



## PORTLAND PUBLIC SCHOOLS HEAD START

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### MEMO

**Date:** 2/20/2024

**To:** PPS School Board

**From:** Emily Glasgow, Senior Director of PK-5 Core Academics  
Dana Stiles, Principal/Director of Head Start

**Subject:** Reports for Governing Body's Information

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#### **2022 – 2023 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. This report is for the Governing Body's information only. Governing Body approval is not required.

#### **Full Enrollment Initiative Plan 2024**

Section 641A(h)(3) of the Head Start Act requires grantees to maintain 97% of funded enrollment. In collaboration with the Regional Office, grantees with four or more consecutive months of under-enrollment must develop a plan and timetable for reducing or eliminating under-enrollment in the next 12 month period. PPS Head Start enrollment is currently 83%. The program received an Under-Enrollment Letter from the Regional Office in December 2023 and developed a Full Enrollment Initiative Plan with the Regional Office in January 2024. This report is for the Governing Body's information only. Governing Body approval is not required.

#### **Portland Children's Levy Mid-Year Report**

PPS Head Start submitted its mid-year report as required by the Portland Children's Levy (PCL). The PCL funds four of the program's teachers and two educational assistants. The mid-year report is provided for informational awareness only. Board approval of the report is not required.

## ATTACHMENTS

- A. 2022-2023 PPS Head Start Program Information Report (PIR)
- B. Full Enrollment Initiative Plan 2024
- C. Portland Children's Levy Mid-Year Report
- D. Financial Summary Report 9-1-23
- E. Financial Summary Report 10-2-23
- F. Financial Summary Report 11-3-23
- G. Financial Summary Report 1-9-24
- H. Head Start Policy Council Minutes 10-23-23
- I. Head Start Policy Council Minutes 11-14-23
- J. Head Start Policy Council Minutes 1-9-24

# PPS Head Start/Early Learners

## 9700 - PIR Report (precalculated values and overrides)

2022-2023 PIR

### A. Enrollment & Program Options

#### Funded Enrollment by Funding Source

1. Funded Enrollment	
a. Head Start/Early Head Start Funded Enrollment, as identified on NOA that captures the greatest part of the program year	0
b. Funded Enrollment from non-federal sources, i.e. state, local, private	0
c. Funded Enrollment from the MIECHV Grant Program using the Early Head Start home visiting model	0

#### Funded Enrollment by Program Option

2. Center-based option	
a. Number of slots equal to or greater than 1,020 annual hours for Head Start preschool children or 1,380 annual hours for Early Head Start infants and toddlers	648
1. Of these, the number available for the full-working-day and full-calendar-year	0
b. Number of slots with fewer than 1,020 annual hours for Head Start preschool children or 1,380 annual hours for Early Head Start infants and toddlers	0
1. Of these, the number that are available for 3.5 hours per day for 128 days	0
2. Of these, the number that are available for full working day	0
3. Home-based option	0
4. Family child care option	0
5. Locally designed option	0
6. Pregnant women slots	0

#### Funded Slots at Child Care Partner

7. Total number of slots in the center-based or locally designed option (A.2.a + A.2.b + A.5)	648
a. Of these, the total number of slots at a child care partner	0
8. Total funded enrollment at child care partners (includes center-based, locally designed, and family child care program options) (A.4 + A.7.a)	0

#### Classes in Center-based

9. Total number of center-based classes operated	36
a. Of these, the number of double session classes	0

#### Children by Age

10. Children by Age:			
a. Under 1 year	0	d. 3 years old	245
b. 1 year old	0	e. 4 years old	350
c. 2 years old	3	f. 5 years and older	0
g. Total cumulative enrollment of children (A.10.a + A.10.b + A.10.c + A.10.d + A.10.e + A.10.f)	598		

#### Cumulative enrollment of pregnant women

11. Cumulative enrollment of pregnant women	0
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#### Total cumulative enrollment

12. Total cumulative enrollment (A.10.g + A.11)	598
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# PPS Head Start/Early Learners

## 9700 - PIR Report (precalculated values and overrides)

2022-2023 PIR

### A. Enrollment & Program Options

#### Primary type of Eligibility

13. Report each enrollee only once by primary type of eligibility:	
a. Income at or below 100% of federal poverty line	239
b. Receipt of public assistance (TANF, SSI, and SNAP)	157
c. Foster care	14
d. Homeless	90
e. Eligibility based on other type of need, but not counted in A.13.a through d	52
f. Incomes between 100% and 130% of the federal poverty line, but not counted in A.13.a through e	46
14. If the program serves enrollees under A.13.f, specify how the program has demonstrated that all income-eligible children in their area are being served.	

#### Prior enrollment

15. Enrolled in Head Start or Early Head Start for:	
a. The second year	171
b. Three or more years	0

#### Transition and Turnover (HS Programs)

16. Total number of preschool children who left the program any time after classes or home visits began and did not re-enroll		46
a. Of the preschool children who left the program during the program year, the number of preschool children who were enrolled less than 45 days		9
17. Of the number of preschool children enrolled in Head Start at the end of the current enrollment year, the number projected to be entering kindergarten in the following school year		322

#### Transition and Turnover (EHS Programs)

18. Total number of infants and toddlers who left the program any time after classes or home visits began and did not re-enroll		0
a. Of the infants and toddlers who left the program above, the number of children who were enrolled less than 45 days		0
b. Of the infants and toddlers who left the program during the program year, the number who aged out of Early Head Start		0
1. Of the infants and toddlers who aged out of Early Head Start, the number who entered a Head Start program		0
2. Of the infants and toddlers who aged out of Early Head Start, the number who entered another early childhood program		0
3. Of the infants and toddlers who aged out of Early Head Start, the number who did NOT enter another early childhood program		0
19. Total number of pregnant women who left the program after receiving Early Head Start services but before the birth of their infant, and did not re-enroll		0
20. Number of pregnant women receiving Early Head Start services at the time their infant was born		0
a. Of the pregnant women enrolled when their infant was born, the number whose infant was subsequently enrolled in the program		0
b. Of the pregnant women enrolled when their infant was born, the number whose infant was NOT subsequently enrolled in the program (A.20 - A.20.a)		0

**PPS Head Start/Early Learners**  
**9700 - PIR Report (precalculated values and overrides)**  
2022-2023 PIR

**A. Enrollment & Program Options**

**Transition and Turnover (Migrant Programs)**

21. Total number of children who left the program any time after classes or home visits began and did not re-enroll	0
a. Of the children who left the program during the program year, the number of children who were enrolled less than 45 days	0
b. Of the children who left the program during the program year, the number of preschool children who aged out, i.e., left the program in order to attend kindergarten	0

**Attendance**

22. The total number of children cumulatively enrolled in the center-based or family child care program option	597
a. Of these children, the number of children that were chronically absent	476
1. Of the children chronically absent, the number that stayed enrolled until the end of enrollment	432
23. Comments on children that were chronically absent:	

**Child Care Subsidy**

24. The number of enrolled children for whom the program and/or its partners received a child care subsidy during the program year	0
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**Race and Ethnicity**

25. Race and Ethnicity	(1) Hispanic/Latino	(2) Non-Hispanic
a. American Indian or Alaskan Native	4	11
b. Asian	2	76
c. Black or African American	8	108
d. Native Hawaiian or Pacific Islander	1	13
e. White	184	103
f. Biracial/Multi-racial	39	43
g. Other	0	0
h. Unspecified ethnicity or race	0	0
25.g.1 Comments:		
25.h.1 Comments:		

**Primary Language of the Family at Home**

26. Primary language of family at home:			
a. English		297	
1. Of these, the number of children acquiring/learning another language in addition to english			
b. Spanish	167	h. Pacific Island Languages	9
c. Native Central American	3	i. European/Slavic Languages	7
d. Caribbean Languages	8	j. African Languages	24
e. Middle Eastern & South Asian	12	k. American Sign Language	0
f. East Asian Languages	70	l. Other	0
g. Native North American/Alaskan	0	m. Unspecified	1
26.l.1 Comments:			

**Dual Language Learners**

27. Total number of Dual Language Learners (A.26.a.1 + A.26.b through A.26.m)	369
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**Transportation**

28. Number of children for whom transportation is provided to and from classes	0
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**PPS Head Start/Early Learners**  
**9700 - PIR Report (precalculated values and overrides)**  
2022-2023 PIR

**A. Enrollment & Program Options**

**Management Information Systems**

29. List the management information system(s) your program uses to support tracking, maintaining, and using data on enrollees, program services, and program staff.

Name/title

a. ChildPlus

## PPS Head Start/Early Learners 9700 - PIR Report (precalculated values and overrides) 2022-2023 PIR

### B. Program Staff & Qualifications

Staff by type	(1) Head Start Early Head Start Staff	(2) Contracted Staff
1. Total number of staff members, regardless of the funding source for their salary or number of hours worked	171	2
a. Of these, the number who are current or former Head Start or Early Head Start parents	33	0

#### Volunteers by type

2. Number of persons providing any volunteer services to the program during the program year	0
a. Of these, the number who are current or former Head Start or Early Head Start parents	0

Preschool Classroom and Assistant Teachers (HS and Migrant Programs)	(1) Classroom Teacher	(2) Assistant Teachers
3. Total number of preschool education and child development staff by position	37	88
a. An advanced degree in:	32	0
early childhood education or		
any field and coursework equivalent to a major relating to early childhood education, with experience teaching preschool-age children.		
b. A baccalaureate degree in one of the following:	4	1
early childhood education		
any field and coursework equivalent to a major relating to early childhood education with experience teaching preschool-age children or		
any field and is part of the Teach for America program and passed a rigorous early childhood content exam		
c. An associate degree in:	0	1
early childhood education		
a field related to early childhood education and coursework equivalent to a major relating to early childhood education with experience teaching preschool-age children		
d. A Child Development Associate (CDA) credential or state-awarded certification, credential, or licensure that meets or exceeds CDA requirements	0	20
1. Of these, a CDA credential or state-awarded certification, credential, or licensure that meets or exceeds CDA requirements and that is appropriate to the option in which they are working	0	19
e. None of the qualifications listed in B.3.a through B.3.d	1	66

#### Preschool Classroom Teachers Program Enrollment

4. Total number of preschool classroom teachers that do not meet qualifications listed in B.3.a or B.3.b	1
a. Of these preschool classroom teachers, the number enrolled in a degree program that would meet the qualifications described in B.3.a or B.3.b	0

#### Preschool Classroom Assistant Teachers Program Enrollment

5. Total number of preschool assistant teachers that do not meet qualifications listed in B.3.a through B.3.d	66
a. Of these preschool assistant teachers, the number enrolled in a degree, certification, credential, or licensure program that would meet the qualifications listed in B.3.a through B.3.d	0

## PPS Head Start/Early Learners 9700 - PIR Report (precalculated values and overrides) 2022-2023 PIR

### B. Program Staff & Qualifications

#### Infant and Toddler Classroom Teachers (EHS and Migrant Programs)

6. Total number of infant and toddler classroom teachers	0
a. An advanced degree in:	0
early childhood education with a focus on infant and toddler development or any field and coursework equivalent to a major relating to early childhood education, with experience teaching infants and/or toddlers	
b. A baccalaureate degree in:	0
early childhood education with a focus on infant and toddler development or a field related to early childhood education and coursework equivalent to a major relating to early childhood education with experience teaching infants and/or toddlers	
c. An associate degree in:	0
early childhood education with a focus on infant and toddler development or a field related to early childhood education and coursework equivalent to a major relating to early childhood education with experience teaching infants and/or toddlers	
d. A Child Development Associate (CDA) credential or state-awarded certification, credential, or licensure that meets or exceeds CDA requirements	0
1. Of these, a CDA credential or state-awarded certification, credential, or licensure that meets or exceeds CDA requirements and that is appropriate to the option in which they are working	0
e. None of the qualifications listed in B.6.a through B.6.d	0
7. Total number of infant and toddler classroom teachers that do not have any qualifications listed in B.6.a through B.6.d (B.6.e)	0
a. Of these infant and toddler classroom teachers, the number enrolled in a degree, certification, credential, or licensure program that would meet one of the qualifications listed in B.6.a through B.6.d.	0

#### Home Visitors and Family Child Care Provider Staff Qualifications

8. Total number of home visitors	0
a. Of these, the number of home visitors that have a home-based CDA credential or comparable credential, or equivalent coursework as part of an associate's, baccalaureate, or advanced degree	0
b. Of these, the number of home visitors that do not meet one of the qualifications described in B.8.a.	0
1. Of the home visitors in B.8.b, the number enrolled in a degree or credential program that would meet a qualification described in B.8.a	0
9. Total number of family child care providers	0
a. Of these, the number of family child care providers that have a Family Child Care CDA credential or state equivalent, or an associate, baccalaureate, or advanced degree in child development or early childhood education	0
b. Of these, the number of family child care providers that do not meet one of the qualifications described in B.9.a	0
1. Of the family child care providers in B.9.b, the number enrolled in a degree or credential program that would meet a qualification described in B.9.a.	0
10. Total number of child development specialists that support family child care providers	0
a. Of these, the number of child development specialists that have a baccalaureate degree in child development, early childhood education, or a related field	0
b. Of these, the number of child development specialists that do not meet one of the qualifications described in B.10.a.	0
1. Of the child development specialists in B.10.b, the number enrolled in a degree or credential program that would meet a qualification described in B.10.a	0



## PPS Head Start/Early Learners 9700 - PIR Report (precalculated values and overrides) 2022-2023 PIR

### B. Program Staff & Qualifications

#### Classroom teacher salary by level of education

11. Classroom teacher salary by level of education:	
a. Advanced degree in early childhood education or related degree	0
b. Baccalaureate degree in early childhood education or related degree	0
c. Associate degree in early childhood education or related degree	0
d. A Child Development Associate (CDA) credential or state-awarded preschool, infant/toddler, family child care or home-based certification, credential, or licensure that meets or exceeds CDA requirements	0
e. Classroom teachers that do not have the qualifications listed in B.12.a - B.12.d	0

#### Child development staff - average salary

12. Average salary:	Avg. Annual Salary	Avg. Hourly Rate
a. Classroom teachers	0	0
b. Assistant teachers	0	0
c. Home-based visitors	0	0
d. Family child care providers	0	0

#### Child development staff - race

13. Race and Ethnicity:	(1)Hispanic/Latino	(2)Non-Hispanic
a. American Indian or Alaskan Native	0	1
b. Asian	0	38
c. Black or African American	0	7
d. Native Hawaiian or other Pacific Islander	0	1
e. White	16	59
f. Biracial/Multi-racial	1	1
g. Other	0	0
h. Unspecified ethnicity or race		1
13.g.1 Comments:		
13.h.1 Comments:		

#### Child development staff - language

14. The number who are proficient in a language(s) other than English	56
a. Of these, the number who are proficient in more than one language other than English	2
15. Language groups in which staff are proficient:	
a. Spanish	20
b. Native Central American, South American, and Mexican Languages (e.g., Mixteco, Quichean)	0
c. Caribbean Languages (e.g., Haitian-Creole, Patois)	0
d. Middle Eastern & South Asian Languages (e.g., Arabic, Hebrew, Hindi, Urdu, Bengali)	0
e. East Asian Languages (e.g., Chinese, Vietnamese, Tagalog)	32
f. Native North American/Alaska Native Languages	0
g. Pacific Island Languages (e.g., Palauan, Fijian)	1
h. European & Slavic Languages (e.g., German, French, Italian, Croatian, Yiddish, Portuguese, Russian)	4
i. African Languages (e.g., Swahili, Wolof)	0
j. American Sign Language	0
k. Other	0
15.k.1 Comments:	
l. Unspecified (language is not known or staff declined identifying the language)	0

**PPS Head Start/Early Learners**  
**9700 - PIR Report (precalculated values and overrides)**  
2022-2023 PIR

**B. Program Staff & Qualifications**

<b>All Staff Turnover</b>	<b>Staff</b>	<b>Contract Staff</b>
16. Total number of staff who left during the program year (including turnover that occurred while the program was not in session, e.g. summer months)	13	1
a. Of these, the number who were replaced	11	1

**Education and Child Development Staff Turnover**

17. The number of teachers, preschool assistant teachers, family child care providers, and home visitors who left during the program year (including turnover that occurred while classes and home visits were not in session, e.g., during summer months)	10
a. Of these, the number who were replaced	9
b. Of these, the number who left while classes and home visits were in session	4
c. Of these, the number that were teachers who left the program	2
18. Of the number of education and child development staff that left, the number that left for the following primary reason:	
a. Higher compensation	4
1. Of these, the number that moved to state pre-k or other early childhood program	0
b. Retirement or relocation	3
c. Involuntary separation	0
d. Other (e.g., change in job field, reason not provided)	3
19. Number of vacancies during the program year that remained unfilled for a period of 3 months or longer	0

## PPS Head Start/Early Learners

### 9700 - PIR Report (precalculated values and overrides)

2022-2023 PIR

### C. Child & Family Services

	(1) At enrollment	(2) At end of enrollment year
<b>Health Insurance - children</b>		
1. Number of all children with health insurance	571	593
Of these, the number of children whose primary insurance fits into the following categories:		
a. Of these, the number enrolled in Medicaid and/or CHIP	524	556
b. Of these, the number enrolled in state-only funded insurance (e.g., medically indigent insurance), private insurance, or other health insurance (C.1-C.1.a)	47	37
2. Number of all children with no health insurance (A.10.g - C.1)	27	5

	(1) At enrollment	(2) At end of enrollment year
<b>Health insurance - pregnant women (EHS programs)</b>		
3. Number of pregnant women with at least one type of health insurance.	0	0
a. Of these, the number enrolled in Medicaid	0	0
b. Of these, the number enrolled in state-only funded insurance (e.g. medically indigent insurance), private insurance, or other health insurance (C.3 - C.3.a)	0	0
4. Number of pregnant women with no health insurance (A.11 - C.3)	0	0

	(1) At enrollment	(2) At end of enrollment year
<b>Accessible Health Care - Children</b>		
5. Number of children with and ongoing source of continuous, accessible health care provided by a health care professional that maintains the child's ongoing health record and is not primarily a source of emergency or urgent care	523	575
a. Of these, the number of children that have accessible health care through a federally qualified Health Center, Indian Health Service, Tribal and/or Urban Indian Health Program facility	126	151

	(1) At enrollment	(2) At end of enrollment year
<b>Accessible Health Care - Pregnant Women (EHS Programs)</b>		
6. Number of pregnant women with an ongoing source of continuous, accessible health care provided by a health care professional that maintains their ongoing health record and is not primarily a source of emergency or urgent care	0	0

**PPS Head Start/Early Learners**  
**9700 - PIR Report (precalculated values and overrides)**  
2022-2023 PIR

**C. Child & Family Services**

	(1) At enrollment	(2) At end of enrollment year
<b>Medical services - children</b>		
7. Number of all children who are up-to-date on a schedule of age-appropriate preventive and primary health care, according to the relevant state's EPSDT schedule for well child care	373	455
8. Number of children diagnosed with any chronic condition by a health care professional, regardless of when the condition was first diagnosed		142
a. Of these, the number who received medical treatment for their diagnosed chronic health condition		142
b. Specify the primary reason that children with any chronic condition diagnosed by a health care professional did not receive medical treatment		<b>Number of Children</b>
1. No medical treatment needed		0
2. No health insurance		0
3. Parents did not keep/make appointment		0
4. Children left the program before their appointment date		0
5. Appointment is scheduled for future date		0
6. Other		0
9. Number of children diagnosed by a health care professional with the following chronic condition, regardless of when the condition was first diagnosed:		
a. Autism spectrum disorder (ASD)	7	f. Hearing Problems
b. Attention deficit hyperactivity disorder (ADHD)	0	g. Vision Problems
c. Asthma	33	h. Blood lead level test with elevated lead levels > u5 g/dL
d. Seizures	1	i. Diabetes
e. Life threatening allergies (e.g. food allergies, bee stings, and medication allergies that may result in systemic anaphylaxis).		11

<b>Body Mass Index (BMI) - children (HS and Migrant programs)</b>	<b>Children at enrollment</b>
10. Number of children who are in the following weight categories according to the 2000 CDC BMI-for-age growth charts	
a. Underweight (BMI less than 5th percentile for child's age and sex)	15
b. Healthy weight (at or above 5th percentile and below 85th percentile for child's age and sex)	370
c. Overweight (BMI at or above 85th percentile and below 95th percentile for child's age and sex)	84
d. Obese (BMI at or above 95th percentile for child's age and sex)	109

	(1) At enrollment	(2) At end of enrollment year
<b>Immunization services - children</b>		
11. Number of children who have been determined by a health professional to be up-to-date on all immunizations appropriate for their age	469	509
12. Number of children who have been determined by a health care professional to have received all immunizations possible at this time, but who have not received all immunizations appropriate for their age	34	55
13. Number of children who meet their state's guidelines for an exemption from immunizations	16	26

**PPS Head Start/Early Learners**  
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2022-2023 PIR

**C. Child & Family Services**

**Medical services - pregnant women (EHS programs)**

14. Indicate the number of pregnant women who received the following services while enrolled in EHS:	
a. Prenatal health care	0
b. Postpartum health care	0
c. A professional oral health assessment, examination, and/or treatment	0
d. Mental health interventions and follow-up	0
e. Education on fetal development	0
f. Education on the benefits of breastfeeding	0
g. Education on the importance of nutrition	0
h. Education on infant care and safe sleep practices	0
i. Education on the risks of alcohol, drugs, and/or smoking	0
j. Facilitating access to substance abuse treatment (i.e., alcohol, drugs, and/or smoking)	0

**Prenatal health - pregnant women (EHS programs)**

15. Trimester of pregnancy in which the pregnant women served were enrolled:	
a. 1st trimester (0-3 months)	0
b. 2nd trimester (3-6 months)	0
c. 3rd trimester (6-9 months)	0
16. Of the total served, the number whose pregnancies were identified as medically high risk by a physician or health care provider	0

	(1) At enrollment	(2) At end of enrollment year
<b>Accessible dental care - children</b>		
17. Number of children with continuous, accessible dental care provided by an oral health care professional which includes access to preventive care and dental treatment	399	524

**Preschool dental services (HS and Migrant programs)**

18. Number of children who received preventive care during the program year	559
19. Number of all children, including those enrolled in Medicaid or CHIP, who have completed a professional dental examination during the program year	568
a. Of these, the number of children diagnosed as needing dental treatment during the program year	209
1. Of these, the number of children who have received or are receiving dental treatment	147
b. Specify the primary reason that children who needed dental treatment did not receive it:	<b>Number of Children</b>
1. Health insurance doesn't cover dental treatment	0
2. No dental care available in local area	0
3. Medicaid not accepted by dentist	0
4. Dentists in the area do not treat 3 - 5 year old children	0
5. Parents did not keep/make appointment	35
6. Children left the program before their appointment date	3
7. Appointment is scheduled for future date	14
8. No transportation	0
9. Other	5

**Infant and toddler preventive dental services (EHS and migrant programs)**

20. Number of all children who are up-to-date according to the dental periodicity schedule in the relevant state's EPSDT schedule	0
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2022-2023 PIR

**C. Child & Family Services**

**Mental health consultation**

21. Total number of classroom teachers, home visitors, and family child care providers (B.3(1) + B.6 + B.8 + B.9)	37
a. Indicate the number of classroom teachers, home visitors, and family child care providers who received assistance from a mental health consultant through observation and consultation	0

**IDEA eligibility determination**

22. The total number of children referred for an evaluation to determine eligibility under the Individuals with Disabilities Education Act (IDEA) during the program year	124
a. Of these, the number who received an evaluation to determine IDEA eligibility	87
1. Of the children that received an evaluation, the number that were diagnosed with a disability	71
2. Of the children that received an evaluation, the number that were not diagnosed with a disability under IDEA	10
1. Of these children, the number for which the program is still providing or facilitating individualized services and supports such as an individual learning plan or supports described under Section 504 of the Rehabilitation Act	0
b. Of these, the number who did not receive an evaluation to determine IDEA eligibility (C.22 - C.22.a)	37
23. Specify the primary reason that children referred for an evaluation to determine IDEA eligibility did not receive it:	
a. The responsible agency assigned child to Response to Intervention (RTI)	0
b. Parent(s) refused evaluation	14
c. Evaluation is pending and not yet completed by responsible agency	8
d. Other	15

**Preschool disability services (HS and Migrant programs)**

24. Number of children enrolled in the program who had an individualized Education Program (IEP), at any time during the program year, indicating they were determined eligible by the LEA to receive special education and related services under the IDEA	117
a. Of these, the number who were determined eligible to receive special education and related services:	
1. Prior to this program year	68
2. During this program year	49
b. Of these, the number who have not received special education and related services	5

**Infant and toddler Part C early intervention services (EHS and Migrant programs)**

25. Number of children enrolled in the program who have an Individualized Family Service Plan (IFSP), at any time during the program year, indicating they were determined eligible by the Part C agency to receive early intervention services under the IDEA	0
a. Of these, the number who were determined eligible to receive early intervention services:	
1. Prior to this program year	0
2. During this program year	0
b. Of these, the number who have not received early intervention services under IDEA	0

## PPS Head Start/Early Learners 9700 - PIR Report (precalculated values and overrides) 2022-2023 PIR

### C. Child & Family Services

<b>Preschool primary disabilities (HS and Migrant programs)</b>	<b>(1) Determined to have Disability</b>	<b>(2) Receiving Special Services</b>
26. Diagnosed primary disability:		
a. Health impairment (i.e., meeting IDEA definition of "other health impairment")	0	0
b. Emotional disturbance	0	0
c. Speech or language impairment	46	45
d. Intellectual disabilities	0	0
e. Hearing impairment, including deafness	0	0
f. Orthopedic impairment	0	0
g. Visual impairment, including blindness	0	0
h. Specific learning disability	0	0
i. Autism	13	13
j. Traumatic brain injury	0	0
k. Non-categorical/developmental delay	57	55
l. Multiple disabilities (excluding deaf-blind)	0	0
m. Deaf-blind	0	0

**PPS Head Start/Early Learners**  
**9700 - PIR Report (precalculated values and overrides)**  
2022-2023 PIR

**C. Child & Family Services**

**Education and Development Tools/Approaches**

**Screening**

27. Number of all newly enrolled children since last year's PIR was reported	422
28. Number of all newly enrolled children who completed required screenings within 45 days for developmental, sensory, and behavioral concerns since last year's PIR was reported	359
a. Of these, the number identified as needing follow-up assessment or formal evaluation to determine if the child has a disability	107
29. The instrument(s) used by the program for developmental screening:	
a.	
b.	
c.	

**Assessment**

30. Approach or tool(s) used by the program for ongoing child assessment:	Locally designed
a.	No
b.	No
c.	No

**Curriculum**

31. Curriculum used by the program:	
a. For center-based services:	Locally designed
1.	No
2.	No
3.	No
b. For family child care services:	Locally designed
1.	No
2.	No
3.	No
c. For home-based services:	Locally designed
1.	No
2.	No
3.	No
d. For pregnant women services:	Locally designed
1.	No
2.	No
3.	No
e. For building on the parents' knowledge and skill (i.e. parenting curriculum)	Locally designed
1.	No
2.	No
3.	No

**Staff-child interaction observation tools**

	Yes (Y)/ No (N)
32. Does the program routinely use classroom or home visit observation tools to assess quality?	No
33. If yes, classroom and home visit observation tool(s) used by the program:	Locally designed
a. Center-based settings	No
b. Home-based settings	No
c. Family child care settings	No



**PPS Head Start/Early Learners**  
**9700 - PIR Report (precalculated values and overrides)**  
2022-2023 PIR

**C. Child & Family Services**

**Family and Community Partnerships**

**Number of families**

34. Total number of families:	567
a. Of these, the number of two-parent families	347
b. Of these, the number of single-parent families	220
35. Of the total number of families, the number in which the parent/guardian figures are best described as:	
a. Parent(s) (e.g. biological, adoptive, stepparents)	546
1. Of these, the number of families with a mother only (biological, adoptive, stepmother)	176
2. Of these, the number of families with a father only (biological, adoptive, stepfather)	15
b. Grandparents	8
c. Relative(s) other than grandparents	4
d. Foster parent(s) not including relatives	9
e. Other	0

**Parent guardian education**

36. Of the total number of families, the highest level of education obtained by the child's parent(s) / guardian(s)	
a. An advanced degree or baccalaureate degree	40
b. An associate degree, vocational school, or some college	91
c. High school graduate or GED	183
d. Less than high school graduate	186

**Employment, Job Training, and School**

37. Total number of families in which at enrollment	
a. At least one parent/guardian is employed, in job training, or in school at enrollment	379
1. Of these families, the number in which one or more parent/guardian is employed	371
2. Of these families, the number in which one or more parent/guardian is in job training (e.g. job training program, professional certificate, apprenticeship, or occupational license)	101
3. Of these families, the number in which one or more parent/guardian is in school (e.g. GED, associate degree, baccalaureate, or advanced degree)	20
b. Neither/No parent/guardian is employed, in job training, or in school at enrollment (e.g. unemployed, retired, or disabled)	148
38. Total number of families in which at end of enrollment:	
a. At least one parent/guardian is employed, in job training, or in school at end of enrollment	233
1. Of these families, the number of families that were also counted in C.37.a (as having been employed, in job training, or in school at enrollment)	213
2. Of these families, the number of families that were also counted in C.37.b (as having not been employed, in job training, or in school at enrollment)	20
b. Neither/No parent/guardian is employed, in job training, or in school at end of enrollment (e.g. unemployed, retired, or disabled)	58
1. Of these families, the number of families that were also counted in C.37.a	7
2. Of these families, the number of families that were also counted in C.37.b	51

**PPS Head Start/Early Learners**  
**9700 - PIR Report (precalculated values and overrides)**  
2022-2023 PIR

**C. Child & Family Services**

**Military Families**

39.a At least one parent/guardian is a member of the United States military on active duty	3
39.b At least one parent/guardian is a veteran of the United States military	7

<b>Federal or other assistance</b>	<b>(1) At enrollment</b>	<b>(2) At end of enrollment year</b>
40. The number of families receiving any cash benefits or other services under the Federal Temporary Assistance for Needy Families (TANF) Program	95	93
41. Total number families receiving Supplemental Security Income (SSI)	28	29
42. Total number of families receiving services under the Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	293	303
43. Total number of families receiving benefits under the Supplemental Nutrition Assistance Program (SNAP), formerly referred to as Food Stamps	239	222

**Family Services**

<b>Family Services</b>	<b>Services Received</b>
44. The number of families that received the following program service to promote family outcomes:	
a. Emergency/crisis intervention such as addressing immediate need for food, clothing, or shelter	288
b. Housing assistance (e.g., subsidies, utilities, repairs)	94
c. Asset building services (e.g. financial education, debt counseling)	26
d. Mental health services	90
e. Substance misuse prevention	5
f. Substance misuse treatment	3
g. English as a second language (ESL) training	148
h. Assistance in enrolling into an education or job training program	82
i. Research-based parenting curriculum	40
j. Involvement in discussing their child's screening and assessment results and their child's progress	300
k. Supporting transitions between programs (i.e. EHS to HS, HS to kindergarten)	297
l. Education on preventative medical and oral health	283
m. Education on health and developmental consequences of tobacco product use	272
n. Education on nutrition	364
o. Education on postpartum care (e.g. breastfeeding support)	17
p. Education on relationship/marriage	30
q. Assistance to families of incarcerated individuals	9
45. Of these, the number that received at least one of the services listed above	442

**Father engagement**

46. Number of fathers/father figures who were engaged in the following activities during this program year:	
a. Family Assessment	290
b. Family goal setting	280
c. Involvement in child's Head Start child development experiences (e.g. home visits, parent-teacher conferences, volunteering)	261
d. Head Start program governance, such as participation in the Policy Council or policy committees	33
e. Parenting education workshops	67

# PPS Head Start/Early Learners

## 9700 - PIR Report (precalculated values and overrides)

2022-2023 PIR

### C. Child & Family Services

#### Homelessness Services

47. Total number of families experiencing homelessness that were served during the enrollment year	92
48. Total number of children experiencing homelessness that were served during the enrollment year	94
49. Total number of families experiencing homelessness that acquired housing during the enrollment year	30

#### Foster care and child welfare

50. Total number of enrolled children who were in foster care at any point during the program year	19
51. Total number of enrolled children who were referred to Head Start/Early Head Start services by a child welfare agency	10

## PPS Head Start/Early Learners 9700 - PIR Report (precalculated values and overrides) 2022-2023 PIR

### D. Grant Level Questions

#### Intensive Coaching

1. The number of education and child development staff (i.e. teachers, preschool assistant teachers, home visitors, FFC providers) that received intensive coaching	11
2. The number of individuals that provided intensive coaching, whether by staff, consultants, or through partnership	2

#### Management Staff Salaries

	(1) Annual Salary	(2) Percent Funded by Head Start or Early Head Start	(3) Number of Management Staff in this Position
3. Management staff:			
a. Executive Director	0	0	0
b. Head Start and/or Early Head Start Director	151838	50	1
c. Education Manager/Coordinator	135922	50	4
d. Health Services Manager/Coordinator	0	0	0
e. Family & Community Partnerships Manager/Coordinator	74646	50	2
f. Disability Services Manager/Coordinator	98268	50	1
g. Fiscal Officer	668509	50	1

#### Education Management Staff Qualifications

	# of education managers /coordinators
4. Total number of education managers/coordinators (D.3.c.(3))	4
a. Of these, the number of education manager/coordinators with a baccalaureate or advanced degree in early childhood education or a baccalaureate or advance degree and equivalent coursework in early childhood education with early education teaching experience	4
b. Of these, the number of education manager/coordinators that do not meet one of the qualifications in D.4.a	0
1. Of the education manager/coordinators in D.4.b, the number enrolled in a program that would meet a qualification described in D.4.a	0

#### Family Services Staff Qualifications

	# of family services staff
5. Total number of family services staff	18
a. Of these, the number that have a credential, certification, associate, baccalaureate, or advanced degree in social work, human services, family services, counseling, or a related field	18
b. Of these, the number that do not meet one of the qualifications described in D.5.a	0
1. Of the family services staff in D.5.b, the number enrolled in a degree or credential program that would meet a qualification described in D.5.a.	0
2. Of the family services staff in D.5.b, the number hired before November 7, 2016	0

#### Formal Agreements for Collaboration

	# of formal agreements
6. Total number of child care partners in which a formal agreement was in effect	0
7. Total number of LEAs in the service area	1
a. Of these, the total number of LEAs in which a formal agreement was in effect to coordinate services for children with disabilities	0
b. Of these, the total number of LEAs in which a formal agreement was in effect to coordinate transition services	0
8. Total number of Part C agencies in the service area	0
a. Of these, the total number of Part C agencies in which a formal agreement was in effect to coordinate services for children with disabilities	0



# Portland Public Schools Head Start Full Enrollment Plan 2024

Grant Number: 10CH012375

**Plan Start Date:** January 11, 2024 | **Plan End Date:** January 2024

**School Year Dates:** September 11, 2024 – June 14, 2024 (closed July and August)

## Full Enrollment Planning Team

Name	Title
Dana Stiles	Director of PPS Head Start
Rhiannon Martin	Family Service Manager
Andrea Murphy	Data Coordinator
Emily Glasgow	Executive Director of PPS Head Start

## Context and Data Review

Portland Public School District has experienced notable enrollment changes in recent years. This district has experienced a 17% decline in K-12 school enrollment in the last three years, and PPS Head Start program enrollment has declined by 15%. This is due in part to the COVID-19 pandemic, rising costs of living, and a shortage of affordable housing in the city.

In order to provide in person services during the pandemic we reduced our enrollment from 760 funded slots to 350 slots to meet CDC guidelines of 35 sq ft per child for the 2020-2021 school year. While we were funded for 760 total slots our actual enrollment was significantly reduced. In school year 2022-2023, we reduced our total funded slots to 648 and worked to reach full enrollment at this new level. Further, PPS Head Start shares the same service area with Albina Head Start, and there are three other Head Start providers in the city of Portland. Other publicly funded programs in the area include Preschool Promise (state funded) and Preschool For All (Multnomah County funded).



# Portland Public Schools Head Start Full Enrollment Plan 2024

Grant Number: 10CH012375

## Key Data Sources

- [CNA](#)
- Multnomah County Service Area MOUs
- [Service Maps](#) – City of Portland, Child Plus Area Service Map
- [Annual Report 22-23](#)
- Enrollment Reporting (PPS Head Start and District)
- Outreach to Community Partners ([List of Partners](#))
- Staffing Structure & Budget ([Personnel Classification & Compensation](#))

## Data Review

The data highlighted several successes and continued challenges. Each challenge was rated for the amount of impact on full enrollment and how much control our program has to address the challenge in order to determine our priority action plan items.

Area of Review	Successes	Challenges	Impact/Control of Challenges to Full Enrollment
Quality and extent of recruitment efforts	<ul style="list-style-type: none"> <li>● Variety of recruitment materials</li> <li>● Given all families opportunity to get yard signs, flyers</li> <li>● All families got bumper stickers during HV</li> <li>● Social Media campaigns</li> <li>● TriMet campaign</li> </ul>	<ul style="list-style-type: none"> <li>● Need to improve our community partnerships with programs that can refer families to us</li> <li>● Order yard signs for all enrolled families to place around the community</li> </ul>	<ul style="list-style-type: none"> <li>● High Impact/High Control</li> <li>● Medium Impact/High Control</li> </ul>



## Portland Public Schools Head Start Full Enrollment Plan 2024

Grant Number: 10CH012375

	<ul style="list-style-type: none"> <li>• Oregonian story, newspaper ads, radio ads</li> <li>• Recruitment/Resource fairs</li> <li>• Coordinated efforts with other local publicly-funded programs</li> </ul>		
Changing demographics	<ul style="list-style-type: none"> <li>• Moved all classrooms to full day model rather than dual sessions</li> <li>• Reconfigured age make-up in classrooms (all classrooms are now 50/50 3 and 4 year olds rather than all 3 or all 4 year olds)</li> </ul>	<ul style="list-style-type: none"> <li>• Transportation is a need for some families</li> <li>• Many families in our area are over income limits (using FPL creates a barrier when local PL is higher)</li> <li>• Shifts happening due to PreK space in the District, specifically elementary schools where there have been shifts in K enrollment</li> <li>• Lower birth rates</li> <li>• Very expensive to live in our school district, many families have moved to East county</li> <li>• Gentrification in PPSD area</li> <li>• General lower enrollment in K-12 grades</li> </ul>	<ul style="list-style-type: none"> <li>• Medium Impact/Low Control</li> <li>• High Impact/Medium Control</li> <li>• Low Impact/Low Control</li> <li>• Medium Impact/Low Control</li> <li>• High Impact/Low Control</li> <li>• High Impact/Medium Control</li> <li>• Medium Impact/Low Control</li> </ul>
Facilities – related issues		<ul style="list-style-type: none"> <li>• Classrooms are inside school district buildings which means we have limited capacity for extended day care</li> <li>• Locations must be PPS school</li> </ul>	<ul style="list-style-type: none"> <li>• Medium Impact/Low Control</li> <li>• Medium Impact/Low Control</li> </ul>



## Portland Public Schools Head Start Full Enrollment Plan 2024

Grant Number: 10CH012375

		<p>sites</p> <ul style="list-style-type: none"> <li>All facilities requests require district approval, lengthy process-changing “curb appeal”, hanging banners, hosting community events</li> </ul>	<ul style="list-style-type: none"> <li>Low Impact/Low Control</li> </ul>
Full working day options	<ul style="list-style-type: none"> <li>Currently piloting a partnership with Champions to provide before and after care at one site</li> </ul>	<ul style="list-style-type: none"> <li>Teacher contracts mean we cannot offer extended hours to families through our current staffing parameters</li> <li>ERDC (application process and waitlist)</li> </ul>	<ul style="list-style-type: none"> <li>High Impact/Medium Control</li> <li>Medium Impact/Low Control</li> </ul>
Other programs in the area	<ul style="list-style-type: none"> <li>PPS PSP/PFA (260 slots) braiding has improved enrollment at some sites</li> </ul>	<ul style="list-style-type: none"> <li>Albina covers the same service area (486 HS slots)</li> <li>PSP/PFA (just under 700 slots)</li> </ul>	<ul style="list-style-type: none"> <li>High Impact/Low Control</li> <li>High Impact/Low Control</li> </ul>
Management procedures that impact enrollment		<ul style="list-style-type: none"> <li>No staff required to work during summer due to union contracts</li> <li>Adding summer staff highly impacts budget</li> </ul>	<ul style="list-style-type: none"> <li>High Impact/High Control</li> <li>High Impact/High Control</li> </ul>





# Portland Public Schools Head Start Full Enrollment Plan 2024

Grant Number: 10CH012375

## Summary of High Impact/High Control Factors

In completing our review of various data sources, and determining which factors fall into the high impact-high control area, below are our top priorities to address our current enrollment shortfall:

1. Improving community partnership connection and outreach
2. Updating staffing structure (ERSEA team, extend work calendar)
3. Implement updated marketing strategies, social media planning
4. Assess potential location barriers to enrollment

## Summary Action Plan

**Control Factor 1:** Improving community partnership connection and outreach

**Objective:** To rebuild community partner relationships post-COVID to ensure cross referral between programs.

**Strategies:**

1. Outreach to current list of community partners to identify a “point person” for communication and referrals
2. Develop a 10-15 min PPS PreK presentation to share at local health clinics, with DHS staff, libraries, etc.
3. Contact CareOregon through quarterly OHA meetings, share recruitment materials



## Portland Public Schools Head Start Full Enrollment Plan 2024

Grant Number: 10CH012375

4. Restart mass mailings (USPS Census, TANF/SNAP, WIC, OHP)
5. Connect with local child care providers to build partnerships for before/after care for families
6. Invite community partners into buildings to host local events

### Oversight/Data Collection:

Action Step	Expected Quarterly Due Date	Person(s) Responsible
<a href="#">Improve community partner connection</a> (DHS Foster, local homeless shelters, County health clinics)	Winter/Spring/Summer	Crystal (with support from Rhiannon) Keely/Nikki-health clinics
CareOregon/OHP outreach-mailings? Email blasts?	Winter/Spring	Nikki/Keely
Mailing list from TANF/SNAP	Winter	Rhiannon
Before/after care options close to sites	Winter/Spring	Rhiannon/Laura
Challenges with ERDC	Spring	Crystal (with support from FSW team)
More community events in buildings	Spring/Fall	Dana/Ed Sups



# Portland Public Schools Head Start Full Enrollment Plan 2024

Grant Number: 10CH012375

## Control Factor 2: Updating staffing structure (ERSEA team, extend work calendar)

**Objective:** To restructure staffing resources to better meet current recruitment and enrollment needs.

**Strategies:**

1. Extend the contracted work year for Community Agent positions (2) to include summer months.
2. Develop ERSEA team to support centralization of recruitment and enrollment for the entire PPS PreK program.
3. Review ERSEA Policy and Procedure

**Oversight/Data Collection:**

Staffing Structure	Expected Quarterly Due Date	Person Responsible
Staffing for Summer	Winter	Emily, Dana, Nancy, Human Resources
ERSEA team – restructure and streamline support	Winter	Emily, Dana, Rhiannon, Laura
Review ERSEA Policy and Procedure to reflect updated staffing structures (clarify roles and responsibilities)	Winter	Rhiannon, Laura

## Control Factor 3: Implement updated marketing strategies, including increased social media planning



# Portland Public Schools Head Start Full Enrollment Plan 2024

Grant Number: 10CH012375

**Objective:** To develop and implement a marketing strategy that addresses current recruitment trends.

**Strategies:**

1. Review marketing materials, update as appropriate
2. Research marketing consultation options
3. Develop social media-specific marketing plan
4. Identify what sets our program apart, what to highlight to the community, incorporate into recruitment materials and advertisements
5. Create communication so that all staff understand their role in recruitment and outreach

**Oversight/Data Collection:**

Marketing	Expected Quarterly Due Date	Person Responsible
Revamp our marketing and “core identity”	Winter	Dana/Rhiannon
Marketing consultation	Winter	Dana/Rhiannon
Recruitment	Winter/Spring	FSW team Support from Rhiannon Alexis, Lisa, Rhiannon
Yard Signs for families at Spring HV, conferences	Spring	Alexis Andrew
Use buildings to advertise	Spring/Summer	Rhiannon, Lisa



# Portland Public Schools Head Start Full Enrollment Plan 2024

Grant Number: 10CH012375

## Control Factor 4: Assess potential location barriers to enrollment (looking at specific centers)

**Objective:** To determine feasibility of variables that may impact families ability to enroll in PPS PreK.

**Strategies:**

1. Research feasibility of offering transportation to all PreK locations.
2. Review data to determine the area of greatest need for preschool slots
  - a. Where do we have the highest numbers of enrolled children?
  - b. What area continues to have a waitlist?
3. Moving slots to sites of highest need within the current service area
  - a. Expand braiding preschool funding within PPS classrooms?
  - b. Increase culturally-specific classrooms within our sites?

**Oversight/Data Collection:**

Enrollment Barriers	Expected Quarterly Due Date	Person Responsible
Transportation	Spring	Rhiannon (with support from Laura)
Move slots (review current enrolment trends and saturation of slots within service area)	Winter	Emily, Dana, Rhiannon, Laura
Braiding more classrooms	Winter/Spring	Emily, Dana, Rhiannon, Laura
Opening additional culturally-specific classrooms	Spring/Summer	Dana, Rhiannon, Laura, CA team



# Portland Public Schools Head Start Full Enrollment Plan 2024

Grant Number: 10CH012375

## Action Plan – Progress Monitoring

### Action Plan – Winter Update

Responsible persons will meet bi-weekly to update action step items for assigned strategy.

First internal checkpoint date will be February 1, 2024 (one month into initiating the plan).

Strategy	Action Steps	Resources Needed	Person(s) Responsible
<a href="#">Improve community partner connection</a> (DHS Foster, local homeless shelters, County health clinics)	Identify point of contact Develop/implement outreach presentations		Crystal (with support from Rhiannon) Keely/Nikki-health clinics
CareOregon/OHP outreach-mailings? Email blasts?	Discuss at next OHA meeting-share recruitment materials		Nikki/Keely
Mailing list from TANF/SNAP	Continue outreach to DELC for updates		Rhiannon
Before/after care options close to sites	Meet with PSP team to determine options		Rhiannon/Laura
Staffing for Summer	Determine cost, create position-extend contract year for Community Agents		Emily, Dana and Nancy
ERSEA team- Restructure and streamline support	Funding shifts needed/feasibility Afterschool/weekend activities		Emily, Dana, Rhiannon, Laura
Review ERSEA Policy and Procedure to reflect updated staffing structures	Clearly define roles and responsibilities		Rhiannon, Laura



## Portland Public Schools Head Start Full Enrollment Plan 2024

Grant Number: 10CH012375

Revamp our marketing and “core identity”	Social Media (connect with Alexis A) 360 classroom Video (Family testimony) Elevator pitch Family engagement Culturally-specific classrooms		Dana/Rhiannon
Marketing consultation	Research options, connect with the PPS Communications department?		Dana/Rhiannon
Recruitment (planning)	Create plan with each Community Agent site team to determine engagement of all site staff in efforts  Order 2024-25 materials		FSW team  Support from Rhiannon  Alexis, Lisa, Rhiannon
Move slots (review current enrolment trends and saturation of slots within service area)	Research options to move slots to different sites		Emily, Dana, Rhiannon, Laura
Braiding more classrooms	Look at current braiding successes, what other locations might benefit from braided funding?		Emily, Dana, Rhiannon, Laura

### Action Plan – Spring Update

Responsible persons will meet bi-weekly to update action step items for assigned strategy.

First internal checkpoint date will be April 5, 2024 (one week upon return from Spring Break).



## Portland Public Schools Head Start Full Enrollment Plan 2024

Grant Number: 10CH012375

Strategy	Action Steps	Resources Needed	Person(s) Responsible
<a href="#">Improve community partner connection</a> (DHS Foster, local homeless shelters, County health clinics)	Identify point of contact Develop/implement outreach presentations		Crystal (with support from Rhiannon) Keely/Nikki-health clinics
CareOregon/OHP outreach-mailings? Email blasts?	Discuss at next OHA meeting-share recruitment materials		Nikki/Keely
Before/after care options close to sites	Meet with PSP team to determine options		Rhiannon/Laura
Challenges with ERDC	Organize ERDC parent workshops		Crystal (with support from FSW team)
More community events in buildings	Identify which partners might be interested, especially for our stand alone sites near schools		Dana/Ed Sups
Recruitment (outreach, implementation)	Create plan with each FSW site team to determine engagement of all site staff in efforts  Order 2024-25 materials		FSW team Support from Rhiannon  Alexis, Lisa, Rhiannon
Yard Signs for families at Spring HV, conferences	Determine cost to order around 300, get approval, order (FSW estimate how many families have a place to put one)		Alexis Andrew





## Portland Public Schools Head Start Full Enrollment Plan 2024

Grant Number: 10CH012375

Opening additional culturally-specific classrooms	Look at what we already offer, focus on VDLI and Black Excellence classrooms		Dana, Rhiannon, Laura, CA team
Braiding more classrooms	Look at current braiding successes, what other locations might benefit from braided funding?		Emily, Dana, Rhiannon, Laura
Use buildings to advertise	Research cost, feasibility-order banners to hang at strategic sites		Rhiannon, Lisa
Transportation	Research options (and cost) to provide transportation at all sites		Rhiannon (with support from Laura)

### Action Plan – Summer Update

Responsible persons will meet bi-weekly to update action step items for assigned strategy.

First internal checkpoint date will be July 8, 2024 (for all staff working during the summer months).

Strategy	Action Steps	Resources Needed	Person(s) Responsible
<a href="#">Improve community partner connection</a> (DHS Foster, local homeless shelters, County health clinics)	Identify point of contact Develop/implement outreach presentations		Crystal (with support from Rhiannon) Keely/Nikki-health clinics
Use buildings to advertise	Research cost, feasibility-order banners to hang at strategic sites		Rhiannon, Lisa
Opening additional culturally-specific classrooms	Look at what we already offer, focus on VDLI and Black Excellence classrooms		Dana, Rhiannon, Laura, CA team



## Portland Public Schools Head Start Full Enrollment Plan 2024

Grant Number: 10CH012375

### Action Plan – Fall Update

Responsible persons will meet bi-weekly to update action step items for assigned strategy.

First internal checkpoint date will be September 2, 2024 (to assess progress, determine next steps).

Strategy	Action Steps	Resources Needed	Person(s) Responsible
More community events in buildings	Identify which partners might be interested, especially for our stand alone sites near schools		Dana/Ed Sups
Recruitment/Summer step back	Meet with ERSEA team to discuss progress made over summer, was change in staffing structure effective?		Rhiannon, Laura, Dana, ERSEA team



Organization & Program Name:	Dana Stiles
Reporting Period:	July 1, 2023- December 31, 2023
Lead Contact for Report: Questions (name and email)	Dana Stiles <a href="mailto:dstiles@pps.net">dstiles@pps.net</a>

## Instructions

1. Enter the organization, program name, lead contact for the report and email address in the box above.
2. Enter responses in the text box that follows each question. The boxes will adjust in size as information is entered; everything you type will be visible in the report.
3. Limit total length of report to 3 pages (including required and optional questions).
4. Submit this report to your PCL grant manager by January 31, 2024. If you need an extension on this due date, request one from your grant manager.

## 1. Service Goals

In Section I.B of the grant agreement, service goals are outlined for each program component. Considering service data through December 31st, is the program on track to meet the service goals (number of participants to be served and amount of service to be offered) for each program component? If the program is not on track to meet annual goals, explain why that is the case.

Our program is working to meet the 2023 – 2024 service goals. The average enrollment rate across all four classrooms is 80%. In our two Spanish Dual-Language classrooms, our current enrollment rate is 89% (32/36 students). In our two Neuroeducation classrooms, our current enrollment rate is 72% (26/36). The average program attendance rate is 79.5%.

As part of Portland Public Schools, the program experienced a significant disruption in November 2023 due to the Portland Association of Teachers (PAT) strike. The strike resulted in a work stoppage and school closure from 11/1/23 – 1/28/23. Teachers and coaches did not work. Students missed 11 instructional days, and during this time, the program was unable to enroll new students and received very few new applications. All eleven instructional days will be made up this school year.

PPS Head Start has also developed a Full Enrollment Initiative Plan. In completing our review of various data through December 31st, we determined which factors fall into the high impact-high control area. We identified top priorities and action steps to address our current enrollment shortfall: 1) Improving community partnership connection and outreach; 2) Updating enrollment team staffing structure and extending work calendar; 3) Implement updated marketing strategies, social media planning; 4) Assess potential location barriers to enrollment.

Despite disruptions during the reporting period, family engagement (parent/child) is on track.

## 2. Implementation

Describe any implementation issues experienced during the first six months of the reporting period. What modifications (e.g. curriculum, service location, times, outreach, staffing model, staff training) have been made or are planned to be made to address these issues?

An implementation challenge this year has been the PAT strike (described above). Coaching and teacher training paused during this period. However, we offered modified learning to students through PK Playgroups, and Educational Assistants continued work. They engaged in self-directed, asynchronous professional learning (>5 days). These training options included sessions on the Tools of the Mind Curriculum (TOTM), student neurodiversity, and instruction for multilingual preschoolers.

The program also doubled the number of coaches to increase curricular implementation and staff training/coaching. Since returning from work stoppage, the coaches adjusted classroom schedules for staff. We also retained a consultant to provide specific coaching to our Neuroeducation classrooms.

**3. Outcome Data Collection Progress**

If you began collecting outcome data during the reporting period (e.g. pre-tests administered, class-based programs where surveys are administered at the end of the class), have you made any changes to your evaluation process and/or procedures during this reporting period?

YES  NO  If "YES", please describe what was changed and why.

In the reporting period, 100% of children were screened for developmental needs will be referred to additional services. Currently, 78% of enrolled children are up-to-date on their well-child exams. This fall we implemented a process to send ROI requests directly to clinics and health engagement with families through Parent Center Committee Meetings (PCCM). Data collection for student progress on developmental skills was collected by December 2023.

Have you encountered any challenges with collecting outcome data that will impact year-end reporting?

YES  NO  If "YES", provide an explanation.

The only challenge to collecting outcomes data has been the PAT strike (described above). Data was collected before and after the work stoppage. The Fall Deadline for assessing progress on a continuum of age-appropriate development skills was adjusted from Nov. to Dec. 2023.

**4. Additional Information (OPTIONAL):** Share any additional information about things that happened during the reporting period that impacted the program and/or organization (either positively or negatively) that you believe is important for the grant manager to be aware of.

**5. Program Highlight (OPTIONAL):** Is there anything about your program you would like PCL to highlight in our communications with community audiences (for example: something new, unique, exciting or specific story)?



Midyear Report

# Financial Summary Report

Month End Sept. 2023

SAVINGS ACCOUNT ACTIVITY				BALANCE
				5.00
	PROJECT	PLUS	MINUS	BALANCE
Beginning Bank Balance	September 1, 2023			5,909.56
Deposits:				-
				-
Expenses:				-
Ending Checking Account Balance as of September		-		5,909.56

## PROJECTS SUPPORTED WITH COUNCIL FUNDRAISERS & DONATIONS

PROJECTS IN CURRENT YR	BUDGET BEGINNING BALANCE	Budget Adj	Expenditures-to-date	Current Expenditures	Ending Balance
Walk-a-Thon funds undesignated	\$ -	\$ -	\$ -	\$ -	\$ -
Children's Clothing Fund	\$ 451.11	\$ -	\$ -	\$ -	\$ 451.11
Child Care Reimb., Volunteer	\$ (282.40)	\$ -	\$ -	\$ -	\$ (282.40)
Community Warehouse Referrals	\$ (330.00)	\$ -	\$ -	\$ -	\$ (330.00)
Dollar per Child Contribution	\$ -	\$ -	\$ -	\$ -	\$ -
Assist with Lice Control	\$ -	\$ -	\$ -	\$ -	\$ -
Winter Holiday Project	\$ -	\$ -	\$ -	\$ -	\$ -
Food Reservicing	\$ -	\$ -	\$ -	\$ -	\$ -
Council Expenses, Misc.	\$ 412.10	\$ -	\$ -	\$ -	\$ 412.10
Attendance Incentives	\$ 200.00	\$ -	\$ -	\$ -	\$ 200.00
Parent Conference Travel Stipend	\$ 1,400.00	\$ -	\$ -	\$ -	\$ 1,400.00
Teacher Appreciation Week	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00
Donations-unallocated	\$ 3,958.75	\$ -	\$ -	\$ -	\$ 3,958.75
<b>Total</b>	<b>\$ 5,909.56</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,909.56</b>

### YTD Expenses-Month of Sept.

	Amount Awarded	Expenses
<b>22-23 Fed. Carry Over Ending Oct. 31, 2023*</b>	\$2,229,336.00	-\$1,506,999.00
23-24 Awards		
23-24 Fed. Nov.1, 2023-Oct. 31,2024	\$6,237,131.00	\$0.00
23-24 OPK State Grant ending June 2024	\$7,335,703.44	-\$658,887.00
23-24 Portland Children's Levy ending June 2024	\$694,351.00	-\$60,751.00
<b>Total of 22-23 Fed C/O + 23-24 Awards (Items B38-B44)</b>	<b>\$16,496,521.44</b>	
<b>Total Year to Date Expenses (all red totals)</b>		<b>-\$2,226,637.00</b>
<b>FED-Carry over for July-Oct. 2024</b>		<b>-\$1,800,000.00</b>
<b>Remaining Available funds for 22-23 SY</b>		<b>\$12,469,884.44</b>
<b>Remaining fiscal year (9/12 mos.)</b>		75%
<b>Percent of funds remaining</b>		76%

PPS HEAD START PROGRAM PROCUREMENT CARD LOG 2023-24  
 REPORT TO GOVERNING BODY OF PURCHASES ON CREDIT  
 FOR THE MONTHS OF July-September, 2023

Vendor Name	Amount	Comments
Etsy.com - wooddenschap	\$535.50	Applegate furniture c/o Roepel
SQ LA PALOMA	\$760.00	La Paloma space rental Head Start leadership retreat to set goals for school year with new director
ODP BUS SOL LLC # 101135	\$59.94	Kelly Center classroom supplies
ODP BUS SOL LLC # 101078	\$423.35	Kelly Center classroom supplies
Etsy.com - 319CUSTOMS	\$32.38	Sacajawea office supplies
ODP BUS SOL LLC # 101078	\$365.02	Kelly Center classroom supplies
ODP BUS SOL LLC # 101078	\$496.00	Kelly Center classroom supplies
ODP BUS SOL LLC # 101078	\$95.16	Kelly Center classroom supplies
ODP BUS SOL LLC # 101078	\$118.38	Kelly Center classroom supplies
ODP BUS SOL LLC # 101078	\$116.22	Kelly Center classroom supplies
ODP BUS SOL LLC # 101078	\$157.91	Kelly Center classroom supplies
ODP BUS SOL LLC # 101078	\$234.95	Classroom supplies for Kelly Center, Whitman
ODP BUS SOL LLC # 101078	\$75.08	Classroom supplies for Kelly Center, Whitman
ODP BUS SOL LLC # 101135	\$8.72	Classroom supplies for Kelly Center, Whitman
ODP BUS SOL LLC # 101078	\$25.40	Classroom supplies for Kelly Center, Whitman
ODP BUS SOL LLC # 101078	\$83.24	Classroom supplies for Kelly Center, Whitman
ODP BUS SOL LLC # 101078	\$24.10	Classroom supplies for Kelly Center, Whitman
ODP BUS SOL LLC # 101078	\$83.24	Classroom supplies for Kelly Center, Whitman
ODP BUS SOL LLC # 101078	\$406.94	Classroom supplies for Kelly Center, Whitman
ODP BUS SOL LLC # 101078	\$324.17	Classroom supplies for Kelly Center, Whitman
ODP BUS SOL LLC # 101078	\$328.41	Classroom supplies for Kelly Center, Whitman
AMZN Mktp US T09LV7XR0	\$11.99	Wellness budget - supplies for fall wellness institute workshops
SQ LA PALOMA	\$760.00	Management leadership retreat
AMZN Mktp US T09DV6V1	\$15.79	Wellness budget - supplies for fall wellness institute workshops
AMZN Mktp US T01H63WQ2	\$279.79	Wellness budget - supplies for fall wellness institute workshops
ODP BUS SOL LLC # 101078	\$47.90	Classroom supplies for Whitman
INGALLINAS BOX LUNCH PORT	\$1,975.60	PreK PBIS pre-service at Clarendon including but not limited to Head Start staff
AMZN Mktp US TQ32L5OG2	\$170.37	Wellness budget - supplies for fall wellness institute workshops
AMZN Mktp US T09BX9Y92	\$22.38	Wellness budget - supplies for fall wellness institute workshops
AMZN Mktp US TQ4RW6J12	\$15.89	Wellness budget - supplies for fall wellness institute workshops
AMZN Mktp US TQ4UV7NS2	\$182.52	Wellness budget - supplies for fall wellness institute workshops
AMZN Mktp US T007B0R90	\$58.94	Coffee & Sugar for Fall Staff PD
AMZN Mktp US TQ6V85JD2	\$174.01	Purchase of paper supplies for Pre-Service staff lunch.
IN SPIELMAN WHOLESale BA	\$927.00	Pre-service breakfast for all staff
AMZN Mktp US TQ53K83Q2	\$29.49	Paper supplies for Pre-Service all Staff Fall PD
ODP BUS SOL LLC # 101078	\$22.77	Classroom supplies for Sacajawea
ODP BUS SOL LLC # 101078	\$98.55	Classroom supplies for Sacajawea
AMZN Mktp US TQ4EE9GC2	\$199.80	Classroom incentive materials for Applegate
AMZN Mktp US TQ6SX7G82	\$44.87	All Staff pre-service purchase of tea and other supplies for lunch
STAPLES	\$60.40	Office supplies at Clarendon
ODP BUS SOL LLC # 101078	\$236.80	Classroom supplies for Applegate
ODP BUS SOL LLC # 101078	\$195.76	Classroom paper materials for Sacajawea
ODP BUS SOL LLC # 101078	\$474.10	Classroom supplies for Applegate
Amazon.com TQ81O85R2	\$163.86	Classroom supplies for Applegate
SQ LA PALOMA	\$356.40	Sustainable office supplies for director/staff/family meetings
STAPLES	\$76.22	Classroom supplies for Sacajawea
AMZN Mktp US T00EX3U01	\$269.10	Student hygiene supplies for use in classroom at Applegate
AMZN Mktp US TQ8X102J2	\$216.89	Chair for meeting space/calm space for students and community at Applegate
IN SPIELMAN WHOLESale BA	\$125.00	Refreshments for Fall staff wellness institute
ODP BUS SOL LLC # 101078	\$240.17	Classroom supplies for Clarendon
ODP BUS SOL LLC # 101078	\$142.57	Classroom supplies for Sacajawea
ODP BUS SOL LLC # 101078	\$190.64	Teacher and office supplies at Clarendon
ODP BUS SOL LLC # 101135	\$47.90	Classroom supplies for Kelly Center
NET32 GATEWAY DENTAL	\$1,038.40	Classroom hygiene supplies for students at Applegate
ODP BUS SOL LLC # 101078	\$56.73	Student and staff supplies for Clarendon
DORMIFY, INC.	\$187.00	Classroom rug for Kelly Center
SCHOOL SPECIALTY LLC	\$23.71	Classroom materials for Clarendon
ODP BUS SOL LLC # 101078	\$116.02	(Kaufman, Nicole, 08/25/23 12:49) classroom equipment
AMZN Mktp US T30QP9N92	\$29.97	Classroom materials for Kelly Center
ODP BUS SOL LLC # 101078	\$101.89	Classroom and office supplies for Sacajawea
LAKESHORE LEARNING MATER	\$1,526.65	Classroom furniture for Whitman
SCHOOL SPECIALTY LLC	\$16.11	Office supplies for Sacajawea
SCHOOL SPECIALTY LLC	\$161.25	Classroom supplies for Kelly Center
ODP BUS SOL LLC # 101078	\$53.89	Cart for transporting student play equipment at Applegate
AMZN Mktp US T36TU9G02	\$12.76	Lanyards for use by new staff at Applegate
AMZN Mktp US T379K0BLO	\$55.98	Classroom educational supplies for Applegate
SCHOOL SPECIALTY LLC	\$49.38	Classroom supplies for Clarendon
SCHOOL SPECIALTY LLC	\$137.96	Classroom art materials for Clarendon
PLAK SMACKER	\$289.59	Toothbrushes and toothpaste for classroom use
AMAZON.COM T39UK15X1 AMZN	\$151.34	Laminator for Head Start staff who are no longer able to share the one owned by Sitton Elementary
YBM HOME INC	\$304.50	Classroom storage and organization for teacher
AMZN MKTP US T398G0IQ2 AM	\$25.64	Ball pump for playground equipment
AMZN Mktp US T34IZ5YX2	\$26.99	Lesson prep materials for Sitton
LAKESHORE LEARNING MATER	\$527.23	Classroom learning equipment for Applegate
Etsy.com - 319CUSTOMS	\$17.99	Name plate for Head Start director
AMZN Mktp US T36CG2S21	\$61.97	Gen-Budget- Classroom/office supplies



AMZN MKTP US T32I08SN1 AM	\$39.18	Gen-Budget- Classroom/office supplies
ODP BUS SOL LLC # 101078	\$146.50	Gen-Budget- Classroom/office supplies
AMZN Mktp US TL25C0482	\$13.99	Gen-Budget- Classroom/office supplies
AMAZON.COM TL50G5LC2 AMZN	\$10.24	Gen-Budget- Classroom/office supplies
AMZN Mktp US TL2TF2080	\$11.87	Gen-Budget- Classroom/office supplies
ODP BUS SOL LLC # 101078	\$80.69	Gen-Budget- Classroom/office supplies
AMZN Mktp US TL18T1OU0	\$91.48	Gen-Budget- Classroom/office supplies
AMZN Mktp US TL4865F90	\$164.73	Gen-Budget- Classroom/office supplies
AMZN Mktp US T322I4Z21	\$65.55	Gen-Budget- Classroom/office supplies
AMZN Mktp US TL1P17HB2	\$23.76	Gen-Budget- Classroom/office supplies
ODP BUS SOL LLC # 105125	\$8.58	Gen-Budget- Classroom/office supplies
ODP BUS SOL LLC # 101078	\$218.61	Gen-Budget- Classroom/office supplies
STAPLES	\$113.10	Gen-Budget- Classroom/office supplies
LAKESHORE LEARNING MATER	\$568.10	Gen-Budget- Classroom/office supplies
ODP BUS SOL LLC # 101078	\$134.84	Gen-Budget- Classroom/office supplies
ODP BUS SOL LLC # 101078	\$1,000.77	Gen-Budget- Classroom/office supplies
STAPLES	\$18.45	Gen-Budget- Classroom/office supplies
AMZN Mktp US T31L93WM1	\$170.42	Gen-Budget- Classroom/office supplies
ODP BUS SOL LLC # 101078	\$23.97	Gen-Budget- Classroom/office supplies
LAKESHORE LEARNING MATER	\$521.55	Gen-Budget- Classroom/office supplies
AMZN Mktp US TL39F9J12	\$31.69	Gen-Budget- Classroom/office supplies
AMAZON.COM TL0TE1JR0 AMZN	\$57.24	Gen-Budget- Classroom/office supplies
ODP BUS SOL LLC # 101078	\$44.37	Gen-Budget- Classroom/office supplies
SCHOOL SPECIALTY LLC	\$24.65	Student hygiene supplies for classroom use at Grout
ODP BUS SOL LLC # 101078	\$16.99	Gen-Budget- Classroom/office supplies
ODP BUS SOL LLC # 101078	\$11.98	Gen-Budget- Classroom/office supplies
ODP BUS SOL LLC # 101078	\$130.75	Gen-Budget- Classroom/office supplies
ODP BUS SOL LLC # 101078	\$318.43	Gen-Budget- Classroom/office supplies
ODP BUS SOL LLC # 101078	\$53.99	Gen-Budget- Classroom/office supplies
LAKESHORE LEARNING MATER	\$521.55	Gen-Budget- Classroom/office supplies
AMZN Mktp US TL5IY2E20	\$229.98	Gen-Budget- Classroom/office supplies
ODP BUS SOL LLC # 101078	\$53.99	Gen-Budget- Classroom/office supplies
ODP BUS SOL LLC # 101078	\$34.29	Gen-Budget- Classroom/office supplies
ODP BUS SOL LLC # 101078	\$54.99	Gen-Budget- Classroom/office supplies
ODP BUS SOL LLC # 101078	\$85.66	Gen-Budget- Classroom/office supplies
LAKESHORE LEARNING MATER	\$521.55	Gen-Budget- Classroom/office supplies
ODP BUS SOL LLC # 101078	\$21.87	Gen-Budget- Classroom/office supplies
STAPLES	\$97.79	Gen-Budget- Classroom/office supplies
STAPLES	\$18.45	Gen-Budget- Classroom/office supplies
AMAZON.COM TL61W6JV1 AMZN	\$61.24	Gen-Budget- Classroom/office supplies
ODP BUS SOL LLC # 101078	\$8.64	Gen-Budget- Classroom/office supplies
AMZN Mktp US TL4XJ59N2	\$32.57	Classroom toys for diversity/inclusion
AMZN Mktp US TL8XK15C0	\$8.84	Ingredient for DIY playdoh, not for consumption
Amazon.com TL0WN31D1	\$715.23	Classroom furniture
AMZN Mktp US TL6189MJ1	\$19.98	Gen-Budget- Classroom/office supplies
ODP BUS SOL LLC # 101078	\$146.58	Gen-Budget- Classroom/office supplies
LAKESHORE LEARNING MATER	\$521.55	Gen-Budget- Classroom/office supplies
AMAZON.COM TR8L40ON2 AMZN	\$138.46	Classroom equipment for Applegate
ODP BUS SOL LLC # 101078	\$118.47	Gen-Budget- Classroom/office supplies
AMZN Mktp US TL2166UM0	\$438.09	Classroom equipment for Whitman
ODP BUS SOL LLC # 101078	\$83.68	Gen-Budget- Classroom/office supplies
AMZN Mktp US TL3G67WH2	\$39.27	Classroom equipment for Jason Lee
SCHOOL SPECIALTY LLC	\$79.11	Classroom supplies for Sacajawea
WWW COSTCO COM	\$46.18	Gen-Budget-baby wipes for student toileting
ODP BUS SOL LLC # 101078	\$175.05	Gen-Budget- Classroom/office supplies
WWW COSTCO COM	\$69.27	Gen-Budget-baby wipes for student toileting
ODP BUS SOL LLC # 101078	\$62.81	Gen-Budget- Classroom/office supplies
AMZN MKTP US TL3VK0UB0 AM	\$7.99	Office supplies for Sacajawea
ODP BUS SOL LLC # 101078	\$100.36	Gen-Budget- Classroom/office supplies
ODP BUS SOL LLC # 101078	\$344.36	Gen-Budget- Classroom/office supplies
ODP BUS SOL LLC # 101078	\$125.90	Gen-Budget- Classroom/office supplies
ODP BUS SOL LLC # 101078	\$282.05	Gen-Budget- Classroom/office supplies
ODP BUS SOL LLC # 101078	\$71.71	Gen-Budget- Classroom/office supplies
AMZN Mktp US TL1PK6IU2	\$6.99	Classroom supplies for Sacajawea
ODP BUS SOL LLC # 105910	\$41.97	Gen-Budget- Classroom/office supplies
AMZN Mktp US TL4MY5D61	\$22.99	Classroom equipment for Kelly Center
AMZN Mktp US TL1Y89DX1	\$27.99	Classroom equipment for Sacajawea
AMZN Mktp US TL6680R60	\$104.03	Ingredients for making play-doh
SCHOOL SPECIALTY LLC	\$40.80	Art materials for students at Sacajawea
AMZN Mktp US TR65A6CU0	\$11.98	Classroom supplies for Jason Lee
AMZN Mktp US TL6QN8WQ0	\$78.77	Classroom supplies for Applegate
ODP BUS SOL LLC # 101078	\$29.00	Gen-Budget- Classroom/office supplies
AMZN Mktp US TR5KP3L12	\$27.99	Classroom equipment for Clarendon
Amazon.com TL1NB96R1	\$68.94	Gen-Budget- Classroom/office supplies
AMZN Mktp US TL6V77WP0	\$46.35	Classroom supplies for Applegate
ODP BUS SOL LLC # 101078	\$58.11	Kelly Center classroom/office supplies
ODP BUS SOL LLC # 101078	\$12.96	Applegate classroom/office supplies
AMZN Mktp US TL9X14Y11	\$213.67	Sacajawea classroom/office supplies
SCHOOL SPECIALTY LLC	\$12.72	Clarendon classroom/office supplies
LAKESHORE LEARNING MATER	\$509.19	Jason Lee classroom equipment
AMZN MKTP US TR2M99T90 AM	\$15.83	Jason Lee classroom/office supplies

ODP BUS SOL LLC # 101078	\$13.11	Applegate classroom/office supplies
ODP BUS SOL LLC # 101078	\$8.72	Kelly Center classroom/office supplies
ODP BUS SOL LLC # 101135	\$47.92	Kelly Center classroom/office supplies
AMZN Mktp US TL87W5IY1	\$7.49	Jason Lee classroom/office supplies
AMAZON.COM TR7US2H72 AMZN	\$8.46	Kelly Center classroom/office supplies
ODP BUS SOL LLC # 101078	\$193.72	Applegate classroom/office supplies
ODP BUS SOL LLC # 101078	\$59.19	Clarendon classroom/office supplies
ODP BUS SOL LLC # 101078	\$232.04	Creston Annex classroom/office supplies
AMZN Mktp US TR5O84JE2	\$6.99	Applegate classroom/office supplies
ACCUCUT	\$165.00	Die cutting machine replacement parts, used for creating classroom materials
Amazon.com TR9WD75O2	\$17.98	Sacajawea classroom/office supplies
SILKE COMMUNICATION	\$343.62	Walkie talkie batteries and chargers
Amazon.com TR5XV2MW0	\$47.41	Grout office/classroom supplies
COMMITTEE FOR CHILDREN	\$82.00	Clarendon teaching materials
CDW GOVT #LV54900	\$38.56	Applegate classroom/office supplies
ODP BUS SOL LLC # 101078	\$33.99	Creston Annex classroom supplies
SILKE COMMUNICATION	\$1,009.54	Walkie talkies
AMZN Mktp US TR7KT3B12	\$69.95	Applegate classroom/office supplies
AMAZON.COM TR71M2ZB1	\$159.99	Applegate classroom/office supplies
SCHOOL HEALTH CORP	\$303.86	Applegate student health supplies
STAPLES	\$21.48	Creston Annex office supplies
STAPLES	\$77.82	Clarendon classroom supplies
SCHOOL SPECIALTY LLC	\$151.46	Classroom supplies for Clarendon
ODP BUS SOL LLC # 101078	\$243.66	Creston Annex office/classroom materials
Amazon.com	(\$715.23)	Refund on damaged portfolio shelf
ODP BUS SOL LLC # 101078	\$68.70	Kelly Center classroom/office materials
CONTAINERSTORE.COM	\$101.94	Applegate classroom/office supplies
ODP BUS SOL LLC # 101135	\$99.96	Creston Annex office/classroom materials
EB OHSА 2023 OCT DIRE	\$283.25	Registration for OHSА director's meeting - Dana Stiles
AMZN Mktp US TR8B94G91	\$79.95	To play music for movement breaks, transitions, rest time, etc;
AMZN Mktp US TR9WC2RK0	\$52.99	Sacajawea office supplies
AMZN Mktp US TR98S3RW2	\$37.98	Applegate student safety supplies
SCHOOL SPECIALTY LLC	\$50.24	Applegate classroom/office supplies
AMZN Mktp US TX6Z65LJ2	\$78.66	Clarendon classroom materials/supplies
ODP BUS SOL LLC # 101078	\$13.23	Creston Annex office/classroom materials
ODP BUS SOL LLC # 101078	\$121.64	Kelly Center classroom/office materials
AMZN Mktp US TR38Z6BP1	\$9.98	Creston Annex classroom/office supplies
AMZN Mktp US TX9IF8N22	\$42.29	Sitton classroom materials
AMZN Mktp US TR6N37841	\$47.87	Sacajawea classroom materials
ODP BUS SOL LLC # 101078	\$7.29	Classroom materials for Applegate
Amazon.com TX6P00PV0	\$151.21	Books for students at Applegate
ODP BUS SOL LLC # 101078	(\$8.34)	Refund for misshipped office supply item to Creston Annex
AMAZON.COM TX6235382	\$15.79	Classroom prep supplies for Sacajawea
AMZN Mktp US TX3059PQ2	\$16.94	Books for students in classroom at Applegate
AMZN Mktp US TR2O312P1	\$68.97	Classroom supplies for Sacajawea
AMZN Mktp US TX2JW10A2	\$199.09	Rolling desk for education supervisor at Sacajawea
ODP BUS SOL LLC # 101078	\$51.29	Classroom/education materials for Applegate
ODP BUS SOL LLC # 101078	\$28.87	Office supplies for staff at Clarendon
LAKESHORE LEARNING MATER	\$710.60	Classroom furniture at Sacajawea
ODP BUS SOL LLC # 101078	\$25.96	Tape for use posting classroom materials at Clarendon
ODP BUS SOL LLC # 101135	\$23.96	Education materials for Applegate
ODP BUS SOL LLC # 101078	\$268.99	Education prep materials for Clarendon
JOANN STORES #2554	\$121.12	Felt for classroom lesson preparation
ODP BUS SOL LLC # 101078	\$44.76	Classroom materials at Kelly Center
Amazon.com TR1F19QD1	\$54.97	Tall chair for office staff at Kelly Center
SCHOOL SPECIALTY LLC	\$51.60	Classroom supplies for Grout
AMZN Mktp US TX1MF4K82	\$9.89	Classroom supplies for Kelly Center
SCHOOL SPECIALTY LLC	\$38.99	Set of 10 classroom supplies for Kelly Center
SCHOOL SPECIALTY LLC	\$25.99	Office supplies for Applegate
CDW GOVT #LZ78749	\$43.65	Office computer equipment for Creston Annex
AMZN Mktp US TX3PP3972	\$79.84	Office supplies for Sacajawea
COALITION OF OREGON SCHO	\$275.00	September COSA Equity Summit registration for Jason Roepel and Amparo Garcia-Yurchenco
ODP BUS SOL LLC # 101135	\$47.90	Educational supplies for Kelly Center
ODP BUS SOL LLC # 101078	\$178.65	Educational supplies for Kelly Center
Amazon.com TX29J6IF2	\$24.58	Classroom supplies for Applegate
Amazon.com TX5JC4321	\$715.23	Classroom furniture for Creston Annex
COALITION OF OREGON SCHO	\$275.00	September COSA Equity Summit registration for Jason Roepel and Amparo Garcia-Yurchenco
CDW GOVT #MB75689	\$7.92	Longer ethernet cable for office use at Sacajawea
STAPLES	\$16.46	Classroom supplies for Kelly Center
Amazon.com T153G8F72	\$13.49	Office supplies for Grout
STAPLES	\$77.82	Classroom supplies for Kelly Center
DISCOUNTSCH 8006272829	\$143.99	Classroom furniture for Creston Annex
AMZN MKTP US T15L11092	\$18.61	Classroom supplies for Kelly Center
STAPLES	\$20.04	Classroom supplies for Kelly Center
SCHOOL SPECIALTY LLC	\$398.43	Classroom supplies for Clarendon
ODP BUS SOL LLC # 101078	\$105.32	Office supplies for Grout
ODP BUS SOL LLC # 101078	\$117.24	Office supplies for Kelly Center
SAFEWAY.COM #0069	\$50.12	Community open house at Sitton
ODP BUS SOL LLC # 101078	\$30.99	Classroom supplies for Kelly Center
AMAZON.COM T17C98JB2	\$5.48	Classroom supplies for Clarendon
Amazon.com T140X4A52	\$158.16	Office supplies for Clarendon

STAPLES	\$78.46	Office supplies for Kelly Center
ODP BUS SOL LLC # 101078	\$7.34	Office supplies for Clarendon
ODP BUS SOL LLC # 101078	\$1,302.40	Classroom supplies for Applegate
WWW COSTCO COM	\$384.73	Pre-purchased refreshments for November 12th policy council meeting
WWW COSTCO COM	\$21.28	Pre-purchased refreshments for November 12th policy council meeting
AMZN Mktp US	(\$43.79)	Returned classroom supplies at Creston Annex
WWW COSTCO COM	\$55.46	Pre-purchased refreshments for November 12th policy council meeting
Amazon.com T138Z4410	\$63.28	Classroom supplies for Sacajawea
ODP BUS SOL LLC # 101078	\$17.97	Office supplies for Kelly Center
LAKESHORE LEARNING MATER	\$6,353.60	Program-wide nap time supplies
AMZN Mktp US TX8MP4QZ1	\$7.34	Office supplies for Kelly Center
Scholastic, Inc.	\$113.85	Program wide classroom books
STAPLES	\$10.02	Classroom supplies for Kelly Center
Amazon.com T91030062	\$34.88	Office supplies for Creston Annex
RUGS.COM	\$229.00	Furniture for family/community space at Grout
ODP BUS SOL LLC # 101078	\$154.97	Office supplies for Clarendon
GRAINGER	\$71.65	Office/classroom supplies for Applegate
SAFEWAY.COM #0069	\$27.90	Refreshments for 9/26 parent drop in at Creston Annex
STAPLES	\$183.57	Office supplies for Applegate
4IMPRINT, INC	\$726.69	Printing for program advertising
SCHOOL SPECIALTY LLC	\$103.18	Classroom supplies for Sacajawea
AMZN Mktp US T971X7NU2	\$39.99	Classroom furniture for Applegate
WILLIAM V MACGILL & CO	\$299.75	Lice treatment kits for students and families
SCHOOL SPECIALTY LLC	\$22.83	Classroom supplies for Clarendon
SQ A CHILDREN'S PLACE BO	\$3,114.80	Program wide books for classroom use
ODP BUS SOL LLC # 101078	\$13.22	Office supplies for Applegate
ODP BUS SOL LLC # 101078	\$99.65	Office supplies for Kelly Center
AMZN Mktp US T18X559L0	\$419.75	Student health supplies for Applegate
SCHOOL SPECIALTY LLC	\$36.75	Office supplies for Applegate
ODP BUS SOL LLC # 101078	\$646.65	Office supplies for Sacajawea
ODP BUS SOL LLC # 101078	\$7.28	Office supplies for Applegate
SCHOOL SPECIALTY ECOMM	\$4,550.62	Gen. budget-new tables and chairs for the Center of Black Student Excellence classroom.
FACEBK TPRM2RTYX2	\$25.00	Fam. Engagement- Facebook advertising for recruitment.
FACEBK ZXFG7SBYX2	\$5.33	Fam. Engagement- Facebook advertising for recruitment.
FACEBK W88B7SBYX2	\$15.05	Fam. Engagement- Facebook advertising for recruitment.
BROOKES PUBLISHING	\$2,612.30	ASQ screens for the SY 22-23.
FACEBK G8U9BTPXX2	\$25.00	Fam. Services Budget- Facebook advertisement.
KENNEDY SCHOOL LODGE	\$1,216.14	Management Leadership retreat at Kennedy School
FACEBK HHBTYRTYX2	\$25.00	Fam. Services Budget- Facebook advertisement.
FACEBK GGHE7SFYX2	\$4.58	Fam. Services Budget Facebook Advertising for enrollment
FACEBK H4ZZ4TBYX2	\$4.72	Fam. Services Budget- Facebook advertisement.
CAESARS PLACE ADV RSVN	\$710.88	T&TA budget-ChildPlus Scramble hotel reservations for C.Pulido, I.Wiley and L.Munoz.
CAESARS PLACE ADV RSVN	(\$276.65)	Reimbursement for S.Mohamed's CP Scramble hotel reservation
CAESARS PLACE ADV RSVN	\$671.19	T&TA budget-ChildPlus Scramble hotel reservations for C.Pulido, I.Wiley and L.Munoz
CAESARS PLACE ADV RSVN	\$710.88	T&TA budget-ChildPlus Scramble hotel reservations for C.Pulido, I.Wiley and L.Munoz.
CAESARS PLACE ADV RSVN	\$710.88	T&TA budget-ChildPlus Scramble hotel charges for R.Martin, Q.Tan, R.Nguyen, and M.Bautista;
CAESARS PLACE ADV RSVN	\$710.88	T&TA budget-ChildPlus Scramble hotel charges for R.Martin, Q.Tan, R.Nguyen, and M.Bautista
CAESARS PLACE ADV RSVN	\$710.88	T&TA budget-ChildPlus Scramble hotel charges for R.Martin, Q.Tan, R.Nguyen, and M.Bautista.
CAESARS PLACE ADV RSVN	\$671.19	T&TA budget-ChildPlus Scramble hotel charges for R.Martin, Q.Tan, R.Nguyen, and M.Bautista
AMZN Mktp US	(\$17.27)	Gen. Ed. Budget- Amazon reimbursement for a classroom purchase that did not work out
AMZN Mktp US TR3FV37V2	\$29.99	Gen. budget- Classroom/office supplies
Amazon.com TR4TL1WG2	\$99.99	Gen. budget- Classroom/office supplies.
AMAZON.COM TR5FE1QT1	\$127.98	Gen. budget- Classroom/office supplies
FACEBK 3AVYRTPYX2	\$3.43	Fam. Services- Facebook recruitment advertising
CAESARS PLACE ADV RSVN	(\$710.88)	Reimbursement for R.Nguyen's CP Scramble Hotel Reservation
CAESARS PLACE ADV RSVN	(\$236.96)	Reimbursement for R.Nguyen's CP Scramble Hotel Reservation
AMZN Mktp US T175F8BC0	\$33.80	Gen. budget- Classroom/office supplies
AMZN Mktp US T15AQ75L0	\$48.26	Gen. budget- Classroom/office supplies

# Financial Summary Report

Month End Oct. 2023

SAVINGS ACCOUNT ACTIVITY				BALANCE
				5.00
	PROJECT	PLUS	MINUS	BALANCE
Beginning Bank Balance	October 1, 2023			5,909.56
Deposits:				-
				-
Expenses:				-
Ending Checking Account Balance as of October		-		5,909.56

## PROJECTS SUPPORTED WITH COUNCIL FUNDRAISERS & DONATIONS

PROJECTS IN CURRENT YR	BUDGET BEGINNING BALANCE	Budget Adj	Expenditures-to-date	Current Expenditures	Ending Balance
Walk-a-Thon funds undesignated	\$ -	\$ -	\$ -	\$ -	\$ -
Children's Clothing Fund	\$ 451.11	\$ -	\$ -	\$ -	\$ 451.11
Child Care Reimb., Volunteer	\$ (282.40)	\$ -	\$ -	\$ -	\$ (282.40)
Community Warehouse Referrals	\$ (330.00)	\$ -	\$ -	\$ -	\$ (330.00)
Dollar per Child Contribution	\$ -	\$ -	\$ -	\$ -	\$ -
Assist with Lice Control	\$ -	\$ -	\$ -	\$ -	\$ -
Winter Holiday Project	\$ -	\$ -	\$ -	\$ -	\$ -
Food Reservicing	\$ -	\$ -	\$ -	\$ -	\$ -
Council Expenses, Misc.	\$ 412.10	\$ -	\$ -	\$ -	\$ 412.10
Attendance Incentives	\$ 200.00	\$ -	\$ -	\$ -	\$ 200.00
Parent Conference Travel Stipend	\$ 1,400.00	\$ -	\$ -	\$ -	\$ 1,400.00
Teacher Appreciation Week	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00
Donations-unallocated	\$ 3,958.75	\$ -	\$ -	\$ -	\$ 3,958.75
<b>Total</b>	<b>\$ 5,909.56</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,909.56</b>

### YTD Expenses-Month of Oct.

	Amount Awarded	Expenses
<b>22-23 Fed. Carry Over Ending Oct. 31, 2023*</b>	\$2,505,710.00	-\$2,505,710.00
23-24 Awards		
23-24 Fed. Nov.1, 2023-Oct. 31,2024	\$6,237,131.00	\$0.00
23-24 OPK State Grant ending June 2024	\$7,335,703.44	-\$658,887.00
23-24 Portland Children's Levy ending June 2024	\$694,351.00	-\$60,751.00
<b>Total of 22-23 Fed C/O + 23-24 Awards (Items B38-B44)</b>	<b>\$16,772,895.44</b>	
<b>Total Year to Date Expenses (all red totals)</b>		<b>-\$3,225,348.00</b>
<b>FED-Carry over for July-Oct. 2024</b>		<b>-\$1,800,000.00</b>
<b>Remaining Available funds for 22-23 SY</b>		<b>\$11,747,547.44</b>
Remaining fiscal year (8/12 mos.)	75%	
Percent of funds remaining	70%	

PPS HEAD START PROGRAM PROCUREMENT CARD LOG 2023-24  
 REPORT TO GOVERNING BODY OF PURCHASES ON CREDIT  
 FOR THE MONTHS OF October, 2023

Vendor Name	Amount	Comments
ODP BUS SOL LLC # 101078	\$56.73	office supplies for Grout
ODP BUS SOL LLC # 101078	\$199.95	classroom supplies for Sacajawea
LAKESHORE LEARNING MATER	\$113.05	Classroom equipment for Kelly Center, classroom naptime equipment for Kelly Center
AMZN MKTP US T93PL1SG2	\$284.70	Classroom equipment for multiple sites
AMZN Mktp US T159P17X1	\$12.98	classroom books for Kelly Center
ODP BUS SOL LLC # 101078	\$54.53	classroom supplies for Applegate
AMZN Mktp US T94MY72U2	\$24.90	Classroom supplies for Applegate
ODP BUS SOL LLC # 101078	\$41.24	Classroom supplies for Clarendon
AMZN Mktp US T14XJ37A1	\$5.69	classroom supplies for Kelly Center
ODP BUS SOL LLC # 101078	\$6.78	office supplies for Applegate
ODP BUS SOL LLC # 101078	\$19.16	classroom supplies for Applegate
AMZN Mktp US T17JC32U1	\$174.40	classroom materials for Kelly Center
ODP BUS SOL LLC # 101078	\$59.76	office supplies for Kelly Center
ODP BUS SOL LLC # 101078	\$25.98	office supplies for Applegate
ODP BUS SOL LLC # 101078	\$17.99	office supplies for Kelly Center
AMZN Mktp US T966C2MQ0	\$34.90	office supplies for Kelly Center;
AMZN Mktp US T93431I62	\$11.95	classroom materials for Sacajawea
ODP BUS SOL LLC # 101078	\$444.29	office and classroom supplies for Clarendon
Amazon.com TE2ZZ34H2	\$187.08	student toileting supplies for Applegate
AMZN Mktp US T91RQ8T61	\$18.99	ergonomic office equip for Sacajawea
AMZN Mktp US TE8PA54S2	\$49.80	classroom supplies for Applegate
STAPLES	\$258.45	office supplies for Sacajawea
AMZN Mktp US T906Q94A1	\$19.97	student toileting supplies for Applegate
SAFEWAY.COM #0069	\$145.58	refreshments for 10/4 community open house at Sacajawea
ODP BUS SOL LLC # 101078	\$1.81	office supplies for Sacajawea
ODP BUS SOL LLC # 101078	\$64.79	office supplies for Sacajawea
SCHOOL SPECIALTY LLC	\$38.04	classroom supplies for Sacajawea
WWW COSTCO COM	\$114.38	supplies and refreshments for community event at Clarendon
AMZN Mktp US TE0E07JW0	\$13.99	classroom equipment for Creston Annex
ODP BUS SOL LLC # 101078	\$27.99	office/classroom supplies at Kelly Center
AMZN Mktp US TE3B511E0	\$9.99	classroom equipment for Whitman
AMZN Mktp US TE8HY6J50	\$6.99	classroom supplies for Sacajawea
ODP BUS SOL LLC # 101078	\$277.36	classroom/office supplies at Whitman
ODP BUS SOL LLC # 101078	\$6.99	office equipment at Sacajawea
AMZN Mktp US TE8TC21O2	\$274.72	safety equipment for Applegate
ODP BUS SOL LLC # 101078	\$142.76	office/classroom supplies at Kelly Center
ODP BUS SOL LLC # 101078	\$4.63	classroom/office equipment at Kelly Center
Amazon.com TE3862J40	\$14.83	classroom materials for Creston Annex
AMZN Mktp US T91HY4DE1	\$372.00	safety equipment for Applegate
RIVERHOUSE ON THE DESCHUT	\$411.82	Out of district lodging for administrator PD
AMZN Mktp US T97XX0RF1	\$9.71	classroom supplies for Sacajawea
AMZN Mktp US TE4ZP3QH0	\$115.99	supplies for 10/12 community event at Clarendon
STAPLES	\$211.82	classroom/office equipment for Kelly Center
ODP BUS SOL LLC # 105125	\$38.20	classroom/office equipment for Kelly Center
ODP BUS SOL LLC # 101078	\$409.02	office/classroom supplies at Kelly Center
ODP BUS SOL LLC # 101078	\$21.56	classroom/office supplies at Applegate
ODP BUS SOL LLC # 101078	\$276.33	classroom/office supplies at Applegate
ODP BUS SOL LLC # 101078	\$133.95	classroom/office equipment for Kelly Center
ODP BUS SOL LLC # 101078	\$639.98	classroom equipment for Applegate
ODP BUS SOL LLC # 101078	\$64.01	office/classroom supplies for Whitman
ODP BUS SOL LLC # 101078	\$49.82	office/classroom supplies for Creston Annex
ODP BUS SOL LLC# 106869	\$10.49	office/classroom supplies for Whitman
AMAZON.COM TE38031T1	\$10.31	classroom equipment for Creston Annex
NATIONAL HEAD START ASSO	\$1,018.00	registration fees for NHSA conference for two individuals
ODP BUS SOL LLC # 101078	\$118.98	office/classroom supplies for Applegate
ODP BUS SOL LLC # 101078	\$17.73	office supplies for Sacajawea
SAFEWAY.COM #0069	\$74.10	refreshments for 10/12 community event at Jason Lee
AMZN Mktp US TP8LG03R0	\$21.95	office supplies at Sacajawea
AMZN Mktp US TE1BD1180	\$11.98	hygiene/classroom equipment for Applegate
Amazon.com TP2ZK9930	\$229.99	classroom furniture for Clarendon
ODP BUS SOL LLC # 101078	\$20.98	office/classroom supplies at Kelly Center
ODP BUS SOL LLC # 101078	\$37.09	office/classroom supplies at Clarendon
STAPLES	\$58.14	office/classroom supplies at Clarendon
ODP BUS SOL LLC # 101078	\$211.00	office/classroom supplies at Kelly Center
ODP BUS SOL LLC # 101135	\$29.20	office/classroom supplies at Kelly Center
ODP BUS SOL LLC # 101078	\$63.88	office/classroom supplies at Clarendon
AMZN Mktp US TP09R7VV2	\$12.95	office supplies for Sacajawea
SCHOOL SPECIALTY LLC	\$21.48	meeting supplies for policy council
BELLA ORGANIC FARM LLC	\$180.00	entry fees for Sacajawea field trip - 30 students
Amazon.com TP9YE8191	\$1,041.48	program wide classroom books
SCHOOL SPECIALTY LLC	\$180.21	classroom materials for Kelly Center
AMZN Mktp US TP8MJ4HS1	\$25.98	classroom supplies for Sacajawea
AMZN Mktp US J04A732A3	\$16.49	classroom materials for Sacajawea
AMZN MKTP US TP60536M1	\$29.99	classroom supplies for Applegate
AMZN Mktp US TP93Y8DP1	\$9.98	classroom supplies for Sacajawea
STAPLES	\$25.15	classroom supplies for Applegate

ODP BUS SOL LLC # 101078	\$24.39	classroom supplies for Creston Annex
GRAINGER	\$71.65	classroom supplies for Jason Lee
STAPLES	\$130.41	classroom supplies for Jason Lee
INGALLINAS BOX LUNCH PORT	\$690.35	meal and refreshments for 10/21 policy council training
ODP BUS SOL LLC # 101078	\$25.20	classroom supplies for Jason Lee
AMZN Mktp US 6R70N5NB3	\$14.39	classroom materials for Kelly Center
STAPLES	\$9.78	classroom supplies for Jason Lee
ODP BUS SOL LLC # 101078	\$4.59	classroom supplies for Grout
AMZN Mktp US SQ1FY8QW3	\$221.66	classroom materials for Sacajawea
AMZN Mktp US DR4GH8TX3	\$7.95	classroom supplies for Clarendon
ODP BUS SOL LLC # 101078	\$121.75	office supplies for Grout
AMZN Mktp US VN7CH06X3	\$127.39	Classroom materials and equipment at Clarendon
AMZN Mktp US C93VX0593	\$27.13	Inedible playdough ingredients and other classroom/office supplies for Sacajawea
ODP BUS SOL LLC # 101078	\$36.19	office and classroom supplies for Creston Annex
ODP BUS SOL LLC # 101078	\$231.24	classroom and office supplies for Jason Lee
SAFEWAY.COM #0069	\$9.69	refreshments for Creston Annex community event on 10/24
ODP BUS SOL LLC # 101078	\$117.90	office supplies for Applegate
ODP BUS SOL LLC # 105125	\$23.96	office supplies for Applegate
AMZN Mktp US 2S6TY4RL3	\$20.97	classroom and office supplies at Clarendon
ODP BUS SOL LLC # 101078	\$110.96	classroom and office supplies for Clarendon
AMZN Mktp US ZU27N03M3	\$13.98	classroom materials at Sacajawea
AMZN Mktp US RC0PJ4553	\$57.65	classroom materials and equipment at Clarendon
AMAZON.COM N62XH81Q3	\$35.80	classroom and office supplies at Clarendon
ODP BUS SOL LLC # 101078	\$160.66	Classroom and office supplies for Sacajawea
AMZN Mktp US 3M8LB8AY3	\$19.99	Speaker for classroom use at Sacajawea
AMZN Mktp US PB6AA7LA3	\$71.96	Classroom supplies for Clarendon
AMZN Mktp US O06TA56A3	\$185.20	classroom materials for Sacajawea
AMZN Mktp US T50EA1BA3	\$33.50	Classroom materials at Sacajawea
AMZN Mktp US CQ4JD7QP3	\$53.90	inedible playdough ingredients and other classroom/office supplies for Sacajawea
ODP BUS SOL LLC # 101078	\$161.29	office and classroom supplies for Clarendon
SCHOOL SPECIALTY LLC	\$118.94	classroom supplies for Kelly Center
ODP BUS SOL LLC # 101078	\$106.93	office and classroom supplies for Sacajawea
ODP BUS SOL LLC # 101078	\$37.09	office and classroom supplies for Sacajawea
ODP BUS SOL LLC # 101078	\$37.98	office and classroom supplies for Clarendon
STAPLES	\$20.04	classroom supplies at Jason Lee
AMAZON.COM J33QD26Y3	\$10.10	office and classroom supplies at Sacajawea
THINK SOCIAL PUBLISHING,	\$398.00	registration fee for Leslie Woodhouse conference
ODP BUS SOL LLC # 101078	\$51.46	office and classroom supplies at Clarendon
AMZN Mktp US	(\$27.13)	refund for items at Sacajawea
AMZN Mktp US EX4NH60A3	\$20.10	office/classroom supplies for Kelly Center
SAFEWAY.COM #0069	\$41.94	registration fee for Leslie Woodhouse conference
AMZN Mktp US Z91N00453	\$114.42	office and classroom supplies at Sacajawea
ODP BUS SOL LLC # 101078	\$7.29	office/classroom supplies for Kelly Center
ODP BUS SOL LLC # 101078	\$122.40	office/classroom supplies for Kelly Center
ODP BUS SOL LLC # 101078	\$45.24	office and classroom supplies at Clarendon
ODP BUS SOL LLC # 101078	\$44.99	office/classroom supplies for Kelly Center
AMZN MKTP US WQ4Y18NU3	\$117.40	program wide computer equipment for office/classroom use
COSTCO WHSE #1086	\$19.54	Fam. Services Budget- Water for families for Open House at Sacajawea
FACEBK WC35XTFYX2	\$25.00	Fam. Svcs. budget- Facebook Advertisements
AMZN Mktp US TE5D05RF2	\$24.37	Gen.budget- Classroom/office supplies
FACEBK 737KFJXXX2	\$24.98	Fam. Svcs. budget- Facebook Advertisements
AMAZON.COM B95HR22X3	\$23.99	Contingency supplies for play groups- charge to OTL account code provided.
AMZN Mktp US 2Y2FA1BG3	\$540.25	Contingency supplies for play groups- charge to OTL account code provided.
AMZN Mktp US MU2SJ3UM3	\$461.92	Contingency supplies for play groups- charge to OTL account code provided.

# Financial Summary Report

Month End Nov. 2023

SAVINGS ACCOUNT ACTIVITY				BALANCE
				5.00
	PROJECT	PLUS	MINUS	BALANCE
Beginning Bank Balance	November 1, 2023			5,909.56
Deposits:				-
				-
Expenses:				-
				-
				-
Ending Checking Account Balance as of November		-		5,909.56

## PROJECTS SUPPORTED WITH COUNCIL FUNDRAISERS & DONATIONS

PROJECTS IN CURRENT YR	BUDGET BEGINNING BALANCE	Budget Adj	Expenditures-to-date	Current Expenditures	Ending Balance
Walk-a-Thon funds undesignated	\$ -	\$ -	\$ -	\$ -	\$ -
Children's Clothing Fund	\$ 451.11	\$ -	\$ -	\$ -	\$ 451.11
Child Care Reimb., Volunteer	\$ (282.40)	\$ -	\$ -		\$ (282.40)
Community Warehouse Referrals	\$ (330.00)	\$ -			\$ (330.00)
Dollar per Child Contribution	\$ -	\$ -	\$ -	\$ -	\$ -
Assist with Lice Control	\$ -	\$ -	\$ -	\$ -	\$ -
Winter Holiday Project	\$ -	\$ -	\$ -	\$ -	\$ -
Food Reservicing	\$ -	\$ -	\$ -	\$ -	\$ -
Council Expenses, Misc.	\$ 412.10	\$ -	\$ -	\$ -	\$ 412.10
Attendance Incentives	\$ 200.00	\$ -	\$ -	\$ -	\$ 200.00
Parent Conference Travel Stipend	\$ 1,400.00	\$ -	\$ -	\$ -	\$ 1,400.00
Teacher Appreciation Week	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00
Donations-unallocated	\$ 3,958.75	\$ -	\$ -	\$ -	\$ 3,958.75
<b>Total</b>	<b>\$ 5,909.56</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,909.56</b>

### YTD Expenses-Month of Nov.

	Amount Awarded	Expenses
<b>22-23 Fed. Carry Over Ending Oct. 31, 2023*</b>	\$2,505,710.00	-\$2,505,710.00
23-24 Awards		
23-24 Fed. Nov.1, 2023-Oct. 31,2024	\$6,237,131.00	\$0.00
23-24 OPK State Grant ending June 2024	\$7,335,703.44	-\$1,307,929.00
23-24 Portland Children's Levy ending June 2024	\$694,351.00	-\$128,162.00
<b>Total of 22-23 Fed C/O + 23-24 Awards (Items B38-B44)</b>	<b>\$16,772,895.44</b>	
<b>Total Year to Date Expenses (all red totals)</b>		<b>-\$3,941,801.00</b>
<b>FED-Carry over for July-Oct. 2024</b>		<b>-\$1,800,000.00</b>
<b>Remaining Available funds for 22-23 SY</b>		<b>\$11,031,094.44</b>
<b>Remaining fiscal year (7/12 mos.)</b>		58%
<b>Percent of funds remaining</b>		66%

PPS HEAD START PROGRAM PROCUREMENT CARD LOG 2023-24  
 REPORT TO GOVERNING BODY OF PURCHASES ON CREDIT  
 FOR THE MONTHS OF NOVEMBER, 2023

Vendor Name	Amount	Comments
CDW GOVT #MT85534	\$149.26	Program wide computer equipment for office/classroom use
CDW GOVT #MT83732	\$453.71	Program wide computer equipment for office/classroom use
KAPLAN EARLY LEARNING COM	\$639.95	Classroom equipment for Clarendon
AMZN Mktp US RY52A8GL3	\$27.98	Classroom and office supplies at sacajawea
AMAZON.COM B16VY8273	\$70.70	classroom materials for Sitton
ODP BUS SOL LLC # 101078	\$52.69	office/classroom supplies at Applegate
WWW.OMSI.EDU	\$240.00	Sitton local field trip ticket fees
ODP BUS SOL LLC # 105125	\$1.99	office supplies for Applegate
AMZN Mktp US HD1001DS3	\$38.60	classroom and office supplies at applegate
AMZN Mktp US PW60V4TV3	\$26.45	classroom education materials at clarendon
AMZN Mktp US PW60V4TV3	\$15.76	books for classroom use at clarendon
LEARNING WITHOUT TEARS	\$42.75	classroom supplies for clarendon
ODP BUS SOL LLC # 101078	\$9.74	office/classroom supplies at Applegate
AMZN Mktp US WW3ID19Q3	\$90.95	classroom and office supplies at applegate
WWW COSTCO COM	\$225.48	student snacks for play groups during strike at sacajawea
WWW COSTCO COM	\$40.92	student snacks for play groups during strike at sacajawea
AMZN Mktp US AC4BP27R3	\$193.65	student snacks for play groups during strike at sacajawea
Amazon.com 6F7TK87V3	\$29.20	student snacks for play groups during strike at sacajawea
AMZN Mktp US P13Y528K3	\$29.06	student snacks for play groups during strike at sacajawea
GRAINGER	\$71.65	classroom and office supplies at clarendon
FSP COUNCIL FOR PROFESSIO	\$125.00	renewal fee for early childhood ed credentials
AMZN Mktp US NB4841K03	\$13.98	classroom and office supplies at kelly center
ODP BUS SOL LLC # 101078	\$75.41	office and classroom supplies at clarendon
ODP BUS SOL LLC # 101078	\$7.49	classroom and office supplies at applegate
AMZN Mktp US E51W46KJ3	\$27.84	office and classroom supplies at clarendon
ODP BUS SOL LLC # 101078	\$333.62	classroom and office supplies at sacajawea
ODP BUS SOL LLC # 101078	\$107.98	office equipment at applegate
ODP BUS SOL LLC # 101078	\$60.00	classroom and office supplies at sacajawea
ODP BUS SOL LLC # 101078	\$10.77	office and classroom supplies at clarendon
ODP BUS SOL LLC # 101078	\$63.98	classroom and office supplies at sacajawea
ODP BUS SOL LLC # 101078	\$8.99	office and classroom supplies at clarendon
SCHOOL SPECIALTY LLC	\$33.76	classroom and office supplies at sacajawea
Amazon.com IN1TV2E43	\$83.88	program wide supply of socks and underwear for accidents in the classroom
AMAZON.COM 1C6OE74F3	\$39.96	program wide supply of socks and underwear for accidents in the classroom
Amazon.com NA4MK7573	\$19.99	books for classroom use at sacajawea
AMZN Mktp US GQ6D45UC3	\$169.90	program wide socks and underwear for accidents in the classroom
AMZN Mktp US GX34U05S3	\$9.99	classroom and office supplies at sacajawea
ODP BUS SOL LLC # 105910	\$57.30	classroom and office supplies at kelly center
AMAZON.COM 989930X83	\$901.44	program wide supply of socks and underwear for accidents in the classroom
BTS YOUNG SPECIALTIES	\$482.25	program wide classroom hygiene supplies
AMZN Mktp US H10I82GX3	\$29.22	books for classroom use at sacajawea
HOLIDAY INN EXPRESS	\$303.06	lodging for stiles training out of district
ODP BUS SOL LLC # 101078	\$9.74	classroom and office supplies at applegate
ODP BUS SOL LLC # 101078	\$56.73	classroom and office supplies at sacajawea
STAPLES	\$16.48	classroom and office supplies at sacajawea
ODP BUS SOL LLC # 105125	\$15.46	classroom and office supplies at applegate
UO ACADEMIC EXT WEB	\$550.00	training registration for out of district travel for dana stiles at sacajawea
ODP BUS SOL LLC # 101078	\$25.99	classroom and office supplies at applegate
AMZN Mktp US 214US5DW3	\$169.90	program wide supply of socks and underwear for accidents in the classroom
AMAZON.COM AC8LP86T3	\$349.75	program wide supply of socks and underwear for accidents in the classroom
COALITION OF OREGON SCHO	\$395.00	registration fee for admin training
ODP BUS SOL LLC # 101078	\$33.60	classroom and office supplies at sacajawea
EZCATERSPITZ	\$328.27	staff meal at direction of program director and with CFO waiver
EZCATERATEOHATE	\$318.20	staff meal with CFO waiver
EZCATERSPITZ	\$321.73	staff meal with CFO waiver
EZCATERSPITZ	\$59.17	staff meal with CFO waiver
EZCATERATEOHATE	\$244.40	staff meal at direction of program director and with CFO waiver
EZCATERATEOHATE	\$161.20	staff meal at direction of program director and with CFO waiver
AMZN MKTP US FE9Q85M83	\$662.04	program wide supply of socks and underwear for accidents in the classroom
EZCATERSPITZ	\$293.18	staff meal with CFO waiver
SCHOOL SPECIALTY LLC	\$102.95	classroom and office supplies at sacajawea
EZCATERSPITZ	\$293.18	staff meal with CFO waiver
EZCATERSPITZ	\$293.18	staff meal with CFO waiver
EZCATERSPITZ	\$293.18	staff meal with CFO waiver
Amazon.com I86419X13	\$723.72	program wide book purchase for classroom
AMZN Mktp US EF29Z56C3	\$16.10	classroom and office supplies at clarendon
AMZN MKTP US FY7SL6V53	\$9.59	program wide supply of socks and underwear for accidents in the classroom
AMZN Mktp US J78DY3GH3	\$214.46	classroom and office supplies at clarendon
ALBERTSONS #0575	\$27.49	refreshments for community family event at sacajawea
DISCOUNTSCH 8006272829	\$94.70	classroom supplies for applegate
COALITION OF OREGON SCHO	(\$70.00)	registration fee for admin training
SAFEWAY.COM #0069	\$47.50	family community event at sacajawea
WWW COSTCO COM	\$46.18	student toileting hygiene supplies for applegate
WWW COSTCO COM	\$69.27	student toileting hygiene supplies for applegate
AMAZON.COM FK0HU55K3	\$194.62	classroom toileting supplies at applegate
INGALLINAS BOX LUNCH PORT	\$382.72	



AMZN Mktp US 6V01Z6N13	\$4.99	classroom supplies at creston
AMZN MKTP US QB8MR19F3	\$66.74	Contingency supplies for play groups- charge to OTL account code provided. (will submit ticket to update account code)
STAPLES	\$130.41	classroom supplies for Jason Lee
INGALLINAS BOX LUNCH PORT	\$690.35	meal and refreshments for 10/21 policy council training
ODP BUS SOL LLC # 101078	\$25.20	classroom supplies for Jason Lee
AMZN Mktp US 6R70N5NB3	\$14.39	classroom materials for Kelly Center
STAPLES	\$9.78	classroom supplies for Jason Lee
ODP BUS SOL LLC # 101078	\$4.59	classroom supplies for Grout
AMZN Mktp US SQ1FY8QW3	\$221.66	classroom materials for Sacajawea
AMZN Mktp US DR4GH8TX3	\$7.95	classroom supplies for Clarendon
ODP BUS SOL LLC # 101078	\$121.75	office supplies for Grout
AMZN Mktp US VN7CH06X3	\$127.39	Classroom materials and equipment at Clarendon
AMZN Mktp US C93VX0593	\$27.13	Inedible playdough ingredients and other classroom/office supplies for Sacajawea
ODP BUS SOL LLC # 101078	\$36.19	office and classroom supplies for Creston Annex
ODP BUS SOL LLC # 101078	\$231.24	classroom and office supplies for Jason Lee
SAFEWAY.COM #0069	\$9.69	refreshments for Creston Annex community event on 10/24
ODP BUS SOL LLC # 101078	\$117.90	office supplies for Applegate
ODP BUS SOL LLC # 105125	\$23.96	office supplies for Applegate
AMZN Mktp US 2S6TY4RL3	\$20.97	classroom and office supplies at Clarendon
ODP BUS SOL LLC # 101078	\$110.96	classroom and office supplies for Clarendon
AMZN Mktp US ZU27N03M3	\$13.98	classroom materials at Sacajawea
AMZN Mktp US RC0PJ4553	\$57.65	classroom materials and equipment at Clarendon
AMAZON.COM N62XH81Q3	\$35.80	classroom and office supplies at Clarendon
ODP BUS SOL LLC # 101078	\$160.66	Classroom and office supplies for Sacajawea
AMZN Mktp US 3M8LB8AY3	\$19.99	Speaker for classroom use at Sacajawea
AMZN Mktp US PB6AA7LA3	\$71.96	Classroom supplies for Clarendon
AMZN Mktp US O06TA56A3	\$185.20	classroom materials for Sacajawea
AMZN Mktp US T50EA1BA3	\$33.50	Classroom materials at Sacajawea
AMZN Mktp US CQ4JD7QP3	\$53.90	inedible playdough ingredients and other classroom/office supplies for Sacajawea
ODP BUS SOL LLC # 101078	\$161.29	office and classroom supplies for Clarendon
SCHOOL SPECIALTY LLC	\$118.94	classroom supplies for Kelly Center
ODP BUS SOL LLC # 101078	\$106.93	office and classroom supplies for Sacajawea
ODP BUS SOL LLC # 101078	\$37.09	office and classroom supplies for Sacajawea
ODP BUS SOL LLC # 101078	\$37.98	office and classroom supplies for Clarendon
STAPLES	\$20.04	classroom supplies at Jason Lee
AMAZON.COM J33QD26Y3	\$10.10	office and classroom supplies at Sacajawea
THINK SOCIAL PUBLISHING,	\$398.00	registration fee for Leslie Woodhouse conference
ODP BUS SOL LLC # 101078	\$51.46	office and classroom supplies at Clarendon
AMZN Mktp US	(\$27.13)	refund for items at Sacajawea
AMZN Mktp US EX4NH60A3	\$20.10	office/classroom supplies for Kelly Center
SAFEWAY.COM #0069	\$41.94	registration fee for Leslie Woodhouse conference
AMZN Mktp US Z91N00453	\$114.42	office and classroom supplies at Sacajawea
ODP BUS SOL LLC # 101078	\$7.29	office/classroom supplies for Kelly Center
ODP BUS SOL LLC # 101078	\$122.40	office/classroom supplies for Kelly Center
ODP BUS SOL LLC # 101078	\$45.24	office and classroom supplies at Clarendon
ODP BUS SOL LLC # 101078	\$44.99	office/classroom supplies for Kelly Center
AMZN MKTP US WQ4Y18NU3	\$117.40	program wide computer equipment for office/classroom use
COSTCO WHSE #1086	\$19.54	Fam. Services Budget- Water for families for Open House at Sacajawea
FACEBK WC35XTFYX2	\$25.00	Fam. Svcs. budget- Facebook Advertisements
AMZN Mktp US TE5D05RF2	\$24.37	Gen.budget- Classroom/office supplies
FACEBK 737KFJXXX2	\$24.98	Fam. Svcs. budget- Facebook Advertisements
AMAZON.COM B95HR22X3	\$23.99	Contingency supplies for play groups- charge to OTL account code provided.
AMZN Mktp US 2Y2FA1BG3	\$540.25	Contingency supplies for play groups- charge to OTL account code provided.
AMZN Mktp US MU2SJ3UM3	\$461.92	Contingency supplies for play groups- charge to OTL account code provided.

# Financial Summary Report

Month End Dec. 2023

SAVINGS ACCOUNT ACTIVITY				BALANCE
				5.00
	PROJECT	PLUS	MINUS	BALANCE
Beginning Bank Balance	December 1, 2023			5,909.56
Deposits:				-
				-
Expenses:				-
Ending Checking Account Balance as of December		-		5,909.56

## PROJECTS SUPPORTED WITH COUNCIL FUNDRAISERS & DONATIONS

PROJECTS IN CURRENT YR	BUDGET BEGINNING BALANCE	Budget Adj	Expenditures-to-date	Current Expenditures	Ending Balance
Walk-a-Thon funds undesignated	\$ -	\$ -	\$ -	\$ -	\$ -
Children's Clothing Fund	\$ 451.11	\$ -	\$ -	\$ -	\$ 451.11
Child Care Reimb., Volunteer	\$ (282.40)	\$ -	\$ -		\$ (282.40)
Community Warehouse Referrals	\$ (330.00)	\$ -			\$ (330.00)
Dollar per Child Contribution	\$ -	\$ -	\$ -	\$ -	\$ -
Assist with Lice Control	\$ -	\$ -	\$ -	\$ -	\$ -
Winter Holiday Project	\$ -	\$ -	\$ -	\$ -	\$ -
Food Reservicing	\$ -	\$ -	\$ -	\$ -	\$ -
Council Expenses, Misc.	\$ 412.10	\$ -	\$ -	\$ -	\$ 412.10
Attendance Incentives	\$ 200.00	\$ -	\$ -	\$ -	\$ 200.00
Parent Conference Travel Stipend	\$ 1,400.00	\$ -	\$ -	\$ -	\$ 1,400.00
Teacher Appreciation Week	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00
Donations-unallocated	\$ 3,958.75	\$ -	\$ -	\$ -	\$ 3,958.75
<b>Total</b>	<b>\$ 5,909.56</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,909.56</b>

### YTD Expenses-Month of Nov.

	Amount Awarded	Expenses
22-23 Fed. Carry Over Ending Oct. 31, 2023*	\$2,505,710.00	-\$2,505,710.00
<b>23-24 Awards</b>		
23-24 Fed. Nov.1, 2023-Oct. 31,2024	\$6,237,131.00	-\$707,352.00
23-24 OPK State Grant ending June 2024	\$8,157,302.23	-\$2,716,385.00
23-24 Portland Children's Levy ending June 2024	\$694,351.00	-\$188,153.00

<b>Total of 22-23 Fed C/O + 23-24 Awards (Items B38-B44)</b>	<b>\$17,594,494.23</b>
<b>Total Year to Date Expenses (all red totals)</b>	<b>-\$6,117,600.00</b>
<b>FED-Carry over for July-Oct. 2024</b>	<b>-\$1,800,000.00</b>
<b>Remaining Available funds for 23-24 SY</b>	<b>\$9,676,894.23</b>
<b>Remaining fiscal year (6/12 mos.)</b>	<b>50%</b>
<b>Percent of funds remaining</b>	<b>55%</b>

PPS HEAD START PROGRAM PROCUREMENT CARD LOG 2023-24  
 REPORT TO GOVERNING BODY OF PURCHASES ON CREDIT  
 FOR THE MONTHS OF DECEMBER, 2023

Vendor Name	Amount	Comments
AMZN Mktp US 0B2FP3E63	\$84.99	classroom supplies for applegate.
Amazon.com DG9S46TG3	\$5.99	classroom supplies for kelly center
SAFEWAY.COM #0069	\$40.81	community/family event at kelly center
PIZZA ROMA	\$565.22	reentry meal at kelly center
FRED MEYER 5255	\$166.26	reentry meal at clarendon
ODP BUS SOL LLC # 101078	\$40.99	classroom and office supplies at applegate
AMZN Mktp US PC9G14QZ3	\$57.99	classroom materials at clarendon
ODP BUS SOL LLC # 101078	\$6.50	office supply at creston
ODP BUS SOL LLC # 101078	\$29.64	Classroom and office supplies at creston annex
AMZN Mktp US 0H6BK5HC3	\$9.79	classroom supplies at sacajawea
PIZZA HUT 002874	\$310.21	staff reentry meal at clarendon
COSTCO WHSE #0002	\$33.57	reentry lunch
COSTCO WHSE #0002	\$129.35	reentry lunch
ODP BUS SOL LLC # 101078	\$48.12	classroom and office supplies at applegate
HOT LIPS PIZZA HAWTHORNE	\$255.00	reentry meal at creston annex
PIZZA HUT 002874	\$64.45	staff reentry meal at sitton
ODP BUS SOL LLC # 101078	\$131.99	classroom and office supplies at kelly center
ODP BUS SOL LLC # 101078	\$12.36	classroom and office supplies at kelly center
ODP BUS SOL LLC # 101078	\$260.09	classroom and office supplies at kelly center
ODP BUS SOL LLC # 101078	\$45.90	classroom and office supplies at creston annex
ODP BUS SOL LLC # 101078	\$25.20	classroom and office supplies at creston annex
TST SPARKYS PIZZA - LOM	\$331.58	PAT Staff Re-entry meal
SCHOOL SPECIALTY LLC	\$165.94	classroom and office supplies at kelly center
AMZN Mktp US B95NC2XS3	\$222.07	office and classroom supplies at sacajawea
WWW COSTCO COM	(\$56.67)	refunds
WWW COSTCO COM	(\$50.37)	refunds
SAFEWAY.COM #0069	\$48.15	family event refreshments at jason lee
SAFEWAY.COM #0069	\$35.95	family event refreshments at kelly center
HILTON HOTELS	\$702.72	lodging for Parent and Family Engagement Conference in New Orleans
HILTON HOTELS	\$702.72	lodging for Parent and Family Engagement Conference in New Orleans
TST PIZZICATO - FREMONT	\$392.44	policy council meal for family and staff at sacajawea
AMZN Mktp US 009TD0QJ3	\$11.82	classroom and office supplies at clarendon
TARGET 00025239	\$60.00	decorations for holiday family event at sacajawea
AMZN Mktp US KX4ZJ7ZJ3	\$32.48	classroom and office supplies at clarendon
AMZN Mktp US 8U8IL4XT3	\$35.57	classroom and office supplies at clarendon
SCHOOL HEALTH CORP	\$82.28	health supplies for students at applegate
AMZN Mktp US TK41C76I3	\$17.54	office equip. at clarendon
Amazon.com T05B87I83	\$50.70	office and classroom supplies at clarendon
AMZN Mktp US QS60Z8I63	\$55.97	office and classroom supplies at sacajawea
SAFEWAY.COM #0069	\$47.11	family event refreshments at grout
TARGET 00014191	\$15.38	office supplies at creston annex
AMZN MKTP US 2Y3QW9203	\$11.95	classroom and office equip. at kelly center
TARGET.COM	\$46.71	office supplies at creston annex
DOLLAR TREE	\$48.75	supplies for family event at creston annex
AMZN Mktp US 5A33J9VX3	\$14.94	office and classroom supplies at clarendon
AMAZON.COM WY5BD5MP3	\$76.53	office and classroom supplies at applegate
ODP BUS SOL LLC # 101078	\$161.60	classroom and office supplies at clarendon
ODP BUS SOL LLC # 101078	\$189.01	classroom and office supplies at clarendon
ODP BUS SOL LLC # 101135	\$11.78	classroom and office supplies at clarendon
AMAZON.COM 094UK8T63	\$33.60	office and classroom supplies at applegate
STAPLES	\$38.69	office supplies at clarendon
AMZN Mktp US R684H90N3	\$71.99	office and classroom equip. at applegate
SAFEWAY.COM #0069	\$27.57	family event refreshments at creston annex
ODP BUS SOL LLC # 101078	\$266.16	classroom and office supplies at applegate
AMZN Mktp US 2W8N25RG3	\$46.83	classroom and office equip. at kelly center
ODP BUS SOL LLC # 101078	\$158.48	classroom and office supplies at kelly center
ODP BUS SOL LLC # 101078	\$344.07	classroom and office supplies at clarendon
AMZN Mktp US 156KV0J23	\$29.71	office equip. at clarendon
WWW COSTCO COM	\$188.62	family and staff meeting refreshments at sacajawea
AMZN Mktp US B27CP09E3	\$109.95	office and classroom equip at jason lee
SAFEWAY.COM #0069	\$143.86	family event refreshments at clarendon
WWW COSTCO COM	\$26.24	family and staff meeting refreshments at sacajawea
STAPLES	\$25.15	office supplies at applegate
DISCOUNTSCH 8006272829	\$179.11	classroom supplies at kelly center
STAPLES	\$193.45	office and classroom supplies at applegate
Scholastic, Inc.	\$163.20	classroom periodicals for applegate
STAPLES	\$77.38	office and classroom supplies at creston annex
ODP BUS SOL LLC # 101078	\$40.99	office and classroom supplies at applegate
SAFEWAY.COM #0069	\$35.86	bulk order for policy council meetings, family/community refreshments
AMZN Mktp US 3N7HB3KP3	\$55.20	classroom and office supplies at applegate
Amazon.com 138GJ5533	\$7.99	family event food purchase for an event that was subsequently canceled, to be rescheduled at jason lee
ODP BUS SOL LLC # 101078	\$14.92	office and classroom supplies at creston annex
AMZN Mktp US XE4857WI3	\$147.14	classroom and office supplies at applegate
AMZN Mktp US WE15I6SQ3	\$35.99	classroom and office supplies at clarendon
AMAZON.COM G186H0MB3	\$14.50	classroom and office supplies at sacajawea
AMZN Mktp US I92355CV3	\$7.06	classroom and office supplies at applegate

ODP BUS SOL LLC # 101078	\$25.39	classroom and office supplies at applegate
ODP BUS SOL LLC # 101135	\$28.25	classroom and office supplies at creston annex
ODP BUS SOL LLC # 101078	\$75.99	classroom and office supplies at creston annex
AMAZON.COM WG9V43AJ3	\$20.00	classroom and office supplies at applegate
AMZN Mktp US Q22LR8WK3	\$36.98	classroom and office supplies at applegate
STAPLES	\$165.50	classroom and office supplies at sacajawea
ODP BUS SOL LLC # 101078	\$88.64	classroom and office supplies at sacajawea
SCHOOL SPECIALTY LLC	\$204.00	classroom and office supplies at sacajawea
AMZN Mktp US BD12L6CB3	\$9.96	classroom and office supplies at clarendon
AMAZON.COM 4J9942TF3	\$3.66	classroom and office supplies at clarendon
ODP BUS SOL LLC # 101078	\$45.79	classroom and office supplies at clarendon
AMAZON.COM 0J0JD7Z33	\$73.66	classroom materials at applegate
SCHOOL SPECIALTY LLC	\$111.41	classroom and office supplies at clarendon
ODP BUS SOL LLC # 101078	\$7.39	classroom and office supplies at sacajawea
ODP BUS SOL LLC # 101078	\$104.59	classroom and office supplies at clarendon
ODP BUS SOL LLC # 101078	\$39.99	classroom and office supplies at creston annex
ACCUCUT	\$214.35	office equip and supplies at applegate
ODP BUS SOL LLC # 101078	\$22.99	classroom and office supplies at sacajawea
AMZN Mktp US 7S17S32P3	\$29.40	office supplies at applegate
HOP FASTPASS	\$3,750.00	Fam. services budget-Transportation HOP tickets for parents to bring children to school

# Financial Summary Report

Month End Dec. 2023

SAVINGS ACCOUNT ACTIVITY				BALANCE
				5.00
	<b>PROJECT</b>	<b>PLUS</b>	<b>MINUS</b>	<b>BALANCE</b>
Beginning Bank Balance	December 1, 2023			5,909.56
Deposits:				-
				-
Expenses:				-
Ending Checking Account Balance as of December		-		5,909.56

## PROJECTS SUPPORTED WITH COUNCIL FUNDRAISERS & DONATIONS

PROJECTS IN CURRENT YR	BUDGET BEGINNING BALANCE	Budget Adj	Expenditures-to-date	Current Expenditures	Ending Balance
Walk-a-Thon funds undesignated	\$ -	\$ -	\$ -	\$ -	\$ -
Children's Clothing Fund	\$ 451.11	\$ -	\$ -	\$ -	\$ 451.11
Child Care Reimb., Volunteer	\$ (282.40)	\$ -	\$ -		\$ (282.40)
Community Warehouse Referrals	\$ (330.00)	\$ -			\$ (330.00)
Dollar per Child Contribution	\$ -	\$ -	\$ -	\$ -	\$ -
Assist with Lice Control	\$ -	\$ -	\$ -	\$ -	\$ -
Winter Holiday Project	\$ -	\$ -	\$ -	\$ -	\$ -
Food Reservicing	\$ -	\$ -	\$ -	\$ -	\$ -
Council Expenses, Misc.	\$ 412.10	\$ -	\$ -	\$ -	\$ 412.10
Attendance Incentives	\$ 200.00	\$ -	\$ -	\$ -	\$ 200.00
Parent Conference Travel Stipend	\$ 1,400.00	\$ -	\$ -	\$ -	\$ 1,400.00
Teacher Appreciation Week	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00
Donations-unallocated	\$ 3,958.75	\$ -	\$ -	\$ -	\$ 3,958.75
<b>Total</b>	<b>\$ 5,909.56</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,909.56</b>

### YTD Expenses-Month of Nov.

	Amount Awarded	Expenses
22-23 Fed. Carry Over Ending Oct. 31, 2023*	\$2,505,710.00	-\$2,505,710.00
<b>23-24 Awards</b>		
23-24 Fed. Nov.1, 2023-Oct. 31,2024	\$6,237,131.00	-\$707,352.00
23-24 OPK State Grant ending June 2024	\$8,157,302.23	-\$2,716,385.00
23-24 Portland Children's Levy ending June 2024	\$694,351.00	-\$188,153.00

<b>Total of 22-23 Fed C/O + 23-24 Awards (Items B38-B44)</b>	<b>\$17,594,494.23</b>
<b>Total Year to Date Expenses (all red totals)</b>	<b>-\$6,117,600.00</b>
<b>FED-Carry over for July-Oct. 2024</b>	<b>-\$1,800,000.00</b>
<b>Remaining Available funds for 23-24 SY</b>	<b>\$9,676,894.23</b>
<b>Remaining fiscal year (6/12 mos.)</b>	<b>50%</b>
<b>Percent of funds remaining</b>	<b>55%</b>

PPS HEAD START PROGRAM PROCUREMENT CARD LOG 2023-24  
 REPORT TO GOVERNING BODY OF PURCHASES ON CREDIT  
 FOR THE MONTHS OF DECEMBER, 2023

Vendor Name	Amount	Comments
AMZN Mktp US 0B2FP3E63	\$84.99	classroom supplies for applegate.
Amazon.com DG9S46TG3	\$5.99	classroom supplies for kelly center
SAFEWAY.COM #0069	\$40.81	community/family event at kelly center
PIZZA ROMA	\$565.22	reentry meal at kelly center
FRED MEYER 5255	\$166.26	reentry meal at clarendon
ODP BUS SOL LLC # 101078	\$40.99	classroom and office supplies at applegate
AMZN Mktp US PC9G14QZ3	\$57.99	classroom materials at clarendon
ODP BUS SOL LLC # 101078	\$6.50	office supply at creston
ODP BUS SOL LLC # 101078	\$29.64	Classroom and office supplies at creston annex
AMZN Mktp US 0H6BK5HC3	\$9.79	classroom supplies at sacajawea
PIZZA HUT 002874	\$310.21	staff reentry meal at clarendon
COSTCO WHSE #0002	\$33.57	reentry lunch
COSTCO WHSE #0002	\$129.35	reentry lunch
ODP BUS SOL LLC # 101078	\$48.12	classroom and office supplies at applegate
HOT LIPS PIZZA HAWTHORNE	\$255.00	reentry meal at creston annex
PIZZA HUT 002874	\$64.45	staff reentry meal at sitton
ODP BUS SOL LLC # 101078	\$131.99	classroom and office supplies at kelly center
ODP BUS SOL LLC # 101078	\$12.36	classroom and office supplies at kelly center
ODP BUS SOL LLC # 101078	\$260.09	classroom and office supplies at kelly center
ODP BUS SOL LLC # 101078	\$45.90	classroom and office supplies at creston annex
ODP BUS SOL LLC # 101078	\$25.20	classroom and office supplies at creston annex
TST SPARKYS PIZZA - LOM	\$331.58	PAT Staff Re-entry meal
SCHOOL SPECIALTY LLC	\$165.94	classroom and office supplies at kelly center
AMZN Mktp US B95NC2XS3	\$222.07	office and classroom supplies at sacajawea
WWW COSTCO COM	(\$56.67)	refunds
WWW COSTCO COM	(\$50.37)	refunds
SAFEWAY.COM #0069	\$48.15	family event refreshments at jason lee
SAFEWAY.COM #0069	\$35.95	family event refreshments at kelly center
HILTON HOTELS	\$702.72	lodging for Parent and Family Engagement Conference in New Orleans
HILTON HOTELS	\$702.72	lodging for Parent and Family Engagement Conference in New Orleans
TST PIZZICATO - FREMONT	\$392.44	policy council meal for family and staff at sacajawea
AMZN Mktp US 009TD0QJ3	\$11.82	classroom and office supplies at clarendon
TARGET 00025239	\$60.00	decorations for holiday family event at sacajawea
AMZN Mktp US KX4ZJ7ZJ3	\$32.48	classroom and office supplies at clarendon
AMZN Mktp US 8U8IL4XT3	\$35.57	classroom and office supplies at clarendon
SCHOOL HEALTH CORP	\$82.28	health supplies for students at applegate
AMZN Mktp US TK41C76I3	\$17.54	office equip. at clarendon
Amazon.com T05B87I83	\$50.70	office and classroom supplies at clarendon
AMZN Mktp US QS60Z8I63	\$55.97	office and classroom supplies at sacajawea
SAFEWAY.COM #0069	\$47.11	family event refreshments at grout
TARGET 00014191	\$15.38	office supplies at creston annex
AMZN MKTP US 2Y3QW9203	\$11.95	classroom and office equip. at kelly center
TARGET.COM	\$46.71	office supplies at creston annex
DOLLAR TREE	\$48.75	supplies for family event at creston annex
AMZN Mktp US 5A33J9VX3	\$14.94	office and classroom supplies at clarendon
AMAZON.COM WY5BD5MP3	\$76.53	office and classroom supplies at applegate
ODP BUS SOL LLC # 101078	\$161.60	classroom and office supplies at clarendon
ODP BUS SOL LLC # 101078	\$189.01	classroom and office supplies at clarendon
ODP BUS SOL LLC # 101135	\$11.78	classroom and office supplies at clarendon
AMAZON.COM 094UK8T63	\$33.60	office and classroom supplies at applegate
STAPLES	\$38.69	office supplies at clarendon
AMZN Mktp US R684H90N3	\$71.99	office and classroom equip. at applegate
SAFEWAY.COM #0069	\$27.57	family event refreshments at creston annex
ODP BUS SOL LLC # 101078	\$266.16	classroom and office supplies at applegate
AMZN Mktp US 2W8N25RG3	\$46.83	classroom and office equip. at kelly center
ODP BUS SOL LLC # 101078	\$158.48	classroom and office supplies at kelly center
ODP BUS SOL LLC # 101078	\$344.07	classroom and office supplies at clarendon
AMZN Mktp US 156KV0J23	\$29.71	office equip. at clarendon
WWW COSTCO COM	\$188.62	family and staff meeting refreshments at sacajawea
AMZN Mktp US B27CP09E3	\$109.95	office and classroom equip at jason lee
SAFEWAY.COM #0069	\$143.86	family event refreshments at clarendon
WWW COSTCO COM	\$26.24	family and staff meeting refreshments at sacajawea
STAPLES	\$25.15	office supplies at applegate
DISCOUNTS8H 006272829	\$179.11	classroom supplies at kelly center
STAPLES	\$193.45	office and classroom supplies at applegate
Scholastic, Inc.	\$163.20	classroom periodicals for applegate
STAPLES	\$77.38	office and classroom supplies at creston annex
ODP BUS SOL LLC # 101078	\$40.99	office and classroom supplies at applegate
SAFEWAY.COM #0069	\$35.86	bulk order for policy council meetings, family/community refreshments
AMZN Mktp US 3N7HB3KP3	\$55.20	classroom and office supplies at applegate
Amazon.com 138GJ5533	\$7.99	family event food purchase for an event that was subsequently canceled, to be rescheduled at jason lee
ODP BUS SOL LLC # 101078	\$14.92	office and classroom supplies at creston annex
AMZN Mktp US XE4857WI3	\$147.14	classroom and office supplies at applegate
AMZN Mktp US WE15I6SQ3	\$35.99	classroom and office supplies at clarendon
AMAZON.COM G186H0MB3	\$14.50	classroom and office supplies at sacajawea
AMZN Mktp US I92355CV3	\$7.06	classroom and office supplies at applegate

ODP BUS SOL LLC # 101078	\$25.39	classroom and office supplies at applegate
ODP BUS SOL LLC # 101135	\$28.25	classroom and office supplies at creston annex
ODP BUS SOL LLC # 101078	\$75.99	classroom and office supplies at creston annex
AMAZON.COM WG9V43AJ3	\$20.00	classroom and office supplies at applegate
AMZN Mktp US Q22LR8WK3	\$36.98	classroom and office supplies at applegate
STAPLES	\$165.50	classroom and office supplies at sacajawea
ODP BUS SOL LLC # 101078	\$88.64	classroom and office supplies at sacajawea
SCHOOL SPECIALTY LLC	\$204.00	classroom and office supplies at sacajawea
AMZN Mktp US BD12L6CB3	\$9.96	classroom and office supplies at clarendon
AMAZON.COM 4J9942TF3	\$3.66	classroom and office supplies at clarendon
ODP BUS SOL LLC # 101078	\$45.79	classroom and office supplies at clarendon
AMAZON.COM 0J0JD7Z33	\$73.66	classroom materials at applegate
SCHOOL SPECIALTY LLC	\$111.41	classroom and office supplies at clarendon
ODP BUS SOL LLC # 101078	\$7.39	classroom and office supplies at sacajawea
ODP BUS SOL LLC # 101078	\$104.59	classroom and office supplies at clarendon
ODP BUS SOL LLC # 101078	\$39.99	classroom and office supplies at creston annex
ACCUCUT	\$214.35	office equip and supplies at applegate
ODP BUS SOL LLC # 101078	\$22.99	classroom and office supplies at sacajawea
AMZN Mktp US 7S17S32P3	\$29.40	office supplies at applegate
HOP FASTPASS	\$3,750.00	Fam. services budget-Transportation HOP tickets for parents to bring children to school



# Parent Policy Council Minutes

10/21/2023

Info	<p>Warm Welcome Agenda Overview</p> <p>In Attendance: Joni McCoy Kim Joselyn Peria Jamila Myrick Miranda Rosa Guille Maria Rocio Stacy Deborah Smith Emma Ochsner Dana Stiles Alex Jenn Liz Bledsoe Dani DeYoung Andrea Murphy Rhiannon Martin Crystal Ball Rose</p>	Chair – Alex Dana to support	5 min
Action	<p>Review and approve minutes from June Meeting - all action items approved</p>	Secretary – Liz Dana to support	10 min
	<p>Motion: Liz Second: Kim Votes: 14 approval / 0 disapprove / 0 abstain</p>		
Action	Director’s Report (blue handout)	Dana	15 min
	<p>Motion: Liz Second: Debra Votes: 13 approve / 0 oppose / 0 abstain</p>		
Action	Treasurer’s Report-hold	Treasurer – Nancy Robles	10 min



	Motion: Second: Votes:		
Action	OPK Grant Approval <ul style="list-style-type: none"> <li>● Head Start 5 Year Goals (white paper)</li> <li>● School Readiness Goals</li> <li>● Site &amp; Service Workbook</li> <li>● Budget expenditures report</li> </ul>	Dana/Nancy	20 min
	Motion: Liz Second: Debra Votes: 13 approve/ 0 oppose/0 abstain		
Info	OHSA Fall State Conference, Nov. 1-3, 2023 @ Holiday Inn, Salem, OR <ul style="list-style-type: none"> <li>● Jamila Myrick (Parent) attending</li> <li>● Crystal Ball</li> <li>● Dana Stiles</li> </ul>	Dana	5min
	Notes: none		
Info	NHSA Parent & Family Engagement Conference, Dec. 4-7, 2023 in New Orleans, LA <ul style="list-style-type: none"> <li>● One parent representative is eligible to attend – any interested parties?</li> </ul>	Rhiannon	5min
	Notes: on hold		
Info	Portland Association Teachers Bargaining Update	Dana	5min
	Notes: Strike authorized. Dana - working on a support plan. Debra - Portland Parks Access Pass		
Info	Email/Text Check-In	Rhiannon	5 min
	Notes: If you aren't receiving email or text messages regarding the council, let Rhiannon or teacher know.		
Info	New/Old News Adjournment	Chair –	5 min
	Notes:		

Next Meeting on November 14, 5:15pm at Sacajawea Head Start, 4800 NE 74th Ave



# Parent Policy Council Minutes

11/14/2023

Info	Warm Welcome Agenda Overview In Attendance: Alexander Gyebi, Debra Smith, Elizabeth Kinder, Guiye Cruz, Jennifer Gyamfi, Kenia Correa, Meag Wint, Melissa DeAnza, Stacy Stenzel, Dana Stiles, Andrea Murphy, Alexis Andrew, Kathy Hogan	Dana	5 min
Action	Minutes: Review and approve minutes from Oct meeting	Dana	10 min
Notes:	Motion: Guiye Second: Meag Votes: 7 / 0 / 0		
Action	Director's Report	Dana	15 min
Notes:	Motion: Meag Second: Guiye Votes: 7 / 0 / 0		
Action	Treasurer's Report	Dana	10 min
Notes:	Motion: Kenia Second: Debra Votes: 7 / 0 / 0 Meag and Debra are interested in a subcommittee on how to fundraise and how to best spend funds. They will reach out to Crystal Ball directly.		
Action	Quorum – Review bylaws Data to create a table on what can/can't be changed. Table for November meeting.	<b>TABLE</b>	
Notes:	Motion: Second: Votes: ? approval / ? disapprove / ? abstain		
Action	Executive Board update	<b>TABLE</b>	
Notes:	Motion: Second: Votes: ? approval / ? disapprove / ? abstain		
Action	Policy Approval <ul style="list-style-type: none"> <li>Attendance/Mealtime Policy &amp; Procedure</li> </ul>	<b>TABLE</b>	15 min

Notes:	Motion: Second: Votes: ? approval / ? disapprove / ? abstain		
Info	Updates from PAT Strike (School Closure) Parents want kids back in school. Elizabeth wants to make sure that kids/families will have time to readjust. Meag would like more specific details about day to day activities from teachers. Kenia would like more classroom volunteer opportunities.		10min
Notes:	Parents want kids back in school. Elizabeth wants to make sure that kids/families will have time to readjust. Meag would like more specific details about day to day activities from teachers. Kenia would like more classroom volunteer opportunities.		
Info	New/Old News Adjournment	Chair – Dana to support	5 min
Next Meeting on December 12, 5:15pm at Sacajawea Head Start, 4800 NE 74th Ave			



# Parent Policy Council Minutes

1/9/2024

Info	Warm Welcome Agenda Overview In Attendance: 11 parent, Dana, Crystal, Rhiannon, Andrea, Katlyn	Chair – Alex Dana to support	5 min
Action	Minutes Review from previous month	Secretary – Meag Dana to support	10 min
	Notes: Liz mentioned that when new policies or updates are to be voted on it would be good to have the older version and newer version (with highlights for updates) to compare. Motion: Deborah Second: Paul Votes: 11 yes		
Action	Director’s Report	Dana	10 min
	Notes: No changes to budget, next month review attendance to determine if we are going up, we are past the 90 days to meet the requirements; hosting immunization clinic at Creston to support all children to get necessary vaccines prior to exclusion day; State conference is next month on 2/9 Motion: Liz Second: Jennifer Votes: 11 yes		
Action	Treasurer’s Report	Treasurer – Rocio Nancy to support	10 min
	Notes: \$1500 donation given to PC; 55% of funds for the year remaining; asked for a summary of the credit card transactions to compare month to month rather than an itemized list-itemized list came as a request from previous Policy Council members ( <i>*addition-program auditors stated sharing an itemized list is required</i> ) Motion: Liz Second: Guille Votes: 11 yes		
Action	Checking Account Signer-add 2 names	Dana	5 min

	Notes: Add Dana and Nikki as signers Motion: Liz Second: Elizabeth Votes: 11 yes		
Info	Fundraising Committee/PC Budget	Crystal/Nancy	15 min
	Notes: discussion around history of this committee, not asking enrolled families to fundraise or donate funds but rather look to local businesses; Alex suggested coming up with something to fundraise for; possibly no need to fundraise this year; at meeting in February look at the budget to review allocations and determine next steps One parent expressed wanting to feel more connected to teachers, possibly organizing a social event for teachers and families		
Info	Transportation Support	Deborah	10 min
	Notes: Deborah suggested that as we work to get more parents to come to the Policy Council it might be worthwhile asking if transportation is an issue, can we look at carpooling or offering bus tickets to attend?		
Info	Nutrition/Food Services update	Katlyn	20 min
	Notes: Katlyn went through notes related to USDA guidelines, and her initial plan to give feedback to Nutrition Services. Provided information packets to parents, District looking to limit all sugar to no more than 10% across the menu by 2025-can we advocate for this timeline to be bumped up? Should we request a nutritional analysis of the menu? Will revisit conversation next month in order to finalize feedback for District Nutrition Services.		
Info	NHSA/ State Conference - Per Diem	Crystal/Joselyn	5 min
	Notes: This is a line item in the current PC budget, parents can get their per diem up front rather than after the conference as a reimbursement.		
Info	New/Old News Adjournment	Chair – Alex Dana to support	5 min

	Notes: N/A		
Next Meeting on February 13, 5:15pm at Sacajawea Head Start, 4800 NE 74th Ave			