

Primegov documentation for Head Start Items to CAAB

COUNCIL DISTRICTS IMPACTED: Citywide

SUMMARY:

This item presents the following from the Department of Human Services (DHS) Head Start, Early Head Start, and Early Head Start-Child Care Partnership programs for action by the Community Action Advisory Committee (CAAB).

ISSUE:

Rules and regulations for the Head Start, Early Head Start, and Early Start-Child Care Partnership grants as set forth by the U.S. Department of Health and Human Services (HHS) require the CAAB to review programmatic actions to oversee certain key responsibilities

FISCAL IMPACT:

There is no anticipated impact to the general fund as a result of these actions.

ALTERNATIVES:

The review of the items included in this memorandum are required for program compliance with U.S. Department of Health and Human Services rules and regulations for Head Start, Early Head Start, and Early Head Start- Child Care Partnership programs

RECOMMENDATION:

Staff will present a briefing on this item subject to possible action by the CAAB. Staff recommends review and approval of the items included in this memorandum

Items	Posting Language
1	<p>Posting Language: Approval of 2021 Community Assessment</p> <p>Subject: Approval of 2021 Community Assessment</p> <p>Background Information: Head Start Performance Standards require the program to conduct a full Community Assessment once every five years, with annual updates. The Head Start Act requires the Governing Body to review and approve the Community Assessment reports annually. The Community Assessment includes an analysis of demographic data, disability statistics, education, health, nutrition, and social services needs in the local area served by the Head Start and Early Head Start programs and is completed by the Institute for Demographic and Socioeconomic Research (IDSER), Texas State Demographer at the University of Texas at San Antonio. The program uses the Community Assessment information in program planning and for the implementation of initiatives to connect children and families to needed services.</p>
2	<p>Posting Language: Approval of Head Start 1303 Application</p> <p>Subject: Approval of Head Start 1303 Application</p> <p>Background Information: A major renovation means any individual or collection renovation that has a cost equal to or exceeding \$250,000 . The Head Start Performance Standards require the program to apply and submit for approval a 1303.44 Major Renovation Application for all construction projects over \$250,000.00.</p>

3	<p>Posting Language: Approval of Early Head Start (EHS) request for waiver and program design change</p> <p>Subject: Approval of Early Head Start (EHS) request for waiver and program design change</p> <p>Background Information: The Head Start Performance Standard 1302.24 allows a program to request to operate a locally-designed program option, including a combination of program options, to better meet the unique needs of their communities. Programs must request a waiver in order to implement. Additionally, the program seeks the approval to change the Program Design of the Early Head Start program by converting 24 Home Base slots to Center Base slots to better service the community needs. The program is seeking approval from CAAB to make both request to the Office of Head Start for both options.</p>
4	<p>Posting Language: Review of Early Head Start-Child Care Partnership Program (EHS-CCP) temporary Program Design Modification</p> <p>Subject: Review of Early Head Start-Child Care Partnership Program (EHS-CCP) temporary Program Design Modification</p> <p>Background Information- Head Start Performance Standards require programs to choose a program option that meets the needs of the children, families and community. With the determination of the specified program option, the program is responsible for communicating any changes with the specified program option including the redistribution of slots from one provider to another. This request is a temporary modification of slots due to the recent results of the COVID-19 Pandemic and is not a permanent change to the program design.</p>
5	<p>Posting Language: Review of 2020-2021 Head Start, EHS, and EHS-CCP Program Information Report (PIR)</p> <p>Subject: Review of 2020-2021 Head Start, EHS, and EHS-CCP Program Information Report (PIR)</p> <p>Background Information: The Head Start Act 642(d)(2)(I) requires the program to submit an annual Program Information Report (PIR) annually to the Office of Head Start and ensure the accurate and regular information is shared the Governing Body. The PIR is an important source of descriptive program and service data and is available to the general public, the Head Start community, and Congress.</p>
6	<p>Posting Language: Review of Head Start Governance Structure and Communication with Economic Workforce Development Committee</p> <p>Subject: Review of Head Start Governance Structure and Communication with Economic Workforce Development Committee</p> <p>Background Information: Responsibilities for advisory committees include activities specified at section 642(c)(1)(E) of the Head Start Act and detail how the governing bodies must oversee the agency’s programs by reviewing ongoing monitoring results, data on school readiness goals, other information described in §1302.102, and section 642(d)(2)5 of the Act. The current governance structure for the DHS, Head Start Program has established the City Council as the governing body and the Economic Workforce Development Committee (EWDC) and CAAB as its advisory committees. Shifting monthly programmatic oversight of the DHS Head Start Program to the Community Action Advisory Committee (CAAB) will promote collaboration between the City’s DHS Bexar County Community Action Agency (CAA) and its Head Start Program. CAAB is now acting as the designated advisory committee to oversee key responsibilities related to program governance and improvements of the City’s Head Start Program as under Section 45 C.F.R 1301.2 (c) City</p>

Council has designated to assist the City Council in its role as the governing body and will present items as needed to the EWCD.

8 Posting Language: Review of 2022-2023 Head Start Grant Application

Subject: Review of 2022-2023 Head Start Grant Application

Background Information: The Head Start program is a federally-funded early childhood education and development program administered by HHS. The Head Start program provides education, family support, and medical services to eligible children between the ages of three and five, and their families. The Department of Human Services' Head Start program provides high quality program services to 3,020 children and their families in 21 Head Start centers located in San Antonio Independent School District (SAISD) and Edgewood Independent School District (EISD).

The City of San Antonio has served as a grantee for the Head Start Program for over 40 years. The program serves children at or below 130% of the Federal Poverty Level and prioritizes the most vulnerable children, including those with disabilities, homeless, and children in the foster care system. The Head Start Program provides direct program management, oversight, governance, family and community support, and mental wellness services and contracts with SAISD and EISD for the provision of educational services. The 2022-2023 Head Start grant application was approved by Head Start Policy Council in September 2021 and was approved by City Council on October 21, 2021. Ordinance approving the submission of a Head Start Grant application to the U.S. Department of Health and Human Services and acceptance upon award of up to \$25,339,758.00 for the period of February 1, 2022 to January 31, 2023; and authorizing total program budget of \$31,674,698.00 which includes an in kind match of \$6,334,940.00, and a personnel complement of 100 positions for the Department of Human Services.

9 Posting Language: Review of 2022-2023 Early Head Start Grant Application

Subject: Review of 2022-2023 Early Head Start Grant Application

Background Information: The Early Head Start (EHS) program is a federally-funded, infant and toddler education and development program administered by the U.S. Department of Health and Human Services (HHS) that serves low-income families with infants and toddlers and pregnant women. EHS programs provide family-centered, full-day, full-year services designed to promote the development of the youngest children and engage parents in their roles as primary caregivers and teachers of their children, and help parents move towards self-sufficiency. The 2022-2023 EHS-CCP grant application was approved by Head Start Policy Council in September 2021 and was approved by City Council on October 21, 2021. The ordinance approving the submission of an Early Head Start Grant application to the U.S. Department of Health and Human Services and acceptance upon award of up to \$2,143,177.00 for the period of February 1, 2022 to January 31, 2023; and approving a total program budget of \$2,678,971.00 which includes an in kind match of \$535,794.00, and a personnel complement of 6 positions for the Department of Human Services.

10 Posting Language: Review of Head Start, EHS, and EHS-CCP Program Monitoring

Subject: Review of Head Start, EHS, and EHS-CCP Program Monitoring

Background Information: The Head Start Act 641A requires the program to provide ongoing monitoring and continuous improvement information on the Head Start, Early Head Start and EHS-CCP Program. The systems highlight the importance of using ongoing monitoring to ensure programs are making the necessary adjustments to realize their goals and objectives. The expectation is that programs share their ongoing monitoring data with staff, Policy Councils, and governing bodies to engage them in all aspects of the program planning process.

11 **Posting Language:** Review of Head Start, EHS, and EHS-CCP Monthly Program Report

Subject: Review of Head Start, EHS, and EHS-CCP Monthly Program Report

Background Information: The Head Start Act 642(d)(2)(A-E) requires the program share accurate and regular information with the governing body and in accordance with the Head Start Act Sec 642(c)(1)(E). The report includes a status on the monthly program report, activities for the programs for the month of September 2021.

12 **Posting Language:** Review of Head Start, EHS, and EHS-CCP Fiscal Report

Subject: Review of Head Start, EHS, and EHS-CCP Fiscal Report

Background Information: The Head Start Act 642(d)(2)(A-E) requires the program share accurate and regular information with the governing body and in accordance with the Head Start Act Sec 642(c)(1)(E). The report includes a fiscal briefing for the month of September 2021.