



**City of Albuquerque
Early Head Start
Policy Council
July 14, 2021-Closed Session**

A. July Policy Council

- Was a closed session meeting – The Early Head Start Policy Council reviewed the following:
 - a) **Enrollment**-Total funded enrollment of 128 slots, 104 for center-based and 24 for home based. Total reportable enrollment at 68.
 - b) **Enrollment Vacancies** - includes 44 vacant slots for the center-based program and 11 vacant slots for home-based. Vacancies are not reported to the Office of Head Start until the enrollment slot has been vacated over 30 days; Head Start Program Performance Standard (HSPPS) Enrollment 1302.15.
 - c) **Enrollment Monthly Summary.**
 - New Enrollment-families (7), children (7), pregnant moms (0), number of children born (0); total new enrollment (7).
 - Total leaving program (5) - graduating children (3), pregnant moms giving birth (0), children leaving before turning 3 (2), pregnant moms leaving before having baby (0). Children up to date on Immunizations (65), children up to date as possible on immunizations (61), children not up to date (7).
 - d) **Eligibility Category** – income eligible (43), TANF/SSI (6), Foster Child (3), Homeless (2). Over income (13), Over 130% (1), Children w/IFSPs (12).
 - e) **Attendance** – Head Start Program Performance Standard (HSPPS) Attendance 1302.16 (b) indicates 85% attendance rate or better for center-based program.
City operated Early Head Start centers classroom attendance rates:
 - Douglas MacArthur 53.42%
 - La Mesa 89.44%
 - Plaza Feliz 67.47%
 - School on Wheels 79.68%
 - Singing Arrow -Center Non-Operational/ Attendance % for Virtual N/A
 - Trumbull -Center Non-Operational/ Attendance % for Virtual N/A
 - Western Trails 77.70%

Overall center-based program attendance totals – 72.77%; total number of absences - 315.
 - f) **Meal Counts** –Total number of meals served (2,035)
 - Breakfast-(754)
 - Am Snack- N/A
 - Lunch-(723)
 - PM Snack-(558)
 - Supper- N/A
 - g) **Content Areas**
 1. **Education:**
Closed Session
 2. **Support Services (Mental Health and Disabilities).**
 - The division continues to look at ways to support staff and families with social-emotional well-being of children through research-based curriculum.
 - City of Albuquerque FY 2021 Grant Application submitted; requested funding for employment of Mental Health & Disabilities Specialist.
 3. **Health, Safety and Nutrition:**
 - The division continues to update and/or develop policies and procedures that align with Head Start Performance Standards
 4. **Family and Community Partnerships:**

- The division continues to actively seek family and community partnerships within our Early Head Start Programs.
- The Division continues to participate in Community Outreach events to recruit children and families into the program

5. Program Design and Management & Administration

- Division Manager continues to participate in weekly ECECD meeting with Secretary Groginsky in efforts of staying abreast of state guidelines on COVID-19 Health & Safety Practices
- Early Head Start Centers 100% in person learning, operating Monday-Friday
- Grantee received FA2 monitoring have reported findings. Areas of Non-compliance: (1.) not having personnel in content areas of a health, nutrition, mental health (2.) School readiness and child outcomes ongoing monitoring system not in place with at least three data checkpoints per year. Area of Concern: Staff education- Teaching staff with unrelated degrees and (10) teaching staff without the minimum of a CDA (The Cohort and the July 31st completion date were noted in the report- which is why this was not an Area of Noncompliance or Deficiency)

6. Construction Projects:

- No construction projects at this time.

h) Budget - Financial Statements Provided to Policy Council Members:

- Federal Grant-year to date (YTD) expenditures \$ 110,935.93.
- Training/Technical Assistance-(T/TA)-year to date expenditures \$ 307.98

i) P-Card Expenditures-

Fun Express	\$363.18
Walmart	\$ 533.72
Walmart	\$199.98
American Red Cross	\$ 64.00
NM Background Checks	\$44.00

Total P-Card Purchases: \$1,204.88 on background check, program supplies and employee relations supplies.



City of Albuquerque Early Head Start Caseload/Enrollment Report 6/30/21

Enrollment

Total Funded Enrollment:	128
Total Actual Enrollment:	66
Children Withdrawn & Dropped (last 30 days):	7
Total Reportable Enrollment (actual + withdrawn/dropped):	73
Total Deficit:	55

Program Snapshot

	Home based	Centers	ALL
Funded Enrollment:	24	104	128
Enrollment:	11	62	73
Defficiency:	13	42	55

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	6	6	0		1	7	5
Debbie	12	2	2	0		2	4	8
Total	24		8	0		3	11	13

Center Detail

Ctr Detail	Servable Capacity	Enrolled Children	Left in Last 30 Days	Reportable Total	Pending Placement	Current Deficit
La Mesa	8	8		8		0
MacArthur	16	10	1	11		5
PlazaFeliz	16	12	1	13		3
SOW	16	13	1	14		3
Trumbull	24	0		0		24
W. Trail	16	15	1	16		0
Singing Arrow	8	0	0	0		8
Total	104	58	4	62		43



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

Center Name: School on Wheels EHS
Reporting Period: June 2021
Submitted by: Bernice Johnson, Head Teacher

Center-Based Activities:

Two children started on June 21st, 2021. (one in the toddler room and one in the infant room). Toddlers had a theme for the month on June: it was camping and nature. They went on a walk around the school and visited the custodian's garden and also their own garden. Teachers read the bear hunt story and the children were excited and somewhat scared but in the end they all laughed.

The infants are doing good at meeting some of their developmental goals. One child is sitting up on his own, another is crawling around and is about to stand up while holding on something. Another is gaining weight, which was a concern that his doctor had.

The assistant that is working on her CDA has completed her booklet and registered to get observed. We are very proud of her. At the beginning, she was resistant but kept at it and is now almost done.

Parent Center Committee Meetings:

Had scheduled a meeting on zoom on June 25th, but no one attended. When asked the next day, they had forgotten about the meeting. So going to schedule another meeting in July.



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

Center: La Mesa EHS
Reporting Period: June 2021
Submitted by: Jessica Walton

Activities at Center:

During the month of June, La Mesa EHS had the last two spots filled and they started in the middle of June.

We have been using the Tadpoles program as a trial. We have received feed back from parents and they love it. They are happy that they can receive videos and pictures from how their child's day went.

With Covid and new children starting, we have had to do virtual transitions instead of in person. Parents enjoy being able to see how their child's first day is going.

We had our NAEYC visit in May, and we received news that we passed the NAEYC Accreditation and are a 5 Star Center!

With the weather getting hotter and the children wanting to play outside, we have started doing activities with water outside. The children painted outside using water and a paintbrush. They have also used ice to draw on the side walk.

Parent Committee Meetings/Socializations:

Due to COVID, we have not been able to have parent meetings or socializations.



EARLY HEAD START Home-Based Report Form

**Reporting Period: June 2021
Submitted by: Valarie Ramirez**

Home Based:

Visits are conducted in person, indoor, or outdoor open spaces (weather permitting) with families who are symptom free. Visits are done weekly focusing on Child Development utilizing the Parents as Teachers home based curriculum and Family Outcomes using the PFCE Framework.

One particular activity done in the month of June was "Water Play", this activity focused on the child's Perceptual, Motor, and Physical Development (fine motor). Mom, child and I put together pieces of the Lakeshore's waterplay pipe builders to create a pipe in which to feed water through. Mom named each color that she picked up or that child would hand her. Mom would ask child "what color is that?" and child would say "blue" then mom would say the correct color by saying "this is yellow" or "this piece is green". After building the water pipes, mom filled up a container with water and showed child how to pour the water into the funnel and showed child how it came out of the spout from the other end. Mom pointed out how the water was traveling through the pipes saying "here it comes". Child made an excited/surprised noise, then gave the container to mom to fill with more water. Mom filled the container with water and gave it to child while guiding child to "pour it slowly into the funnel". Child would pour the water through the funnel then placed the pail under the spout to catch the water as it came back out - mom did not show child how to catch the water, child did this on their own. Child also poured some of the water caught into a nearby water table.

Another activity that occurred during the month of June was called "Puzzle Box: Gaining self-confidence and solving problems", this activity focused on the child's Cognition. I took various animal and food/fruit puzzles, shape sorter, and color box puzzles for this activity. Child started with the shape sorter which mom uses often with child. Both mom and I took turns asking child "Where does that square (circle..heart..etc..) go, do you see it? Child was able to correctly identify the right hole for each shape and then would try to shove the shapes inside. Mom would tell child "turn, turn, turn" when the shape wasn't faced correctly and child would then turn the shape until it fell in. Next, we worked on the color boxes. Mom tried to get child to place the red objects into the red box, green blue, yellow into corresponding boxes asking child "Where does this red apple go?". Child did place some objects into corresponding color boxes then instead chose to place all the colored items into one box then dump them into another box and repeat. Child moved on to the wooden animal and fruit puzzles and was able to get some pieces into their correct places. Child made some of the animal noises as she picked up the puzzle piece and also pretended to eat the banana puzzle piece while smacking her lips and saying "mmm" and also shared with me and mom

June 2021 Socializations:

June 16th – Painting in Nature @ Roosevelt Park - (STEAM) Activity: Painting and Drawing- Domain(s): Language and Literacy, and Social and Emotional Development, Perceptual, Motor, and Physical Development (Fine Motor) – 3 attended.

June 30th – Anderson Abruzzo Albuquerque International Balloon Museum - Stories in the Sky - Virtual Storytime with Maryse Lapierre. Domain(s): Language and Literacy, and Social and Emotional Development – 0 attended (canceled by museum).



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

Center Name: Mac Arthur EHS
Reporting Period: June 2021
Submitted by: Maria Chacon

Center-Based Activities: For the month of June, the theme for the center was sea life. In the Infant Room, the children worked on doing some finger painting. They did finger play songs like baby shark and patty cake to expand their language. They were read to and looked at books with sea life. The children practiced crumbling up paper and playing with playdough to strengthen their fine motor skills. The children worked on learning the color blue and counting to 3. Outside the infants explored in the dry and wet sand. They pushed toys around and listen to the noises outside.

In the toddler room, the children made rainbow fish with different color paints. They finger painted to make the ocean. They also painted with green to make a turtle. They looked and read Rainbow Fish to The Rescue. The children sang songs like Tiny Turtle and Baby Shark. Sea life puzzles were put out for the children to use their cognitive skills. The children practiced making lines and circles with pencils and crayons. Children also explored, poked, rolled, and smashed green playdough. The toddler room had a nutrition experience in learning the importance of drinking water and exercising. The children did a small obstacle course as well. Outside the toddler class practice pedaling on bikes, went on nature walks, looked out for different types of bugs, blew bubbles and got wet.

Parents were allowed to come into the classroom to drop off and pick up their children and began the routine of washing their hands, signing in/out their children and fill in out their daily sheets.

Parent Center Committee Meetings:

Parent Committee Meeting cancelled due to no parent participation. We will try again for July.



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

Center Name: Western Trail Early Head Start

Reporting Period: June 1-30, 2021

Submitted by: Diane Y. Archibeque, Head Teacher

Center-Based Activities:

Infant Indoor Play - This month the teachers and infants focused on body parts, finger, nose, and toes. While the teachers sat quietly with the infants, well as quietly as they could, the teachers engaged the infants in a conversation about body parts. The teachers asked open-ended questions such as "Look at our hands. How many fingers do we have on our hands? Then the teachers started counting one, two, three, four, and five. We have five fingers on each hand. Then the teachers read the infants the book "Head, Shoulders, Knees, and Toes!" and they all sang the song and the infants tried doing the movements to the song.

Infant Outside Play – The teachers had a garden party this month! The teachers put sunscreen and floppy garden hats on the infants and they went outside and planted some corn, lemon seeds, sunflowers and tomatoes. The older infants helped with the planting while the younger infants watched. After all that hard work, they came inside for a drink of cold water! The teachers introduced the infants to the magnifying glasses. They allowed the infants to explore and they modeled how to look through them to investigate the environment. Once the infants were familiar with the magnifying glasses the teachers told them that they are going to take the magnifying glasses outside to the playground to look for insects. When they got outside, they gathered the infants and walk with them around the outdoor area. The teachers invited the children to use the magnifying glasses to get a closer look at what they found. They found some small ants and a few fast lizards.

Toddler Indoor Play – This month the teachers and the toddlers focused on building and sharing. The teachers passed out some magnetic blocks all connected together and gave each of the toddlers some. The teachers asked the toddlers to pull the pieces apart and place them on the table. Once the toddlers pulled all the pieces apart, the teachers allowed them to explore and have free play. Then the teachers asks the toddlers to make houses, buildings, etc. After the toddlers worked with their friends to build bigger homes into the structures connecting pieces. The teachers told the toddlers that they liked the way they all worked together, sharing and problem solving. Some of the toddlers needed guidance in the sharing. The teachers played music for the toddlers to dance. They mainly focusing on animal songs. Then the teachers and the toddlers danced around the classroom acting like zoo, farm, and house pets. The teachers read many books to the toddlers about animals such as "Brown bear, brown bear" by Bill Martin Jr. and "From head to toe" by Eric Carle.

Toddler Outside Play – This month the teachers and the toddler's practice throwing and rolling the balls to each other some of the toddlers can throw and roll the balls very well but the younger toddlers needed help. The teachers offered some beach balls for the toddlers to explore. The teachers talked to the toddlers about how to grasp and hold the ball with two hands. Then the teachers explained and modeled how to gently roll the ball to their friends. The teachers collected a few boxes and lined them up away from the toddlers. Then the teachers demonstrated how to roll the ball toward the boxes to see the boxes fall down, and then the teachers gave the toddlers a turn. The toddlers clapped and laughed when they saw the boxes falling down. The teachers started counting the boxes when they fell down and then the toddlers started counting. The teachers celebrated the toddler's efforts and offered support as needed.

Parent Center Committee Meetings – We had a parent meeting on June 30, 2021. Our parent Stephanie Pickup led the meeting. We talked about important dates and information: Center closed on Monday, July 5, 2021 in observance of July 4th. calendar for upcoming year has not been published by main office as soon as it is made available to us we will provide everyone with a copy. Make sure your child's extra clothes here are appropriate for season and are your child's current size, please remember to continue to wear a mask regardless of your vaccination status, remember new drop off procedures. Even if you are leaving, your car for just a minute take your child with you! Policy Council is looking for people to participate in policy council! Next parent meeting will be on Monday, July 19, 2021 at 3:30 p.m.

Cardholder Name	Transaction Date	Posting Date	Merchant Name	Merchant City, State/Province	Amount
Dubriel, Daphne	6/17/2021	6/18/2021	Parentsasteachers	314-432-4330, MO	265.00
Dubriel, Daphne	6/17/2021	6/18/2021	Parentsasteachers	314-432-4330, MO	265.00
Dubriel, Daphne	6/1/2021	6/2/2021	Amazon.Com 2r2tx7ih0	Amzn.Com/Bill, WA	239.94
Ruiz, Robellia	4/13/2021	6/24/2021	Dispute-Walmart.Com Ax		(495.91)
Ruiz, Robellia	4/10/2021	6/24/2021	Dispute-Amazon.Com Op6pz5		(125.25)
Ruiz, Robellia	4/9/2021	6/24/2021	Dispute-Amzn Mktp Us Dz2e		(95.96)
Ruiz, Robellia	4/9/2021	6/24/2021	Dispute-Amzn Mktp Us Bu7r		(81.18)
Ruiz, Robellia	4/8/2021	6/24/2021	Dispute-American Red Cros		(128.00)
Ruiz, Robellia	4/8/2021	6/24/2021	Dispute-American Red Cros		(128.00)
				Total	(284.36)