

**REPORT OF THE BOARD'S DELEGATE TO THE  
HEAD START POLICY COUNCIL**

January 27, 2022

Submitted by Director Erika Siemsen

**Meeting of the Head Start Policy Council  
Wednesday, November 17, 2021  
Virtual Meeting – Google Meet**

**CALL TO ORDER**

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Joandy Williams, Early Childhood Learning Manager, called the meeting to order at 2:34pm.

**ROLL CALL**

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Joandy Williams, Early Childhood Learning Manager, facilitated roll call.

**MEMBERS IN ATTENDANCE**

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Onica Harry-Toney, Bethune; Diamond Jackson, Jackson; Bola Alaka, Kluge; Akeem Alaka, Kluge; Mecia Rockett, GG; Nurto Issaq, Forest Home; Amber Carnes, Hawthorne

**COMMUNITY REPRESENTATIVES**

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None Present

**POLICY COUNCIL ADVISORS**

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Albert Robbins

**SCHOOL BOARD REPRESENTATIVE**

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Not Present

**STAFF**

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Joandy Williams, Early Childhood Manager; Natalie Philippe, Mental Health and Disabilities Coordinator; Nikki Cherek, Enrollment Assistant; Jodi Haar, Health Coordinator; Kerrie McCullough, ERSEA/FPA Coordinator; Julie Schlipmann, Education Coordinator

**INTERPRETERS**

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Alberto Aguilar, Spanish interpreter; Itchel, Spanish interpreter; Na Saw Shee, Karen interpreter; and D. Cleven, Karen interpreter

**APPROVAL OF MINUTES FOR JUNE (ACTION ITEM)**

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Passive Vote: Time has been given to those viewing the recording to oppose. The motion will pass if no one opposes by 11:59 pm on 11/19/2021.

**BOARD REPORT (INFORMATIONAL)**

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**EDUCATION**

*September 2021*

- In the month of September 2021, the education coordinators supported and assisted in the ERSEA enrollment process.

- In the month of September 2021, the education coordinators visited classrooms to provide support to Head Start teaching teams.

- In the month of September 2021, the focus was on schedules, routines, classroom environments, and to identify and provide support as needed. The Early Childhood Checklist was used to provide feedback regarding instruction, lessons and classroom environments at ALBA, Allen- Field, Bethune, Browning, Bruce, Carson, Congress, Doerfler, Forest Home Avenue, Franklin, Gwen T. Jackson, Hawthorne, Hayes Bilingual, Hopkins Lloyd, Kagel, Kilbourn, King, Keefe Ave, Kluge, Lincoln, Longfellow, Maple Tree, Marvin Pratt, Metcalfe, Mitchell, Milwaukee Academy Chinese Language (MACL), Obama, Riverwest, Sherman, Sierfert, Thurston Woods, and Westside Academy.

- On September 1, 2, and 3, 2021, Julie Schlipmann, Education Coordinator served as administrator on site.

- On September 1, 8, 15, 22, and 29, 2021, the education coordinators reviewed and sent out the weekly newsletter to all school leaders, instructional teams, and regional superintendents on behalf of the early childhood learning manager.

- On September 1, 9, 13, 14, 16, 20, and 21, 2021, the education coordinators visited the classrooms to conduct the Fidelity of Implementation for the Frog Street Curriculum-Brain Smart Way to Start the Day at ALBA, Hawthorne, Kagel, Lincoln, and Maple Tree.

- On September 3, 10, and 17, 2021, Erin Hermann, Education Coordinator, participated in weekly meetings with Early Childhood 1825 Initiative facilitators.

- On September 3, 10, 17, 24, and 30, 2021, the education coordinators attended the weekly Head Start Leadership Team meetings.

- On September 6, 13, and 21, 2021, the education coordinators attended weekly education meetings to discuss action tasks aligned to the education service area.

- On September 8 and 23, 2021, the education coordinators met with the Head Start Program Supervisor to discuss updates in the education service area.

- On September 24 and 29, 2021, Raquel de la Cruz Gutierrez, provided an overview on the daily Greeting Circle in the Frog Street curriculum at Allen Field and Milwaukee Academy of Chinese Language (MACL).

- On September 13, 14, 15, and 16, 2021, Education Coordinator participated in the webinar Back to School with Meaningful Interactions Teacher Series.

- On September 21, 2021, the education coordinators met with the secretarial staff to discuss ordering consumable materials for each classroom.

### *October 2021*

- In the month of October 2021, the education coordinators visited classrooms to provide support to Head Start teaching teams.

- On October 1, 13, and 19, 2021, the education coordinators attended the Head Start Leadership Team meeting.

- The education coordinators met with a representative from Teachstone to discuss the myCoach Connect program and Kick-off plan for the upcoming school year on October 4, 2021.

- On October 1, 6, 7, 8, 11, 12, 13, 14, 18, 19, and 21, 2021, the education coordinators visited the classrooms to conduct the Fidelity of Implementation for the Frog Street Curriculum-Brain Smart Way to Start the Day at Allen-Field, Congress, Doerfler, Forest Home, Hayes Bilingual, King, Lincoln, Longfellow, and Marvin Pratt.

- On October 1, 15, and 29, 2021, Erin Hermann, Education Coordinator, participated in weekly meetings with Early Childhood 1825 Initiative facilitators.

- On October 4, 2021, Erin Hermann and Raquel de la Cruz-Gutierrez, education coordinators, along with the mental health team assisted in unloading boxes of musical instruments and baskets for the Head Start classrooms.

- On October 6, 2021, Erin Hermann, education coordinator; Raquel de la Cruz Gutierrez, education coordinator; and Dr. Kerrie McCullough, ERSEA & FPA Coordinator met with Joandy Williams, early childhood learning manager; to discuss the contract of Ready Rosie and future training dates for Family Partnership Associates and Head Start instructional staff.

- On October 6, 11, 19, and 25, 2021, the education coordinators attended weekly education meetings to discuss action tasks aligned to the education service area.

- On October 6, 13, 20, and 27, the education coordinators reviewed and sent out the weekly newsletter to all school leaders, instructional teams, and regional superintendents on behalf of the early childhood learning manager on behalf of the early childhood learning manager.

- On October 7, 2021, Raquel de la Cruz Gutierrez, education coordinator and Jennifer Popovich, mental health staff, met to discuss classroom strategies and support.

- On October 11, 13, 18, and 27, the education coordinators completed CLASS observations at Congress and provided descriptive feedback.

- On October 14, 2021, Erin Hermann and Raquel de la Cruz Gutierrez, education coordinators, participated in an all-day training at the Wisconsin Developmentally Appropriate Practice (DAP) Summit.

- On October 18, 2021, Erin Hermann and Raquel de la Cruz Gutierrez, education coordinators attended the virtual MPS/Milwaukee Early Childhood 1825 Initiative Meeting.

- On October 20, 2021, Erin Hermann, Education Coordinator, recertified in the CLASS Observer and Observer Trainer tools.

- Head Start teachers completed baseline observations for enrolled students by October 21, 2021.

- On October 21, 2020, the education coordinators attended the virtual Head Start Policy Council meeting.

- On October 22, 2021, Raquel de la Cruz Gutierrez, education coordinator, participated in the *Mental Health and Staff Wellness: Emotionally Strong Together* and *Health and Safety* webinars by the Office of Head Start.

- On October 25, 2021, Raquel de la Cruz Gutierrez, education coordinator, participated in the *FY22 Monitoring Overview webinar* by the Office of Head Start.

- On October 26, 2021, the education coordinators attended weekly education meetings to discuss action tasks aligned to the education service area.

Education Report Shared by Julie Schlipmann, Education Coordinator

## ERSEA/FPA

### *September 2021*

- On September 1, 2021, the ERSEA/FPA Coordinator participated in a MHD training with the FPAs facilitated by the MHD Team.

- On September 3, 10, 17, 2021, the ERSEA/FPA Coordinator attended the weekly HS Leadership Team meeting with Krissy Washington, Early Childhood Supervisor.

- On September 3, 9, 2021, the ERSEA/FPA Coordinator held an onboarding meeting with new FPAs.

- On September 16, 2021, the ERSEA/FPA Coordinator attended a marketing meeting with the marketing team to discuss needs for HS.

- On September 28, 2021, the ERSEA/FPA Coordinator met with Joandy Williams, Early Childhood Learning Manager.

- On September 29, 2021, the ERSEA/FPA Coordinator attended the HS Leadership Team Meeting with Joandy Williams, Early Childhood Learning Manager.

- Throughout the month of September, the ERSEA/FPA Coordinator assisted in enrolling families into the HS Program.

- Throughout the month of September, the ERSEA/FPA Coordinator completed daily reports and submitted them to Krissy Washington, Early Childhood Supervisor and Joandy Williams, Early Childhood Learning Manager.

### *October 2021*

- On October 2 and 13, 2021, the ERSEA/FPA Coordinator attended the weekly HS Leadership Team meeting with Joandy Williams, Early Childhood Learning Manager.

- On October 4, 2021, the ERSEA/FPA Coordinator attended a meeting with Joandy Williams, Early Childhood Learning Manager.

- On October 5, 2021, the ERSEA/FPA Coordinator attended the Family Engagement and Enrollment Service Area Team Meeting with Joandy Williams, Early Childhood Learning Manager.

- On October 6, 2021, the ERSEA/FPA Coordinator met with the Leadership Team and Joandy Williams, Early Childhood Learning Manager, to discuss ReadyRosie.

- On October 12, 2021, the ERSEA/FPA Coordinator met with Joandy Williams, Early Childhood Learning Manager.

- On October 18, 2021, the ERSEA/FPA Coordinator met with Erin Hermann, Education Coordinator, Nikki Cherek, Enrollment Assistant, and Joandy Williams, Early Childhood Learning Manager, to discuss HS enrollment and classroom staffing.

- On October 21, 2021, the ERSEA/FPA Coordinator participated in the virtual Policy Council meeting from 2:30-4:00 P.M.

- On October 26, 2021, the ERSEA/FPA Coordinator met with Nikki Cherek, Enrollment Assistant, and some FPAs to discuss the current eligibility criteria.

- On October 26, 2021, the ERSEA/FPA Coordinator held a monthly staff meeting with the FPAs.

- On October 27, 2021, the ERSEA/FPA Coordinator met with iHeart radio to discuss potential radio ads/marketing needs.

ERSEA/FPA report shared by Dr. Kerrie McCullough, ERSEA/FPA Coordinator

## **ERSEA**

### *September 2021*

#### **Eligibility (Only County and Fed. Numbers)**

- There are 667 out of 926 families who are income-eligible.

- There are 82 out of 926 families who meet the allowable over-income category.

- There are 164 out of 926 families who are categorically eligible (foster care, homeless, public assistance).

#### **Recruitment**

- Advertisement placed on social media sites.

- 358 parents came into the Head Start office (Grant Gordon) during the month of September 2021.

- Processed 404 student applications in Head Start office.

- Contactless registration throughout the month.

#### **Selection**

- The waitlist total as of September 30, 2021 was 152, which consists of income-eligible families, and those who want only particular schools that are full at this time, waitlisted until all required paperwork is submitted.

### Attendance

- The Head Start average daily attendance for September 1<sup>st</sup> – September 30<sup>th</sup>, 2021 was 85.5%.

### Transportation

- 31.3% of Head Start children utilized MPS transportation services. Head Start accounts for 5.8% of the total ridership.

### Enrollment

As of September 30, 2021, the actual enrollment was 956. (State, Fed. and County)

The total enrollment for the month of September as reported to the Head Start office was 926. This number reflects the total number of children enrolled on the last operating day of the month and includes vacancies of less than 30 days. State-funded children were not included in this report. Vacancies are being filled with ongoing registrations.

### *October 2021*

#### Eligibility (Only County and Fed. Numbers)

- There are 806 out of 1,177 families who are income-eligible.
- There are 138 out of 1,177 families who meet the allowable over-income category.
- There are 210 out of 1,177 families who are categorically eligible (foster care, homeless, public assistance).

#### Recruitment

- Advertisement placed on social media sites.
- 6 parents came into the Head Start office (Grant Gordon) during the month of October 2021.
- Processed 66 student applications in Head Start office.
- Contactless Registration throughout the month.

#### Selection

- The waitlist total as of October 29<sup>th</sup>, 2021 was 106, which consists of income-eligible families, and those who want only particular schools that are full at this time, waitlisted until all required paperwork is submitted.

### Attendance

- The Head Start average daily attendance for October 1<sup>st</sup> – October 29<sup>th</sup>, 2021 was 83.3%.

### Transportation

- 41.3% of Head Start children utilized MPS transportation services.
- Head Start accounts for 7.5% of the total ridership.

### Enrollment

As of October 29<sup>th</sup>, 2021, the actual enrollment was 1,217. (State, Fed. and County)

The total enrollment for the month of October as reported to the Head Start office was 1,177. This number reflects the total number of children enrolled on the last operating day of the month and includes vacancies of less than 30 days. State-funded children were not included in this report. Vacancies are being filled with ongoing registrations.

ERSEA report shared by Dr. Kerrie McCullough, ERSEA/FPA Coordinator

## FAMILY ENGAGEMENT

### *September 2021*

- During the month of September, the FPAs were assisting families through the registration and application process into the program online and in person at Grant Gordon.
- During the month of September, the FPAs notified teachers and school staff of new students and sending the new student paperwork.

- During the month of September, the FPAs were completing outcomes and needs assessments with families.

*October 2021*

- During the month of October, the FPAs were assisting families through the registration and application process into the program online and in person at Grant Gordon.

- During the month of October, the FPAs notified teachers and school staff of new students and sending the new student paperwork.

- During the month of October, the FPAs were completing outcomes and needs assessments with families.

- During the month of October, FPAs started site visits to the schools.

**MENTAL HEALTH & DISABILITIES**

<b>October 2021 Enrolled Number of Students with Disabilities</b>		
<b>School</b>	<b>Total Number of Enrolled Children With Active IEP's</b>	<b>Percentage of Funded Enrollment</b>
ALBA	7	23.3%
Allen Field	2	11.8%
Auer	1	5.9%
Bethune	5	13.5%
Browning	2	11.8%
Bruce	7	13.0%
Carson	1	2.9%
Congress	5	5.9%
Doerfler	6	35.3%
Forest Home	9	11.3%
Franklin	0	0%
Grant Gordon Learning Center	4	4.7%
Hawthorne	4	8.0%
Hayes	4	11.8%
Hopkins Lloyd	1	5.9%
Jackson, Gwen T.	5	6.8%
Kagel	4	11.8%
Keefe	3	8.1%
Kilbourn	3	5.6%
King ES, Martin Luther	1	5.9%
Kluge	7	20.6%
LaFollette	0	0%
Lincoln	16	14.8%
Longfellow	7	18.9%
Maple Tree	6	7.5%
Marvin Pratt	5	9.3%

Metcalfe	4	10.8%
Milwaukee Academy of Chinese Language (MACL)	5	29.4%
Mitchell	0	0%
Obama	5	8.8%
Riverwest	1	3.3%
Sherman	1	1.4%
Siefert	2	2.5%
Thurston Woods	1	2.9%
Westside Academy	5	6.8%
<b>TOTALS</b>	<b>139</b>	<b>8.8%</b>

**SPECIAL EDUCATION AND 504 SERVICES ENROLLMENTS FOR THE MONTHS OF OCTOBER 2021**

- Children identified with a disability: 8.8%, Funded enrollment: 1580
- Children with 504 plans: There were 2 children with 504 plans.
- Special education/504 meetings: In the months of September and October, the MHT attended 2,504 evaluation meetings, 7 virtual annual/amend special education IEP meetings, 45 initial evaluation meetings and 1 re-evaluation meeting.

Note: Abbreviations are mental health and disabilities coordinator (MHDC), mental health staff (MHS), mental health team (MHT), Individualized Education Program (IEP), behavioral intervention team meeting (BIT), behavioral academic intervention plan (BAIP).

**MENTAL HEALTH CLASSROOM AND FAMILY SUPPORT FOR THE MONTHS OF SEPTEMBER AND OCTOBER 2021**

- The MHS has entered homeless status and followed-up with 41 families.
- The MHT submitted 32 Child Find and/or school-based referrals. Behavioral, visual, and sensory supports, as well as resource information was provided to 14 classrooms.
- The MHT submitted a total of 2 referrals to Goodwill for vouchers for families in need.
- The MHT submitted 6 referrals for housing support to the Impact Coordinated Entry program.
- The MHT submitted 4 referrals to Penfield Behavior Clinic.
- The MHT followed up with 32 requests from the enrollment assistant to place students in Head Start with a current IEP.
- The MHT provided screening data/accepted IEP invitations prior to IEP meetings in approximately 81 instances.
- The MHT followed up with 20 caregivers whose child scored in the 90 percentile on Head Start’s social/emotional/behavioral screener ASQ:SE-2.
- The MHT has followed up with 88 caregivers with speech/communication and/or developmental resources after receiving Mental Health Request for Support forms.
- The MHS provided individualized developmental and community resource information to 22 families.
- The MHS provided individualized interventions for 5 students.
- The MHT completed 10 home visits and 19 school visits.
- The MHT assisted in the enrollment of students into the Head Start program, including assisting with more than 7 registrations for children in out-of-home care.
- The MHT continuously updated special education data for Head Start students.

- The MHT follow-up on a continuous basis with Mental Health Request for Support forms.
- The MHT entered classroom developmental screening (Acuscreen and ASQ: SE-2) data for 45-day timelines.

### OTHER FOR THE MONTHS OF SEPTEMBER AND OCTOBER 2021

- On September 1, MHT provided mandatory training to Family Partnership Associates. The training included Mandatory Reporting of Child Abuse & Neglect, Homeless Education Program and Suicide Prevention. The training also included requirements for the MHD service areas.
- On September 3, 10, 17, and 29, the MHDC attended the Head Start Leadership Team meetings.
- On September 9, MHT met with the Health team as a follow up to the mandatory trainings which included Mandatory Reporting of Child Abuse & Neglect, Homeless Education Program and Suicide Prevention.
- On September 6, 16, 23, and 30, MHS participated in Grant Gordon Staff Meetings.
- On September 15, the MHS picked up five hotspot devices from the MPS warehouse for future use by Grant Gordon families.
- On September 17, the MHDC held a phone conversation with a representative of Child Plus to go over inputting data for referrals and evaluations.
- On September 21, MHS met with the SSW (School Social Worker) Department supervisor to review SPO/PPG summary documents.
- On September 22, MHS participated in Grant Gordon's virtual Open House.
- On September 23, MHS presented information to Grant Gordon staff regarding the school-based support team responsibilities, transportation, attendance procedures, and the process for requesting behavior assistance. The school-based support staff's Google Site and the MHD's Google Classroom information was given to staff.
- On September 24, MHS attended a virtual SSW staff meeting. The meeting included updates on DPI (Department of Public Instruction) SPED (Special Education) criteria, child abuse & neglect reporting and bully prevention.
- On September 24, the MHDC visited Kluge School to provide support to staff.
- On September 30, the MHS in the role of school-based social worker for Grant Gordon, facilitated the school's first BIT meeting and discussed team roles, school data, and process for requesting support staff assistance.
- Throughout September, the MHS in the role of school-based social worker for Grant Gordon, followed the District's No-Show process for 6 families.
- On October 1, 13, and 19, the MHDC attended the Head Start Leadership Team meetings.
- On October 1, the MHDC met with the assistant principal in charge of Grant Gordon Learning Center to discuss the use of an empty classroom to house Head Start orders until distribution to classrooms.
- On October 6, the MHDC met with the Early Childhood Manager to discuss updates in the MHD service area.
- On October 14, the MHDC completed the calibration on the Frontline Education platform expected for evaluators of Educator Effectiveness.
- On October 14, the MHDC met with other district members and representatives of the Brigance screener/assessment to discuss next steps for the professional development of staff and distribution of materials.
- On October 15 and 29, MHT attended a virtual Courageous Conversations about Race PD (Professional Development). MHT staff will be reading the book as a part of their Professional Learning Community.

- On October 18 and 27, the MHT met to collaborate on tasks aligned to the service area.
- On October 19, the MHT provided individualized behavioral support to Grant Gordon staff.
- On October 21, the MHDC attended the virtual Head Start Policy Council meeting.
- On October 27, 2021, MHT participated in a co-facilitation planning meeting for the SSW Department's first PLC (Professional Learning Community) meeting.
- On October 28, the MHT met to learn and practice the MHD's new Inventory Management QR Code scanner app. The Application uses Google Site, Google Form and Google Sheet to track and manage inventory items. The inventory list is saved in Google Drive and can be easily accessed off site to determine if MHD has available inventory to provide the support items to student/teacher.
- On October 28, the MHS in the role of school-based social worker for Grant Gordon, facilitated the school's monthly BIT meeting and discussed school data, process for requesting support staff assistance, and individualized interventions for students.
- The MHT attended a variety of online seminar based professional development training throughout the months of September and October on some of the following topics: Trauma in the classroom, building resilience in staff and students, social emotional development, self-care for educators, and mindfulness.
- The MHT continuously updated the MHD Google Classroom which includes educational information and community resources available for Head Start Staff.

Mental Health and Disabilities report was given by Natalie Phillipe, Mental Health and Disabilities Coordinators

## HEALTH

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### SEPTEMBER AND OCTOBER 2021

- During the first week of September the Health team watched the required district videos on Abuse, Homelessness and Suicide.
- On September 1<sup>st</sup>, 2021, the Dietician completed Need to Know: Removable Media Module.
- On September 1<sup>st</sup>, 2021, the Health Coordinator had monthly one on one with one of the School Nurse Associates.
- On September 2<sup>nd</sup>, 2021, the Health Coordinator had monthly one on one with one of the School Nurse Associates.
- On September 3<sup>rd</sup>, 10<sup>th</sup>, 17<sup>th</sup>, and 29<sup>th</sup>, 2021, Health Coordinator participated in Head Start Leadership meeting.
- On September 7<sup>th</sup>, 2021, the Health Coordinator had monthly one on one meeting with Dietician.
- On September 8<sup>th</sup>, 2021, the Health team met with the Mental Health/Disabilities team to review information provided in the mandatory district trainings on Abuse, Homelessness and Suicide.
- On September 9<sup>th</sup>, 2021, the Health Coordinator attended a 504 meeting for a student.
- On September 21<sup>st</sup>, 2021, the Health Coordinator attended Update on COVID-19 Infections and Vaccines for Adults and Children webinar.
- On September 28<sup>th</sup>, 2021, the Health Coordinator attended Children's Vision Health Information for Staff and Families webinar.
- Throughout the month of September, the School Nurse Associates completed vision and hearing screenings at the following schools: Marvin Pratt and Hawthorne.
- Throughout the month of September, two school nurses picked up extra hours to review registration folders for health requirements.

- Throughout the month of September, the Health Coordinator delivered health supplies to the following schools: Marvin Pratt, Browning, Kagel, Riverwest, Jackson, and Westside.

- On October 6<sup>th</sup>, 2021, the Health Coordinator had monthly one on one with one of the School Nurse Associates.

- On October 6<sup>th</sup>, 2021, the Health Coordinator had monthly one on one with the Dietician.

- On October 7<sup>th</sup>, 2021, the Health Coordinator had one on one meeting with Head Start manager.

- On October 11<sup>th</sup>, 2021, the Health Coordinator had monthly one on one with one of the School Nurse Associates.

- On October 12<sup>th</sup>, 2021, the Health Coordinator attended Preparing Families for Their Child's Hearing Screening webinar.

- On October 13<sup>th</sup> and 19<sup>th</sup>, 2021, the Health Coordinator participated in Head Start Leadership meeting.

- On October 14<sup>th</sup>, 2021, the Health team had a Health Services Team meeting.

- On October 14<sup>th</sup>, 2021, met with San A Care representative to discuss options for new cleaning rags.

- On October 21<sup>st</sup>, 2021, the Health Coordinator participated in Head Start Policy Council.

- On October 26<sup>th</sup>, 2021, one of the School Nurse Associates and the Dietician completed Power Up: Verify Identity! Module.

- On October 27<sup>th</sup>, 2021, one of the School Nurse Associates completed Power Up: Verify Identity! Module.

- On October 28<sup>th</sup>, 2021, the Health Coordinator attended Seasonal Influenza and Other Routine Childhood Vaccinations During the COCID-19 Pandemic webinar.

- Throughout the month of October, the School Nurse Associates completed vision and hearing screenings at the following schools: Alba, Metcalfe, Longfellow, Congress, Mitchell, Allen Field, Lincoln, Obama, Thurston Woods, Hayes, Gwen T Jackson, Kilbourn.

- Throughout the month of October, the Health Coordinator delivered health supplies to the following schools: Bruce, Kluge, Kagel x2, Longfellow, Forest Home, Bethune x2, Franklin, Westside x3, and Metcalfe

Health Report shared by Jodi Haar, Health Coordinator

## **NUTRITION REPORT**

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### **SNACKS**

- Snack count for Head Start students for the month of September was 13,122.

- Snack count for Head Start students for the month of October are not yet available.

### **MEAL COUNTS**

- Meal counts for Head Start students for the months of September and October are not available as currently meals are not being entered by student names.

Nutrition Report shared by Jodi Haar, Health Coordinator

## **FISCAL REPORT**

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- Summary of monthly expense report from September-October 2021.

Financial Report expended funds: Federal – 60%; State – 12.92%

Total finds remaining: Federal – \$4.5 million; State \$353,847.00

Joandy Williams, Early Childhood Learning Manager, shared the fiscal report.

### IN-KIND REPORT

- Joandy Williams, Early Childhood Learning Manager, provided an update that the program continues working with Human resources to hire a qualified person for the position of Head Start Supervisor.
- Joandy Williams, Early Childhood Learning Manager, also shared:
  - The program is currently in search of three more candidates to serve as a Family Partnership Associate to complete the team.
  - Within the schools, the program is in search of two teachers and six paraprofessionals.

Joandy Williams, Early Childhood Learning Manager, spoke about the roles and responsibilities of sitting on the Head Start Policy Council. It was noted that next month there will be a handout provided with the description of duties and responsibilities of each position held.

### ANNOUNCEMENTS

Joandy Williams, Early Childhood Learning Manager, made the following announcements:

- Our next Policy Council Meeting will be held on Wednesday, December 15, 2021 starting at 2:30 P.M.

### ADJOURNMENT

Announced at 3:51 P.M. by Joandy Williams, Early Childhood Learning Manager.