


EXECUTIVE SUMMARY May 2016		
SUBJECT:	Early Learning	Supporting Documentation Executive Summary which provides links to all documents
REFERENCE:	Shared Governance	
PRESENTOR(S):	Head Start Advisory Committee	
REQUEST:		
Action Items:		
A. Early Learning Personnel Actions		
B. Early Learning Program Reports		
C. Early Learning Policies		
D. Early Learning Program Governance		
Informational Items		
E. Early Learning Program Updates		
F. Policy Council		
G. Correspondence		

BACKGROUND

The PSESD Board in collaboration with the PSESD Superintendent and the Head Start Advisory Committee are the governing body of the Puget Sound ESD Early Learning Program. As a result, the Board has a responsibility to review and approve the program management systems, reports and policies as required by state and federal regulations.

ACTION ITEMS

A. EARLY LEARNING PERSONNEL ACTIONS

Recommendation from Head Start Advisory Committee:

This item was reviewed and approved by Head Start Advisory Committee on May 16, 2016 and recommend full Board approval

Explanation:

All Early Learning personnel actions must include parent participation as well as Policy Council and Governing Body Approval per Early Learning policy and Federal/State Performance Standard and/or regulations.

Action Requested:

Approval of April Personnel Actions

Documentation:

[Personnel Actions](#)

B. EARLY LEARNING PROGRAM REPORTS

Recommendation from Head Start Advisory Committee:

These items were reviewed and approved by Head Start Advisory Committee on May 16, 2016 and recommend full Board approval

Explanation:

The governing body has responsibility for exercising fiduciary responsibilities and fiscal oversight. As part of fiscal oversight the PSESD Board regularly reviews financial and other program reports in addition to ensuring that appropriate internal controls are in place.

Action Requested:

Approve Program Reports: Fiscal, Attendance, Enrollment, USDA

Documentation:

Fiscal

[Feb Early Head Start](#)

[Feb Early Head Start-Child Care Partnership](#)

[Feb ECEAP](#)

[Feb Head Start](#)

[Feb Head Start Expansion](#)

[March Procurement Card Report](#)

[In-Kind](#)

Attendance

[February ECEAP](#)

[February Early Head Start/Head Start](#)

[Attendance Comparison](#)

Enrollment

[March ECEAP](#)

[March Early Head Start/Head Start](#)

[Enrollment Comparison](#)

USDA Report

None

C. EARLY LEARNING PROGRAM POLICIES

Recommendation from Head Start Advisory Committee:

This item was reviewed and approved by Head Start Advisory Committee on May 16, 2016 and recommend full Board approval

Explanation:

All Early Learning Policies must be approved by both Policy Council and the Governing Body. All Early Learning Policies must be approved by both Policy Council and the Governing Body. The Equity, Inclusion, and Classroom Celebration policy was discussed in depth, reviewed and approved by Policy Council without any changes or amendments.

Action Requested:

Approve the Equity, Inclusion, and Classroom Celebration Policy

Documentation:

[Equity, Inclusion, and Classroom Celebration Policy](#)

D. EARLY LEARNING PROGRAM GOVERNANCE

Recommendation from Head Start Advisory Committee:

These items were reviewed and approved by Head Start Advisory Committee on May 16, 2016 and recommend full Board approval

Explanation:

The governing body has legal and fiscal responsibilities and for administering and overseeing all programs under its authority. As part of program oversight the PSESD Board reviews and approves periodic programmatic reports, process and outcomes, such as, but not limited to program Self-Assessment, sub-contractors, program models, ERSEA, monitoring reports and funding applications. In order to support the role and responsibilities, appropriate training and technical assistance is provided to members of the governing body.

Funding Applications:

Early Head Start Child Care Partnerships: Continuation grants are a mechanism to apply for continued funding of current award and current Head Start/Early Head Start services. This Early Head Start Child Care Partnership funding application is for budget period 09/01/2016 through 08/31/2017, serving 160 children/families at the following funding levels:

Program Operations \$2,838,319.00

Training and Technical Assistance \$70,958.00

Total \$2,909,277.00

COLA 104 Head Start & Early Head Start, 187 Head Start and 007 Early Head Start Partnerships:

On December 18, 2015, President Head Start signed Public Law 114-113, Consolidated Appropriations Act - 2016, which contains an increase for programs under the Head Start Act for FY 2016. A portion of the increase provides a cost-of-living adjustment of 1.8%, to assist grantees in increasing staff salaries and fringe benefits and offsetting higher operating costs. COLA funding applications for Head Start and Early Head Start Grant 104, Head Start Grant 187 and Early Head Start – Child Care Partnership Grant 007 as outlined in Program Instruction ACF-PI-HS-16-03.

- Head Start/Early Head Start 104 COLA total of \$262,562.00
- Head Start Grant 187 COLA total of \$34,640.00
- Early Head Start-Child Care Partnership COLA total of \$51,090.00

Disability Waivers – 104 Head Start and 187 Head Start

Head Start and Early Head Start grantees are required to enroll a minimum 10% of funded enrollment opportunities with children who have disabilities. We have requested a waiver for this requirement in respect to the Head Start grants 104 and 187. Please see the [linked waiver request which outline in detail the barriers faced at reaching the required minimum of 10% and strategies for improvement in the future.](#) In order to fulfill this category children must have a documented and current IEP, IFSP, or diagnosed disability from a physician. In general, the term “child with a disability” means a child with cognitive delay, hearing impairments (including deafness), speech or language impairments, visual impairment (including blindness), serious behavioral or emotional disturbance, orthopedic impairments, autism, traumatic brain injury, specific learning disabilities and/or some health impairments which have caused developmental delay or required special services, supports or special education or which has a high probability of results in developmental delay, special services, support or special education.

Actions Requested:

Approve EHS-CCP Continuation Grant for FY2016-2017

Approve COLA Funding Application for Grants 104, 187 and 007

Approve 104 Head Start and 187 Head Start Disability Waivers

Documentation:

[EHS-CCP Continuation Grant Letter](#)

[COLA Funding Application Letter](#)

[007 EHS-CCP COLA Narrative](#)

[104 HS COLA Narrative](#)

[104 EHS COLA Narrative](#)

[187 HS COLA Narrative](#)

[104 Head Start Disability Waiver Request Submitted to Region X](#)

[187 Head Start Disability Waiver Request Submitted to Region X](#)

INFORMATIONAL ITEMS

E. EARLY LEARNING PROGRAM UPDATES

Recommendation from Head Start Advisory Committee:

Informational only

Explanation: The Policy Council has requested additional Race and Equity Training. Two of the additional deep dive trainings have taken place and two more being planned. The first deep dive was *Race –the Power of an illusion* viewed and facilitated discussion. The second deep dive training was *Microaggressions and Speaking Up About Race*.

Action Requested:

Information Only

Documentation:

[Race –the power of an illusion](#) PPT

[Microaggressions and Speaking up about Race](#) PPT

F. POLICY COUNCIL

Recommendation from Head Start Advisory Committee:

Informational only.

Explanation:

Parent-family engagement and leadership are critical to the success of our Early Learning program. Policy Council representatives work in tandem with the PSESD Board and with program administration to oversee the Early Learning program and make decisions that directly affect our children and families. Sharing of information strengthens the partnerships of our governing bodies. Below is the April 2016 Policy Council meeting power point for review.

Action Requested:

Informational only

Documentation:

[PowerPoint](#)

G. CORRESPONDENCE

Recommendation from Head Start Advisory Committee:

Informational Only

Explanation:

We have received the following correspondence for the Office of Head Start and/or Region X:

Action Requested:

Information Only

Documentation:

[Letter from Danya: 187 LGMS review](#)

[007 Continuation Funding Application](#)

[104 Head Start & Early Head Start COLA Funding Guidance](#)

[187 Head Start COLA Funding Guidance](#)

[007 EHS-CCP COLA Funding Guidance](#)