



PORTLAND PUBLIC SCHOOLS

OFFICE OF Head Start/Early Learners

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Date: December 3, 2021

To: PPS School Board

From: Dr. Emily Glasgow, Interim Senior Director of PK-5 Core Academics
Dr. Robert D. Cantwell, Principal/Director of Head Start

Subject: Head Start Action and Informational Items

BACKGROUND

- A. Federal requirements call for the Governing Board of Head Starts to approve recommendations and reports for the program.**
- B. The Board of Directors for Portland Public Schools serves as the Governing Board for PPS Head Start.**

1. 2020-2021 Program Annual Report

The Head Start Program Performance Standards provide requirements and procedures for the Annual Report. The Annual Report includes yearlong information regarding Head Start program data. It is used as a community resource and contains information from the PIR. Program budget information is also shared in the annual report. PPS Head Start Parent Policy Council approved the 2020-2021 Program Annual Report on November 9, 2021. A Board Letter of Approval is requested.

2. 2021-2022 PPS Head Start Self-Assessment Timeline

Board approval of the annual Self-Assessment Timeline is required. The annual Self-Assessment is a central tenet of continuous quality improvement for Head Start programs. The goal of the Self-Assessment is to meet Head Start Program Performance Standards and move toward program excellence in serving children and families. The process provides programs the means to regularly assess their own management systems and program operations in order to continually strengthen the program and the services and supports delivered to children and families. PPS Head Start Parent Policy Council approved the 2021-2022 Self-Assessment Timeline on November 9, 2021. A Board Letter of Approval is requested.

3. 2021-2022 PPS Head Start School Readiness Goals

The Head Start approach to school readiness means that children are ready for school, families are ready to support their children's learning, and schools are ready for children. Physical, cognitive, social, and emotional development are all essential ingredients of school readiness. Head Start views school readiness as children possessing the skills, knowledge, and attitudes necessary for success in school and for later learning and life. Programs must establish school

readiness goals that are appropriate for the ages and development of enrolled children in the following domains: Approaches to Learning, Social and Emotional Development, Language and Literacy, Cognition, and Perceptual, Motor, and Physical Development. Implementing and measuring progress toward school readiness goals helps programs individualize for each child and ensure that children know and can do what is needed to be ready for kindergarten. Head Start respects parents as their children's primary nurturers, teachers, and advocates, and programs are required to consult with parents in establishing school readiness goals. As children transition to kindergarten, Head Start programs and schools should work together to promote school readiness and engage families. PPS Head Start Parent Policy Council approved the 2021-2022 School Readiness Goals on November 9, 2021. A Board Letter of Approval is requested.

4. PPS Head Start Lice Policy

Board approval of new policies is required. According to Head Start Program Performance Standard 1302.40(a), A program must provide high-quality health, oral health, mental health, and nutrition services that are developmentally, culturally, and linguistically appropriate and that will support each child's growth and school readiness. The Office of Head Start states that policies should not be established that require staff or children to be nit-free before returning because these policies do not prevent the spread of lice. They needlessly exclude children from care and cause unwarranted and excessive burdens on families. Instead, a prevention and treatment approach should be adopted. PPS Head Start, under the guidance of its program nurses, has developed a procedural flowchart to address the presence of lice. PPS Head Start Parent Policy Council approved the Lice Management Procedures on November 9, 2021. A Board Letter of Approval is requested.

5. 2020-2021 PPS Head Start Program Information Report (PIR)

The annual Program Information Report provides comprehensive data on the services, staff, children, and families served by Head Start. All grantees are required to submit a PIR each year. The PIR is an important source of descriptive and service data for the Head Start community, their partners, Congress, and for the general public. PIR data is compiled for use at the federal, regional, state, and local levels. The PIR was shared with the PPS Head Start Parent Policy Council on November 9, 2021. This report is for the Governing Body's information only. Governing Body approval is not required.

RELATED POLICIES/BEST PRACTICES

Items listed above are required to be reviewed, updated, and/or approved by the Parent Policy Council and Governing Board.

ANALYSIS OF SITUATION

All items listed above support the high quality, comprehensive wraparound services provided to the children and families attending PPS Head Start.

FISCAL IMPACT

1. There is no known fiscal impact of these items. Continued federal funding of PPS Head Start is dependent upon compliance with Head Start Program Performance Standards, which includes requesting approval of recommendations and reports from the program's governing bodies.

COMMUNITY ENGAGEMENT (IF APPLICABLE)

PPS Head Start Parent Policy Council reviewed, provided input, and approved these actions/documents on November 9, 2021 as noted above and as reflected in the attached meeting minutes.

TIMELINE FOR IMPLEMENTATION / EVALUATION

The timeline for implementation will be the 2021-2022 school year.

BOARD OPTIONS WITH ANALYSIS

Board approval needed.

CONNECTION TO BOARD GOALS

The goal of PPS Head Start is to prepare the city's diverse and resilient young children for successful transitions to kindergarten and beyond by leveraging each child's strengths, building their social competence, and developing school readiness skills.

Portland Public Schools' vision is this: Every student, every teacher, and every school succeeding. The school district's mission is that every student by name is prepared for college, career, and participation as an active community member, regardless of race, income, or zip code. The Board adopted the following four priorities for the 2018-19 school year to move the school district toward the above aspirations:

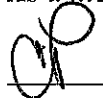
- Set a clear vision and strategic plan.
- Create equitable opportunities and outcomes for all students.
- Build management accountability systems and structures.
- Allocate budget, funding, and resources focused on improving outcomes for students.

All of the above items support the district's and School Board's vision and priorities.

STAFF RECOMMENDATION

Develop Board resolutions and obtain signature approval of the Board Chair of the attached documents.

As a member of the PPS Executive Leadership Team, I have reviewed this staff report.

 (Initials)

ATTACHMENTS

- A. 2020-2021 Program Annual Report
- B. 2020-2021 Program Annual Report Board Resolution
- C. 2020-2021 Program Annual Report Governing Body Approval Letter
- D. 2020-2021 Program Annual Report Policy Council Approval Letter

- E. 2021-2022 Self-Assessment Timeline
- F. 2021-2022 Self-Assessment Timeline Board Resolution
- G. 2021-2022 Self-Assessment Timeline Governing Body Approval Letter
- H. 2021-2022 Self-Assessment Timeline Policy Council Approval Letter
- I. 2021-2022 School Readiness Goals
- J. 2021-2022 School Readiness Goals Board Resolution
- K. 2021-2022 School Readiness Goals Governing Body Approval Letter
- L. 2021-2022 School Readiness Goals Policy Council Approval Letter
- M. Lice Management Procedures Flow Chart
- N. Lice Management Procedures Board Resolution
- O. Lice Management Procedures Governing Body Approval Letter
- P. Lice Management Procedures Policy Council Approval Letter
- Q. 2020-2021 Program Information Report (PIR)
- R. 11.9.21 PIR PowerPoint
- S. 11.9.21 PPS Head Start Parent Policy Council Meeting Minutes