
Additional Board Update Information: Head Start PK3 Grant

Report for February 2022 to ensure the sharing of accurate and regular information about program planning, policies, and agency operations.

Project Name: Head Start – Travis County, Texas

Grant Period: 7/1/2019 – 4/30/2024

Award Amount: 5/1/2021-4/30/2022: \$1,658,881 for Operations, \$21,383 for T/TA

Supplemental Award Amount:

COVID/American Rescue Plan: 4/1/21 - 3/31/23 - \$305,484

Financial Expenditures:

Head Start Federal Grant Funds	
<i>July 2021</i> - Supplies and Materials for Classrooms	\$3,332
<i>August 2021</i> - Supplies and Materials for Classrooms	\$12,632
<i>September 2021</i> - Supplies and Materials for Classrooms	\$21,920
<i>October 2021</i> - Supplies and Materials for Classrooms	\$2,696
<i>November 2021</i> - Supplies and Materials for Classrooms	\$6,490
<i>December 2021</i> - Supplies and Materials for Classrooms	\$159
<i>January 2022</i> - Supplies and Materials for Classrooms	\$20,714
<i>February 2022</i> - Supplies and Materials for Classrooms	\$3,773
Total Expenditures to date (3/1/22)	\$71,716
Head Start Federal Grant Funds: COVID-19 Funds	
<i>July 2021</i> - Supplies and Materials for Classrooms	\$8,751
<i>August 2021</i> - Supplies and Materials for Classrooms	\$6,212
<i>September 2021</i> - Supplies and Materials for Classrooms	\$4,488
<i>October 2021</i> - Supplies and Materials for Classrooms	\$363
<i>November 2021</i> - Supplies and Materials for Classrooms	---
<i>December 2021</i> - Supplies and Materials for Classrooms	\$266

<i>January 2022 - Supplies and Materials for Classrooms</i>	---
<i>February 2022 - Supplies and Materials for Classrooms</i>	---
Total Expenditures to date (3/1/22)	\$20,080

A report of salary and benefit expenses can be provided by the finance department upon request.

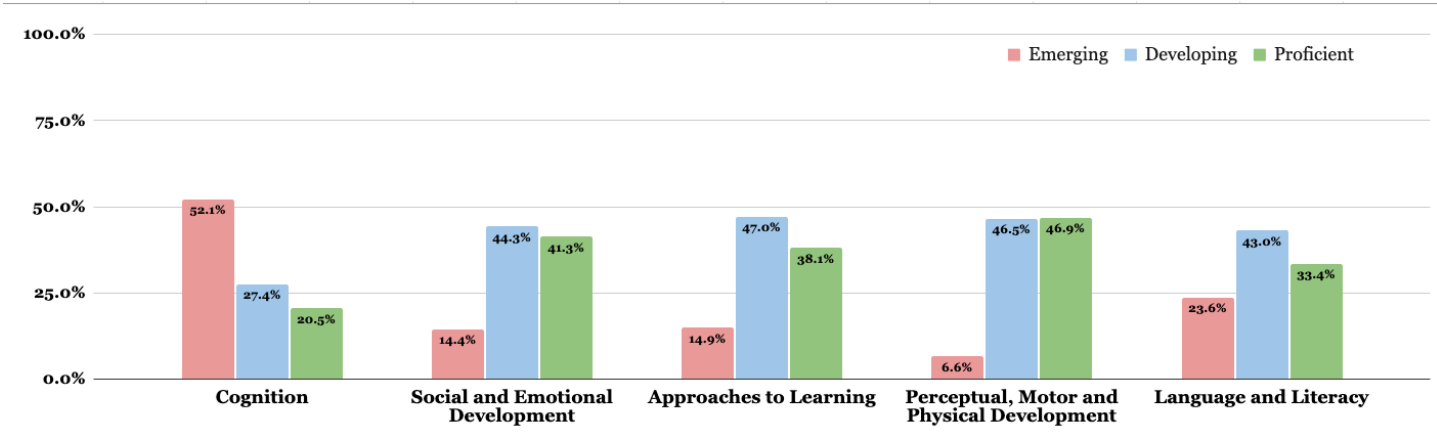
Enrollment:

As of March 1st, 2022, 204 families are eligible and are enrolled in the Head Start program for the 2021-2022 school year. All eligible families completed a digital AISD PK3 screener, the AISD PK3 online enrollment and a digital Head Start enrollment application along with a transfer (as needed). Our enrollment capacity is 204. Open enrollment for the 2022-2023 school year was launched in January 2022 with an enrollment kick-off meeting. The Family Advocates modified all recruitment and selection strategies due to the pandemic to ensure children and families in most need are given priority. Recruitment efforts for the 2022-2023 school year included: sharing Head Start information via email, text, agency websites, social media, and hand-delivering flyers by placing them on storefronts and car windows. In addition, yard signs are being placed around the community. All communication and interviews are conducted with families via phone/video calls, or meeting them at the schools while using all preventative measures to ensure no contact is made. Family Advocates continue to support their assigned campuses daily.

Program information summaries:

Analysis of Student Assessment Data

Education staff completed the first wave of student assessment using the CLI Engage assessment tools during the month of September and was analyzed by the Head Start Management team in October. The percentage for each category is a collection of all students at each site who score in each of the 3 scoring levels: Emerging, Developing and Proficient. Additional data analysis will be completed as wave 2 and 3 are completed by educators.



Emerging	52.1%	14.4%	14.9%	6.6%	23.6%
Developing	27.4%	44.3%	47.0%	46.5%	43.0%
Proficient	20.5%	41.3%	38.1%	46.9%	33.4%

*data on table and chart are identical

Summer Learning Packs

In order to support students and their families during the summer, summer learning backpacks will be provided to all enrolled students. Summer backpacks will include learning materials with a guide in both English and Spanish with additional supplemental books for summer reading. Backpacks will be delivered early in the month of May to be sent home prior to the end of the school year.

Parent Family Engagement:

Continuing in the month of February, Head Start families had the chance to participate in lesson two of the five-part health series hosted by Texas A&M AgriLife Extension in both English and Spanish. This series provides engaging virtual health classes with a dietician to discuss various health topics. Any family who participates in three out of the five classes and completes the necessary surveys is eligible for prizes such as measuring cups, exercise bands and recipe books. The second class focused on Principles of Weight Loss and taught participants helpful tips to jump start their weight loss in a healthy and sustainable way. This lesson taught the importance of having a healthy balanced plate and managing appropriate portions and daily calories. The classes were recorded to share with all enrolled families who were unable to attend the live session. We had 13 families participate in Spanish and 9 families participate in English.

In addition to lesson two of the Health series, we hosted lesson four of our Super Families parenting curriculum class. Lesson four focused on an introduction to emotional intelligence as well as expressing varying emotions in a healthy manner. This lesson had an exciting hands-on activity that encouraged participating families to create hand puppets to use with the story *Glad Monster Sad Monster* by Ed Emberley and Anne Miranda. The Head Start program provided all enrolled families with the materials to make all seven monsters in the story. The emotions focused on in the story are: glad, sad, angry, scary, loving, worry and silly. This activity allows for participating families to practice teaching their students how to express their emotions in a healthy and safe way through the act of storytelling. Lesson four of Super Families had a total of 34 live participants in both English and Spanish. In addition, many families watched the recording and sent pictures of their completed puppets to their Family Advocate.

Education:

During the month of February, the Education Specialist has continued to implement coaching cycles with Head Start teaching staff. Teachers and teaching assistants have been supported throughout this process as the Education Specialist has modeled their selected instructional strategies, provided a

variety of resources which includes readings and videos, completed observations, and conducted conferences to provide both feedback and design a plan for more effective instruction. Coaching cycle number one is just about complete. February also included professional learning opportunities for teachers for curriculum planning. Teaching staff came together and participated in another curriculum planning session where ideas for lessons and materials for centers were exchanged and desired items were added to supply lists.

Behavior and Disabilities:

In February, our Behavior and Disabilities specialist met with the TBRI team to collaborate on a proposed behavior model for pre-k 3 students aligned with the Neurological Model of Education (NME) by Dr. Bruce Perry. The proposed behavior model will provide teachers with Tier 1, 2, and 3 interventions to support students and incorporate trauma-informed care into the classroom. We are also working closely with the special education department to complete evaluation requests for our Head Start students with disabilities. Currently, we have 37 students with a suspected disability, 20 of these students either have a current IEP or are in the process of a special education evaluation. To support these students, we are working with teachers on behavior intervention and classroom strategies through observation, data collection, and instructional coaching.

Communication & Guidance from the Secretary of DHHS and Office of Head Start:

February 2022 - [All Communications](#)

- [02.01.22](#) - ACF-IM-HS-22-01 Head Start Transportation Services and Vehicles During the COVID-19 Pandemic
- [2.9.22](#) - ERSEA Institute 2022
- [2.10.22](#) - 2022 Dual Language Learner Celebration Week
- [2.23.22](#) - Updated FAQs on Universal Masking and COVID-19 Vaccine Requirements
- [2.28.22](#) - CDC Community Levels Recommendations and Mask Wearing

**Austin Independent School District
Budget Revision for American Rescue Plan (ARP) Funds**

Attachment 1: Head Start Budget Revision for American Rescue Plan (ARP) Funds

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Attachment 1: Head Start Budget Revision for American Rescue Plan (ARP) Funds

1. Budget Narrative

Austin Independent School District (AISD) has funded enrollment for 204 seats which have been divided over 8 school sites. Those 8 school sites have a total of 12 classrooms, each classroom consisting of one teacher and one teaching assistant with a ratio of 1:8.5, for a total of 24 classroom staff. In addition to the classroom staff, the AISD Head Start grant also has one Head Start Administrator, one ERSEA/Budget Compliance Manager, one Education Specialist, one Disabilities and Behavior Specialist, one Health and Social Services Specialist, and 4 Family Advocates.

During the 2019-2020 and 2020-2021 school years internal AISD staff collaboration from Health Services was used to complete all required vision screenings. During the 2021-2022 school year, the AISD vision and hearing team was dissolved due to budget cuts. As a result, vision screenings were completed using an outside partnership with Lion's Club. While we were able to complete the required vision screenings for this year, we would like to be prepared to screen students regardless of our collaboration with outside partners.

We are requesting to move \$5636 of our American Rescue Plan funds from our supplies line to an equipment line to purchase a PlusOptix vision screener for use by the AISD Head Start Team.

2. CHANGES TO BUDGET

Budget Item	Reduction	Increase	Total
Supplies	\$-5636		\$-5636
Equipment		\$5636	\$5636
Total Cost			\$0

Attachment 2: Budget Summary (SF425A) from Head Start Enterprise System

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 12/31/2022

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. HSSCO Operations: Operations	93.600	\$ <input style="width: 80px;" type="text"/>	\$ <input style="width: 80px;" type="text"/>	\$ <input style="width: 80px;" type="text" value="0"/>	\$ <input style="width: 80px;" type="text" value="0"/>	\$ <input style="width: 80px;" type="text" value="0"/>
2.	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>
3.	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>
4.	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>
5. Totals		\$ <input style="width: 80px;" type="text" value="0"/>	\$ <input style="width: 80px;" type="text" value="0"/>	\$ <input style="width: 80px;" type="text" value="0"/>	\$ <input style="width: 80px;" type="text" value="0"/>	\$ <input style="width: 80px;" type="text" value="0"/>

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SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	HSSCO Operations: Operations				
a. Personnel	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text" value="0"/>
b. Fringe Benefits	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
c. Travel	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
d. Equipment	<input type="text" value="5,636"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="5,636"/>
e. Supplies	<input type="text" value="-5,636"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="-5,636"/>
f. Contractual	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
g. Construction	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
h. Other	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>
i. Total Direct Charges (sum of 6a-6h)	<input type="text" value="0"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text" value="0"/>
j. Indirect Charges	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text" value="0"/>
k. TOTALS (sum of 6i and 6j)	\$ <input type="text" value="0"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text" value="0"/>
7. Program Income	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

Attachment 2: Budget Summary (SF425A) from Head Start Enterprise System

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. HSSCO Operations: Operations	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%; text-align: right;" type="text" value="0"/>	
9. <input style="width: 95%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	
10. <input style="width: 95%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	
11. <input style="width: 95%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	
12. TOTAL (sum of lines 8-11)	\$ <input style="width: 80%; text-align: right;" type="text" value="0"/>	\$ <input style="width: 80%; text-align: right;" type="text" value="0"/>	\$ <input style="width: 80%; text-align: right;" type="text" value="0"/>	\$ <input style="width: 80%; text-align: right;" type="text" value="0"/>	
SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ <input style="width: 80%;" type="text" value="0"/>	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>
14. Non-Federal	\$ <input style="width: 80%;" type="text" value="0"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>
15. TOTAL (sum of lines 13 and 14)	\$ <input style="width: 80%; text-align: right;" type="text" value="0"/>	\$ <input style="width: 80%; text-align: right;" type="text" value="0"/>	\$ <input style="width: 80%; text-align: right;" type="text" value="0"/>	\$ <input style="width: 80%; text-align: right;" type="text" value="0"/>	\$ <input style="width: 80%; text-align: right;" type="text" value="0"/>
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)				
	(b) First	(c) Second	(d) Third	(e) Fourth	
16. <input style="width: 95%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	
17. <input style="width: 95%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	
18. <input style="width: 95%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	
19. <input style="width: 95%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	
20. TOTAL (sum of lines 16 - 19)	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	
SECTION F - OTHER BUDGET INFORMATION					
21. Direct Charges: <input style="width: 90%;" type="text"/>	22. Indirect Charges: <input style="width: 90%;" type="text"/>				
23. Remarks: <input style="width: 95%;" type="text"/>					