

Review of Head Start Program Monitoring





**City of San Antonio Head Start Program
Monitoring Report – June 2022**

The City of San Antonio Head Start Program has developed a comprehensive and thorough approach to monitoring our programs for non-compliances and areas of concern. Once identified, a timeline is developed, training and technical assistance is given, and corrective action plans are implemented to correct systemic issues so that areas of weaknesses are strengthened. Follow-up monitoring events are conducted to ensure that the program has been successful in implementing corrections.

The following is a summary of findings during the time period indicated above:

Monitoring Projects Conducted (*Project is either still in progress OR has ended, but report has not yet been officially submitted to providers*):

ERSEA Eligibility Review #1 (SAISD)

Monitoring Projects Completed (*Project ended and report was officially submitted to providers*):

ERSEA Attendance Review #2

ERSEA Coordinator Interview

Areas of Non-Compliance (Systemic or substantial issue or concern in meeting performance standards or policies):

There were no areas of non-compliance noted during this review period.

Areas of Concern (Individual incident(s) that fail to meet performance standard or policy):

ERSEA Attendance Review #2:

There were several areas of concern noted during this review:

- An attempt was not made to contact the parent/guardian for unexpected absences to ensure child's safety and well-being.
- In circumstances where chronic absenteeism persisted, the program had not documented the efforts made to reengage the family.
- Daily attendance and absences were not recorded in the ChildPlus data tracking system.
- If a child had been absent for two unexplained consecutive days and/or the child has multiple unexplained absences, a home visit and/or other direct contact with the child's parent/guardian had not been made and was not documented in ChildPlus.

Comments:

There were no concerns noted for the following:

- ERSEA Coordinator Interview

Due to CoVID-19, several areas of this review may have been affected by the pandemic and marked as "CoVID-19". The City of San Antonio understands the barriers that CoVID-19 has caused in conducting

and obtaining screenings. These areas will not affect the compliance percentage for this program year and do not require any action.

For more detailed information:

Pedro.Ramirez@sanantonio.gov or Cassandra.Bentley@sanantonio.gov