



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 13.3

**Meeting Date:** June 6, 2019

**Subject:** Head Start / Early Head Start / Early Head Start Expansion Reports

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Division:** Academic Office / Child Development

**Recommendation:** None

**Background/Rationale:** The Office of Head Start, under the auspices of the U.S. Department of Health and Human Services/Administration for Children and Families, mandates that all Head Start/Early Head Start governing entities receive specified reports related to the operational and fiduciary status of the program. These reports must include information and/or a status update in the followings areas: budget, credit card usage, USDA meals/snacks, enrollment, and program updates or summaries, if applicable. Attached, are essential monthly reports for Board members' review.

**Financial Considerations:** N/A

**LCAP Goal(s):** College, Career and Life Ready Graduates; Family and Community Empowerment

**Documents Attached:**

1. Head Start/Early Head Start Monthly Report Summary
2. Child Development April 2019 Fiscal Report – HS/EHS/CCP Basic & T/TA
3. Self-Assessment Action Plan 2018-2019
4. Self-Assessment Action Plan 2019-2020

**Estimated Time of Presentation:** N/A

**Submitted by:** Dr. Iris Taylor, Chief Academic Officer

Jacque Bonini, Director, Child Development

**Approved by:** Jorge A. Aguilar, Superintendent

**Attachment 1  
Head Start / Early Head Start  
Monthly Report Summary  
June 2019**

**Enrollment Report for April 2019**

<b>Head Start Enrollment</b>	
Funded Enrollment	1139
Actual Enrollment	1053
Percentage of Actual Attendance	86%

<b>Early Head Start Enrollment</b>	
Funded Enrollment	152
Actual Enrollment	126
Percentage of Actual Attendance	67%

<b>Early Head Start Expansion Enrollment</b>	
Funded Enrollment	
Actual Enrollment	37
Percentage of Actual Attendance	71%

**Child Care Licensing Violations April 2019**

None

**Disabilities Report for April 2019**

Head Start	106
Early Head Start	14
EHS Expansion	3

**USDA Meals and Snacks for March 2019**

Not available

**Credit Card Statements**

**SETA MONTHLY FISCAL REPORT**  
925 Del Paso Blvd., Suite 100, Sacramento, CA 95815  
**R5210**

Month: April 1 - April 30, 2019 Agreement No.: 19C5551S0

Delegate: SCUSD - Child Development Department Program:  PA 22 HS BASIC R5210

Remit to address General Accounting Department - 802A  PA 20 BASIC T/TA  
5735 47th Avenue  PA 25 EHS

SETA MONTHLY FISCAL REPORT

10/1/2022 10:00 AM 10/1/2022 10:00 AM

Agreement No: 10C55E160

Delegate: SCUSD - Child Development Department

Program:  PA 22 HS BASIC

SETA MONTHLY FISCAL REPORT

R5213

Month: April 1 - April 30, 2019

Agreement No.: 19C5551S0

**SETA MONTHLY FISCAL REPORT**  
925 Del Paso Blvd., Suite 100, Sacramento, CA 95815  
**R5216**

Month: **April 1 - April 30, 2019**

Agreement No.: **19C5551S0**

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CHILD DEVELOPMENT DEPARTMENT  
SETA MONTHLY FISCAL REPORT

R5211

Month: April 1 - April 30, 2019

Agreement No.: 19C5551S0

FORM MONTHLY FISCAL REPORT

R5221

Month: April 1 - April 30, 2019

Agreement No.: 19C5551S0



# Self Assessment Plan of Action 2018-2019

Goal: ERSEA 1302.15 (a) A program must maintain its funded enrollment level. (HS and EHS)



## Self Assessment Plan of Action 2018-2019

Goal: Education/Disabilities 1302.33 (b) (2) A program must regularly use information from paragraph (b)(1) of this section along with informal teacher observations and additional information from family and staff, as relevant, to determine a child's strengths and needs, inform and adjust strategies to better support individualized learning and improve teaching practices in -based and family child care settings, and improve home visit strategies in home-based models. (HS and EHS)

Action Steps:	Responsible Person/Department	Start Date	Progress Update	Complete Date
<ul style="list-style-type: none"> <li>" Continue to provide professional learning opportunities, instructional support and coaching on individualization strategies.</li> <li>" Further develop and utilize the Record for Individualization to help link DRDP/HELP and CLASS data to improve teaching.</li> </ul>				

## Self Assessment Plan of Action 2018-2019

Goal: Education 1302.30(d) (2): A program must support staff to effectively implement curricula and at a minimum monitor curriculum implementation and fidelity and provide support, feedback, and supervision for continuous improvement of its implementation through the system of training and professional development. (HS and

Self Assessment Plan of Action  
2018-2019

Goal: Education1302.92



## Self Assessment Plan of Action 2018-2019

Goal: Health Services 1302.42 (b) (1) (i): An up-to-date blood lead result (based on the periodicity schedule) is on file within 90 days of the enrollment date (HS and EHS)

Action Steps:	Responsible Person/Department	Start Date	Progress Update	Complete Date
MISSING BLOOD LEAD LEVELS:				
x Policy & Procedures will be revised to ensure there is proper followup for missing blood lead levels.				
” Revised Policies & Procedures will be reviewed at Health, Nutrition & Safe Environments Content Meeting and Registration Office Meeting.				

# Self Assessment Plan of Action 2018-2019

Goal: Safe Environments: Safe Practices 1302.47 (b) (2) (i)



## Self Assessment Plan of Action 2018-2019

Goal: Mental Health 1302.45 (a) & (b) Wellness promotion and Mental health consultants; 1302.46 (b) (1) (iv) Discuss with staff and issues related to child mental health and social and emotional well... and how to appropriately respond to their child and promote their child's social and emotional development (HS and EHS)

Action Steps:	Responsible Person/Department	Start Date	Progress Update	Complete Date
<ul style="list-style-type: none"> <li>" Social Workers will strengthen staff knowledge of Behavioral Referral Process</li> <li>" Mental Health Staff will increase their knowledge of using Child Plus</li> </ul>	Social Workers, FPA Coordinator, Data Technician	Fall 2018  Spring 2018	Social workers met with individual teachers to strengthen their knowledge of Behavior Referral Process MH staff have increased knowledge and will continue to learn as CP changes.	12/2018

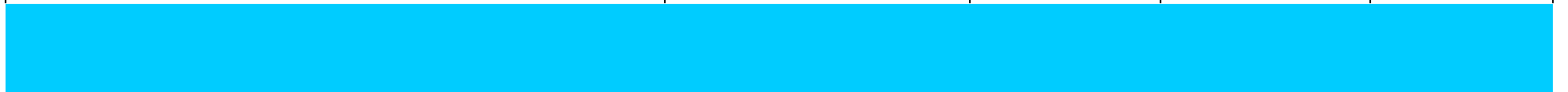


Self Assessment Plan of Action  
2018-2019

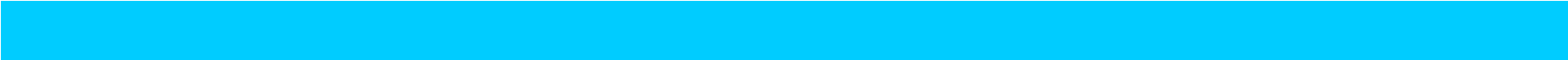
Goal: Family and Community Engagement

## Self Assessment Plan of Action 2019-2020

Goal: ERSEA 1302.13 Recruitment of Children and ERSEA 1302.15 (a) A program must maintain its funded enrollment level.				
Action Steps:	Responsible Person/Department	Start Date	Progress Update	Complete Date
SCUSD will continue to recruit at neighborhood events, community resource centers, and district sites. Strategies to include: postcards, fliers, banners, social media, and phone calls.	Registration Supervisor, Director, Coordinators, School Community Liaison	March 2019		
Begin collecting information about why families discontinued services. Creation of Exit Survey.	Child Development Specialist	March 2019		
Goal: Transition Services 1302.72 Transitions between programs				
Action Steps:	Responsible Person/Department	Start Date	Progress Update	Complete Date
Revise and update transition processes: center, grantee to delegate and delegate to delegate.	Registration supervisor, coordinators, CDS	March 2019		



Self Assessment Plan of Action  
2019-2020



Self Assessment Plan of Action  
2019-2020