



# City of San Antonio

## Agenda Memorandum

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

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**Agenda Item Number:** {{item.number}}

**Agenda Date:** January 25, 2022

**In Control:** Head Start Policy Council Meeting

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**DEPARTMENT:** Department of Human Services

**DEPARTMENT HEAD:** Melody Woosley

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Approval of the 2022-2023 Head Start and EHS Program ERSEA Recruitment Plan

**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 Head Start Act 642(c)(1)(E)(iv)(II) requires the governing body to review and approve procedures and criteria for recruitment, selection, and enrollment of children. Section 1302.13, of the Head Start Program Performance Standards, requires the program to develop and implement a process designed to actively inform all families, with eligible children within the recruitment area, of the availability of program services and to encourage and assist them in applying for admission

to the program. The 2022-2023 DHS Head Start Program Recruitment Plan identifies the program's recruitment areas per the Community Assessment, methods used for the year-round recruitment of children, and key recruitment personnel.

**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.