



Head Start / Early Head Start

Board Report August 2023

General:

- During the month of August, two staff and no children had tested positive for COVID.
- All staff attended pre service training August 28th which included: Dr. Emad Rahim speaking on diversity; other topics included harassment; cyber security; policies and procedures; CACFP requirements; Daily Health Checks; Short Term Exclusion and blood borne pathogens.
- During the August Program Review Team (PRT) Retreat we discussed the new program goals that came from the recently completed self-assessment. We broke into four teams, with each team taking one of the goals and had a preliminary meeting about how to go about working on the goal. As example of what the teams will do, the Orientation and Onboarding Group decided we will look at orientation and on-boarding from both an agency perspective as well as, specifically from the HS/EHS side.

Education:

- Child Development coaches met to discuss the Spring checkpoint results from our Teaching Strategies Gold on-line child outcomes assessment tool. The aggregate data was reviewed to identify the developmentally appropriate learning objectives that were assessed to be in the below, meeting, or exceeding result ranges. Objectives of learning and development in the below expectations range were further examined to determine whether there was a logical explanation for these data results plus used to guide program planning such as future professional development training opportunities for staff.
- Child Development Coaches created and presented pre service training on CLASS on 8/24/23. .
- Child Development Coaches created and presented pre service training on Teaching Strategies GOLD on 8/21/23.
- One of the Child Development Coaches; the Child Behavior Specialist; Disabilities Coordinator; and Child Development and Health Services Manager all attended a Zoom meeting with our new Mental Health Consultant. We discussed what our current roles are and how we envisioned working together for this program year. We will have another meeting in September to touch base and see how the first weeks of school went. Since the mental health consultant role is new to the program this year, regular meetings will be scheduled to assess if any adjustments need to be made in how we are offering services in order to meet program needs.
- All Child Development Coaches attended a pre-service training by the Child Behavior Specialist about Conscious Discipline.

Home-Base

- Attendance for this month lower due to Home visiting program ended on August 11. Home visits completed 58 and three families attended Socializations.
- Pregnant Mom caseload, no new babies, four pregnant moms and two infants.
- Home visitors completed Thinking Healthy with Upstate Psychiatry Dept. developed skills and have the necessary training tools to identify mental health concerns with pregnant and post-partum moms. This training was week two.

- Home Based staff continued recruiting this month for families. Attended Mount Carmel 7th Day Advertise- Community Baby Shower event on August 10.

Health:

- 17 Staff completed CPR in August
- Staff currently on site are completing their recertification of the Belay allergy and anaphylaxis training course
- Chompers dental clinics have been approved by dentist for fall 2023.
- Health Coordinator met with all 8 Site Supervisors to complete updated Health Care Plan for OCFS.
- Still awaiting news on approval for Cab Horse to be added as a Chompers Dental Clinic site from NYS
- New staff Belay allergy training ongoing each month.
- MAT class scheduled for 10/6 and CPR class scheduled for 10/20
- Cavity Free Kids HS training scheduled for 10/31.

Nutrition:

- August 2023 Diet Statistics: Merrick kitchen feeds approximately 64 EHS children at 2 centers: Sumner and Merrick; as well monthly meals for Home Base socializations. 16 EHS children require a modified diet.
- Nutrition Coordinator attended ServSafe Staff Training with Nutrition Aides.
- Worked with CDHS manager on staff issues, operations, management.
- Nutrition Specialist - Met with nursing staff to review special diet forms and procedures. Discussed updated red placemat for children with special diets. Reviewed requirements for documentation, including infant feeding statements and Md orders for special diet milks.
- Attended Site Supervisor/Family Worker training; discussed final registration paperwork for nutrition, including the infant feeding statement, WIC brochure, and CACFP Building for our Future handout. Discussed special diet documentation, family style dining, and special food requests.
- Planned and coordinated Servsafe Food Handler training for all nutrition staff on 8/31/23.
- Applied for and received scholarship for CACFP Virtual Summit. Completed 15 sessions, topics included: USDA Policy Updates, Explore New Foods with a Taste Testing Adventure, Plant-Forward Recipes, Creditable or Not?. CACFP training hours are necessary to maintain CACFP credentials.
- Working on renewal of ServSafe Food Manager Certification; online training is 6 hours long with a 2 hour exam. This certification is good for 5 years.

Family & Community:

- Enrollment for August EHS had 147 in a seat, with 0 vacancies within 30 days for a total enrollment 147 (69%). Head Start enrollment was 64 and there are 50 in a seat for a total enrollment 50 (78%)
- Attendance for August for HS and EHS were at 62%. The two highest reasons being family personal and child sick.

Disabilities:

- The Disabilities Coordinator attended several selection/placement meetings. It is important to gather as much information as possible regarding disabilities and suspected disabilities when enrolling new children into our program. It not only helps us with coordinating services with itinerant providers, but it also provides us with other information so that we do not put too many children with IEP's in one classroom.
- Obtained and uploaded IEP's/IFSP's of returning and newly enrolled children into GoEngage. This will allow all staff to have access to these documents in order to individualize for children with disabilities in our classrooms.