



# City of San Antonio

## Agenda Memorandum

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

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**Agenda Item Number:** 4

**Agenda Date:** January 24, 2023

**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 2023-2024 Head Start, Early Head Start (EHS), and Early Head Start-Child Care Partnership (EHS-CCP) Program Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA) Matrices

**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 2023-2024 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 Head Start Selection Matrix include: updated points to “two working parents” from 25 to 30. Removed “Deployed” and “Military ID” under Parent Status. Removed “Birth Certificate” and “HS/EHS-CCP” under Child Status. Moved Eligibility Status to bottom.

Revision to the EHS Selection Matrix include: Working Parent: two parents - increase points from 25 to 30; Military Deployed - take out Deployed as to include all military and take out Military ID; Separate sibling currently enrolled in Early Head Start and Head Start; Add IFSP; Public Assistance - update wording.

Revision to the EHS-CCP Selection Matrix include: Working Parent: two parents - increase points from 25 to 30; Military Deployed - take out Deployed as to include all military and take out Military ID; Separate sibling currently enrolled in Early Head Start and Head Start; Add IFSP; Public Assistance - update wording.

#### **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.