



City of Albuquerque
Division of Child and Family Development
Early Head Start
POLICY COUNCIL
December 16, 2020

- I. Call to Order (5:30 pm)- Chairperson
- II. Introductions/Roll Call/Establish Quorum
- III. Approval of Minutes
- IV. Administrator’s Report (Read prior to meeting)-Any Questions/Comments?
- V. Division Center Reports (Read prior to meeting)-Any Questions/Comments?
- VI. Governing Board Report
- VII. Directors Report:
 - 1. Enrollment
 - 2. Attendance & Meal Counts
 - 3. EHS COVID Update
 - 4. Budget (Financial Statements)
 - 5. P-Card Report
 - 6. School Readiness- Child Development & Education Specialist
 - 7. Family Engagement-Community Services Program Specialist II
- VIII. New Business-Action Items
 - a. EHS Criteria Weight
 - b. New Hire Approval

Chair	_____	_____	_____
	Approval	Disapproval	Other Action
Vice Chair	_____	_____	_____
	Approval	Disapproval	Other Action
Secretary	_____	_____	_____
	Approval	Disapproval	Other Action



City Of Albuquerque
 Department of Family and Community Services
 Division of Child and Family Development
 Policy Council

Wednesday, November 18th, 2020

1. Roll Call (Quorum not established): Stephanie Pickup, Ashley Jones, Catherine Seat, Nicole Taylor/ City Council Rep, and COA Staff- Dawnita Blackmon-Mosley/Division Manager, Jess Martinez/ Deputy Director, Robi Ruiz/EHS Education Specialist, Daphne Dubriel/EHS Community Specialist II. Meeting was called to order @ 5:44 pm.
2. Approval of Meeting Minutes: Quorum not established.
3. Governing Board Report: No report
4. Directors Report: Reporting Period 10/1/2020- 10/30/2020

- a.) **Enrollment-** Total funded enrollment 128. Total reportable enrollment 78; 66 center based and 20 home based. Vacancies are not reported to the Office of Head Start until the enrollment slot has been vacated over 30 days.
- b.) **Enrollment Monthly Summary-** New Enrollment-families (1), children (1), pregnant moms (0), number of children born (1); total new enrollment (2). Total leaving program (2),- transitioning children (8), pregnant moms giving birth (0), children leaving before turning 3 (2), pregnant moms leaving before having baby (0). Children up-to-date on Immunizations (69), children up-to-date as possible on immunizations (0), children not up to date (9).
Eligibility Category- income eligible (46), TANF/SSI (6), Foster Child (3), Homeless (6). Over Income (16), Over 130% (1), Children w/IFSP's (12).

c.) Attendance-
 City operated Early Head Start centers classroom attendance rates:

La Mesa	62.50%
Macarthur	77.78%
Plaza Feliz	96.88%
School on Wheels	76.84%
Singing Arrow	0% (closed)
Trumbull	0% (closed)
Western Trail	91.11%

Overall center-based program attendance totals- 84.04%; total number of absences 53.

- d.) **Meal Counts-** Total number of meals for (0-3 years in age), total children served (270), breakfast (274), AM snack (0), Lunch (184), PM snack (226), Dinner (0).

- e.) **Budget-** Financial statements provided to policy council membership:
Federal Grant-year to date (YTD) expenditures \$ 411236
Training/Technical Assistance-(T/TA)-year to date expenditures \$4,202
City Match-Year to date expenditures \$73,144
COVID 19 Supplement- year to date expenditures- \$0
*** Overview provided on operating expenditures & column/underspent percentages***

5. **Discussion-**

- Introduced new members Catherine Seat and Ashley Jones.
- Still Needing approval of hire of Dr. Dawnita Blackmon-Mosley.
- Need approval on the new Criteria Rating Scale for the EHS Eligibility Selection Criteria
- Monthly packet was reviewed including financials.
- Snack items were purchased with P-card to make small gift baskets per center for staff for having 2 consecutive mistake free payrolls.
- Robi Ruiz updated that all EHS centers that were closed due to Covid exposures are now reopened. We still have Trumbull EHS and Singing Arrow EHS closed due to lack of enough staff.
- The purchase of Ready Rosie program for center based family curriculum is in the process. Ready Rosie uses three outcomes-based strategies to empower families and schools to work together resulting in ready families, ready children, and ready educators.
- A vacant position for Head Teacher at Plaza Feliz was identified and interviews were conducted. A candidate has been selected and New Hire paperwork has been completed and is at the Human Resources level and waiting on approval for next steps in hiring process.
- We have vacant Teaching Assistants positions open. We have position posted on CABQ Job website and have been able to post listing with CNM Job board and NM Workforce Solutions to hopefully be able to fill vacant positions.
- COVID 19- Supplement and COLA grants were discussed. In the process of purchasing learning kits from Lakeshore for parents to be able to check out that are participating in online learning and to have new kits for children in center program. Home Visiting Program parents will be able to check out the kits as well. Kindles or tablets are being looked at for possible purchase for parents with no access to technology would be able to check out.
- Program also looking into purchasing touchless dispenser for soap and paper towels for all centers. City maintenance is looking into the cost and numbers for us. Also looking at the purchase of Panic doors at all centers as well. Care funds would be used.
- 15 employees will be attending the Region VI Head start Mega Conference in December and registration fees \$6,300 and were paid with COLA funds.
- Biweekly COVID testing for early childcare providers is recommended. Management is working with HR and Unions to put things in place so we can be compliant. When approved staff will do testing's on Mondays that are already nonoperational to not cause more hardship to parents.

- Question was asked: How much information shared during Policy Council are they allowed to take back to parents at the center level? Dawnita Mosley-Blackmon explained that everything but financial documents can be shared. They can share things we are or might be spending money on such as the touchless dispensers, conferences or training.
- Question was asked if with the new orders in place are families allowed to still continue to take their child into the centers; Explained that all families are essential to us. We are continuing to offer in person learning still and have not reduced down numbers. Program is currently not enrolling any new children until the order is lifted.
- Dawnita Blackmon-Mosley re-introduced the question of possible interest of Policy Council meeting quarterly instead of monthly. Monthly Policy Council packets would be sent out with center and home base reports and financial documents as well so that information is continuously shared.

6. Adjournment @ 6:58 pm

Next Meeting Date: December 16th, 2020

City of Albuquerque
Early Head Start Policy Council
Monthly Program Report

Policy Council Meeting Date: December 16, 2020

Program: Division of Child & Family Development

Name of Person Completing Report: Dr. Dawnita Blackmon-Mosely

Funded Enrollment

Center-based 104

Home-based 24

Actual Enrollment

Center-based 67

Home-based 20

Explanation, if needed: EHS Center operating on a hybrid model of 50% in-person learning and 50% distance learning. Family are choosing to keep children home and many are not interested in participating virtual learning. Program working on making the shift to 100% in-person learning

I. Content Area Updates

A. Education:

- Ed. Specialist continues to conduct weekly site visits to provide support to classroom staff and to observe classroom environments and interactions.
- EHS looking into adopting the (Infant/Toddler Environmental Rating Scale) ITERS which will be administered on every EHS classroom annually. Finding will be used to make informed decisions regarding purchases of classroom educational supplies.
- Division Manager has completed requirements to become a PD Specialist and is now eligible to begin cohorts to get all Teacher Assistants in compliance with meeting the minimum federal education requirements to hold their position.
- The program currently has (1) Home Visitor who fails to meet the minimum education requirements as dictated by the Office of Head Start Performance Standards.

B. Support Services (Mental Health and Disabilities).

- EHS Policies & Procedures Committee is developing and/or updating policies on services to children with special needs and/or disabilities.
- Division Manager was called on to participate as a panel speaker for Office of Head Start Mental Health Roundtable.
- Program looking at adopting a Trauma Informed tool to support the social-emotional well-being of the children receiving services.
- Division Manager is trying to determine how to establish and maintain compliance with the Mental Health & Disabilities content area without content specialist on staff to provide direct oversight to the content area.
- Division Manager is reviewing possible partnership to establish a Mental Health Consultant in accordance with the Head Start Performance Standards.

C. Health/Safety/Nutrition:

- EHS Policies & Procedures Committee continues to develop and/or updating policies on health, safety and nutrition.
- Monthly Nutrition Activities are being completed in accordance with CACFP guidelines.
- All EHS classroom are completing activities in preparation for the CACFP annual audit
- Division Manager is trying to determine how to establish and maintain compliance with the Health, Safety & Nutrition content area without content specialist on staff to provide direct oversight to the content area.

D. Family and Community Partnerships

- Program continues to work on defining Parent, Family and Community Engagement Specialist

F. Program Design /Management & Administration:

- Division Manager jump-starting the Quarterly Governing Council starting January 2021.
- Division Manager is in the process of completing the EHS Annual Report for 2019-2020.
- Division Manager continues to receive complaints that the City does not apply the Federally Awarded Cost of Living Allowance to increase compensation or to award a differential in accordance with the Federal guidelines, however, the Department has approved the Early Pre-K and Pre-K staff to receive monetary differential of up to \$5,000 per employee.
- Division Manager Participates in weekly ECECD meeting with Secretary Groginsky in efforts of staying abreast of state guidelines on COVID Health & Safety Practices
- Program is moving forward with interviewing the following positions: Manager, Teacher M12 and Teaching Assistant C26
- Plaza Feliz Head Teacher hired and scheduled to begin new role effective December 21, 2020
- Program is waiting on Union approval to comply with the States bi-weekly COVID testing requirement.
- Program is partnering with the City Homeless program to connect children birth through age three with center-based and home-based services.
- EHS Single Audit conducted November 2020. Findings were 1.) inventory process for fixed-assets not properly handles. 2.) EHS Annual Report not posted for public access.

II. New Hires from July 2020 through December 2020

1. July 20, 2020-Dr. Dawnita Blackmon-Mosely- Child & Family Development Division Manager: Over 25 years of Head Start Experience. Doctor of Philosophy in Psychology with a Specialization Early Childhood Education and a MBA with a Specialization in Management & Leadership
2. December 21, 2020- Monavar Makvandi: Head Teacher Plaza Feliz Early Head Start. 5 years' experience as a Teacher with the City of Albuquerque. Experience with children ages birth through age five in private, state and federal sectors as direct services staff and Center Assistant Director. AA in Early Childhood Development.

III. Involuntary Terminations:

EHS Center-Based:	N/A This reporting period
EHS Home-Based:	N/A This reporting period



City of Albuquerque Early Head Start Caseload/Enrollment Report 11/30/20

Enrollment

Total Funded Enrollment:	128
Total Actual Enrollment:	78
Children Withdrawn & Dropped (last 30 days):	4
Total Reportable Enrollment (actual + withdrawn/dropped):	82
Total Deficit:	46

Program Snapshot

	Home based	Centers	ALL
Funded Enrollment:	24	104	128
Enrollment:	18	62	80
Defficiency:	6	42	48

Home Based Detail

Caseload: 12 slots per home visitor

FDF	Caseload Capacity	HB Family	HB Child	Pregnant	Due date	Left in Last 30 Days	Reportable Total	Deficit
Valarie	12	10	8	0		1	9	3
Debbie	12	8	8	0		1	9	3
Total	24		16	0		1	18	6

Center Detail

Ctr Detail	Servable Capacity	Enrolled Children	Left in Last 30 Days	Reportable Total	Pending Placement	Current Deficit
La Mesa	8	5	0	5		3
MacArthur	16	13	0	13		3
PlazaFeliz	16	12	0	12		4
SOW	16	11	2	13		3
Trumbull	24	4	0	4		20
W. Trail	16	14	0	14		2
Singing Arrow	8	1	0	1		7
Total	104	60	2	62		42

City Of Albuquerque EHS

2301 - Average Daily Attendance

Program Term: EHS 2020 - 2021, Program Option: Standard Full Day, Attendance Date: 11/1/2020 - 11/30/2020

City Of Albuquerque EHS

	Attendance Records			Operating Days	ADA ¹	Funded Enrollment		Actual Enrollment		
	Present ⁵	Absent ⁶	Neither ⁷			Count	% Attendance	Count ²	% Attendance ³	
Douglas MacArthur										
Infant	25	12	0	8	3.13	8	39.06%	4.63	67.57%	
Toddler - EH	11	13	0	8	1.38	8	17.19%	3.00	45.83%	
Site Total	36	25	0	8.00 (avg)	4.50	16	28.13%	7.62	59.02%	
La Mesa										
Toddler - EH	28	9	0	10	2.80	8	35.00%	3.70	75.68%	
Site Total	28	9	0	10.00 (avg)	2.80	8	35.00%	3.70	75.68%	
Plaza Feliz										
Toddler - EH	33	13	0	11	3.00	8	37.50%	4.18	71.74%	
Twos	13	33	0	11	1.18	8	14.77%	4.18	28.26%	
Site Total	46	46	0	11.00 (avg)	4.18	16	26.14%	8.36	50.00%	
School On Wheels										
Infant	29	11	0	11	2.64	8	32.95%	3.64	72.50%	
Toddler	49	20	0	11	4.45	8	55.68%	6.27	71.01%	
Site Total	78	31	0	11.00 (avg)	7.09	16	44.32%	9.91	71.56%	
Western Trail										
Infant	49	11	0	12	4.08	8	51.04%	5.00	81.67%	
Toddler	42	24	0	12	3.50	8	43.75%	5.50	63.64%	
Site Total	91	35	0	12.00 (avg)	7.58	16	47.40%	10.50	72.22%	
City Of Albuquerque EHS	279	146	0	10.44 (avg)	26.15	72	37.10%	40.09	65.65%	
Report Totals	279	146	0	10.44 (avg)	26.15	72	37.10%	40.09	65.65%	

1. ADA for each classroom is the sum of statuses selected to count as 'Present' on the setup screen divided by the Operating Days for that classroom.
2. Actual Enrollment Count for each classroom is the sum of the Present and Absent columns divided by the Operating Days
3. Percent Attendance is the Present count divided by the sum of Present and Absent Count
4. Site totals for ADA, Funded Enrollment Count, and Actual Enrollment count are the sum of that count for each of the site's classrooms.
5. Statuses counted as Present: Present(P), Present Offsite(PO), Tardy(T), Left Early(LE), Tardy and Left Early(TLE)
6. Statuses counted as Absent: Excused(E), Unexcused(U)
7. Statuses counted as Neither: Not Scheduled (N)

City Of Albuquerque EHS
2371 - CACFP Reimbursement Summary
 Program Term: EHS 2020 - 2021, Program Option: Standard Full Day
 Attendance Date: 11/1/2020 - 11/30/2020

City Of Albuquerque EHS

	Operating Days	CACFP Free	CACFP Reduced	CACFP Paid	Breakfast	AM Snack	Lunch	PM Snack	Supper
EHS 2020 - 2021									
Douglas MacArthur									
Infant	8	5	0	0	25	0	24	22	0
Toddler	8	3	0	0	11	0	9	6	0
Douglas MacArthur	16	8	0	0	36	0	33	28	0
La Mesa									
Toddler	10	4	0	0	28	0	28	27	0
La Mesa	10	4	0	0	28	0	28	27	0
Plaza Feliz									
Toddler	10	5	0	0	33	0	33	30	0
Twos	10	5	0	0	13	0	13	12	0
Plaza Feliz	20	10	0	0	46	0	46	42	0
School On Wheels									
Infant	11	4	0	0	25	0	25	25	0
Toddler	11	7	0	0	49	0	49	48	0
School On Wheels	22	11	0	0	74	0	74	73	0
Western Trail									
Infant	12	6	0	0	48	0	48	31	0
Toddler	12	6	0	0	42	0	42	28	0
Western Trail	24	11	0	0	90	0	90	59	0
City Of Albuquerque EHS	92	44	0	0	274	0	271	229	0
Report Totals	92	44	0	0	274	0	271	229	0



EARLY HEAD START Home-Based Report Form

Home-Based Services

Reporting Period: 11/1/20 to 11/30/20

Submitted by: Debra Martinez, Family Development Specialist

Home Based Activities:

Each child has their own specialized child development goals. Utilized Parents as Teacher Curriculum for activities and parenting education.

Assessed and monitored each child's development utilizing the PAT Milestones by School Readiness Domains.

Parenting education topics covered were in family/child health and well-being, nutrition, dental and other parenting topics.

Resources and referrals were made for families as needed.

Discussion of COVID-19 and proper safety protocols discussed.

Socializations:

11/13/20 11:00 am Storytime with Lin the Librarian - Theme: Animal Tales.

11/25/20 12:30 pm Stories in the Sky Virtual Balloon Museum Storytime - Theme: Give Thanks.



EARLY HEAD START Center-Based/Home-Based Report Form

Center: Trumbull EHS

Reporting Period: November 2020

Submitted by: Frances Gonzales, Teacher

Activities at Center:

Our center is closed but we are participating in virtual visits. We continuously update our families on program changes, conduct weekly wellness checks using objectives that include: family goals, health and development, parent concerns, resources, and a weekly activity.

Weekly activities for November: Painting with water on construction paper, pouring and scooping with a spoon, using a sippy cup, work on balance activities, make a turkey by tracing hand and help make mashed potatoes.

We sent out information for public events: COVID financial assistance for housing, recipes for home cooked meals, utility assistance resources sent out, Thanksgiving meal locations, and food box distribution.

<http://housingnm.org/static/covid-assistance>

www.hsd.state.nm.us/LookingForAssistance/Field_Offices_1.aspx

<https://hes32-ctp.trendmicro.com:443/wis/clicktime/v1/query?url=https%3a%2f%2fwww.bernco.gov%2fcommunity%2dservices%2fcares%2drental%2dand%2dutility%2dassistance%2dgrants%2d%2d1.aspx&umid=3ecda2a6-c3ef-4e99-8e98-e1c2d5ad186f&auth=c5e193b2792d33bbda0d14ee5f909adbb398f028-dbd0612aeee9720ad707912cc36e1248bfac7600>

Parent Committee Meetings/Socializations:

The center Head Teacher sent out an email to all center families with a ballot to nominate center parent representatives for the center parent committee. All families declined.



EARLY HEAD START
Center-Based Monthly Report Form
Due the 1st Friday Each Month

Center Name: Plaza Feliz Early Head Start

Reporting Period: November

Submitted by: Yvette Ortiz, Teacher

Center-Based Activities:

Plaza Feliz teaching staff continued to work with families through Virtual Home visits and distance learning, during the center closure. EHS staff met virtually and/or spoke with families during scheduled times each Monday to share program updates, catch up families and children on necessary program paperwork, to identify the needs of families and/or children and to find resources. Also discussed with each family was their child's developmental progress. After discussing developmental progression, in-home learning activities, as well as a nutrition activity are shared with families

November Nutrition Project

Celebrations- Harvest

Activity: Pumpkin Dip

Learning Objective(s): Children will be aware of what a "harvest" is and be able to follow simple recipe cards to make a yummy harvest snack after this activity.

We discussed with the children what a "harvest" is. We covered a table with butcher paper, set out cups and personal spoons. We arranged ingredients in order on the table accompanied by recipe cards. The children then went around the table following the recipe step by step to mix their own pumpkin dip in a cup.

Parent Center Committee Meetings:

A virtual meeting was set up on November 13th with parents to establish a parent committee. Ashley Jones was nominated and accepted the position of center-based President. Currently, we still do not have a Vice President or a Secretary.



EARLY HEAD START
Center-Based Monthly Report Form
Due the 1st Friday Each Month

Center Name: Singing Arrow Early Head Start

Reporting Period: November 2020

Submitted by: Yvette Ortiz, Teacher

Center-Based Activities:

Singing Arrow teaching staff continued to work with families through Virtual Home visits and distance learning. Singing Arrow is still not providing in person services. EHS staff met virtually and/or spoke with families during scheduled times each Monday to share program updates, catch up with families and children on necessary program paperwork, to identify the needs of families and/or children and to find resources. Also discussed with each family was their child's developmental progress. After discussing developmental progression, in-home learning activities, as well as a nutrition activity are shared with families.

November Nutrition Project

Activity: Pumpkin Dip

Learning Objective(s): Children will be aware of what a "harvest" is and be able to follow simple recipe cards to make a yummy harvest snack after this activity.

Discuss with your child what a "harvest" is. Gather information prior to activity from google.com, or a book. Set out a cup and a personal spoon for your child. Arrange ingredients (see recipe) in order on the table accompanied by recipe cards. Then have your child move along the table following the recipe step by step to mix their own pumpkin dip in a cup.

Parent Center Committee Meetings:

An email was sent out to all Singing Arrow families regarding the establishment of a parent committee. All families have declined interest in forming a center parent committee.



EARLY HEAD START Home-Based Report Form

Reporting Period: 11/1/20 – 11/30/20
Submitted by: Valarie Ramirez, **Home Visitor**

Home Based:

Visits are done each week via FaceTime or Google Duo. With video visits we are still able to discuss families' health, child's health, upcoming vaccinations, dental, and doctor visits. Email and/or text messaging is utilized to send parent's educational handouts and child activities. Activities are done during video visit.

Email/text messaging is utilized to send families referrals for food boxes, school supplies, doctor info, dentist info, counseling, info for ESL classes etc...

Parents as Teachers curriculum is utilized for child activity and parent education. Parents as Teachers Milestones by School Readiness Domains is utilized for ongoing assessment.

Discussed Flu shots and ongoing COVID-19 safety measures.

Socializations:

Socializations have resumed via Zoom and will continue with two each month.

11/13/20 – 11:00 am – Storytime with Lin the Librarian - Theme: Animal Tales

11/25/20 – 12:30 pm – Stories in the Sky Virtual Balloon Museum Storytime - Theme: Give Thanks

EARLY HEAD START
Center-Based Monthly Report Form
Due the 1st Friday Each Month

Center Name: MacArthur EHS
Reporting Period: Nov. 01 – Nov. 30th
Submitted by: Kayla Salas - Teacher

Center-Based Activities:

Children and staff are still practicing social distancing. Children are encouraged to wash their hands frequently throughout the day especially after each activity. Teachers did their lesson plans on the fall season and family. We painted with fall colors and made Turkeys. The nutrition activity in the toddler room consisted of Toddler Yoga. The children got to practice different body movements to enhance balance and coordination. Each child imitated the teacher and enjoyed watching each other stretch and practice the yoga poses teacher showed them. We identified Turkeys through images and practiced making Turkey sounds. Teachers read family books that included different family traditions. At the beginning of the month both classrooms changed their environments by rotating books and toys. The teachers of both classrooms put up the children's artwork up in their classrooms. The children got to go outside one classroom at a time and explore with pinecones that fell off the trees.

Virtual Home Visits were challenging because some parents did not answer our calls or emails. For some parent's emails work better. Some of our parents call us back later in the week and tell us about how their child is doing and how the activities we send them are helping them at home.

Parent Center Committee Meetings:

Our parent committee this month consisted of helping parents understand the process of elections and the roles/ duties for the parent committee. Parents voted to elect a president, vice president, and secretary at center-based level.



EARLY HEAD START Center-Based Monthly Report Form Due the 1st Friday Each Month

Center Name: Western Trail Early Head Start
Reporting Period: November 2 – 30, 2020
Submitted by: Diane Y. Archibeque, Head Teacher

Center-Based Activities:

Infant Indoor Play - This month the teachers and the infants in the infant room were acting like animals, Ha! Ha! Ha! Farm animals that is they barked and walked around the room like puppies, they meowed and purred around the room like kittens, they quacked and waddled around the room like ducks, they neighed and galloped around the room like horses and many more farm animals. The teachers read books to the infants like “Old Macdonald had a farm” and “The Farmer in the Dell” by Child’s Play illustrated by Pam Adams. The teachers sang the song “BINGO” to the infants and then the infants tried their best to sing the song, they would sing “O.” The teachers also sang the song “Old McDonald had a Farm” and the infants would make the sound of the farm animals and try to sing “EIEIO.” The teachers helped the infants make a fruit and vegetable train out of apples, oranges, carrots, and celery, the infants liked eating the fruits and vegetables the best. **Infant Outside Play** – This month the infants put together the dinosaurs by rolling the outside drums of dinosaurs and matching them up to make the dinosaurs they wanted. The infants did a lot of through and out by going through and out of the tunnel. The infants also went up and down by going up the stairs and down the slide. The teachers got buckets half-filled with water and sea animals such as whales, sharks, sea lions, crabs, and many others and the infants put the sea animals in and out of the buckets and in and out of the sand. The teachers took out buckets and shovels and then the infants went on a treasure hunt searching for rocks, sticks, and leaves.

Toddler Indoor Play – This month the teachers and the toddlers used the color brown to color a turkey. The teachers read a story about a turkey to the toddlers called “This Little Turkey” by Aly Franis, Illustrated by Migy Blanco. The toddlers used Legos to build with, some built dinosaurs and some built castles. The toddlers used brown paint to finger paint. The teachers helped the toddlers move buttons from a big bin to a small bin. The teachers also helped the toddlers use pipe cleaners to put into a bowl with holes for eye-hand coordination. The teachers told the toddlers a story while using the puppet to help them tell the story. The teachers asked the toddlers to name the colors on the turkey. The toddlers used the magnet boards to draw on. The toddlers put a turkey puzzle together and they made a place mat for Thanksgiving! The toddlers danced to the storybooks such as “Humpty Dumpty.” “Mary had a Little Lamb,” “Twinkle, Twinkle, Little Star,” just to name a few! **Toddler Outside Play** – This month the toddlers looked for the color, brown outside and they mixed sand and water to make mud. The toddlers bury a truck into the sand using shovels! The toddlers also crushed brown leaves with their hands and stomping them with their feet. Outside the toddlers used spray bottles to spray water on different colors of paper. The toddlers drew houses in the sand with sticks. The toddlers collected leaves then teachers gave them a piece of tape and the toddlers put the leaves on the tape to make bracelets. The toddlers threw the flag balls up in the air and tried to catch them. The toddlers dug in the sand with the shovels and put the sand in the buckets. The toddlers also climbed up the play structure and slid down the slide, they ran around the playground chasing each other and the teachers.

Parent Center Committee Meetings: On November 16, 2020, we had a virtual parent center committee meeting. Some of the things we went over were important information and dates such as making sure you bring your child a jacket daily. Anyone picking up and dropping off a child must have mask and be temperature checked. Please keep your child home if they have symptoms of illness. School closures for November, December and January. We also went over important things to remember going into the holiday season: Avoid meeting with people who do not live within your household. Practice social distancing, especially if you are attending public spaces such as pumpkin patches and farms. Consider the community level of COVID-19 where you are going, as well as from where other attendees hail. * **There is a 14-day quarantine mandate for traveling or contact with travelers*** Avoid contact with high traffic and commonly touched surfaces and items. Continue to wash your hands and make sure your children do, too. This is especially important visiting public places. Bring along hand sanitizer for when hand washing is not an option. We also gave the parents some community resources and three simple art activities that parents can do at home with their infants and toddlers.