

Head Start/Early Head Start Board Report January 2022

General:

Requesting a carryover from the approved COVID funding in the amount of \$137,340.

Staff attended the two 7 C's trainings put on by our T/ TA people this month. This month we talked about recruitment, the hiring process, retention and uncovered some Human Resources issues to be explored. We discussed employee job descriptions, professional development plans, and defined qualifications versus competencies.

All Staff Training Day was facilitated by Kimberly Barone and held on January 18, 2022 which included a presentation from Bob Davis (IT) and Kimberly Barone presented several policies dealing with supervision. Individual sites presented on policies that they were assigned.

All HS/EHS Staff - CACFP online training- staff can complete on their own, all staff will receive an email with links for videos and a quiz in google docs; this training is combined with health topics (shaken baby, blood borne pathogens, daily health check). As of January 1st, 2022, 134 HS/EHS staff completed the CACFP training and quiz.

Education:

Coaches continue to support their sites as they are needed, classroom coverage as well as remote learning support. During site closures, coaches participated with the Zoom lessons to children, and discussed the quality of the session. The coaches decided to conduct CLASS Observations on their coachees, to use the information to set goals for the coaching process. These observations will happen within the next couple of weeks taking into consideration classroom circumstances (classroom closures, sickness, etc.) to be flexible and make the necessary adjustments. We reviewed the PBC cycle, goal setting, weekly observations, and reflection meetings, and insured CLASS outcomes would be used for professional development/coaching purposes.

Coaching challenges continue with Covid classroom closures, quarantine situations, and lack of teaching staff to support the coaching process.

Coaches are currently taking on various responsibilities in addition to the Coaching Program:

- For the Wellness program I met with the Site Supervisor at Sumner, Liverpool, and Jordan to make a plan for what to order for the Peace places at their sites. We looked at the spaces they picked out and the results from the staff survey to come up with the final list.
- Continued to support home base by visiting a case load while they try and get more visitors hired. This included weekly drop-offs to the home with materials needed for that week, a zoom visit in which we use the materials, and then case notes and TSG documentation. We then have to plan for the following week's visit. This month we also worked on completing the required assessments (Deca and TSG). This is completed each week for four children

- Same Book 2022: We plan to use the WCNY/PBS "Cat in the Hat" Literacy and family engagement curriculum that was gifted to PEACE, Inc. Head Start/EHS. Hop on Pop by Dr. Seuss was chosen for the Same Book, and printing of teaching resources will begin soon.
- Attended a regional coach meeting with our specialist, Janette McCord, as well as other coaches in our region. We discussed if and how other programs are being successful in their coaching programs. We also talked about staffing issues, how it impacts coaching, and what other programs are doing to try and retain the staff they have.

Home-Base

New Home-Base visitor started in her position this month. We still have 2 openings for home visitors.

34 Home Visits were completed in January, around cases of COVID for families and four families attended Socializations.

Health:

16 Staff completed CPR/First Aid and Stop the Bleed training.

10 staff completed Belay allergy training.

Spring Chompers Dental Clinic has been approved by Dr. Chaudhary.

Working on a partnership with OCC Medical Assistant program. They would provide us with two students to complete 160 hours of clinical and if things go well and student has an interest in HS we could possibly hire them if an opening becomes available.

A CPR/FA/Stop the Bleed class is being scheduled for February.

Two New Medical Assistant/Certified Nurse Assistant positions have been approved for Merrick and Sumner and we are currently looking to fill position(s).

Mental Health:

Provided a parent workshop on self-care and stress management for Genesee parents/caregivers. Provided the site family worker with pamphlets to handout to parents.

Met with the intake department to discuss the MH component area and provide support. Provided a break down for intake workers on all the area's in which MH can be a support.

Attended both family worker zooms to discuss the MH competent area and answer any questions regarding hotlines, RICs, Deca, conscious discipline etc.

Attended webinars: Building your bounce: simple strategies for a resilient you; OOHS : Support children cognitive self-regulation; 5 principles of navigating and leading through covid; Teacher Time: supporting preschoolers emotional and behavioral self-regulation

Nutrition:

Nutrition Coordinator completed 3 Day Education on Managing Healthcare during a Pandemic.

Met with Alex Grant to address special diet CACFP billing.

Served as a PEACE EHS/HS preceptor to guide, mentor, facilitate and supervise a SU Dietetic Intern in completing a minimum of 27 Community Internship competencies.

Nutrition Specialist purchased food items for nutrition activities at HS sites. Sites are using the new Nutrition Activity forms which provide more planning and intentional activities.

Started looking at Body Mass Index (BMI) data; this is a requirement of HS/EHS and is part of the PIR. Will also look at how the program is following up on this data: education, intervention, menu planning, etc. Will also look at data collected at intake; points given for nutrition related concerns and how these concerns are followed up on once families enter the program.

Compiled nutrition resources and training videos for new staff. Emailed to site supervisors and new staff.

