



# City of San Antonio

## Agenda Memorandum

**File Number:**  
**{{item.tracking\_number}}**

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**Agenda Item Number:** 12

**Agenda Date:** January 18, 2024

**In Control:** Community Action Advisory Board Meeting

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**DEPARTMENT:** Department of Human Services

**DEPARTMENT HEAD:** Melody Woosley

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Approval of the 2024-2025 Early Head Start (EHS) and Early Head Start-Child Care Partnership (EHS-CCP) ERSEA Matrix

**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 Head Start Policy Council.

**BACKGROUND INFORMATION:**

The Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA) Matrices are reviewed annually to reflect the community assessment and demographics to prioritize enrollment for children and their families with the greatest need for the 2024-2025 school year. Updates to the matrices will simplify language and address gaps for priority families in the eligibility process.

The changes help prioritize vulnerable populations including single-parent households and help maintain continuity by supporting children who have been in the EHS and EHS-CCP program or who have siblings in Head Start.

Revision to the EHS Selection Matrix include: Removed the word Grandparent as the term Guardian is inclusive of caregiver regardless of relation. Added “Ready to Work” as in school/training program.

Revision to the EHS-CCP Selection Matrix include: Removed the word Grandparent as the term Guardian is inclusive of caregiver regardless of relation. Added “Ready to Work” as in school/training program.

#### **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 Head Start Policy Council 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 HSPC Committee. Staff recommends review and approval of the items included in this memorandum.