

REPORT OF THE BOARD'S DELEGATE TO THE HEAD START COMMITTEE

May 30, 2024

Submitted by Director Siemsen

WEDNESDAY, APRIL 17, 2024 HYBRID MEETING- GRANT GORDON LEARNING CENTER & GOOGLE MEET

Call to Order

Krissy Washington, Early Learning Manager, called the meeting to order at 4:07 pm.

Roll Call

Roll call was facilitated by Krissy Washington, Early Learning Manager.

Members in Attendance: Marquetta Rupp, Hawthorne; Noala Greenlee, Keefe; Crystal Coleman, Kilbourn.

Community Representatives: None present.

Policy Council Advisors: Kameela Allen, Metcalfe.

School Board Representative: Director Erika Siemsen, MPS School Board; Director Aisha Carr, MPS School Board.

Staff in attendance: Jennifer Mims-Howell, Chief, Office of Academics; Krissy Washington, Early Learning Manager; Natalie Philippe, Mental Health and Disabilities Coordinator; Dorcas Lopez, ERSEA/FPA Coordinator; Unique Hardy, Health Coordinator; Julie Schlipmann and Erin Hermann, Education Coordinators; Dr. Felicia Saffold, Senior Director, Curriculum and Instruction.

APPROVAL OF MINUTES FOR MARCH 2024

Director Erika Siemsen thanked the City of Milwaukee for voting to pass the MPS referendum in April. The money will help to address the budget shortfall.

DIRECTOR'S REPORT

Education Information

- In the month of March, 2024, the education coordinators conducted weekly Head Start site walk-throughs focused on health and safety compliance.
- In the month of March, 2024, the education coordinators visited classrooms to provide feedback and support to Head Start teaching teams.
- In the month of March, 2024, the Head Start program support teachers provided additional classroom support to the following Head Start sites: ALBA, Auer, Franklin, Hopkins Lloyd, Grant Gordon, Gwen T. Jackson, Lincoln, MACL, Manitoba, Mitchell, Marvin Pratt, Obama, Sherman, and Siefert.
- During the month of March, 2024, the Frog Street Brain Smart Start curriculum fidelity checklist was used to provide feedback regarding curriculum fidelity at Grant Gordon.

- During the month of March, 2024, the education coordinators and program support teachers completed CLASS observations at: Bethune Academy, Bruce, Carson, Congress, Doerfler, Grant Gordon, Hayes Bilingual, Marvin Pratt, and Obama.
- On March 6, 2024, Erin Hermann, education coordinator, presented at the Principal Leadership Institute (PLI) presentation.
- On March 8 and 15, 2024, the education coordinators participated in planning for the Full Enrollment Initiative Plan with the Head Start Leadership Team, Meredith Welch, Head Start Program Supervisor, Krissy Washington, Early Learning Manager, and Dr. Felicia Saffold, Senior Director of Curriculum and Instruction.
- On March 13, 2024, the education coordinators met with the Head Start program support teachers to discuss the upcoming Head Start Student Release Professional Development.
- On March 20, 2024, the education coordinators attended the Head Start Policy Council meeting.
- On March 21, 2024, the education coordinators facilitated an all day professional development during the mandatory Head Start Student Release Day to the Head Start Instructional Staff.

Julie Schlipmann shared the Education Report.

ERSEA

Eligibility (Only County and Fed. Numbers) – March, 2024

- There are 3340 out of 1,194 families who are income-eligible.
- There are 92 out of 1,1194 families who meet the allowable over-income category.
- There are 761 out of 1,194 families who are categorically eligible (foster care, homeless, public assistance).

Recruitment

- Advertisements placed on social media sites
- Processed 137 student applications in the Head Start offices
- 90 families signed into the Head Start office in March 2024

Selection

- The waitlist total as of March 29th, 2024, was 107. It consists of income-eligible families and those who want only particular schools that are full at this time or who want to be waitlisted until all required paperwork is submitted.

Attendance

- The Head Start average daily attendance for March was 81.7%

Transportation

- 53.6% of Head Start children utilized MPS transportation services.
- Head Start accounts for 7.1% of the total ridership.

Enrollment

- As of March 29th, 2024, the actual enrollment was 1,227. (State, Fed. And County)
- The total enrollment for March, as reported to the Head Start office, was 1,194. 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.

Nikki Cherek shared the ERSEA report.

ERSEA/FPA

- In March 2024, the FPA Team continued to canvas, recruit at events, and register new families.
- In March 2024, FPAs continued to address student attendance concerns.

Note: Abbreviations are family partnership associate (FPA), Family Partnership Agreements (FPA), Family Needs Assessments (FNA)

Family Engagement

- During March 2024, the FPAs assisted families through the registration and application process on the program interest form and in person at Grant Gordon.
- In March 2024, the FPAs contacted school representatives and interested caregivers to invite them to the monthly Policy Council meeting.
- During the month of March 2024, the FPAs were scheduling parent meetings.

Note: Abbreviations are family partnership associate (FPA)

Mental Health & Disabilities

February 2024		
Enrolled Number of Students with Disabilities		
School	Total Number of Enrolled Children With Active IEP's	Percentage of Funded Enrollment
ALBA	4	23.5%
Allen Field	2	11.8%
Auer	3	17.6%
Bethune	9	24.3%
Browning	3	17.6%
Bruce	7	20.6%
Carson	4	11.8%
Congress	9	13.2%
Doerfler	3	17.6%
Forest Home	13	24.1%
Franklin	1	5.9%
Grant Gordon Learning Center	7	8.2%

Gwen T. Jackson	15	20.3%
Hawthorne	4	23.5%
Hayes	5	14.7%
Hopkins Lloyd	5	29.4%
Kagel	9	26.5%
Keefe	2	11.8%
Kilbourn	7	20.6%
King ES, Martin Luther	2	11.8%
Kluge	8	30.8%
LaFollette	7	20.6%
Lincoln	17	15.7%
Longfellow	13	38.2%
Lowell	3	17.6%
Manitoba	2	11.8%
Maple Tree	12	22.2%
Marvin Pratt	5	9.8%
Metcalfe	2	5.9%
Milwaukee Academy of Chinese Language (MACL)	3	17.6%
Mitchell	6	17.6%
Obama	4	7.0%
OW Holmes	2	11.8%
Riverwest	2	11.8%
Sherman	8	10.8%
Siefert	4	11.8%
Thurston Woods	4	23.5%
Vieau	2	11.8%
Westside Academy	13	17.6%
TOTALS	231	17.1%

Special Education and 504 Services Enrollments for The Month of March 2024

- **Children identified with a disability: 17.1%**
 - Funded enrollment: **1348**. This is an increase of 1.0% from the previous month.
- **Children with 504 plans:** There were 3 children with 504 Plans.

Special Education / 504 Plan Meetings Attended			
Initial evaluations	20	Amends	4
Re-evaluations	1	504 Plans	1
Annuals	5		

Out-of-Home Care and Homelessness for The Month of March 2024

Enrolled children in out-of-home care	21	Percentage of funded enrollment	1.6%
Enrolled children experiencing homelessness	69	Percentage of Funded Enrollment	5.1%

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 Team Classroom and Family Support for The Month of March 2024

Classrooms/Students/Staff	Number	Families	Number
Attended behavioral intervention team/behavioral academic intervention plan (BIT/BAIP) meetings	4	Referrals to community resources (housing, clothing, legal, parenting, mental health, food, special education)	11
Provided behavioral, visual, and sensory supports, as well as resource information to staff/classroom	11	Caregiver consent for special education (attempts and obtained)	1
Provided individualized interventions and/or observation for specific student	4	Written follow-up with Mental Health Request for Support forms	8
Special education referrals made to Child Find and/or school-based psychologists	9	Assisted in the enrollment of children in out-of-home care	5
Provided screening data/accepted IEP invitations prior to IEP meetings	53	Homeless referrals received	17
Requests from the enrollment assistant to place students in Head Start with a	24	Home visits	2

pending special education evaluation or current IEP			
School visits	11		

Mental Health and Disabilities for The Month of March 2024

- On March 7, the MHS attended a Pupil Services Evaluation Plan (PSEP) work session held at North Division.
- On March 8 and 15, the MHDC participated in planning for the Full Enrollment Initiative Plan with the Head Start Leadership Team, Meredith Welch, Head Start Program Supervisor, Krissy Washington, Early Learning Manager, and Dr. Felicia Saffold, Senior Director of Curriculum and Instruction.
- On March 11, the MHT met to discuss MH/D service area matters.
- On March 14, the MHS participated in a virtual field visit with UW-M SSW Graduate student, Brown Street SSW, Susan Lex and UW-Milwaukee Graduate Field Instructor Ke'andra Hagans.
- On March 14, the MHS facilitated Grant Gordon Learning Center's March BIT meeting GG's attendance and behavior data and interventions were discussed.
- On March 15, the MHS attended SSW Department training on Grief and Loss at North Division. Training was presented by Children's Hospital of Wisconsin staff.
- On March 15, the MHDC attended the Head Start Leadership Team meeting.
- On March 20 and 22, the MHDC attended the Head Start Policy Council.
- On March 21, the MHT provided professional development to Head Start teaching staff.
- Staff received a Conscious Discipline Conflict Resolution Time Machine for their classroom along with information and training on how to use the Conflict Resolution Time Machine.
- The MHT provided 6 virtual consultation opportunities to Head Start staff.

Natalie Philippe shared the Mental Health and Disabilities Report.

Health

- In the month of March the health team continued to process enrollment folders for the 23-24 school year and for the upcoming 24-25 school year
- In the month of March the health team also continued to enter in physical and dental exam information into student's files
- In the month of March school nurse associates assisted with dental cleanings at Bethune, Forest Home, Auer, Hayes, Holmes, and Grant Gordon
- In the month of March the health coordinator continued to deliver supplies to Head Start classrooms
- In the month of March the health coordinator conducted compliance walk-throughs of Head Start classrooms
- On March 6, 2024, the health coordinator presented at the Principal Leadership Institute (PLI) presentation
- On March 7th the health coordinator attended an initial IEP meeting at Kluge for a Head Start students
- On March 8 and 15, 2024, the health coordinator participated in planning for the Full Enrollment Initiative Plan with the Head Start Leadership Team, Meredith Welch, Head Start Program Supervisor, Krissy Washington, Early Learning Manager, and Dr. Felicia Saffold, Senior Director of Curriculum and Instruction.

- On March 11th, 2024 the health coordinator attended the Health Services Advisory Committee (HSAC) planning meeting
 - On March 20, 2024, the health coordinator attended the Head Start Policy Council meeting
 - On March 21, 2024, the health coordinator presented at an all day professional development during the mandatory Head Start Student Release Day to the Head Start Instructional Staff
- Unique Hardy shared the Health Report.

Nutrition Report

All Head Start classrooms received prepackaged meals.

The meal count for Head Start students are not available as currently meals are not being entered by student names.

The adult and snack counts for February 2024 will be shared. March 2024 snack and meal count information was not available.

The adult meal counts for the month of February is 1,325.

The snack count for the month of February is 18,565.

Krissy Washington shared the Nutrition Report.

No questions were asked regarding the director's report.

Fiscal Report

Krissy Washington shared the Fiscal Report.

NEW BUSINESS

Program Updates-Action Item: Head Start By-Laws

Krissy Washington, Early Learning Manager, shared the By-Laws with the Policy Council and led a discussion regarding proposed changes. There was conversation regarding getting more families to join the Policy Council. Ms. Coleman shared the importance of the Head Start Program to ensure a positive start to children's academic careers and asked how we can leverage family meetings at each school to increase participation.

Crystal Coleman, Kilbourn representative, motioned to approve the bylaws as amended.

Marquetta Rupp, Hawthorne representative, seconded the motion

Program Updates-Information Item: Head Start Enrollment Plan Update

Krissy Washington, Early Learning Manager, reminded the Council that the MPS Head Start Program has been identified by the Office of Head Start as under-enrolled. As such, the program will participate in the Full Enrollment Initiative and is working toward achieving 97% enrollment by February, 2025. An enrollment plan was submitted to the Office of Head Start. Krissy Washington reviewed the submitted plan with the Council.

Program Updates-Information Item: ARP Extension and Expenditure

Krissy Washington, Early Learning Manager, shared information regarding the ARP Extension and Expenditures. \$1.1 million was expended for classroom upgrades and updated furniture, transition backpacks, diverse and inclusive classroom libraries, and marketing and recruitment materials.

Crystal Coleman shared a parent meeting discussion from Kilbourn. Transportation is a key factor in not sending three-year-olds to MPS Head Start- parents reported not wanting to put their children on big buses with older children. Krissy Washington and Dorcas Lopez responded that transportation options can be reviewed with the District, program, and families.

Noala Greenlee shared her support for the Fatherhood Initiative and shared that she thinks it's a great way to positively impact our program and enrollment.

Adjournment-Procedural

The Policy Council meeting was adjourned at 5:03pm by Krissy Washington, Early Learning Manager.