

Heartland Early Education -- Policy Council Minutes --- 03.07.2024

VOTING MEMBERS PRESENT: Chelsea Luffman, Kelly Mobray, Shelly Peters & Jenny Reyes.

NON-VOTING MEMBERS PRESENT: Udana Arceo, Scott Gardner, Lesa Larson, Shanna Rector, Jasmine Corral, Linda Lorette, Sherrie Scott & Mandy Stephenson (Guests).

MEMBERS ABSENT: Stephanie Armer, Christina Helvey, Dawne Letorneau, Jacque Peterman, Macy Young. Brittanie Most.

CALL TO ORDER: Udana Arceo called the meeting to order at 5:01pm.

CHANGES AND ADDITIONS TO THE AGENDA: There were no changes or additions to the agenda.

APPROVAL OF CONSENT AGENDA ITEMS: Jenny Reyes motioned to approve the Consent Agenda. Kelly Mobray seconded the motion; motion passed.

TRAINING: Kindergarten Transition – Sherrie Scott & Mandy Stephenson

Kindergarten Transition planning begins in February. Transition forms and progress reports are completed for all transitioning children. Heartland teachers take the form to the last home visit to receive parent input including information the parent would like to have relayed to the kindergarten teacher. We will survey the kindergarten teachers to ask if our transition activities and information is helpful, and what could be improved. In addition, a student transition information form is completed by the Heartland teacher and sent to the kindergarten teachers prior to the new school year. The form contains individualized information to help with a smooth transition.

Ellsworth Head Start - A field trip for kindergarten bound students to the elementary school occurs in April. Transitioning students visit with the crossing guard about crosswalk and traffic safety, visit a kindergarten classroom, play on the playground and eat lunch at the elementary school.

Enterprise Head Start staff meet with the elementary principal and talk through the transition process.

All Head Start classrooms offer transition activities for students including:

- End of the year social-emotional curriculum
- Lunch tray practice
- Independent work opportunities
- Field Trips for kindergarten-bound students to their receiving school. (Salina & Ellsworth only)

Jenny Reyes mentioned that during her daughter's transition, the school/teachers demonstrated exceptional proficiency in adapting to lunch trays and organizing enjoyable field trips. Jenny also inquired about whether the family is kept informed about these activities during the six-week transition period. Sherrie Scott responded that while parents have a general understanding of the planned activities, they are not updated on a weekly basis.

DIRECTOR'S REPORT:

Loree Beason, mental health consultant was awarded Support Staff of the Year by Kansas Head Start Association. Her nomination will advance to the regional level. She effectively trains staff in Nurturing Pathways and her work with our children is exceptional.

Udana Arceo and Breanna Reynolds are parent nominations to the KHSA board. Sherrie Scott is also running for the KHSA Board as a support staff representative.

OLD BUSINESS:

Budget Committee Update

Linda Lorette met with Lesa and the Policy Council executive committee on February 26. During this time, Linda presented the budget for the 2024-2025 grant application and led the discussion. She elaborated that our budget shows an increase of \$35,000, attributable to nonfederal revenues, DCF weekly payments and transportation reimbursements. She further

indicated that the COVID-19 relief funds were utilized to finance facility upgrades including the kitchen renovation, which is now complete.

Under Enrollment

Lesa presented the Under-enrollment Action plan for 2024-2025, there will be no enrollment reduction in 2024-25.

PROGRAM OPTION	LOCATION	2023-2024 FUNDED SLOTS	2024-2025 FUNDED SLOTS
Part Day School Year (morning and afternoon sessions)	Heartland (Salina)	96	45
	Salina Public Schools (SPS) Elementary Buildings (8 sites) <i>(Head Start funding layered with state at-risk preschool and disability services)</i>	0	64
School Day School Year (8:00-3:00)	Heartland (Salina)	96	90
	Enterprise	16	15
	Ellsworth	16	15
	SEC Building	16	15
Full Day Full Year (child care partner)	Abilene Child Care Learning Center (ACLC)	16	12
TOTALS		256	256

Specifics regarding the chart above:

Heartland will open all classrooms, but one:

- **Three** Part Day School Year sessions (1.5 classrooms) at Heartland – 45 HS slots.
- **Eight** Part Day School Year Classrooms at SPS elementary schools – 64 HS slots.
- **Six** School Day School Year classrooms at Heartland – 90 HS slots.
- **Three** outlying sites – Enterprise, Ellsworth, SEC – 45 HS slots.
- **One** child care partner (ACLC) – 12 HS slots.

We are in the process of recruiting two school-based Family Consultants to support Head Start services in the elementary schools. Lesa will send a video to staff soon to communicate about upcoming changes regarding wages for classroom staff who do not hold a teaching license. The job description for the Teacher Assistant role is being updated to better reflect responsibilities.

NEW BUSINESS:

Community Needs Assessment

The Community Needs Assessment was reviewed by Lesa Larson. The complete report was provided in this month’s Policy Council packet and will be put on our website. The report contains comprehensive and specific information about programs, resources, and data for Saline, Ellsworth, and Dickinson counties. This Assessment drives the decisions we make for our program. The Office of Head Start provides flexibility to ensure each program is able to implement programming to meet the specific needs of their individual communities.

Head Start/Early Head Start Grant Approval Request

Heartland Early Education is applying for continued funding from the Federal Department of Health and Human Services Administration for Children and Families for the Head Start grant that serves qualifying low-income families.

Heartland Early Education provides services through center-based programming and home visitation for children ages 0-5 in Saline, Dickinson, and Ellsworth counties. The grant process is a non-competitive five-year grant cycle. The grant application for 2024-2025 is for year five of the five-year cycle.

The 2024-2025 Federal grant will provide services to 256 Head Start children and 91 Early Head Start children in Salina, Abilene, Ellsworth, and Enterprise.

Application Funding amounts are:

\$3,831,809.00 – Head Start

\$1,995,900.00– Early Head Start

 \$76,921.00 – Training and Technical Assistance

\$5,904,630.00 – TOTAL

The Federal grant requires a 25% match of \$1,476,158. Sources for in-kind include donated services and volunteers.

Chelsea Luffman motioned to approve the 2024-25 Federal Head Start and Early Head Start grant as presented. Shelly Peters seconded the motion. The motion carried.

Child Outcomes report

Lesa reviewed the Head Start and Early Head Start winter assessment outcomes. The report compares outcomes for children from the fall to the winter. The report also compares Full-day, School-day, and Part-day outcomes, for children 0-5. All areas for EHS and HS show growth.

Parent and Community Reports:

Shanna Rector shared that a Conscious Discipline training, led by a national presenter, will be offered Saturday, May, 11th. This event is complementary and open to the community. Training is 8am-3pm.

Udana Arceo attended the KHSA Advocacy Day in Topeka. She gained valuable insights into various opportunities and advocacy initiatives across Kansas. She visited representative Concannon and invited her to visit Heartland to see what we are doing in the mental health area.

Kelly Mobray will be presenting on Mental Health in Nashville. She shared that 48% of Americans face mental health challenges.

Kelly Mobray motioned to adjourn the meeting at 6:07pm. Shelly Peters seconded the motion. The motion carried.

Respectfully submitted by Jasmine Corral, Administrative Assistant