

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

February 29, 2024

Submitted by Director Siemsen

## TUESDAY, JANUARY 17, 2024 HYBRID MEETING- GRAND GORDON LEARNING CENTER & GOOGLE MEET

### **Call to Order**

Krissy Washington, Early Learning Manager, called the meeting to order at 4:06 p.m.

### **Roll Call**

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

**Members in Attendance:** Krista Low, Bethune Academy; Marlin Rodriguez, Forest Home Avenue; Presntishaia Smith, Gwen T. Jackson, Albert Robbins Jr., Grant Gordon Learning Center; and Marquette Rupp, Hawthorne, and Idalia Herrera, Lincoln Avenue

**Community Representatives:** None present

**Policy Council Advisors:** None present

**School Board Representative:** Director Erika Siemsen, MPS School Board

**Staff in attendance:** Dr. Felicia Saffold, Senior Director of Curriculum & Instruction; Krissy Washington, Early Learning Manager; Meredith Welch, Head Start Supervisor underfill; Raquel de la Cruz Gutierrez, Education Coordinator; Julie Schlipmann, Education Coordinator; and Erin Hermann, Education Coordinator; Unique Hardy, Health Coordinator; Natalie Philippe, Mental Health and Disabilities Coordinator; Dorcas Lopez ERSEA/FPA Coordinator; and Nikki Cherek, Enrollment Assistant

**Interpreters in attendance:** Aurelio Moreno, and Reme Bashi, Spanish interpreters

## **BOARD REPORT**

### **Board Report – Information Item**

Director Siemsen shared that the school board voted to go to a single district-wide calendar for the 2024-2025 school year. The calendar will take place on September 3, 2024. Also, the MPS school board voted to put a referendum to help support the schools on the April ballot. There is additional information on the MPS website and more information will be posted closer to the date.

Albert Robbins Jr. asked what the district and school board were doing regarding campaigning to combat the funding issue. Director Siemsen responded that the district cannot advocate for additional funding for the schools; however, the district can provide information. As a district, there was a press conference, and information will be provided on the MPS website. MPS board directors will be holding town hall meetings so the public can get information about the funding, how it will be used and how MPS came to be in this situation. The district is working with many community and neighborhood organizations who support Milwaukee Public Schools.

## REPORTS

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### *Education Information*

#### **December, 2023**

- In the month of December, 2023, the education coordinators conducted weekly Head Start site walk-throughs focused on health and safety compliance.
- In the month of December, 2023, the education coordinators visited classrooms to provide feedback and support to Head Start teaching teams.
- In the month of December, 2023, the Head Start program support teachers provided additional classroom support to the following Head Start sites: ALBA, Auer, Bruce, Congress, Grant Gordon, Gwen T. Jackson, Lincoln, MACL, Manitoba, Maple Tree, Mitchell, Marvin Pratt, Obama, Sherman, and Thurston Woods.
- During the month of December, 2023, the Frog Street Brain Smart Start curriculum fidelity checklist was used to provide feedback regarding curriculum fidelity at: Kagel, Marvin Pratt and MACL.
- During the month of December, 2023, the education coordinators completed CLASS observations at: Congress, Marvin Pratt, and Metcalfe.
- On December 1, 2023, Raquel de la Cruz Gutierrez, education coordinator participated in an introduction to Follette Destiny Training.
- On December 4 and 5, 2023, Head Start teaching teams conducted home visits to discuss progress and share educational activities with enrolled Head Start families.
- On December 6, 2023, the education coordinators presented at the Principal Leadership Institute (PLI) presentation.
- On December 13, 2023, the education team met with a member of the district early childhood team to learn more about the Early Childhood Environmental Rating Scales (ECERS) tool and specifically, Head Start data.
- On December 14, 2023, Raquel de la Cruz Gutierrez, education coordinator provided new teacher on-boarding training at Mitchell Elementary.
- On December 15 and 18, 2023, the education coordinators attended the Head Start Leadership Team meetings conducted by Krissy Washington, early learning manager and Meredith Welch, Head Start program supervisor underfill.
- On December 18, 2023, Raquel de la Cruz and Erin Hermann, education coordinators, participated in the MPS/MKE Early Childhood 1825 Initiative meeting.
- On December 20, 2023, the education coordinators attended the Head Start Policy Council meeting.

Education report was shared by Julie Schlipmann, Education Coordinator.

### *ERSEA*

#### **Eligibility (Only County and Fed. Numbers) – Dec. 2023**

- There are 335 out of 1,191 families who are income-eligible.
- There are 88 out of 1,191 families who meet the allowable over-income category.
- There are 752 out of 1,191 families who are categorically eligible (foster care, homeless, public assistance).

#### **Recruitment-**

- Advertisement placed on social media sites
- Processed 18 student applications in the Head Start office.
- 22 families signed into the Head Start office in Dec. 2023

### **Selection –**

- The waitlist total as of Dec. 31st, 2023, was 104, which consists of income-eligible families, and those who want only particular schools that are full at this time, or waitlisted until all required paperwork is submitted.

### **Attendance**

- The Head Start average daily attendance for Dec. was 82.8%

### **Transportation**

- 51.4% of Head Start children utilized MPS transportation services.
- Head Start accounts for 7.3% of the total ridership.

### **Enrollment**

As of Dec. 31st, 2023, the actual enrollment was 1,226. (State, Fed. And County)

The total enrollment for the month of Dec. as reported to the Head Start office was 1,191 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/FPA**

- In December 2023, the FPA Team continued to canvas, recruit at events, and register new families.
- ERSEA/FPA coordinator continued to provide ongoing professional development and training for the FPAs
- In December 2023, FPAs continue to complete Family Outcomes, Needs Assessments, and Family Goals.
- In December 2023, FPAs continue to address student attendance concerns.

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

ERSEA report was shared by Nikki Cherek, Head Start Enrollment Assistant.

### **FAMILY ENGAGEMENT**

- During the month of December 2023, the FPAs assisted families through the registration and application process into the program interest form and in person at Grant Gordon.
- During December 2023, the FPAs contacted school representatives and interested caregivers to attend the monthly Policy Council meeting.

- During the month of December 2023, the parent Policy Council Representatives from each school were invited to attend the hybrid Head Start Policy Council meeting.
- During the month of December 2023, the FPAs were scheduling parent meetings.

*Note: Abbreviations are family partnership associate (FPA)*

Family Engagement report was shared by Nikki Cherek, Enrollment Specialist.

### **MENTAL HEALTH & DISABILITIES**

<b>December 2023</b>		
<b>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	4	23.5%
Allen Field	1	5.9%
Auer	2	11.8%
Bethune	8	21.6%
Browning	2	11.8%
Bruce	6	17.6%
Carson	3	8.8%
Congress	5	7.4%
Doerfler	3	17.6%
Forest Home	10	18.5%
Franklin	1	5.9%
Grant Gordon Learning Center	5	5.9%
Gwen T. Jackson	9	12.2%
Hawthorne	3	17.6%
Hayes	3	8.8%
Hopkins Lloyd	3	17.6%
Kagel	5	14.7%
Keefe	1	5.9%
Kilbourn	3	8.8%
King ES, Martin Luther	0	0%
Kluge	4	15.4%
LaFollette	4	11.8%

Lincoln	15	13.9%
Longfellow	12	35.3%
Lowell	3	17.6%
Manitoba	3	17.6%
Maple Tree	10	18.5%
Marvin Pratt	2	3.9%
Metcalfe	1	2.9%
Milwaukee Academy of Chinese Language (MACL)	3	17.6%
Mitchell	4	11.8%
Obama	4	7.0%
OW Holmes	2	11.8%
Riverwest	2	11.8%
Sherman	6	8.1%
Siefert	4	11.8%
Thurston Woods	5	29.4%
Vieau	1	5.9%
Westside Academy	10	13.5%
<b>TOTALS</b>	<b>171</b>	<b>12.7%</b>

*Special Education and 504 services enrollments for the month of December 2023*

- **Children identified with a disability: 12.7%**, Funded enrollment: **1348** This is an increase of 2.3% from the previous month.
- **Children with 504 plans:** There were 2 children with 504 Plans.

<b>Special Education / 504 Plan Meetings Attended</b>			
Initial evaluations	40	Amends	0
Re-evaluations	1	504 Plans	0
Annuals	1		

*Out-of-Home Care and Homelessness for the month of December 2023*

Enrolled Children in Out-of-Home Care	17	Percentage of Funded Enrollment	1.3%
Enrolled Children Experiencing Homelessness	56	Percentage of Funded Enrollment	4.2%

*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 December 2023*

<b>Classrooms/Students/Staff</b>	<b>Number</b>	<b>Families</b>	<b>Number</b>
Attended behavioral intervention team/behavioral academic intervention plan (BIT/BAIP) meetings	2	Referrals to community resources (housing, clothing, legal, parenting, mental health, food, special education)	14
Provided behavioral, visual, and sensory supports, as well as resource information to staff/classroom	7	Caregiver consent for special education (attempts and obtained)	2
Provided individualized interventions and/or observation for specific student	4	Written follow up with Mental Health Request for Support forms	5
Special education referrals made to Child Find and/or school-based psychologists	6	Assisted in the enrollment of children in out-of-home care	1
Provided screening data/accepted IEP invitations prior to IEP meetings	79	Homeless referrals received	5
Requests from the enrollment assistant to place students in Head Start with a pending special education evaluation, or current IEP	7	Home visits	1
School visits	23		

### *Mental Health and Disabilities for the month of December 2023*

- On December 6, 12, 13, 19, and 20, the MHS provided field placement supervision and instruction to a UW-Milwaukee graduate MSW student.
- On December 6, 7, 11, 13, 14, and 20, the MHS provided School Social Work duties to Grant Gordon Learning Center. Some mandatory services include facilitating monthly BIT meetings and presentation of school data, and follow-up on attendance issues providing social-emotional support lessons to classrooms, related services to special education students, and Rtl interventions to identified students.
- On December 8 and 15, the MHDC attended the Head Start Leadership Team meeting.

- On December 15, the MHS attended a virtual SSW Staff meeting. The meeting included a presentation on MPS Bilingual programs and information from Walker's Point and Lutheran Social Services regarding supporting refugee students & families.
- On December 15 and 21, the MHT met to discuss MH/D service area matters.
- On December 18, the MHS attended an FPA meeting to share a few friendly reminders related to topics such as registering homeless families and children in out-of-home care.
- On December 20, the MHDC attended the virtual Head Start Policy Council.
- On December 21, the MHS, in the role of school-based SSW, facilitated Grant Gordon's BIT/Attendance Intervention Meeting. Student attendance, progress of Tier 2 individualized interventions was discussed for identified students and would be continued to be monitored and implemented by MHS/SSW, school psychologist, and classroom teachers.

The Mental Health and Disabilities report was shared by Natalie Philippe, Mental Health and Disabilities Coordinator.

### *HEALTH*

- In the month of December the health team completed hearing and vision screenings at Maple Tree, Keefe, Carson, Auer, Hopkins-Lloyd, Holmes, Kilbourn, Bruce, Manitoba and Lowell for all consented Head Start students
- In the month of December the health coordinator continued to deliver supplies to Head Start classrooms
- In the month of December the Health Team continued to process enrollment folders as they come in, and continues to enter in physical and dental exam information into the child's file
- On December 6, 2023, the health coordinator presented at the Principal Leadership Institute (PLI)
- On December 7, 2023 the health coordinator participated in the Health Services Advisory Committee (HSAC) planning committee meeting
- On December 8 and 15, the health coordinator attended the Head Start Leadership Team meeting
- On December 11, 2023 the health coordinator attended the quarterly HSAC meeting
- On December 14, 2023 the health coordinator presented to the school nurses to provide information on Head Start health team processes
- On December 21, 2023 the health coordinator taught and certified Head Start teachers and paraprofessionals in CPR

Health report was shared by Unique Hardy, Health Coordinator.

### *NUTRITION REPORT*

- Summary of monthly reports for October and November 2023.

Nutrition report shared by Krissy Washington, Early Learning Manager.

### *FISCAL REPORT*

- Summary of monthly expense report from January 2024

Fiscal report shared by Krissy Washington, Early Learning Manager.

**New Business** -Informational item

a. Program Updates-Information Item:

MPS Kindergarten Enrollment Fair will take place on Saturday, February 3, 2024 from 9 A.M. - 12:00 P.M. at South Division. The Head Start program will be able to register families interested in the Head Start program. All MPS schools will be represented at this enrollment event.

b. Active Supervision-

Krissy Washington, Early Learning Manager shared the importance of active supervision. Ms. Washington shared the six strategies and examples in: set up the environment, position of staff, listen, anticipate children's behavior, engage and redirect, and scan and count. Active supervision will benefit when children are with parents/guardians and outside of the school environment. Information regarding active supervision has been shared with school leaders, teachers but also with transportation and bus drivers. Policy Council members were given the link to the Active Supervision poster.

Albert Robbins Jr asked if there is an additional cost for active supervision? Krissy Washington, Early Learning Manager stated the active supervision strategies are free and there is no additional cost to the Head Start program.

**Announcements** -Informational item

The next Policy Council meeting will be held on Wednesday, February 21, 2024 at Grant Gordon Learning Center and via a virtual link: <https://meet.google.com/tim-gebn-vjs> Or dial: +1 409-698-0126 PIN: 1 74 048 091#

**Adjournment**-Procedural

The Policy Council meeting was adjourned at 4:52 p.m. by Krissy Washington, Early Learning Manager.