

Report of the Board's Delegate to the MPS Head Start Policy Council

May25, 2017

Submitted by Director Wendell J. Harris, Sr.

Call to Order and Roll Call

The meeting was called to order by Nina Harris, chairperson, at 10:13 a.m. in Room 206–208 of the MPS Central Services Building, 5225 W. Vliet Street, Milwaukee.

Members in Attendance..... Alejandra Fuentes-Sanchez, Maria Adlai Gonzalez (ALBA); Christina Esparza, Ta Mwee Htoo, Maw Lay Htoo (Bethune); Brandye Washington (Hawthorne), Nina Harris (Jackson), Maricela de la Cruz (Lincoln), Jessica Massey (Marvin Pratt), Akpan Blake, Revenna Brown (Westside 1); Community representatives: Albert Robbins, Jr. (Community Representative); Leah Noid-Harrington (Community Representative); Brenda Roshell (Community Representative); Mansela Martin (Community Representative); Lucinia Hernandez (Community Representative) with Juan Gaytan; Larry McAdoo (Community Advisor); Annie Crockett (Community Advisor); Wendell J. Harris, Sr. (MBSD); Sarah Gordon (Family and Community Engagement [FACE] Associate); Erica Harris-Day, Program Supervisor; Erin Hermann, Education Manager; Ruth Stark-Jordan, ERSEA Coordinator; Honore Harvey, Mental Health and Disabilities Coordinator; Samantha Yang, ERSEA/FPA Coordinator.

Yuritzi Diaz and Yadira Melendez served as Spanish interpreters; Mary Htoo and Toe Ku served as Karen interpreters.

Director's Report (Informational)

Education Information

Erin Hermann shared the education report.

- (1) The Education Coordinator reviewed Head Start fieldtrip requests.
- (2) The Education Coordinator entered February volunteer hours for in-kind reporting.
- (3) The Education Coordinator reviewed data about child outcomes and compiled the mid-year Head Start Child Outcomes Report.
- (4) The Education Coordinator participated in a regional walkthrough at Keefe Avenue on March 21, 2017.
- (5) The Education Coordinator viewed a webinar titled "Challenging Behaviors" on March 21, 2017.

(6) The Education Coordinator participated in the Pre-K Integrated Curriculum Evaluation Committee on March 22, 2017, to review and evaluate curricula.

(7) The Education Coordinator supported a long-term substitute teacher at Westside Academy I on March 23 and 29, 2017.

(8) The Education Coordinator participated in an Individualized Education Program (IEP) meeting as the Head Start representative on March 28, 2017, at Lincoln Avenue.

(9) On March 31, 2017, the Education Coordinator participated in the Head Start Coordinator's meeting to discuss program planning.

Erin Hermann provided a flyer promoting "What Matters Most," sponsored by MATC and Milwaukee PBS. This event has multiple dates for television viewing.

Sarah Gordon asked if there was a parent component to the pre-K literacy curriculum. Erin informed the group that there is a strong parent/family component.

ERSEA (Eligibility, Recruitment, Selection, and Attendance)

Ruth Stark-Jordan, ERSEA Coordinator, shared the ERSEA report.

Eligibility

Out of 1,423 families:

- 918 are income-eligible,
- 137 meet the allowable over-income category, and
- 368 are categorically eligible (foster care, homeless, public assistance).

Recruitment

(1) Two FPAs (Family Partnership Associates) participated in the First Annual Special Education Forum Celebrating Abilities on March 11, 2017.

(2) Two FPAs participated at the Radio V100.7 Family Affair Expo on March 11, 2017.

(3) Sixty-nine parents came into the Head Start office during the month of March to register their children.

Selection

The waitlist total as of March 31, 2017, was 224, which consists of income-eligible, over-income families, and those who want only particular schools that are full at this time.

Attendance

Head Start average daily attendance for March 1-31, 2017, was 89.5%.

Transportation

Sixty-eight percent of Head Start children use MPS transportation services. Head Start accounts for 1.8% of the total MPS ridership.

Enrollment

As of March 31, 2017, the actual enrollment was 1,423.

The total enrollment for the month of March, as reported to the Head Start office, was 1,370. This number, which reflects the total number of children enrolled on the last operating day of the month,

includes vacancies of less than 30 days. State-funded children were not included in this report. Vacancies are being filled with ongoing registrations.

March 2016-17 Enrollments										
Funding		Region	School Site	Total Seats				Total Seats Available		Total Number Enrolled
Federal	State			Bilingual		Monolingual		K3	4	
				K3	K4	K3	K4	K3	4	
X		Southwest	ALBA	60	20	0	0	0	0	80
X		Central	Bethune	0	0	0	40	NA	1	39
X		Northwest	Carson	0	0	60	0	0	NA	60
X		Northwest	Congress	0	0	90	0	1	NA	89
X		Southwest	Forest Home	30	0	30	20	0	0	80
X		Central	Gwen T. Jackson	0	0	30	40	0	0	70
	X	Northwest	Obama	0	0	30	40	2	0	68
X		Northwest	Hawthorne	0	0	30	20	0	0	50
X		Southwest	Hayes	30	0	0	0	2	NA	28
X		GE	Kagel	15	20	15	20	0	0	70
X		East	Keefe	0	0	30	20	0	0	50
X		Northwest	Kilbourn	0	0	60	20	1	2	77
X		East	King Jr.	0	0	30	0	0	NA	30
X		Southwest	Lincoln	30	40	30	0	0	0	100
X		Southwest	Longfellow	0	20	0	20	NA	5	35
X		Northwest	Maple Tree	0	0	60	20	0	0	80
X		Central	Marvin Pratt	0	0	30	20	1	0	49
X		Southwest	Mitchell	0	0	30	0	0	NA	30
X		GE	Pierce	0	0	30	0	0	NA	30
X		Northwest	Sherman	0	0	60	40	0	0	100
X		East	Siefert	0	0	60	20	0	0	80
X		Central	Thurston Woods	0	0	60	0	0	NA	60
X		Central	Westside	0	0	30	40	0	2	68
Total				165	795	380	100	7	10	1,423
				1,440				17		1,423

Other

- (1) The ERSEA Coordinator attended the Penfield transition meeting on March 2, 2017.
- (2) The ERSEA Coordinator met with the ERSEA/FPA Coordinator on March 9, 2017, to discuss 2017-18 second-year enrollment data.
- (3) The ERSEA Coordinator met with the Head Start supervisor on March 10, 2017, to discuss ERSEA updates.
- (4) The ERSEA Coordinator participated in the manager’s meeting on March 31, 2017.

Mental Health and Disabilities

Honore Harvey shared the mental health and disabilities report.

31-March, 2017									
Enrolled Number of Students with Disabilities									
SPL=Speech/Language; SDD=Significant Developmental Delays; AUT=Autism; EBD=Emotional Behavior Disability; OHI=Other Health Impairments; OI=Orthopedic Impaired; TBI=Traumatic Brain Injury; ID=Intellectual Disability									
School	SPL	SDD	AUT	OHI	OI	TBI	EBD	ID	School Total
ALBA	18	1	1	1	0	0	0	0	21
Bethune	1	3	0	0	0	0	0	0	4

31-March, 2017									
Enrolled Number of Students with Disabilities									
SPL=Speech/Language; SDD=Significant Developmental Delays; AUT=Autism; EBD=Emotional Behavior Disability; OHI=Other Health Impairments; OI=Orthopedic Impaired; TBI=Traumatic Brain Injury; ID=Intellectual Disability									
School	SPL	SDD	AUT	OHI	OI	TBI	EBD	ID	School Total
Carson	5	0	0	0	0	0	0	0	5
Congress	10	2	1	0	0	0	0	0	13
Forest Home	10	2	2	0	0	0	0	0	14
Hawthorne	4	4	0	1	0	0	0	0	9
Hayes	4	1	0	0	0	0	0	0	5
Jackson	5	4	0	1	0	0	0	0	10
Kagel	6	2	1	0	0	0	0	0	9
Keefe	2	2	0	0	0	0	0	0	4
Kilbourn	10	0	0	0	0	0	0	0	10
King	4	0	0	0	0	0	0	0	4
Lincoln	13	3	1	2	0	0	0	0	19
Longfellow	8	2	0	1	0	0	0	0	11
Maple Tree	6	5	0	0	0	0	0	0	11
Marvin Pratt	5	2	0	0	0	0	0	0	7
Mitchell	1	0	0	0	0	0	0	0	1
Obama	4	3	0	1	0	0	0	0	8
Pierce	1	0	0	0	0	0	0	0	1
Sherman	7	4	2	0	0	0	0	0	13
Siefert	7	6	0	1	0	0	0	0	14
Thurston Woods	4	0	0	0	0	0	0	0	4
Westside Academy	3	6	0	0	0	0	0	0	9
Grand Total	138	52	8	8	0	0	0	0	206

- Children identified with disabilities..... 14%
- Special education meetings attended this month 53

Note: Abbreviations below are Mental Health and Disabilities Coordinator (MHDC) and mental health staff (MHS).

Mental Health Classroom and Family Support

- (1) Mental health staff submitted one homeless referral.
- (2) Mental health staff submitted eight Child Find referrals.
- (3) Mental Health staff submitted one Birth-to-3 Program referral.
- (4) Behavioral, visual, and sensory supports, as well as resource information, were provided to a minimum of five teachers by MHS.
- (5) Mental health staff requested one Goodwill voucher for Head Start families.
- (6) Mental health staff completed seven observations in Head Start classrooms.
- (7) The Mental Health and Disabilities Coordinator participated in three district walkthroughs.

Other

- (1) On March 3, 2017, the MHDC and MHS attended a professional training titled “Unlocking Behavior” at the Milwaukee Public Schools School Support Center (MPSSSC).

(2) On March 8, 2017, the MHDC debriefed a Classroom Assessment Scoring System (CLASS) observation with one teacher.

(3) On March 9, 2017, the MHDC met with coordinators and the Head Start supervisor for information about parents' enrollment folders.

(4) On March 10, 2017, the MHDC met with one new paraprofessional to review Head Start procedures and guidelines.

(5) On March 11, 2017, the MHDC attended the Policy Council's monthly meeting at Central Services.

(6) On March 15, 2017, MHS facilitated parent professional development at Journey House. The topic was "Positive Parenting," and information was presented and shared by Sue Volkman from The Parenting Network.

(7) On March 23, 2017, MHS planned for the School Social Work Department's professional learning community PLC on challenging behaviors in early childhood settings.

(8) On March 24, 2017, MHS attended the monthly school social work meeting at North Division.

(9) On March 22, 2017, MHDC participated in a GoToWebinar titled "Create a Culture of Acceptance and Kindness in a Challenging World: It all starts in Your Early Childhood Program."

(10) The MHDC met with the Head Start supervisor on March 7, 2017.

(11) The following mental health staff meetings were held in March:

- March 17, 2017: update of ASQ:SE-2 and Acuscreen data
- March 31, 2017: MHDC participated in two one-on-one meetings with MHS.

Honore Harvey shared some tools that are provided to classrooms to support the teacher and/or child.

Family Engagement

Samantha Yang, ERSEA/FPA Coordinator, shared the Family Engagement report.

(1) The ERSEA/FPA Coordinator met with the MPS Family and Community Engagement Coordinator on March 1, 2017, for Fatherhood Forum programming.

(2) The ERSEA/FPA Coordinator met with the Head Start supervisor on March 6, 2017, to review the FPA staff-meeting agenda.

(3) The ERSEA/FPA Coordinator met the Head Start supervisor on March 8, 2017, to review service-area updates.

(4) The ERSEA/FPA Coordinator met with the ERSEA Coordinator on March 9, 2017, to review second-year enrollment registration.

(5) The ERSEA/FPA Coordinator attended the FPAs' and nurses' one-on-one meeting on March 10, 2017.

(6) The ERSEA/FPA Coordinator attended the school social work aides' professional development meeting at Sojourner Family Peace Center on March 10, 2017.

(7) The ERSEA/FPA Coordinator attended the Policy Council's meeting on March 11, 2017.

(8) The ERSEA/FPA Coordinator met with the Head Start supervisor on March 13, 2017, to review the FPA staff-meeting agenda.

(9) The ERSEA/FPA Coordinator met with Head Start supervisor on March 22, 2017, to discuss parenting curricula for 2017-18.

(10) The ERSEA/FPA Coordinator held one-on-one meetings with each FPA about students' attendance on March 20-24, 2017.

(11) The ERSEA/FPA Coordinator traveled to Milwaukee Academy of Chinese Language on March 24, 2017, to assist with setup for the Fatherhood Forum.

(12) The ERSEA/FPA Coordinator coordinated the Fatherhood Form activities on March 25, 2017.

(13) The ERSEA/FPA Coordinator facilitated the following staff meetings during the month of March:

- March 1: Staff meeting, Professional Learning Community, topic on employment
- March 15: Staff meeting, Oral Health Training

Larry McAdoo shared thoughts about the recent fatherhood event. Akpan Blake also shared pros and cons about the recent fatherhood event. For all the good information, Akpan noted that not a lot of fathers attended. He thought more advertising could take place — for example, social media, including billboards.

The next fatherhood initiative meeting will be April 29, 2017, from 10 a.m. to 12 noon at Carson Elementary. Chef Joe Roberson will share meal-preparation ideas.

Health

Samantha Yang presented the Health information.

(1) During the month of March, the Head Start Health Team conducted 45-day-requirement hearing and vision screenings at the followings schools: Longfellow, Bethune, Maple Tree, Thurston Woods, Marvin Pratt (formerly Silver Spring), Congress, Hawthorne, ALBA, Lincoln, Mitchell, Kagel, Sherman, Carson, and Siefert.

(2) During the month of March, the Head Start Health Team conducted health and safety monitoring at the following schools: Westside Academy, Bethune and Longfellow, Benjamin Franklin, and LaFollette School.

(3) During the month of March, the Head Start dietician conducted meal monitoring at the following schools: Marvin Pratt, Keefe, Congress, Bethune, Gwen T. Jackson, Kilbourn, and Congress.

(4) During the month of March, the Head Start Health Coordinator participated in parent meetings at the following schools to announce and promote the upcoming nutrition workshops: West Side Academy, Pierce, Forest Home, and Hayes Bilingual School.

(5) During the month of March, the Head Start dietician participated in t parent meetings at the following schools to announce and promote the upcoming nutritional workshops: Bethune, Obama, Marvin Pratt, Gwen T. Jackson, Kilbourn, and Congress School.

(6) On March 16, 2017, the Head Start Program facilitated onsite oral-health services by Preferred Dentistry Associates of Wisconsin. The following schools participated: ALBA, Forest Home, Hayes, and Maple Tree. A total of 45 Head Start students received services.

(7) On March 11, 2017, the Health Coordinator participated in the Head Start Policy Council's meeting and presented the Head Start health standards.

(8) On March 20, 2017, the Head Start Health Coordinator modeled tooth-brushing procedures for one classroom at Westside Academy.

(9) On March 23, 2017, the Head Start Health Coordinator participated in a meeting with the Head Start supervisor and MPS district attorney to discuss oral-health services provided by Evolution Dental Clinic.

(10) On March 28, 2017, the Head Start Health Coordinator participated in the MPS district nursing partners' meeting, hosted by the MPS student health services supervisor. The meeting consisted of health updates for the district.

(11) On March 29, 2017, the Head Start Health Coordinator participated in a telephone conference with staff from Milwaukee Health Services and MPS to discuss establishing a collaborative relationship with community health clinic.

(12) During the month of March, the Head Start Health Coordinator participated in a regularly scheduled meeting with the Head Start supervisor.

(13) The Health Coordinator facilitated the following meetings during the month of March:

- March 8: Health Team meeting, which covered review of job duties and expectations regarding submission of weekly calendars by the team members and a review of the health-and-safety presentation prepared for Policy Council members.
- March 10: Health Team meeting, which consisted of an oral-health presentation by Diane Flanagan, registered dental hygienist, from Children's Health Alliance of Wisconsin and a review of the oral-health program's data.
- March 31: Health Team meeting, which consisted of a status report on the health-area program's goals, updates of health and safety inspections, and general health updates.
- Two one-on-one meetings with Health Team members were held to discuss health compliance.

Samantha Yang shared the following upcoming events:

- *a nutrition workshop every Wednesday, April 19-May 24, from 9 a.m. to 1 p.m.;*
- *a community health event, with multiple sponsors, on April 22 from 10 a.m. to 2 p.m. (free screenings, blood pressure checks, lead testing, to name a few);*
- *the 8th annual Health And Wellness Workshop on April 19 from 4 to 7 p.m. at Westside Academy I, with multiple sponsors.*

Nutrition Report

Erica Harris-Day, Head Start supervisor, shared the nutrition report.

- Grand total number for breakfast..... 11,938
- Grand total number for lunches..... 18,528
- Grand total number of snacks..... 31,039

Fiscal Report

Erica Harris-Day shared the fiscal report.

- Federal remaining balance as of 3/31/17\$1,926,214
- State remaining balance as of 3/31/17\$213,495

As the fiscal year is coming to a close, Ms Harris-Day asked Policy Council participants to let the team know of any needs for the classrooms. Community representative Albert Robbins asked if styluses could be purchased for students' iPads, as he has observed that children may benefit from them. Erin Hermann will look into that as a possible purchase; however, the district is also no longer supporting iPad use or purchases.

Community representative Leah Noid-Harrington shared that a straw with the paper balled up on the tip works well as a stylus too.

Old Business

- (1) Director Wendell Harris shared the updated information about MPS's uniform policy.
- (2) Brandye Washington shared her thoughts as to why uniforms would not work for her family.
- (3) Community representative Leah Noid-Harrington reminded the Policy Council of Head Start's policy regarding uniforms. She wanted Director Harris to ensure that the school board members understand Head Start's position as a federally-sponsored program.

New Business

(1) Lois M. Quinn, from the Employment and Training Institute, University of Wisconsin–Milwaukee, shared the 2017 MPS Head Start Community Assessment Data Analysis. Some highlights of the report are:

- of 10% of all births in Wisconsin, half are in Milwaukee;
 - employment — in Head Start neighborhoods, there are 1,000 working families per square mile. Families in Head Start neighborhoods earned four billion dollars in the last tax year;
 - there are 40 different languages spoken in Head Start neighborhoods;
 - there are 900 childcare centers in Head Start neighborhoods;
 - 95% of children in Milwaukee are covered by healthcare/insurance. Erica Harris-Day noted that 97% of Head Start children are insured; and
 - 43% of the population in Head Start neighborhoods are between the ages of five and 24.
- (2) Community advisor Larry McAdoo asked, "Who is providing services to the community?"
 - (3) Director Wendell Harris stated that youth are driving our culture.
 - (4) Parent Brandye Washington shared that transportation can be challenging for Head Start families, especially when they move and are not within a Head Start region.
 - (5) Lois Quinn shared that she, along with Dr. Driver from MPS, are part of a group to promote individuals getting their driver's licenses. This provides access to jobs and areas in which to live.

(6) Community advisor Larry McAdoo shared information about Wltransition.com, an app that helps a person create a Postsecondary Transition Plan (PTP). It was designed for students with Individual Education Programs (IEPs), but anyone can use it. It is a roadmap that an individual can develop for a future plan. Community representative Brenda Roshell suggested that this information be put on the parent portal. Honore Harvey will do further research on the tool and bring information back to the Policy Council's May meeting regarding the Wltransition app that Mr. McAdoo shared.

Announcements

(1) Parent Ta Mwee Htoo shared that she enjoyed this month's information.

(2) Erica Harris-Day reminded families that teacher home visits will be held on April 27 and 28, 2017. There will be no school for Head Start children on those days.

(3) A reminder to view "What Matters Most" shared by Erin Hermann. There are multiple television viewings on PBS (Channels 10 & 36). Learn how simple questions can stimulate your child's brain.

(4) The Eighth Annual Health and Wellness Workshop, shared by Samantha Yang, is on April 19, 2017, 4-7 p.m. at Westside Academy I. Multiple sponsors share free health screenings and referrals, raffles, and free healthful baked potatoes.

(5) Milwaukee Health Services, Inc., on April 22 from 10 a.m. to 2 p.m. is offering health screening, mammograms, free HIV/hepatitis C testing, to name a few services. There are multiple sponsors.

(6) MPS Head Start Healthy Eating Workshops for Families take place every Wednesday, April 19-May 24 from 9 to 10 a.m. at ALBA school and Carson Academy. Topics include cooking together, eating together/talking together, and new foods. These are sponsored by Milwaukee County, MPS, Head Start, Food WISE, UW Extension.

(7) MPS Head Start's Fatherhood Initiative Program will take place on April 29, 2017, from 10 a.m. to 12 noon at Carson Elementary. Chef Joe Roberson will share food preparation and kitchen techniques with attendees.

(8) The Policy Council's next meeting will be held on Saturday, May 13, 2017, 10 a.m.-12 noon.

Adjournment

Brenda Roshell moved to adjourn the meeting, and Brandye Washington seconded the motion. The meeting was adjourned at 12:05 p.m.

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