

Broward County

Public Schools

Email: headstart@browardschools.com

Website: browardschools.com/headstart-vpk

Head Start/ Early Head Start January 2024 Monthly Report



December 2023



Enrollment						
Month	Funded Enrollment	Enrolled	Accepted	Vacancies	Total Enrollment	Attendance
June 2023	2120	1976	0	144	1976	70.19
July 2023	80	75	0	5	75	N/A
August 2023	2120	1895	122	225	1895	92.59%
September 2023	2120	1973	29	147	1973	88.77%
October 2023	2120	2009	32	111	2009	85.92%
November 2023	2120	2018	38	102	2018	86.88%
December 2023	2120	2036	27	84	2036	85.61%
January 2024						
February 2024						
March 2024						
April 2024						
May 2024						

Meals						
Month	EHS Breakfast	EHS Lunch	EHS Total	HS Breakfast	HS Lunch	HS Total
June 2023	N/A*	N/A*	N/A*	N/A*	N/A*	N/A*
July 2023	N/A*	N/A*	N/A*	N/A*	N/A*	N/A*
August 2023	N/A*	N/A*	N/A*	N/A*	N/A*	N/A*
September 2023	N/A*	N/A*	N/A*	N/A*	N/A*	N/A*
October 2023	N/A*	N/A*	N/A*	N/A*	N/A*	N/A*
November 2023	N/A*	N/A*	N/A*	N/A*	N/A*	N/A*
December 2023	N/A*	N/A*	N/A*	N/A*	N/A*	N/A*
January 2024						
February 2024						
March 2024						
April 2024						
May 2024						

* Food Service is operating under the Community Eligibility Provision (CEP). No student ID/meal numbers are being collected at this time; therefore, data regarding participation is not available.

December 2023



2024 Fiscal Year – December Early Head Start			
	Allotment	Expenditures	Balance
Personnel	\$927,012	\$172,016	\$754,996
Fringe	\$485,754	\$91,361	\$394,393
Purchased Services	\$15,652	\$185	\$15,467
Supplies	\$51,777	\$120	\$51,657
Capital Outlay	\$0	\$0	\$0
Other	\$6,467	\$0	\$6,467
Indirect Cost	\$57,874	\$4,627	\$53,274
TTA	\$25,251	\$0	\$25,251
In-Kind			
Totals	\$1,569,787	\$268,309	\$1,301,478

2024 Fiscal Year – December Head Start			
	Allotment	Expenditures	Balance
Personnel	\$12,815,548	\$2,329,095	\$10,486,453
Fringe	\$5,813,109	\$1,117,787	\$4,695,322
Purchased Services	\$588,437	\$42,948	\$545,489
Supplies	\$461,817	\$33,656	\$428,161
Capital Outlay	\$33,376	\$0	\$33,376
Other	\$18,471	\$0	\$18,471
Indirect Cost	\$824,041	\$62,594	\$761,447
TTA	\$165,497	\$0	\$165,497
In-Kind			
Total	\$20,720,296	\$3,587,842	\$17,132,454



New Head Start/Early Head Start Staff

HEAD START

District Staff

Name	Position
Jeanine Fernandez	Behavior Specialist
Estefanny Espitia	Teacher Specialist

Teachers

Name	School
N/A	N/A

Teacher Assistants

Name	School
Ashley Rolle	Endeavour

Relief Staff

Name	School
N/A	N/A

EARLY HEAD START

Child Development Associates

Name	School
N/A	N/A



Content Area Specialist Reports

Eligibility Recruitment Selection Enrollment and Attendance (ERSEA)

- The cumulative enrollment for Head Start (HS) and Early Head Start (EHS) for December 2023 was two thousand and thirty-six (2036).
- During the month of December, staff continued taking applications for the 2023-2024 school year. Parent Educators contacted families that requested interviews via the “Forms” survey and scheduled interview appointments. There was a total of seventy-six (76) families that requested interviews through the forms survey in the month of November.
- Applications were sent to the Data Management Specialist for processing. Once completed, families were notified via email about their application status. Accepted families were sent an email with registration steps and required documents needed for enrollment prior to their child attending school for the 2023-2024 school year.
- Parents completed school registration and HS enrollment forms online and uploaded required documents to ChildPlus using their individual upload link.
- Information Management Technicians (IMTs) and other staff assisted with contacting parents to register children.
- The HS management team finished planning and preparing for the 2024-2025 school year’s application period. The 2024-2025 Head Start appointment calendar was created using the Acuity scheduling software for all location sites for applications with varying times/days available.
- The monthly attendance average for December 2023 was 85.61%.
- Attendance for the month of December decreased by 1.27%. The fluctuation in attendance was caused by an increase in reported child absences due to illness.

Health and Nutrition

- The Health Team continued to review all enrolled children’s health records and ensured that all medical conditions were addressed by contacting parents. The plan of care was discussed and reviewed with the parents and all questions and concerns were addressed.
- School nurses were contacted to obtain copies of Care Plans, and plans were uploaded to ChildPlus. The HS Nurse also obtained copies of staff training forms from school nurses and uploaded them to ChildPlus.
- The EHS/HS Nurse reviewed health requirements reports daily to ensure hearing/vision/height and weight screenings were performed in a timely manner. Reminders regarding pending/past due 45-day health screenings were sent to each teacher.
- Notifications were sent to parents for vision screenings that required referrals and Regional Audiologists were referred for second failed hearing screenings.



- The HS/EHS Nurse continued to coordinate with the Nutritionist, Prince Jones, Jr. on creating individualized nutrition plans that promote healthy growth and wellness.
- The HS/EHS Nurse coordinated with Parent Educators, Teachers, and Teacher Specialists in addressing any questions or concerns from parents.
- The HS/EHS nurse contacted parents for follow-up regarding failed and referred hearing and vision screenings and dental follow-ups for treatments.
- The EHS nurse coordinated and communicated with all EHS teachers and staff to ensure that the safe sleep policy was adhered to.
- The HS/EHS nurse communicated with the primary parent regarding all medical conditions of children including those being treated or not treated by a professional and obtaining relevant documentation to support such conditions. Upon receipt, all documentation was uploaded to ChildPlus in a timely manner and relevant members of the team were informed.
- The HS/EHS nurse continued to communicate with school nurses for the development of individual Care Plans.

Disabilities

- The Lead Inclusion Specialist reviewed and updated all disability spreadsheets for accuracy and/or completion.
- The Lead Inclusion Specialist conducted 2:1 and 1:1 meetings to follow-up with open concerns and children going through the Multi-Tiered System of Supports (MTSS) process.
- The Disabilities Team conducted school/classroom visits to provide, discuss, and model interventions for children.
- The Disabilities Team attended initial Individual Education Plan (IEP) staffings.
- The Behavior Specialists developed Functional Behavior Assessment/Positive Behavior Intervention Plans (FBA/PBIPs) with school-based teams.
- The Disabilities Team created hands-on materials for language, behavior, and sensory.
- The Disabilities Team attended school-based MTSS trainings.
- The Disabilities Team involved Speech Language Pathologists (SLP) in MTSS observations.
- The Lead Inclusion Specialist conducted the monthly SLP meeting.
- The Lead Inclusion Specialist attended the monthly Exceptional Student Education (ESE) Specialist meeting.
- The Lead Inclusion Specialist conducted monthly meetings with the Disabilities Team and Administration.
- The Lead Inclusion Specialist reviewed and updated concerns in ChildPlus.
- The Lead Inclusion Specialist contacted and emailed ESE Specialists to follow-up on meetings and staffings.
- The number of children that have an Individualized Education Plan (IEP) or Individualized Family Support Plan (IFSP) in the HS/EHS Program for the month of December is one hundred twenty-seven (127) children.



Mental Health

- The Mental Health Team met with the Curriculum Supervisor to review ChildPlus reports on mental health support.
- The Mental Health Team assisted school sites with home visits to meet with families and share child screening assessment data, child progress, and community resources available for the family as needed.
- The Mental Health Team continued sharing current/updated community resources with families and staff.
- The Mental Health Team provided behavioral and mental health referrals to community providers.
- The Mental Health Team planned and collaborated with community behavioral and mental health providers.
- The Mental Health Team collaborated and participated with school-based teams.
- The Mental Health Team continued ongoing collaboration with Parent Educators, Teacher Specialists, Behavior Specialists, and Inclusion Specialists.
- The EHS Social Worker provided referrals to Early STEPS as needed.
- The EHS Social Worker ensured Individualized Family Service Plans (IFSPs) were uploaded in ChildPlus.
- The EHS Social Worker participated in EHS screening reviews.
- The EHS Social Worker provided support while visiting EHS classrooms.

Parent Family and Community Engagement (PFCE)

- The Family Service Specialist and Parent Educators continued to provide updated community resources to the families.
- The Family Service Specialist met with Key Managers regarding our 2024-2025 application period.
- The Family Service Specialist met with the Social Workers and Parent Educators regarding scheduling additional parent curriculum workshops for the 2023-2024 school year.
- Parent Educators continued taking Head Start applications for the 2023-2024 school year.
- Parent Educators scheduled their second Parent Workshop and Parent Committee meeting for the 2023-2024 school year.

Family Services

- Parent Educators attended virtual meetings to support families.
- Parent Educators assisted parents with uploading the required documents into ChildPlus to complete their HS applications.
- Parent Educators assisted families to ensure that Family Assessments and Goals for all families that entered before November were completed.
- Parent Educators responded to emails from families regarding pending concerns.



- Parent Educators collaborated with the Family Service Specialist to ensure families were supported.
- The Family Service Specialist reached out to outside agencies in an effort to provide additional social service support to our HS families.

Education

- The Classroom Assessment Scoring System/Professional Development (CLASS/PD) Team reviewed CLASS assessment data with the Curriculum Supervisor.
- Teacher Specialists provided one-on-one coaching support to classroom teachers. During these meetings, the Teacher Specialist and Teacher reviewed data from CLASS and identified the next steps to support learning and sustain a positive climate for children.
- EHS staff worked with classroom staff to ensure accommodations for children with Individualized Family Service Plans (IFSPs) are in place and children’s individual needs are being met.
- EHS staff worked to complete data chats with classroom staff and discussed each child’s screenings and development.
- The EHS Nurse and EHS Health Parent Educator continued to screen children who entered late or were absent on days of screenings.

Resource Links for Families

Parents with Infants and Toddlers

National Education for the Education of Young Children (NAEYC)

[Understanding and Responding to Children Who Bite](#)

<https://www.naeyc.org/our-work/families/understanding-and-responding-children-who-bite>

Parents with Preschoolers

National Education for the Education of Young Children (NAEYC)

[Building Social and Emotional Skills at Home](#)

<https://www.naeyc.org/our-work/families/building-social-emotional-skills-at-home>