual report to the public, approved by the Policy Council and Economic and Community Development Committee, covering the prior program year. This report includes all the required elements by the Act. The ERSEA Selection Criteria Point System Matrix is reviewed annually and revised, if needed, to reflect community demographics and ensure that children most in need are given priority for selection. The Policy Council approved the Annual Report and the ERSEA Selection Criteria Point System Matrix at the February 24, 2015 meeting.

In accordance with the Head Start Act and the Head Start Performance Standards, the program is required to

share monthly information with the ECDC regarding Head Start activities and fiscal expenditures.

ISSUE:

The 2013-2014 Annual Report to the public includes Head Start program information on enrolled children and families served; medical, dental and other program services; efforts to prepare children for kindergarten; parent engagement activities; program fiscal information; and results of the most recent review from Department of Health and Human Services (HHS) and financial audit.

The 2015-2016 ERSEA Selection Criteria Point System Matrix assigns priority for children who are categorically eligible for Head Start program services, including: children who are homeless or in foster care and children whose families receive Supplemental Security Income (SSI) and/or Temporary Assistance for Needy Families (TANF). The program utilizes the 2014 Community Assessment to assign higher priority for specific family or individual factors that may impact child development and success in school. These factors include: children with limited English proficiency; children referred for services by Child Protective Services; children with a disability; children whose parents are in school or training, and siblings currently enrolled in Head Start. The 2014 Community Assessment Update did not reflect significant changes from last year's report and minimal changes are recommended on the 2015-2016 ERSEA Selection Criteria Point System Matrix.

As required by the Head Start Act, staff will also review program and fiscal activities and expenditures.

ALTERNATIVES:

Should the Economic and Community Development Committee not approve the 2013-2014 Annual Report and the 2015-2016 ERSEA Selection Criteria Point System Matrix, the program will be out of compliance with Head Start requirements. Additionally, the program will not have the information needed to assign services to children most in need based on community demographics.

FISCAL IMPACT:

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

RECOMMENDATION:

Staff recommends approval of the 2013-2014 Annual Report and the 2015-2016 ERSEA Selection Criteria Point System Matrix.

Attachment:

Attachment A: 2013-2014 Annual Report

Attachment B: 2015-2016 ERSEA Selection Criteria Point System Matrix

Attachment C: Monthly Program and Fiscal Report